



City of Kingman
City Commission Minutes
March 28, 2024

Attendance:

Present: Mayor Wallace, Commissioners Winsor, Wollen, McFarland, and Harrel. City staff consisted of Manager Graffman, Clerk Bieghler, Attorney Smith, Capt. Sowers, Director Goldston, and Director Schrag.

Call to Order: Mayor Wallace called the meeting to order at 7:00 pm.

Approval of Agenda: The agenda was reviewed and considered.

- Motion made by Wollen, seconded by Winsor to approve the amended agenda with item 10-D "Special Use Permit – 1200 N Chariton" removed and items 11-A "Riverside Park Ball Game Admissions", 12-B "Executive Session – Preliminary Discussion for the Acquisition of Real Estate" added. Motion carried 5-0.

Approval of Minutes (3/21/2024): The minutes were reviewed and considered.

- Motion made by Wollen, seconded by McFarland to adopt the minutes as presented. Motion carried 4-0.

Approval of Bills Payable (\$584,188.75): The bill payables were reviewed and considered.

- Motion made by McFarland, seconded by Harrel to approve the bills payable in the amount of \$584,188.75. Motion carried 5-0.

Public Comment:

- Jerry Henning addressed the commission and noted that there are some old metal basketball goals at the Kingman Armory. He stated that the goals are just the backboards and do not have the hoops. He spoke to the Rec Commission and the Rec said that when there are basketball activities, they roll out portable basketball goals. Mr. Henning asks if the City would sell or donate the goals to St. Pats to be cleaned up and installed on the outdoor basketball court, which is open to the public. Mr. Henning also wanted to make the City aware of trash and blight at the corner of Star and Starlight Dr.
 - Motion made by McFarland, seconded by Harrel to donate the two basketball goals to St. Pats for use in their outdoor basketball court. Motion carried 5-0.
- Gregg Thimesch addressed the commission and stated that the Kingman 4-H Club would like to install a hand drill pitcher pump in the OWLS area of Riverside Park as a learning experience. Mr. Thimesch would like permission to proceed with the proposed project.
 - Motion made by Harrel, seconded by Winsor to allow the Kingman 4-H Club to install a hand drill pump at the OWLS area of Riverside Park. Motion carried 5-0.

Economic Development Advisory Committee: The Commission received and reviewed an application for Brianna Hook to be appointed to the committee. Director Schrag supported the appointment.

- Motion made by Harrel, seconded by Winsor to appoint Brianna Hook to the Kingman Economic Development Advisory Committee. Motion carried 5-0.

Kingman Economic Enrichment Program (KEEP) Application – Kingman Historic Theatre: Director Schrag presented a KEEP application for the Kingman Theatre to install steel double doors to the back of the theatre and to mitigate blight in the amount of \$8,000. The manager of the theatre, Deena Lampe, is present and informed the commission of the current process to load/unload concert equipment from Main St and through the front doors. Mrs. Lampe said that it was hard work moving the equipment and it was a long trek up curbs, through the theatre's seating, and up to the stage as well as some security concerns with doing so from Main Street. Provided that this request expends all of 2024's budgeted funds for the program, there was discussion on holding off further applications until September and considering next year reviewing applications two to four times per year instead of reviewing them as they are submitted to ensure that priority is given to projects most beneficial.

- Motion made by Wollen, seconded by Harrel to approve the KEEP Request for Kingman Historic Theatre up to the requested amount of \$8,000. Motion carried 5-0.

Memory Lane Reconfiguration: Director Schrag reported that she had received a lot of feedback from interested buyers and investors regarding the Kingman Land Bank Properties available on Sadie Ln (formerly Memory Ln) and that there seems to be a consensus that the lots are too small. Schrag presented a proposed revision to the lots to make them bigger for the commission to review and consider for later action. No action was taken.

CDBG Close-Out Hearing: Director Schrag, with guest Megan Unruh from SCKEDD (via Zoom), informed commission that they are ready to close out the CDBG Grant with a formal hearing. Ms. Unruh reported that six homes were rehabilitated, and one home demolished with the grant.

