



City of Kingman
City Commission Minutes
March 21, 2024

Attendance:

Present: Mayor Wallace, Commissioners Winsor, Wollen, McFarland, and Harrel (late @ 6:09p). City staff consisted of Manager Graffman, Inspector Archer, Attorney Smith, Capt. Sowers, Director Goldston, and Director Schrag

Call to Order: Mayor Wallace called the meeting to order at 6:03 pm.

Approval of Agenda: The agenda was reviewed and considered.

- Motion made by Wollen, seconded by Winsor to approve the agenda with item 10-A: "Prairieland Partners" removed and item 12-B: Executive Session – Attorney Client added. Motion carried 4-0.

Approval of Minutes (2/22/2024): The minutes were reviewed and considered.

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

Approval of Minutes (3/4/2024): 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 (\$704,528.77): The bills payables were reviewed and considered. Wollen would like more details in the future regarding purchases made by business cards.

- Motion made by McFarland, seconded by Winsor to approve the bills payable in the amount of \$704,582.77. Motion carried 4-0.

Commissioner Adrian Harrel arrives during Public Comment

Public Comment: The following individuals were present and provided comments regarding the proposed KPP Solar Project.

- Mike Wood
- Tracy Rohlman: Provided comment and read a letter that she submitted to the city commissioners, Manager Graffman, and Clerk Bieghler regarding the KPP Solar Project.
- Kelly Wood
- Gary Rohlman
- Dale Enyart
- Jeff & Leah Ellis
- Mary & Ted Behring

KPP Solar Project: Mayor Wallace moves KPP from 11-A on the agenda to follow public comment. James Ging and Brooke Carroll of KPP provided information and addressed public comments. No commission action is taken.

Library Board Appointment: An application was reviewed and considered to appoint Mark Bigelow to the Library Board.

- Motion made by Wollen, seconded by Harrel to appoint Mark Bigelow to the Library Board. Motion carried 5-0.

Park Board Appointment: An application was reviewed and considered to appoint Blythe Swayze to the Park Board.

- Motion made by Harrel, seconded by Winsor to appoint Blythe Swayze to the Park Board. Motion carried 5-0.

Economic Development Report: Director Schrag reported that there are updated contracts and payments for the Moderate-Income Housing Grants, which adds the “City of Kingman” to the construction contracts as the “grantee”.

- Motion made by Harrel, seconded by Wollen to approve the addition of the City of Kingman to be added as the grantee for Ninnescah, LLC construction contract. Motion carried 5-0.
- Motion made by Harrel, seconded by Wollen to approve the addition of the City of Kingman to be added as the grantee for the Eagle Acres construction contract. Motion carried 5-0.

Resolution 2024-2 – Sales Tax Election: A RESOLUTION TO SUBMIT TO THE QUALIFIED ELECTORS OF THE CITY OF KINGMAN, KANSAS, THE PROPOSITION OF CONTINUING TO LEVY A RETAILERS’ SALES TAX IN THE AMOUNT OF ONE PERCENT (1%) WITHIN THE CITY LIMITS OF THE CITY OF KINGMAN, KANSAS, WITH SAID TAX EXPIRING DECEMBER 31, 2034, FOR THE PURPOSES OF FUNDING ECONOMIC DEVELOPMENT AND PROVIDING SUPPLEMENTAL REVENUE FOR GENERAL FUND PURPOSES WITH THE INTENT OF REDUCING OR ELIMINATING FUTURE MIL LEVY INCREASES THEREBY HELPING TO RELIEVE THE TAX BURDEN FOR PROPERTY OWNERS WITHIN THE CITY OF KINGMAN.

- Motion made by McFarland, seconded by Harrel to adopt Resolution 2024-2 as presented. Motion carried 5-0.

Insurance Renewal: Mike Osner and Scott Strong presented some different options for the city’s insurance policy, which is set to be renewed on April 1, 2024.

Option 1: EMC Premium Cost \$409,329 with a \$75,000 Deductible

Option 2: EMC Premium Cost \$414,759 with a \$50,000 Deductible

Option 3: EMC Premium Cost \$424,981 with a \$25,000 Deductible

A separate cyber security policy is also presented from Houston Casualty with an annual premium of \$12,475.36.

- Motion made by Harrel, seconded by Wollen to move the City’s Cyber Security insurance policy away from EMC to Houston Casualty for the annual premium of \$12,475.36. Motion carried 5-0.
- Motion made by Wollen, seconded by McFarland to accept the EMC policy with a \$25,000 deductible and the annual premium of \$424,981. Motion carried 4-1.

Recess

- Motion made by McFarland, seconded by Harrel to recess for five minutes. Motion carried 5-0.

