

**City Commission Minutes**  
Regular Session  
September 8, 2025

City Commission Chambers  
101 S Lincoln Ave.  
Chanute, KS 66720

**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 Jacob LaRue and Commissioners Kevin Berthot, Tim Fairchild, and Larry Taylor.

Commissioners Absent: Commissioner Tim Egner.

Staff Present: Todd Newman, City Manager; Tina Bailey, City Clerk; David Brake, City Attorney; Cory Kepley, Chief Finance Officer; and Jeff Litzel, Waste Water Superintendent.

**INVOCATION**

The invocation was given by Commissioner Larry Taylor.

**AGENDA**

The Agenda was approved on motion by Commissioner Taylor, seconded by Commissioner Berthot. 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 – August 25, 2025
- Warrant Register dated August 27, 2025
- Warrant Register dated September 3, 2025
- Review Various Board and Committee Minutes and Reports
- Request to Temporarily Block Certain Streets – Neosho County Health Department Drive-Thru Flu Shot Clinic
- Request from the Chanute American Legion to Hold 9/11 Memorial Ceremony
- Request to Hold Annual Veterans Day Parade – November 11, 2025

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

**PUBLIC COMMENTS**

Bernie Neyer, 319 South Lafayette commented on a recent Chanute Tribune article related to a City utility increase and comments made by the City Commission.

Ruthann Boatwright, Main Street Chanute Executive Director reported on upcoming Main Street events.

#### **CITY MANAGER'S REPORT**

City Manager Todd Newman gave his report on City activities and operations. Items reported on included an update on the Osa Martin Option B Project, preparation/clean-up for the Chanute Mexican Fiesta and Artist Alley, the Fiber Pon 13 Project, and the Golf Course Restaurant.

City Manager Newman distributed a copy of an article to the City Commission for review and commented on the City of Coffeyville's four (4) year utility rate increase for electric customers.

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

City Manager Newman reported that Chamber of Commerce & Office of Tourism Executive Director Amy Jensen reached out to his office to inquire about interest in holding an event to celebrate the City Memorial Building's 100<sup>th</sup> Anniversary. Commissioners will report feedback to the City Manager.

#### **NEW BUSINESS**

##### **PURCHASE OF SUN SHADES – MAIN STREET PAVILION**

Gary Fail, Farmers Market Representative provided City staff with five (5) estimates for sun shades to be purchased and installed by City staff on the west side of the Main Street Pavilion. Farmers Market continues to grow annually and the shades will provide additional space out of the sun. Funding would be provided out of Tourism.

Main Street Chanute Executive Director Ruthann Boatwright was present and available for questions.

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

Motion made by Commissioner Fairchild, seconded by Commissioner Taylor, to approve the purchase of sun shades from Elite Shade, not to exceed \$16,000.00. Voting Aye: All. Motion carried unanimously.

##### **SET PUBLIC HEARING DATE FOR PROPOSED LOAN FROM KDHE - WWTP**

The City of Chanute has been working on a project to construct a new waste water plant before the expiration of the KDHE permit for the current plant built in 1983. As part of that process the city needs to obtain financing to pay for the engineering and construction of the plant.

The purpose of the hearing is to allow the public to speak about the proposed loan from KDHE. The loan is not to exceed \$30 million dollars and will be paid from revenue from the waste water utility.

General discussion was made. Comments were made by City Manager Todd Newman, Waste Water Superintendent Jeff Litzel, City Attorney David Brake, and Midwest Engineering Group representative Ben Coltrane.

Motion made by Commissioner Berthot, seconded by Commissioner Taylor, to authorize notice of publication setting a public hearing for October 13, 2025 as presented. Voting Aye: All. Motion carried unanimously.