- Motion made by Harrel, seconded by McFarland to open the hearing for the CDBG Grant Close-Out. Motion carried 5-0.

No Public Comments were made at the public hearing for CDBG Close-Out.

- Motion Made by Harrel, seconded by Winsor to close the hearing for the CDBG Grant Close-Out. Motion carried 5-0.

Economic Development Report: Director Schrag presented her monthly report. Kingman Hosted the Western KS Rural Development District Conference in March, which had forty-three attendees with overnight stays and hosted six speakers. Besides attending lectures, attendees got to see and experience Kingman by attending a concert at the Kingman Historic Theatre, participated in axe throwing at Lumberjack Attack, and got to taste the food and drinks offered by Kingman's restaurants and shops. Overall, Schrag said that the event was a great success. Schrag also stated that the City will be receiving MIH funds soon and would like pre-approval from the commission to pay the contractors those reimbursements once the funds are available instead of making the contractors wait for the next commission approval process.

- Motion made by McFarland, seconded by Harrel to approve reimbursement payments to the contractors as soon as those funds are in the City's bank account. Motion carried 5-0.

Ordinance 2126 - Event Permit for City Facilities: AN ORDINANCE CREATING ARTICLE FOUR OF CHAPTER XI OF THE CODE OF THE CITY OF KINGMAN, KANSAS, CONCERNING EVENT PERMITS FOR USE OF CITY FACILITIES was read and considered. During discussion, the commissioners would like to revise the ordinance to make an application deadline 30 days prior to the event and to allow City Hall to approve applications.

- Motion made by Harrel, seconded by McFarland to table Ordinance 2126 to the April 11, 2024 commission meeting to allow for revisions. Motion carried 5-0.

EMS Contract: The Commission reviewed and considered two contracts sent to the City from the County regarding EMS, Rescue, and Dispatch services for the year 2025. The “Old” contract is a contract that was sent to the Mayor and Vice Mayor earlier in the month, which was reviewed by City Staff. The “New” contract is the most recent contract, which has the City’s requested revisions from the “Old” contract.

- Motion made by Harrel, seconded by McFarland to accept the “New” Contract for EMS, Ambulance, and Rescue Service from the County. Motion carried 5-0.

Kansas Daughters of the American Revolution: Valarie Bothell from the Kansas Daughters of the American Revolution proposes a project to affix a bronze plaque to the base of the Statue of Liberty located at the Veterans War Memorial at 54 and Main.

- Motion made by Harrel, seconded by Winsor, to allow the Kansas Daughters of the American Revolution to affix a bronze plaque on the base of the Statue of Liberty located at 54 and Main. Motion carried 5-0.

Purchase Request – C5 Flatbed for Electric Utility Truck: Director Goldston presented a purchase request for a “Rancher” Flat Bed for the newly purchased electric utility truck. The bed will allow workers to safely load items onto the truck without assistance, which helps improve safety. Goldston said that the quoted price includes installation of the bed onto the truck.

- Motion made by Harrel, seconded by McFarland to approve the purchase of the Rancher Flat Bed from C5 Manufacturing in the amount of \$11,224.00. Motion carried 5-0.

Riverside Park Ball Game Admissions: Commissioners and Rollie Van Whye (via Zoom) discussed the current practice of USD 331 collecting admission fees to high school baseball and softball games at the entrance of Riverside Park. This topic was also discussed at the last meeting. Harrel wants it to be clear that the ball fields are in a city public park and the public has the right to utilize the park and its facilities for free. The commission agreed that the admissions need to be moved closer to the ball field away from the entrance to eliminate confusion and they need to be identified. Harrel suggests that admission fees be a “suggested donation.” Further discussion notes that proposed Ordinance 2126 (previously discussed) will help mitigate this problem for the 2025 season and the upcoming AAA baseball season.

- Motion made by Harrel, seconded by McFarland to allow USD 331 to collect funds in the City Park provided that the collection site does not impede traffic, there is proper signage, ticket takers are identifiable, and that admissions is not enforceable for the current high school baseball and softball season. Motion carried 4-1 with Wollen voting “Nay”.

