

CALL TO ORDER – PLEDGE OF ALLEGIANCE

Mayor Jacob LaRue presided and called the meeting to order at 6:30 p.m., the Pledge of Allegiance was recited.

Commissioners Present: Mayor LaRue and Commissioners Kevin Berthot, Phillip Chaney, Tim Egner, and Tim Fairchild.

Staff Present: Todd Newman, City Manager; Ryan Follmer, Assistant City Manager; Tina Bailey, City Clerk; David Brake, City Attorney; and Cory Kepley, Chief Finance Officer.

INVOCATION

The invocation was given by Commissioner Tim Fairchild.

AGENDA

The Agenda was approved on motion by Commissioner Berthot, seconded by Commissioner Fairchild. Voting Aye: All. Motion carried unanimously.

CONSENT AGENDA

The Consent Agenda is used to approve non-controversial or routine matters by a single motion and vote. The Consent Agenda consisted of the following:

- Minutes – City Commission – November 27, 2023
- Warrant Register dated November 27, 2023
- Warrant Register dated December 6, 2023
- Review Various Board and Committee Minutes and Reports

Motion made by Commissioner Berthot, seconded by Commissioner Fairchild, to approve the Consent Agenda as presented. Voting Aye: All. Motion carried unanimously.

PUBLIC COMMENTS

Mikki Herrera, Chanute Housing Authority Executive Director commented on Affordable Housing.

General discussion was made.

CITY MANAGER'S REPORT

City Manager Todd Newman gave his report on City activities and operations. Items reported on included an update on upcoming holiday hours for City offices, the Cemetery Maintenance

Request for Proposal deadline date, the Chanute Depot Building HVAC Request for Proposal deadline date, and estimated dates of arrival for the new trash trucks and fire truck.

Manager Newman distributed the City's 2024 Strategic Plan to the City Commission for review and provided a brief overview.

Manager Newman distributed the 2024 Quarter Cent Sales Tax Project Book to the City Commission and Assistant City Manager Ryan Follmer provided a brief overview.

PUBLIC HEARING

CONDUCT PUBLIC HEARING ON 2023 BUDGET AMENDMENT

Conduct a Public Hearing on the 2023 Budget Amendment and for that purpose, Mayor LaRue opened a hearing at 6:44 p.m.

As there were no comments from the public the Public Hearing was closed at 6:45 p.m.

NEW BUSINESS

ADOPT 2023 BUDGET AMENDMENT

For 2023, the following nine (9) funds are included in the Budget Amendment: General Fund, City Roof Repair, Library, Library Employee Benefit, Santa Fe Ball Complex, Tourism, Water Fund, Gas Fund, and Vehicle Services. 2023 revenue will support the proposed amendment.

Increasing the limit in these funds is necessary for the City to pay its obligations through the end of the year. This will not increase taxes, but allows us to spend revenue already received.

General discussion was made.

Motion made by Commissioner Fairchild, seconded by Commissioner Berthot, to adopt the 2023 Budget Amendment and by signature of the Governing Body authorize Certificate to the County Clerk. Voting Aye: All. Motion carried unanimously.

APPLICATIONS FOR 2024 LICENSE TO RETAIL CEREAL MALT BEVERAGE

Cereal Malt Beverage Licenses are approved annually in December for the following year. Inspection of the buildings have been made and approved by the Building Inspector and Fire Department with no deficiencies noted. Clearance through the Police Department has been approved. The City License Fee and the State Cereal Malt Tax have been paid by all applicants.

General discussion was made. Comments were made by City Manager Todd Newman.

Motion made by Commissioner Fairchild, seconded by Commissioner Egner, to approve the applications for a 2024 Cereal Malt Beverage License. Voting Aye: All. Motion carried unanimously.