**PERMISSION TO USE MUNICIPAL AIRPORT HANGAR/GROUNDS FOR MARTIN & OSA JOHNSON SAFARI MUSEUM ANNUAL GALA**

The Martin & Osa Johnson Safari Museum Board of Directors & Foundation Board, is requesting permission to use City property in order to hold their annual Museum Gala, on Friday, October 3, 2025. The Museum specifically requests the use of the North hangar and grounds around it. They would like to have the ability to set up the stage on Thursday, October 2, 2025 and allowing event clean-up on Saturday, October 4, 2025. In addition, the Museum requests permission to sell and serve alcohol during the event. The Museum would be responsible for all of the licenses and providing the appropriate insurance.

General discussion was made. Comments were made by City Manager Todd Newman and Safari Museum Board Member Allison Mih.

Motion made by Commissioner Taylor, seconded by Commissioner Berthot, to approve the request by the Martin & Osa Johnson Safari Museum Board of Directors & Foundation Board for permission to use the Municipal Airport hangar/grounds and sell & serve alcohol during their event, after obtaining appropriate licenses and insurance. Voting Aye: All. Motion carried unanimously.

**PROPERTY RESOLUTION – 217 WEST 6TH**

**PROPERTY RESOLUTION – 303 NORTH GRANT**

**PROPERTY RESOLUTION – 815 NORTH WASHINGTON**

**PROPERTY RESOLUTION – 122 NORTH STEUBEN**

**PROPERTY RESOLUTION – 317 SOUTH WILSON**

**PROPERTY RESOLUTION – 329 WEST 3RD**

**PROPERTY RESOLUTION – 504 WEST 2ND**

**PROPERTY RESOLUTION – 1520 SOUTH WESTERN**

Motion made by Commissioner Berthot, seconded by Commissioner Fairchild, to adopt resolution declaring that the above properties are in violation of Chanute Municipal Codes and authorizing abatement of certain nuisances as presented. Voting Aye: All. Motion carried unanimously.

The Resolutions were assigned: No. 2025-117, No. 2025-118, No. 2025-119, No. 2025-120, No. 2025-121, No. 2025-122, No. 2025-123, and No. 2025-124.

**EXECUTIVE SESSION – PRELIMINARY DISCUSSION OF THE ACQUISITION OF REAL PROPERTY**

Motion made by Mayor LaRue, seconded by Commissioner Berthot, that the City Commission recess into executive session for preliminary discussion of the acquisition of real property; exception, K.S.A. 75-4319(b)(6). The open meeting will resume in the City Commission Chambers at 7:25 p.m. Voting Aye: All. Motion carried unanimously.

The City Commission returned to open session at 7:25 p.m.

No action taken.

### **COMMISSION COMMENTS**

Commissioner Fairchild requested that the Commission discuss the three (3) minute time limit for persons wishing to speak during Public Comments.

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

Commission consensus was to allow persons wishing to speak to the City Commission six (6) minutes during Public Comments. The time limit can be extended an additional three (3) minutes if requested by one of the City Commissioners.

Commissioner Taylor commented on the Osa Martin Option B Project.

Commissioner Taylor commented on use of golf carts within City limits and requested that the City Commission review the Special Purpose Vehicle Ordinance at a future meeting.

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

Commission consensus was to place the Special Purpose Vehicle Ordinance on the Agenda at the next regular meeting for review and further discussion.

Commissioner Taylor invited the Commission to attend the groundbreaking ceremony set for the Mih Family Fine Arts Center, Thursday, September 11, 2025, 11:30 a.m., NCCC Sanders Hall.

Mayor LaRue reminded utility customers that qualify that the City offers a Level Billing Plan for payment of utilities.

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

Mayor LaRue requested that City staff post the Agenda Cover Sheet on the City's Facebook Page prior to City Commission Meetings.

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

Commission consensus was for City staff to post the Agenda Cover Sheet to the City's Facebook page with a link to the City Website page for viewing of the Agenda Packet.

### **ADJOURNMENT**

Motion made by Mayor LaRue, seconded by Commissioner Fairchild, to adjourn. Voting Aye: All. Motion carried unanimously. Meeting adjourned at 7:42 p.m.

Tina L Bailey, CMC  
City Clerk