

**CITY OF FORT SCOTT  
CITY COMMISSION MEETING**

**Minutes of February 7, 2023**

**Regular Meeting**

The regular meeting of the Fort Scott City Commission was held February 7, 2023 at 6:00 p.m. in the City Commission Meeting Room at City Hall, 123 S. Main Street, Fort Scott, Kansas.

**ROLL CALL:**

Commissioners J. Jones, T. Van Hoecke, K. Harrington, E. Woellhof (attended meeting and voted via telephone) were present with Mayor M. Wells.

**FLAG SALUTE AND INVOCATION:** M. Wells, said a prayer asking God for guidance for the City, our Government and City officials.

**AUDIENCE IN ATTENDANCE:** Brad Matkin/Interim City Manager, Travis Shelton/Police Chief, Dave Bruner/Fire Chief, Jason Dickman/City Engineer, Thomas Russell/Codes Enforcement, Jeff Hancock/BakerTilly, Ben Hart/BakerTilly, Bob Farmer/City Attorney, Lisa Lewis/City Clerk, Robert Harrington, Justin Pregont, Eddie Townley, Kate Freeman, Mike Buller, Maddy Morris, Sarah Coffman, Mackenzie Hughes, Leia Shaffer, Becky Lee, T.J. Lee, Patrick Wood, Pat Bishop, Ann Rawlins, Angela Simon, Bailey Lyons, Meredith Tucker, Katie Houston and Kelly Barr.

**AMENDMENTS TO AGENDA:**

J. Jones moved to amend the agenda and remove Item E (Stacy Wood – Advisory Boards) from the Appearances and Old Business Item A (Consideration to remove “Interim” from Interim City Manager’s title) and enter it as Item G under New Business. T. VanHoecke seconded. All voted aye.

**APPROVED TO AMEND THE AGENDA AND REMOVE ITEM E (STACY WOOD – ADVISORY BOARDS) FROM THE APPEARANCES AND OLD BUSINESS ITEM A (CONSIDERATION TO REMOVE “INTERIM” FROM INTERIM CITY MANAGER’S TITLE) AND ENTER IT AS ITEM G UNDER NEW BUSINESS.**

**CONSENT AGENDA:**

Approval of minutes of the regular meeting of January 24, 2023.

Approval of Appropriation Ordinance 1329-A totaling **\$927,968.03**

Request to Pay – De Lage Landen Public Finance, LLC - **\$17,641.00**  
Golf Cart Rental Fee

L. G. Barcus and Sons, Inc. - **\$84,390.97** – Dam Improvements

Request to Pay – Earles Engineering - **\$33,084.08**

1. 1/6/2023 - City Engineer Monthly Fee - \$4,120.00
2. 1/9/2023 – S. Horton and W. 6<sup>th</sup> – Preliminary 50% \$10,350.00
3. 1/9/2023 – System Designs Addenda phase II – \$7,537.50 and Phase III - \$2,040.00
4. 1/9/2023 – 2022 Sanitary Sewer Project – Final 90% - \$7,250.00 and Bidding 10% - \$450.00
5. 1/9/2023 - South Industrial Park Waterline – Final - \$590.00
6. 1/9/2023 – GO Car Wash MEP Plan Review – Jason Dickman – \$568.00
7. 1/9/2023 – Cooper Street Inspection – Trever Stoppel - \$58.50 and Cylinder Breaks - \$120.00

**F.** Request to Pay – Earles Engineering Change Order No. 2 - **\$282,383.00** - 17<sup>th</sup> & Eddy Storm Water – Remobilization fees due to substantial delays in utility relocations.

**G.** Judy’s Fuel & Oil LLC - **\$26,520.69** – Unleaded Gasoline

**CONSENT AGENDA:**

T. VanHoecke asked if the cart rental agreement was a lease. B. Matkin confirmed and stated that when the lease is up, the course will receive new carts.

