

**City Commission Minutes**

Regular Session  
October 13, 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 Egner, and Larry Taylor.

Commissioners Absent: Commissioner Tim Fairchild.

Staff Present: Todd Newman, City Manager; Tina Bailey, City Clerk; Daniel Smith, Assistant City Attorney; Cory Kepley, Chief Finance Officer; Jeff Litzel, Wastewater Treatment Plant Superintendent; Marc Umbarger, Assistant Police Chief; and Jeff Mitchell, Fire Chief.

**INVOCATION**

The invocation was given by Mayor Jacob LaRue.

**PROCLAMATION**

**NATIONAL BUSINESS WOMEN’S WEEK OCTOBER 19-25-2025**

Jacob LaRue, Mayor of the City of Chanute, proclaimed October 19-25, 2025, as Chanute’s National Business Women’s Week and urged all citizens in Chanute, all civic and fraternal groups, all educational associations, all news media and other community organizations to join in this salute to women by encouraging and promoting the celebration of the achievements of all women as they contribute daily to our economic, civic and cultural purposes.

Chanute’s BPW representative Sharon Carpenter and Kathy Williams accepted the Proclamation.

**AGENDA**

The Agenda was approved on motion by Commissioner Taylor, seconded by Commissioner Egner. 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 – September 22, 2025
- Warrant Register dated September 24, 2025
- Warrant Register dated October 1, 2025

- Warrant Register dated October 8, 2025
- Review Various Board and Committee Minutes and Reports
- Request to Hold Annual Spook Parade – October 28, 2025
- Request to Temporarily Close South Highland, from 5<sup>th</sup> Street to 10<sup>th</sup> Street for Halloween on the Evening of October 31, 2025
- Request to Temporarily Close South Steuben, between 1<sup>st</sup> Street and 2<sup>nd</sup> Street for Halloween on the Evening of October 31, 2025

Commissioner Egner requested that Consent Agenda Item 6E-Request to Temporarily Close the 200 Block of West Elm for Halloween on the Evening of October 31, 2025 be pulled and voted on separately since he is one of the residents requesting the street closure.

Motion made by Commissioner Egner, seconded by Commissioner Berthot, to approve the amended consent agenda. Voting Aye: All. Motion carried unanimously.

Motion made by Commissioner Berthot, seconded by Commissioner Taylor, to approve the request to Temporarily Close the 200 Block of West Elm from Steuben going east to the Alley October 31, 2025, 4:30 p.m. – 10:00 p.m.

Voting Aye: Mayor LaRue and Commissioners Berthot and Taylor  
 Voting Nay: None  
 Abstention: Commissioner Egner  
 Motion carried.

#### **PUBLIC COMMENTS**

Friends of the Chanute Public Library Representative Jena Lawrence presented a check in the amount of \$1,500.00 as a donation for the Depot HVAC Project.

Amy Jensen, Chanute Chamber of Commerce and Office of Tourism Executive Director reported on upcoming projects and events.

Ruthann Boatwright, Main Street Chanute Executive Director thanked the City for their support during the Artist Alley Event.

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

City Manager Todd Newman gave his report on City activities and operations. Items reported on included an update on the Depot HVAC Project.

City Manager Todd Newman reported that the Land Bank would like to sale a vacant lot located on South Lincoln in the amount of \$721.00 and if no objections from the City Commission he would move forward with the sale and purchase of real estate.

Commission consensus was for the City Manager to move forward with no objections.

#### **PUBLIC HEARING**

#### **CONDUCT A PUBLIC HEARING IN REGARD TO SUBMITTING AN APPLICATION TO THE KANSAS WATER POLLUTION CONTROL REVOLVING LOAN FUND**

Conduct a Public Hearing for the purpose of hearing comments for the record on “Considering an application to be submitted to the Kansas Water Pollution Control Revolving Fund administered by the Kansas Department of Health and Environment for Improvements to the Waste Water Treatment Plant and for that purpose Mayor LaRue opened a hearing at 6:42 p.m.

As there were no comments from the public the Public Hearing was closed at 6:43 p.m.

#### **OLD BUSINESS**

##### **FIRE PROTECTION CONTRACTS AND ORDINANCE FOR TIOGA, BIG CREEK, AND CANVILLE TOWNSHIPS**

At the September 22, 2025, the City Commission approved the annual increase for township fire service fees. At that meeting, representatives from two of the townships addressed the commission. One of the townships asked the City to revise the Ordinance to better state the City’s responsibility in providing the fire protection.

In case of multiple fires or life-threatening incidents the Fire Chief or person in charge is to prioritize as to which incident is responded to first. The Ordinance was revised to state that issue more clearly.

Motion made by Commissioner Berthot, seconded by Commissioner Taylor, to adopt an

AN ORDINANCE ESTABLISHING A CONTRACT BETWEEN THE CITY OF CHANUTE, KANSAS, AND BIG CREEK TOWNSHIP IN NEOSHO COUNTY, KANSAS, TO FURNISH FIREFIGHTING SERVICE TO BIG CREEK TOWNSHIP, PURSUANT TO THE PROVISIONS OF K.S.A. 80-1502 and

AN ORDINANCE ESTABLISHING A CONTRACT BETWEEN THE CITY OF CHANUTE, KANSAS, AND CANVILLE TOWNSHIP IN NEOSHO COUNTY, KANSAS, TO FURNISH FIREFIGHTING SERVICE TO CANVILLE TOWNSHIP, PURSUANT TO THE PROVISIONS OF K.S.A. 80-1502 and

AN ORDINANCE ESTABLISHING A CONTRACT BETWEEN THE CITY OF CHANUTE, KANSAS, AND TIOGA TOWNSHIP IN NEOSHO COUNTY, KANSAS, TO FURNISH FIREFIGHTING SERVICE TO TIOGA TOWNSHIP, PURSUANT TO THE PROVISIONS OF K.S.A. 80-1502.