Commission E-Packets: Clerk Bieghler presented a proposal to move the commissioners to an E-Packet and away from hard copy packets. Bieghler stated that the process requires a lot of paper, copy toner, and time to assemble the packets as well as law enforcement to deliver the packets. Bieghler requested

the purchase of Chromebooks for the five commissioners and provided education that the devices are needed as personal equipment is not recommended given KOMA/KORA laws.

- Motion made by Harrel, seconded by Winsor to approve the purchase of five ACER Chromebooks at the most reasonable cost and to move forward with transitioning to E-Packets. Motion carried 5-0.

Executive Session – Preliminary Discussion for the Acquisition of Real Estate

- Motion made by Winsor, seconded by Harrel for the City Commission to recess for ten minutes into executive session with the City Manager, Economic Development Director, and the City Attorney to discuss matters related to the acquisition of real property pursuant to the preliminary discussion of the acquisition of real property exception in K.S.A. 75-4319(b)(6). Motion carried 5-0.

The City Commission recessed at 8:47pm and reconvened at 8:58pm with no action taken.

Purchase of Real Estate Property

- Motion made by Harrel, seconded by Winsor to approve the purchase of the building located at 448 N Main St., commonly referred to as “The Old Miller’s Filling Station”, in amount of \$50,000.00. Motion carried 4-0 with McFarland abstaining.

The Commission and Director Schrag shared that the building will be converted into a welcome center and Clyde Cessna museum. The purchase and future development of the property will be funded by TIF and the EPIC Grant.

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The City Commission recessed at 9:02pm and reconvened at 9:14pm with no action taken.

County Communications: County Commissioner Jack Thimesch shared that he is still working on some dirt work around the outdoor arena and the Saddle and Ropers Building and the county is discussing extending the cement slab at the Saddle and Ropers club to the bleachers to improve drainage. The slab would be 8’ x 500’. Mr. Thimesch also appreciates the city and county reaching an agreement for EMS and Rescue services. No Action was taken.

Administrative Report: Graffman reported that he visited the Eck Development site by the airport and that there are some grade issues and the site needs dirt. Graffman also met with SCKEED about Walker Park’s revised master plan. Graffman, as well as several members of city staff attended, the Kansas Rural Water Conference in Wichita during the week and it provided some beneficial sessions for the City. There is a new light option for the Legacy Light Program, which he and Foreman Gregg Thimesch plan to show the Park Board on 4/2/2024.

Commissioner Comments: [HARREL] He is excited about the addition of the plaque for the Veteran’s Memorial by the KS Daughters of the American Revolution. He is also looking forward to the new TIF project of converting the old Miller’s Filling Station into a Visitor’s Center. He is glad that the EMS

Contract has been signed and locked in for five years. **[WINSOR]** She heard of some graffiti at Rotary Park, in which Graffman reported that he was made aware as well and luckily the graffiti was just chalk and was easily removed. She also asked what will be done with the benches at the pool and wondered if they could be moved to Depot Park to provide some seating in the gazebo area. **[WOLLEN]** Would like to review the KEEP process at the next meeting. **[McFARLAND]** Has some dirt for the Eck project that he can donate if it is needed. **[WALLACE]** Received an old map of Kingman from an individual and thought it was interesting. Was approached by the Chamber of Commerce and asked if the City could help hanging banners on Main Street. Graffman said that unfortunately, the line crew does not have the time to commit to that project.

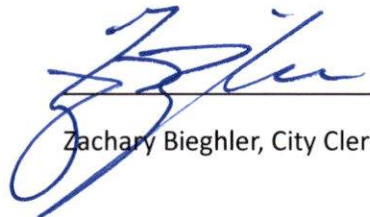
Adjourn: 9:29pm

- Motion made by Harrel, seconded by Winsor to adjourn the commission meeting. Motion carried 5-0.

BOARD OF COMMISSIONERS



Sean Wallace, Mayor



Zachary Bieghler, City Clerk