T. VanHoecke questioned the fuel invoice amounts. B. Matkin will verify.

T. VanHoecke questioned the Change Order. J. Dickman verified that the previous Change Order was not the same one that needed approval on this agenda.

J. Jones verified that the fuel bill was split over two (2) funds for payment.

T. VanHoecke moved to approve the Consent Agenda. J. Jones seconded. All voted aye.

**APPROVED THE CONSENT AGENDA.**

**PUBLIC COMMENTS:**

Ann Rawlins

A. Rawlins addressed the Commission to express her opposition to the prospective Splash Pad location. She is concerned about the preservation of historic items, and the blatant disregard for our history by placing the Splash Pad in the same location in the historic district. She believes the Splash Pad is a great idea, but not in the historic district; it should be located near the pool. She is concerned about liability for accidents and repairs to damaged memorials. She also addressed stringent fencing regulations.

Kate Freeman

K. Freeman, owner of Artificers, 8 N. National addressed the Commission in favor of the Splash Pad and its location. She stated she initially had reservations but

has changed her mind. She stated that the businesses would benefit from the Splash Pad.

Eddie Townley

E. Townley came to address the Commission regarding the newspaper article he was quoted in regarding the Splash Pad. He wanted to reiterate that he was not against the Splash Pad. He stated he had questions about the location and the upkeep. His questions were answered.

**OLD BUSINESS:**

Consideration of the Splash Pad location: Bailey Lyons, Meredith Tucker, Katie Houston, Kelly Barr, and Josh Jones gave a presentation about the Splash Pad to the City Commission.

T. VanHoecke moved to approve the submitted Splash Pad location on Skubitz Plaza. K. Harrington seconded. K. Harrington, E. Woellhof, T. VanHoecke, and M. Wells voted aye. J. Jones abstained.

**APPROVED THE SUBMITTED SPLASH PAD LOCATION ON SKUBITZ PLAZA**

B. Lyons announced the next Splash Pad fundraising event REZA at the Ellis Fine Art Center on February 17<sup>th</sup>, 2023, at 7:00PM. She also stated that if anyone was interested in donating, please contact her or anyone on the committee. She also stated that more fundraisers are in the future.

**APPEARANCES:**

1. Pat Bishop – Land Bank Manager – Introduction and Annual Report:

P. Bishop distributed an annual report for the Fort Scott Land Bank. He reported that the current inventory is forty-seven (47) properties in Fort Scott that were acquired from the two (2) foreclosure sales in the past year and two (2) additional properties have been acquired by donation. He stated that most are vacant and eight (8) or nine (9) have a structure. P. Bishop stated that as Land Bank Manager it is his job to get these properties ready for sale or transfer. He stated that anyone interested in the properties should contact him or any member of the Board to begin the application process.

2. Shane Lamb and Susan Galemore/SEKEDC: Consideration of Resolution No. 6-2023. A RESOLUTION TO SUPPORT KANSAS HOUSING INVESTORS TAX CREDIT APPLICATION BY RURAL REDEVELOPMENT GROUP LLC FOR DEVELOPMENT OF RENTAL HOUSING LOCATED AT 736 S. HEYLMAN, FORT SCOTT, KANSAS.

S. Lamb stated he acquired the Old Fort Scott Manner property. His goal is to convert the property into nineteen (19) fair-market rental units with a mix of one (1) and two (2) bedroom apartments.

J. Jones confirmed S. Lamb had previously addressed the Commission. S. Lamb stated that he has a pending assessment waiver.

K. Harrington questioned the status of that issue. Discussion was had about the status of his progress. S. Galemore stated that his progress was dependent on this tax benefit program which requires approval of the submitted resolution stating that the City supports the project.

T. VanHoecke questioned the time frame of the project. S. Galemore stated that the application is due February 17<sup>th</sup>, (2023) with an award date of mid-March (2023). She stated that there is a qualification process for the project before it can begin. S. Lamb stated that his timeframe was eighteen (18) months.