Voting Aye: All. Motion carried unanimously.

The Ordinances were assigned: No. S-582, No. S-583, and No. S-584

##### **AMENDING GOLF CART AND UTILITY VEHICLE ORDINANCES**

At the September 22, 2025, Chanute City Commission meeting, the commissioners discussed making changes to the City’s current ordinance regulating golf carts and utility vehicles.

The consensus of the commission was to allow utility vehicles properly equipped with lights to operate 24/7 on all city streets.

General discussion was made. Comments were made by City Manager Todd Newman, Assistant City Attorney Daniel Smith, and Assistant Police Chief Marc Umbarger.

Commission consensus was to table this item and to place it on the next Agenda further review and discussion, allowing the City Attorney time to draft an amended Ordinance related to operations of utility vehicles on prohibited streets.

#### **NEW BUSINESS**

#### **ADOPT A RESOLUTION AUTHORIZING THE COMPLETION OF AN APPLICATION TO THE KANSAS DEPARTMENT OF HEALTH & ENVIRONMENT REGARDING A LOAN FROM THE KANSAS WATER POLLUTION CONTROL REVOLVING LOAN FUND**

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.

Pursuant to Kansas statute the city is required to have a public hearing before applying for a loan from KDHE to construct a new waste water plant. To move forward the city needs to approve a resolution allowing city staff to complete and submit the application for a 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.

Motion made by Commissioner Taylor, seconded by Commissioner Egner, to adopt a

RESOLUTION AUTHORIZING FILING OF APPLICATION WITH THE KANSAS DEPARTMENT OF HEALTH AND ENVIRONMENT FOR A LOAN UNDER THE KANSAS WATER POLLUTION CONTROL REVOLVING FUND ACT (K.S.A. 1988 SUPP. 65-3321 THROUGH 65-3329).

Voting Aye: All. Motion carried unanimously.

The Resolution was assigned: No. 2025-132

#### **REQUEST TO TEMPORARY CLOSE HIGHLAND, FROM 4<sup>TH</sup> STREET TO 5<sup>TH</sup> STREET FOR HALLOWEEN ON THE EVENING OF OCTOBER 31, 2025**

Rebecca Boyer is requesting permission to temporarily close South Highland, from 4th Street to 5th Street, to thru traffic on October 31, 2025, from 4:00-11:00 p.m. During Halloween, this particular area of South Highland has become very popular with young Trick or Treaters.

Temporarily closing this area will help to ensure the safety of the children trick-or-treating and associated traffic. The request also includes use of City barricades.

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

Motion made by Commissioner Egner, seconded by Commissioner Taylor, to approve the request to temporarily close South Highland, from 4th Street to 5th Street, on October 31, 2025, from 4:00- 11:00 p.m., as presented. Voting Aye: All. Motion carried unanimously.

#### **APPOINT ONE MEMBER TO CHANUTE HOUSING AUTHORITY BOARD**

Chanute Housing Authority Executive Director Sharron Serpan is requesting that the City Commission appoint one member to the Chanute Housing Authority Board. The Board is formally submitting the names of two candidates for consideration, Dale (DJ) Dangerfield and Troy Pervin.

General discussion was made.

Mayor LaRue with the consent of the Governing Body appointed Dale (DJ) Dangerfield to Chanute Housing Authority Board for a period of four (4) years.

#### **CEMETERY MAINTENANCE RFP**

City staff is recommending a two-year extension to B&L and Roscoe's current maintenance contract for the 2026-2027 mowing season. City staff has had no complaints on either cemetery and with no increase to the current contract there is no need for a formal bid process. City staff is very pleased with the service being provided and the cemeteries have never looked better.

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

Motion made by Commissioner Egner, seconded by Commissioner Taylor, to allow the City Manager to enter into a two-year agreement for Cemetery Maintenance in Memorial Park and Elmwood Cemetery as presented. Voting Aye: All. Motion carried unanimously.

#### **PROPERTY RESOLUTION – 15 SOUTH ALLEN**

#### **PROPERTY RESOLUTION – 727 NORTH EVERGREEN**

#### **PROPERTY RESOLUTION – 624 NORTH HIGHLAND**

#### **PROPERTY RESOLUTION – 1810 SOUTH MALCOLM**

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

Motion made by Commissioner Egner, seconded by Commissioner Taylor, 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. 2025-133, No. 2025-134, No. 2025-135, and No. 2025-136.

#### **COMMISSION COMMENTS**

Commissioner Taylor reported that he has heard good reviews for "The Turn at Stone Creek".

Commissioner Taylor reported that he will be attending a SEK Housing Conference November 5-6, 2025 and encouraged everyone to attend.

Mayor LaRue thanked the Chamber of Commerce for sponsoring the recent Holiday Inn Express Ribbon Cutting.

Mayor LaRue reminded everyone that CRDA will host a community meeting to discuss the future of Economic Development and Community Development in Chanute at the SEK Impact Conference Center, October 20, 2025, 12:00 p.m. and 6:00 p.m.

**ADJOURNMENT**

Motion made by Commissioner Egner, seconded by Mayor LaRue, to adjourn. Voting Aye: All.  
Motion carried unanimously. Meeting adjourned at 7:13 p.m.

Tina L Bailey, CMC  
City Clerk