NEIGHBORHOOD REVITALIZATION APPLICATION – ASH REAL ESTATE

ASH Real Estate, LLC has submitted an application under the Neighborhood Revitalization Program. It has been verified that the property listed under the scope of the application, 1308 Osa Martin Blvd., parcel identification number 067-049-30-0-10-14-011.00-0 is within the scope

of the city limits of Chanute. The application has been submitted and reviewed by the Chanute Community Services Department, Chanute Regional Development Authority, the Neosho County Appraisers office, and the Neosho County Treasurer's office.

The application is now being submitted to the City Commission for consideration and approval. The application will be void one year from the date of the application being approved unless the construction is finished before then. The applicant is to notify the County Appraiser of the commencement of construction within ten (10) days after starting the project.

General discussion was made. Comments were made by City Manager Todd Newman.

Motion made by Commissioner Egner, seconded by Commissioner Berthot, to approve the Neighborhood Revitalization Application - ASH Real Estate, LLC – 1308 Osa Martin Blvd. Voting Aye: All. Motion carried unanimously.

SALE OF OSA MARTIN HEIGHTS SUBDIVISION LOTS

Previously the City Commission has authorized the sale of lots in the Osa Martin Heights Subdivision for \$7,500 if the buyer was making multiple purchases.

The City Attorney has prepared the deed and real estate sales validation questionnaires.

General discussion was made. Comments were made by City Manager Todd Newman and City Attorney David Brake.

Motion made by Commissioner Fairchild, seconded by Commissioner Berthot, to sale three lots in the amount of \$22,500 to ASH Real Estate as presented. Voting Aye: All. Motion carried unanimously.

APPOINT ONE MEMBER TO THE PLANNING COMMISSION

There are currently three board vacancies on the Planning Commission. Notice of Board Vacancy was made and the City received one board application from Glen Wiltse. The Planning Commission met on December 5, 2023 to review board applications and recommends that the City Commission appoint Glen Wiltse to the board for a three-year term. (Appointment: Mayor with consent of City Commission.)

Mayor LaRue with the consent of the City Commission appointed Glen Wiltse to the Planning Commission for a three-year term.

150TH ANNIVERSARY CELEBRATION – EXPENSE & INCOME REPORT

Chanute Chamber of Commerce & Office of Tourism Executive Director Jane Brophy and Chanute Main Street Executive Director Ruthann Boatwright, on behalf of the 150th Anniversary Celebration event committee presented an Expense & Income Report on the 150th Anniversary Celebration.

General discussion was made.

RESCHEDULE/CANCEL DECEMBER 25TH REGULAR CITY COMMISSION MEETING

The last regular City Commission meeting for the year 2023 is scheduled for December 25th, Commission may wish to consider either cancelling the second meeting in December and/or rescheduling for another date to wrap up any unfinished end-of-year business.

General discussion was made. Comments were made by City Manager Todd Newman.

Motion made by Commissioner Fairchild, seconded by Commissioner Berthot, to approve cancelation of the December 25, 2023 regular City Commission meeting. Voting Aye: All. Motion carried unanimously.

COMMISSION COMMENTS

Commissioner Chaney thanked the community for their support over the past several years. He also thanked fellow commissioners, city staff and provided a brief list of accomplishments made during his tenure as City Commissioner.

Commissioner Berthot wished everyone a Merry Christmas.

Commissioner Berthot reminded everyone that Operation Soup Line has started the 2024 planning stage and is looking for volunteers.

Commissioner Egner wished everyone a safe and Merry Christmas.

Commissioner Fairchild thanked Commissioner Chaney for his years of service.

Commissioner Fairchild commented on property demolitions, the City Land Bank, and voting.

Commssioner Fairchild commented on the 150th Anniversary Celebration and thanked the committee for their vision and all the work they accomplished.

Mayor LaRue thanked Commissioner Chaney for his years of service.

ADJOURNMENT

Motion made by Commissioner Fairchild, seconded by Mayor LaRue, to adjourn. Voting Aye: All. Motion carried unanimously. Meeting adjourned at 7:11 p.m.

Tina L Bailey, CMC
City Clerk