R. Harrington stated that approving the resolution would allow S. Lamb to move forward with his project to request state income tax credits.

Further discussion was had about S. Lamb's previous appearance regarding this property. J. Jones asked R. Harrington about the ramifications of the project not being completed. R. Harrington stated that the tax credits were given upon completion of the project. S. Galemore explained the program as it relates to Senate Bill 2237 and the follow through process. She also explained that multiple developers cannot make multiple applications, funds are limited, and it is highly competitive but other developers can apply for additional tax credits.

K. Harrington moved to approve Resolution No. 6-2023. A RESOLUTION TO SUPPORT KANSAS HOUSING INVESTORS TAX CREDIT APPLICATION BY RURAL REDEVELOPMENT GROUP LLC FOR DEVELOPMENT OF RENTAL HOUSING LOCATED AT 736 S. HEYLMAN, FORT SCOTT, KANSAS. J. Jones seconded. All voted aye.

**APPROVED Resolution No. 6-2023. A RESOLUTION TO SUPPORT KANSAS HOUSING INVESTORS TAX CREDIT APPLICATION BY RURAL REDEVELOPMENT GROUP LLC FOR DEVELOPMENT OF RENTAL HOUSING LOCATED AT 736 S. HEYLMAN, FORT SCOTT, KANSAS.**

3. Justin Pregont regarding the Van Fossen Apartment Project: Consideration of Resolution No. 4-2023 - A RESOLUTION OF SUPPORT FOR THE SUBMISSION OF THE MODERATE-INCOME HOUSING GRANT APPLICATION FOR THE DEVELOPMENT OF CERTAIN HOUSING WITHIN THE CITY OF FORT SCOTT, KANSAS TO ACCOMPANY THE GRANT APPLICATION TO THE KANSAS HOUSING RESOURCES CORPORATION

Consideration of Resolution No. 5-2023 - A RESOLUTION OF SUPPORT FOR THE ADVANCEMENT OF A RURAL HOUSING INCENTIVE DISTRICT (RHID) AND AN INDUSTRIAL REVENUE BOND (IRB) ISSUE IN SUPPORT OF THE VANFOSSEN APARTMENTS PROJECT TO BE LOCATED AT 19 S. MAIN AND 23 S. MAIN IN DOWNTOWN FORT SCOTT, KANSAS

J. Pregont stated this was his second appearance before the Commission regarding the building at 9 S. Main. He is pursuing a project he calls the Van Fossen Apartments. It is a sixteen (16) unit adaptive reuse and historic preservation project approximately 16,000 square feet of the second and third floors of the Van Fossen building at 23 S. Main as well as a comprehensive renovation of the second floor of 19 S. Main. He is seeking the Commission's

approval to apply for \$1,375,000.00 in the AARPA category of the Moderate-Income Housing (MIH) Grant. He stated that the City's responsibility is administrative because the checks that come from the Kansas Highway Resource Corporation must flow through a local government sponsor. He explained the process that he followed with similar projects he has done in the past. He stated that he is the sponsor, he is responsible for carrying it through to completion and he is responsible for the compliance but the funds flow through the City.

Commissioners asked questions of the City Attorney and J. Pregont was answered.

R. Harrington stated that J. Pregont is asking for a zero-dollar IRB for sales tax exemption on the purchases he makes. He also stated that the federal government and the state would pursue him if he failed to complete the project.

T. VanHoecke moved to approve Resolution No. 4-2023 - A RESOLUTION OF SUPPORT FOR THE SUBMISSION OF THE MODERATE-INCOME HOUSING GRANT APPLICATION FOR THE DEVELOPMENT OF CERTAIN HOUSING WITHIN THE CITY OF FORT SCOTT, KANSAS TO ACCOMPANY THE GRANT APPLICATION TO THE KANSAS HOUSING RESOURCES CORPORATION.

