



**City of Kingman**  
**City Commission Minutes**  
**January 11, 2024**

**Attendance:**

**Present:** Vice Mayor McFarland, Commissioners Harrel, Winsor, and Mayor Wallace (via Zoom). City staff consisted of Manager Graffman, Clerk Bieghler, Attorney Smith, Chief Lux, Tom Archer, and Director Schrag.

**Absent:** Commissioner Wollen.

**Call to Order:** Vice Mayor McFarland conducted the meeting due to Mayor Wallace being present by Zoom. McFarland called the meeting to order at 7:02pm and conducted the opening prayer.

**Approval of the Agenda:** Motion made by Harrel, seconded by Winsor to approve the amended agenda. Motion carried by unanimous vote.

**Approval of Minutes 12/28/2023:** Motion made by Winsor, seconded by Harrel to approve the minutes. Motion carried by unanimous vote.

**Approval of Bills Payable:** Motion made by Harrel, seconded by McFarland to approve the bills payable in the amount of \$66,870.66. Motion carried by unanimous vote.

**Hearing – 234 W D Ave:** Motion made by Harrel, seconded by McFarland to open the hearing for 234 W D. Motion carried by unanimous vote.

Tom Archer provided an update on the property and provided some evidence to the commissioners. Archer reports that repairs have been made to the electrical components and the City has turned the electricity back on at the property. He also stated that missing windows have been replaced and the unstable porch has been stabilized. Work is still in progress on the deck and porch. Archer recommends that since there has been progress, that he stay in close contact and make frequent visits in the following months and allow work to continue. Archer reports that work has currently slowed due to the weather but work is expected to ramp back up in the spring.

Motion made by Harrel, seconded by Winsor to continue the hearing until the first scheduled meeting in April. Motion carried by unanimous vote.

Motion made by Harrel, seconded by McFarland to close the hearing for 234 W D Ave. Motion carried by unanimous vote.

**Economic Development Incentive Request – Kingman Jiu Jitsu:** Director Schrag presented a request for the incentive grant for Kingman Jiu Jitsu to revitalize the upper-level space of 111 ½ East A Ave. Aric Hook of Kingman Jiu Jitsu spoke to commissioners of his plans to improve the space. Commissioners discussed the grant and questioned how much impact the project would bring to economic development and pointed out that funds are limited and it's early in the year.

Motion made by Harrel, seconded by Winsor to table the application until the next regular commission meeting (1/25/2024). Motion carried by unanimous vote.

**Economic Development 2023 Annual Report:** Director Schrag presented her annual report, which showed that there was a total of 12 grants awarded throughout Kingman County out of 15 applied. Schrag concluded her report with her goals for 2024.

**Safety Program Revision:** Captain Sowers of the Police Department, who is the vice chair of the City's Safety Committee, presented a revised employee policy regarding attendance at the monthly safety meetings. Attendance of safety meetings will now be mandatory for all City employees with incentives provided, such one paid day off per year for those with 100% attendance. Employees who cannot attend the in-person meeting will be able to make the training up with online training through the KMU Training Academy.

Motion made by Harrel, seconded by Winsor to approve the revised policy as presented. Motion carried by unanimous vote.

**Great Lakes Utility Contract:** Graffman presented a contract for the electric utility rates of Great Lakes Polymer (Fabpro). Graffman reports that there was a lot of meetings and negotiations with the company, which even included representatives from the parent company in Germany. KPP provided an analysis of the consumption and rates by Great Lakes, which was considered during the development of the contract. Great Lakes has already agreed to and signed the contract.

Motion made by Harrel, seconded by Winsor to approve the contract as presented. Motion carried by unanimous vote.

**EMS Discussion:** The commission held brief discussion on EMS pertaining to the tabled discussion held on 12/14/2023 regarding entering negotiations with the County for the County to acquire the EMS department. Mayor Wallace shared that he and Commissioner McFarland are working with the county on a solution. County Commissioners Thimesch and Elpers are present at the meeting and was asked by Commissioner McFarland if they would like to speak, in which they declined. No action was taken.

**Executive Session:** Motion made by Harrel, seconded by McFarland that the City Commission recess into executive session for 20 minutes with the City Manager, the City Attorney, and bond counsel Kevn Cowan for the consultation regarding a matter which would be deemed privileged in the attorney-client relationship pursuant to the attorney-client privilege exception in K.S.A. 75-4319 (b) (2).

The meeting recessed at 8:15p.

The meeting resumed at 8:35p with no action taken.

**Administrative Report:** Graffman spoke about the winter storm expected this weekend, which will consist of arctic air and dangerous wind chills. KPP has worked with KDHE to get permission to run generators purely on diesel during the storm if needed. He reported that he has been working with Utility Superintendent, Tim Goldston, to prepare for the storm. They have created a threshold to determine if/when the engines will need to switch to being ran by all diesel fuel from natural gas. They have also contacted the Co-Op to ensure that continuous deliveries of diesel fuel will be available, which the Co-Op has said that they will. KPP informed the City that it is very likely that we will need to generate during the storm for the power pool grid.

**Commissioner Comments:** [HARREL] Expressed much appreciation for the line crew and the street crew during the winter storm/blizzard earlier this week. [WINSOR] Grateful that the City has its own power plant as she knows people in other communities who were without power for 24-36 hours while most Kingman residents were without power for maybe an hour at most. She noted that she has seen some

people metal detecting and digging in Riverside Park along the riverbanks. Graffman reported that those individuals did get permission initially from Parks Director Gregg Thimesch, but he revoked the permission once he saw how extensive some of the digging was and those individuals stopped. Harrel had noted that he knew of some cities who had ordinances to address metal detection. Manager Graffman said that he would look into that. **[WALLACE]** Expressed appreciation to the City crews for maintaining the streets and power during this week's blizzard. **[MCFARLAND]** No comments.

**Adjournment:** Motion made by Harrel, seconded by Winsor to adjourn the meeting. Motion carried by unanimous vote.


The meeting adjourned at 8:55p

BOARD OF COMMISSIONERS



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Sean Wallace, Mayor



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Zachary Brehler, City Clerk