Admission Fees for Baseball and Softball Games @ Riverside Park: Graffman reported that this was just for general information and that the high school would be charging for admission to the ball games at the park entrance. The school understands that they are not to deny access to the park and that payments are only for admissions to the ball games. Commissioner Harrel provided comment that the ball games are conducted on the grounds of the city park and the public has the right to have access to those facilities; therefore, the fees should be looked at more of a donation than admission fees. Harrel also shared that he felt the money collection should be taking place at the specific ball diamond the game is at rather than the entrance of the park. Graffman stated that he would share discussion ideas with the school. No action taken.

Loyd Group Single Audit Agreement: Graffman reported that since we exceeded \$750,000 of federal funding via FEMA Grants, the City was obligated to complete a single audit. Because this was realized after our initial agreement with Loyd Group, the City needs to sign an additional agreement for Loyd Group to conduct the single audit.

- Motion made by Wollen, seconded by McFarland to approve the Loyd Group agreement for the single audit. Motion carried 5-0.

Street Sealing Bids: The City received two bids for street sealing. South Central Sealing and Paving submitted a bid for a slurry seal and Circle C Paving submitted a Chip Seal bid. Graffman reported that the City has used both in the past and South Central had a history of causing damage; therefore, city staff recommends the bid from Circle C Paving.

- Motion made by Winsor, seconded by Wollen, to approve the bid for Circle C Paving with the proposed alternates in the amount of \$80,406.00. Motion carried 5-0.

Haying Bids: Bids were received and considered for the haying of city properties.

- Motion made by Wollen, seconded by McFarland to accept the bid from David Harbert for the haying of city properties at the cost of \$37.50/acre. Motion carried 5-0.

Bulb-Out Maintenance Bids: The TIF Board reviewed the bids and recommended proposal #2 from Babson, which included hand watering so there can be colorful flowers in the bulb-outs.

- Motion made by Harrel, seconded by Winsor to approve the bid from Babson – Option #2 with hand watering, at the cost of \$6,540. Motion carried 5-0.

Nuisance Property Lawn Mowing Bids: Only one bid was received, which was bid at the cost of \$200/lawn and \$175/hr for debris removal. Graffman reported that the City currently pays \$100/lawn and \$25/hr for debris removal. Graffman recommends rejecting and re-opening the bids.

- Motion made by Wollen, seconded by McFarland to reject the bid and re-open the bid process for Nuisance Property Lawn Mowing. Motion carried 5-0.

Social Media Policies: Graffman presented a general social media policy as well as a social media content policy.

- Motion made by McFarland, seconded by Wollen to approve the general social media policy with the amendment to add, “unless on a break” to #2 of the section “*Employee Personal Use of Social Media*”. Motion carried 5-0.
- Motion made by Wollen, seconded by Harrel to approve the Social Media Content Policy. Motion carried 5-0.

Executive Session – Attorney Client #1:

- Motion made by Harrel, seconded by Wollen to recess the City Commission into an executive session for 20 minutes with the City Manager, economic development director, and the City Attorney for 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).

Executive Session – Attorney Client #2:

- Motion made by Harrel, seconded by Wollen to recess the City Commission into an executive session for 10 minutes with the City Manager and the City Attorney for 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).
- Motion made by Harrel, seconded by Wollen to recess the City Commission into an executive session for 15 minutes with the City Manager and the City Attorney for 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).

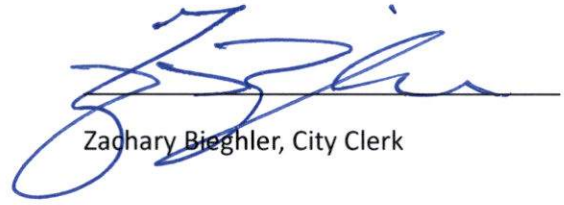
Administrative Report: No Report

Commissioner Comments: [HARREL] Spoke about the KPP Solar Project and hopes that people can keep in perspective that this proposed project is small and not a big industrial project. He recognizes that there are many people out there who have opinions and feels that there has been a gap in communication between the city and public somewhere along the path of the city planning of the project. Appreciates the line crew replacing some streetlights. [WINSOR] Feels that the newspaper may have misconstrued comments made at a previous commission meeting in suggesting that the City wanted a public hearing on the solar farm and at a following meeting where it was discussed, there was not newspaper representation there to report. She said that her mind is not completely made up either regarding the solar farm project. She also spoke about parking at the new building in the 200 block of N Main St. Director Schrag provided information that there will be nine parking spaces to the rear of the building for apartment tenants. [WOLLEN] Expressed appreciation of Manager Graffman as he works to mitigate many issues, upgrades, and progression of city projects. [McFARLAND] Appreciates the public input on the proposed KPP Solar Project and understands the concerns that some share about it. He also expressed appreciation for the replacement of streetlights. [WALLACE] Wanted to thank city workers for their work on Hoover Pond and the walking path lighting.

BOARD OF COMMISSIONERS



Sean Wallace, Mayor



Zachary Bieghler, City Clerk