K. Harrington seconded. All voted aye.

**APPROVED RESOLUTION NO. 4-2023 - A RESOLUTION OF SUPPORT FOR THE SUBMISSION OF THE MODERATE-INCOME HOUSING GRANT APPLICATION FOR THE DEVELOPMENT OF CERTAIN HOUSING WITHIN THE CITY OF FORT SCOTT, KANSAS TO ACCOMPANY THE GRANT APPLICATION TO THE KANSAS HOUSING RESOURCES CORPORATION.**

T. VanHoecke moved to approve Resolution No. 5-2023 - A RESOLUTION OF SUPPORT FOR THE ADVANCEMENT OF A RURAL HOUSING INCENTIVE DISTRICT (RHID) AND AN INDUSTRIAL REVENUE BOND (IRB) ISSUE IN SUPPORT OF THE VANFOSSEN APARTMENTS PROJECT TO BE LOCATED AT 19 S. MAIN AND 23 S. MAIN IN DOWNTOWN FORT SCOTT, KANSAS.

K. Harrington seconded. All voted aye.

**APPROVED RESOLUTION NO. 5-2023 - A RESOLUTION OF SUPPORT FOR THE ADVANCEMENT OF A RURAL HOUSING INCENTIVE DISTRICT (RHID) AND AN INDUSTRIAL REVENUE BOND (IRB) ISSUE IN SUPPORT OF THE VANFOSSEN APARTMENTS PROJECT TO BE LOCATED AT 19 S. MAIN AND 23 S. MAIN IN DOWNTOWN FORT SCOTT, KANSAS.**

4. Proposal of Pocket Neighborhood – Patrick Wood

P. Wood distributed handouts of a Pocket Neighborhood that he is proposing at 1907 Huntington. He purchased the property in 2018. He described that he planned to put in ten (10) houses on four (4) lots with one central green area which promotes a sense of community and security. They are four (4) one (1)-bedroom, three (3) two (2)-bedroom, and three (3)-bedroom, handicap accessible individual rental units. Currently they are planned to be stick build on site, but he is looking into other options. The zoning is appropriate for the project. The plan is to be completed within a year to 18 months. R. Harrington stated that

REDI is excited about this project as well as the VanFossen Apartments project and recommends that the Commission approves the proposal. R. Harrington stated that P. Wood does not have the resolution he needs from him. Therefore, he is requesting that the Commission come back in a special meeting to approve the resolution because the application is due on February 17, 2023.

**ITEM TABLED UNTIL THE SPECIAL MEETING OF FEBRUARY 14, 2023.**

**PUBLIC HEARING:**

T. VanHoecke moved to open the Public Hearing for Petitioner Robert Lembcke of 2010 E. 3<sup>rd</sup> Street, Fort Scott, to vacate the roadway easement on Barteau Street between 3<sup>rd</sup> Street and 4<sup>th</sup> Street – Property described as: APPROXIMATELY 300' X 60' OF BARTEAU STREET LYING BETWEEN LOTS 1-13 BLOCK 16 AND LOTS 2-14 BLOCK 17 MCMILLAN'S ADDITION TO THE CITY OF FORT SCOTT KANSAS. J. Jones seconded. All voted aye.

**APPROVED TO OPEN THE PUBLIC HEARING FOR PETITIONER ROBERT LEMBCKE OF 2010 E. 3<sup>RD</sup> STREET, FORT SCOTT, TO VACATE THE ROADWAY EASEMENT ON BARTEAU STREET BETWEEN 3<sup>RD</sup> STREET AND 4<sup>TH</sup> STREET – PROPERTY DESCRIBED AS: APPROXIMATELY 300' X 60' OF BARTEAU STREET LYING BETWEEN LOTS 1-13 BLOCK 16 AND LOTS 2-14 BLOCK 17 MCMILLAN'S ADDITION TO THE CITY OF FORT SCOTT KANSAS.**

Thomas Russel/Codes Enforcement, stated that part of Mr. Lembcke's garage is already in this easement. Both neighbors who are affected agree with the petition. T. Russel, B. Matkin and Chief T. Shelton stated they do not have concerns.

T. VanHoecke moved to close the public hearing. J. Jones seconded. All voted aye.

**APPROVED TO CLOSE THE PUBLIC HEARING FOR PETITIONER ROBERT LEMBCKE OF 2010 E. 3<sup>RD</sup> STREET, FORT SCOTT, TO VACATE THE ROADWAY EASEMENT ON BARTEAU STREET BETWEEN 3<sup>RD</sup> STREET AND 4<sup>TH</sup> STREET – PROPERTY DESCRIBED AS: APPROXIMATELY 300' X 60' OF BARTEAU STREET LYING BETWEEN LOTS 1-13 BLOCK 16 AND LOTS 2-14 BLOCK 17 MCMILLAN'S ADDITION TO THE CITY OF FORT SCOTT KANSAS.**

T. VanHoecke moved to approve the petition by Robert Lembcke of 2010 E. 3<sup>rd</sup> Street, Fort Scott, to vacate the roadway easement on Barteau Street between 3<sup>rd</sup> Street and 4<sup>th</sup> Street – Property described as: APPROXIMATELY 300' X 60' OF BARTEAU STREET LYING BETWEEN LOTS 1-13 BLOCK 16 AND LOTS 2-14 BLOCK 17 MCMILLAN'S ADDITION TO THE CITY OF FORT SCOTT KANSAS. J. Jones seconded. T. VanHoecke, J. Jones, E. Woellhof, K. Harrington voted aye. M. Wells voted nay.

**APPROVED THE PETITION BY ROBERT LEMBCKE OF 2010 E. 3<sup>RD</sup> STREET, FORT SCOTT, TO VACATE THE ROADWAY EASEMENT ON BARTEAU STREET BETWEEN 3<sup>RD</sup> STREET AND 4<sup>TH</sup> STREET – PROPERTY DESCRIBED AS: APPROXIMATELY 300' X 60' OF BARTEAU STREET LYING BETWEEN**

**LOTS 1-13 BLOCK 16 AND LOTS 2-14 BLOCK 17 MCMILLAN'S ADDITION TO THE CITY OF FORT SCOTT KANSAS.**

**NEW BUSINESS:**

A. Consideration to publish for Request for Proposals for Ground Lease – B. Matkin explained this was the yearly lease program for the land by the Wastewater Treatment Plant. It is done every year and we the consider accepting the highest bidder.

J. Jones moved to publish for Request for Proposals for Ground Lease by the Wastewater Treatment Plant. K. Harrington seconded. All voted aye.

**APPROVED TO PUBLISH FOR REQUEST FOR PROPOSALS FOR GROUND LEASE BY THE WATERWASTER TREATMENT PLANT.**

B. Consideration to go out for bids for 2023 Mowing Season – B. Matkin explained this was the yearly bid for contract mowing of properties in the Land Bank or Code Violations. He would like to suggest that the Commission consider asking for three (3)-year contract bids.

M. Wells stated that he would like to see it move to a three (3)-year contract.

J. Jones stated that he would like to see both one (1)-year and three (3)-year bids and then the Commission has options.

J. Jones and T. VanHoecke would like to see the Land Bank piggyback off of this agreement.

J. Jones moved to go out for one (1)-year and three (3)-year moving bids for the 2023 mowing season. Bids will be due March 17<sup>th</sup>, 2023. K. Harrington seconded.

J. Jones directed B. Matkin to speak with P. Bishop about the Land Bank agreement.

All voted aye.

**APPROVED TO GO OUT FOR ONE (1)-YEAR AND THREE (3)-YEAR MOVING BIDS FOR THE 2023 MOWING SEASON. BIDS WILL BE DUE MARCH 17<sup>TH</sup>, 2023.**

C. Consideration to apply for Grant Project for Automatic External Defibrillator to be placed at City Hall, Buck Run, Fire Department, Airport, Golf Course, Public Works, and Memorial Hall – Dave Bruner: D. Bruner answered questions from Commissioners regarding the number of defibrillators, their planned locations maintenance, brands being considered and training. He is asking permission from the Commission to seek out opportunities. If there are matching opportunities, he will bring those back to the Commission's approval.

K. Harrington moved to apply for Grant Project for Automatic External Defibrillator to be placed at City Hall, Buck Run, Fire Department, Airport, Golf Course, Public Works, and Memorial Hall. T. VanHoecke seconded. All voted aye.

**APPROVED TO APPLY FOR GRANT PROJECT FOR AUTOMATIC EXTERNAL DEFIBRILLATOR TO BE PLACED AT CITY HALL, BUCK RUN, FIRE DEPARTMENT, AIRPORT, GOLF COURSE, PUBLIC WORKS, AND MEMORIAL HALL.**

D. Consideration to apply for an Assistance to Firefighters Grant to replace the Exhaust Removal Systems within truck bay areas of Fire Station 1 and Fire Station 2 – Dave Bruner: D. Bruner stated that they have systems that are outdated and cannot get replacement parts for any longer. He stated it will be approximately \$150,000.00. Fort Scott qualifies for the 95/5 Matching Grant so the City would be responsible for approximately \$7,500.00. He stated that it is a tough process for this grant, and he is not positive they will be awarded. If not, he will find another for next year.

J. Jones moved to grant permission to apply for an Assistance to Firefighters Grant to replace the Exhaust Removal Systems within truck bay areas of Fire Station 1 and Fire Station 2. K. Harrington seconded. All voted aye.

**APPROVED TO GRANT PERMISSION TO APPLY FOR AN ASSISTANCE TO FIREFIGHTERS GRANT TO REPLACE THE EXHAUST REMOVAL SYSTEMS WITHIN TRUCK BAY AREAS OF FIRE STATION 1 AND FIRE STATION 2.**

It was agreed by the Commission, through discussion, that in the future, if the application for a grant did not require the Commission's approval and it was under the budget impact of the City Manager, the item could move forward without appearing before the Commission.

E. Consideration to go out for RFPs for the Cape Seal Program for 2023: Discussion was had about where the Cape Seal would be applied. B. Matkin was directed by M. Wells to make changes to the program and have it ready for the special meeting on February 14, 2023.

**CONSIDERATION TABLED TO FEBRUARY 14, 2023, SPECIAL MEETING.**

F. Brick Crew Justification:

B. Matkin would like the Commission to consider hiring a Utility Street Repair Crew consisting of a three (3)-person crew. \$120,000.00 a year would be used to fund the crew and it would be taken from three (3) GL's: Streets, Wastewater and Water Distribution. Their focus would be repairing street cuts, but they would do other things as needed.

B. Hart confirmed that the funds were available for this crew.



T. VanHoecke moved to approve a three (3)-person Utility Street Repair Crew consisting based on BakerTilly's recommendation of funding and the City Manager's justification for need. K. Harrington seconded. All voted aye.

**APPROVED A THREE (3)-PERSON UTILITY STREET REPAIR CREW CONSISTING BASED ON BAKERTILLY'S RECOMMENDATION OF FUNDING AND THE CITY MANAGER'S JUSTIFICATION FOR NEED.**

K. Harrington asked the group of Nursing Students from Pitt State who came to the Commission meeting to introduce themselves. Maddy Morris, Sarah Coffman, McKenzie Hughes and Leia Shaffer stated that they were here to observe the meeting and do a community assessment as a class assignment. They thanked the Commission for allowing them to observe and speak with citizens and they enjoyed visiting Fort Scott.

G. Consideration of removing the "Interim" from Interim City Manager title:

T. VanHoecke motioned to move into Executive Session for the purpose of discussing personnel matters pursuant to the personnel matters of non-elected personnel exception in K.S.A. 75-4319(b)(1). In the meeting will be five (5) City Commissioners, City Attorney and Jeff Hancock for 15 minutes. The open meeting will resume in the Commission Meeting Room at 8:32PM. J. Jones seconded. All voted aye.

**APPROVED TO MOVE IN TO EXECUTIVE SESSION FOR THE PURPOSE OF DISCUSSING PERSONNEL MATTERS PURSUANT TO THE PERSONNEL MATTERS OF NON-ELECTED PERSONNEL EXCEPTION IN K.S.A. 75-4319(B)(1). IN THE MEETING WILL BE FIVE (5) CITY COMMISSIONERS, CITY ATTORNEY AND JEFF HANCOCK FOR 15 MINUTES. THE OPEN MEETING WILL RESUME IN THE COMMISSION MEETING ROOM AT 8:32PM.**

T. VanHoecke motioned to come out of Executive Session at 8:32PM with action. K. Harrington seconded. All voted aye.

**APPROVED TO COME OUT OF EXECUTIVE SESSION AT 8:32PM WITH ACTION.**

T. VanHoecke motioned that the Commission will begin contract negotiations with Brad Matkin to move from title of Interim City Manager to active full-time City Manager and that he work on the negotiation with City Attorney Bob Farmer to be present back to the Commissioners for approval. He will remain on his current contract and the severance of fifteen (15) days' notice and that we maintain BakerTilly to work with Brad at this time until such time deemed not necessary to ensure B. Matkin's success. K. Harrington seconded. All voted aye.

M. Wells directed J. Hancock to move forward with the facilitation of the performance evaluation.

**APPROVED THAT THE COMMISSION WILL BEGIN CONTRACT NEGOTIATIONS WITH BRAD MATKIN TO MOVE FROM TITLE OF INTERIM CITY MANAGER TO ACTIVE FULL-TIME CITY MANAGER AND THAT HE WORK ON THE NEGOTIATION WITH CITY ATTORNEY BOB FARMER TO BE PRESENT BACK TO THE COMMISSIONERS FOR APPROVAL. HE WILL REMAIN ON HIS CURRENT CONTRACT AND THE SEVERANCE OF FIFTEEN (15) DAYS' NOTICE AND THAT WE MAINTAIN BAKERTILLY TO WORK WITH BRAD AT THIS TIME UNTIL SUCH TIME DEEMED NOT NECESSARY TO ENSURE B. MATKIN'S SUCCESS.**

**REPORTS AND COMMENTS:**

**Interim City Manager:** B. Matkin thanked the Commission for their consideration and moving forward on his title.

1. RenoDry: The report is complete, suggests having Michael Clancy return to answer questions but would also like to explore other options and consider doing the outside as well as the inside. Brad will contact Michael Clancy.

2. School Crosswalk Light on National Ave: got three (3) bids ranging from \$6,000.00 to \$8,500.00. B. Matkin will check on grants.

3. Sidewalk and Curb Reimbursement Program: City Hall was told we no longer did this. B. Hart told B. Matkin that there are funds to bring the program back. T. VanHoecke would like to discuss it further before deciding.

4. Demolition Budget: There is \$50,000.00 in the budget but also \$22,000.00 for carryover but does not include bids already in play.

5. Audio-visual Equipment for Commission Room: E. Woellhof retrieved a quote that is over our budget. We still have a quote of \$8,000.00 for speakers and hard-wired microphones and required equipment and installation. To add two cameras to the package the total would be \$12,000.00. Discussion was had about how the equipment would be placed. It was agreed upon to purchase the audio equipment and the two (2) cameras, two (2) speakers and twelve (12) microphones for \$12,000.00. B. Matkin has the three (3) bids for the budget impact requirements.

~~J. Jones moved to purchase the audio visual package for \$13,000.00 which included two (2) speakers, two (2) cameras and twelve (12) hard wired microphones.~~

K. Harrington asked to see the other two (2) bids before voting. Motion struck and item tabled until the special meeting on February 14, 2023.

6. Downtown Parking ideas: B. Matkin introduced his idea for increased parking on Wall Street with angled one-way parking. He will be discussing it with business owners. Discussion was had on traffic and the one-way parking.

**Engineering:** J. Dickman updated the Commission that he received an approval letter for the Waterline Extension, need to decide when to go out for bids. He will start writing the bid.

Wastewater Treatment Plant: Peter Earles met with Scott Flater. P. Earles would like to get on the next agenda to bring items to the Commission.

17<sup>th</sup> and Eddy: Waiting for contact from ATT.

Gunn Park Shower House and Bathroom: Currently working on a bid package.

Downtown Parking: Gave comments on stall sizes and stated they were laid out at 9 feet. Handicapped parking stalls were discussed.

**COMMISSIONERS' COMMENTS:**

**J. Jones** – Status of Member of the Week - B. Matkin stated not implemented yet. Production time sheets – B. Matkin stated that we are doing project time sheets. Action in Progress Plan – want report on cart path repairs, roof on shop by Hole 16, edge outfield of LaRoche, Gunn Park Gazebo. B. Matkin stated the gazebo was discussed at the Parks Advisory Board meeting.

J. Jones moved to have Norm Mackley use his best judgement to determine whether to fix or remove the gazebo at Gunn Park. He is to remove it if necessary. If he determines it can be fixed, he is to bring a plan back to the Commission for approval. K. Harrington seconded. All voted aye.

**APPROVED TO HAVE NORM MACKLEY USE HIS BEST JUDGEMENT TO DETERMINE WHETHER TO FIX OR REMOVE THE GAZEBO AT GUNN PARK. HE IS TO REMOVE IT IF NECESSARY. IF HE DETERMINES IT CAN BE FIXED, HE IS TO BRING A PLAN BACK TO THE COMMISSION FOR APPROVAL.**

Discussion was had on the condition of the Lion's Den at Gunn Park.

J. Jones asked J. Dickman if the Car Wash Meter had been set. B. Matkin stated he would ask B. Lemke for status.

UTV Ordinance language to be cleaned up. B. Matkin clarified that the vehicle was to be inspected once to obtain the City license and if it changes ownership. Discussion was had about the Golf Cart Ordinance changes previously made.

Seriously consider Golf Course Marshall for Saturday and Sunday. B. Matkin stated he needs to find out what is legal compensation.

T. VanHoecke expressed concern about not seeing Management present at the weekend and the Rules sign not being visible.

More discussion was had about the golf course topics.

**T. VanHoecke** – follow up discussion on alley marking by Common Ground, US-69 traffic lights update, interested in going through Codes procedures with City Attorney, M. Wells is interested in helping, congratulations to the new Police Chief.

**K. Harrington** – Boat ramp at Lake Fort Scott will be closed until the 20<sup>th</sup>. Shelter house repairs are still in progress, congratulations to Kate and Trent with their ribbon cutting event, Pinewood Derby, Chocolate Crawl, and the Illusionist.

**E. Woellhof** – comments were inaudible.

**M. Wells** – Possible to set up AB3 storage spots next to Public Works and one in another location for efficiency, Department Heads come to Commission meeting and give reports on a set cycle. Track our crews with app on phone. Concern about staff not being present at the airport on Sundays - B. Matkin stated that someone is always on call.

**City Attorney Comments:** None.

**Adjournment:**

T. VanHoecke moved to adjourn at 9:24 PM. J. Jones seconded. All voted aye.

**ADJOURNED MEETING AT 9:24 P.M.**

Respectfully submitted,

Lisa Lewis  
City Clerk