



City of Kingman
City Commission Minutes
June 27, 2024

Attendance:

Present: Vice-Mayor McFarland, Commissioners Winsor, Wollen, and Harrel. Commissioner Wallace attended via Zoom from 7:28pm – 8:25pm. City staff consisted of Clerk Bieghler, Chief Lux, Director Schrag, Director Goldston, Foreman Ellithorpe, Operator Winsor, and Lineman Gault.

Call to Order: Vice Mayor McFarland called the meeting to order at 7:00pm with opening prayer lead by Commissioner Jon Wollen.

Approval of Agenda: The agenda was reviewed and considered.

- Motion made by Wollen, seconded by Harrel to approve the agenda. Motion carried 4-0.

Approval of Minutes (6/13/2024): The minutes were reviewed and considered.

- Motion made by Winsor, seconded by Wollen to approve the minutes. Motion carried 4-0.

Approval of Bills Payable: The bills payable report was reviewed and considered.

- Motion made by Harrel, seconded by Winsor to approve the bills payable in the amount of \$899,659.56. Motion carried 4-0.

Public Comment: The City of Haven thanked the City of Kingman Line Crew for their assistance in helping to repair their electric utility infrastructure to restore power following a storm a couple of weeks before.

Economic Development: Director Schrag gave a brief report and shared a visitor's guide that she developed with the commission. Schrag also provided a brief update on the EPIC Program and shared a picture of a sculpture that the artist is working on to mount to the canopy pillars of the new Visitor's Center.

Director Schrag also presented a proposal from Tessere for professional design services of the new Kingman Visitor's Center. Schrag reported that Tessere was highly recommended from the school board, which hired the firm to design their daycare. There is also a tourism grant coming up in the fall that she will apply for if the commission approves the proposal.

- Motion made by Harrel, seconded by Winsor to accept the agreement with Tessere for professional design of the new Kingman Visitor's Center in the amount of \$12,780.00. Motion carried 4-0.

Mayor Wallace joins the Commission Meeting via Zoom.

Ordinance 2131 - Event Admissions @ Riverside Park: Commissioners reviewed and considered Ordinance 2131. After discussion with Attorney Smith, the commission agreed that further amendments are needed.

- Motion made by Harrel, seconded by Winsor to table Ordinance 2131 to allow the attorney to make further amendments. Motion carried 5-0.

Fence Discussion – Walnut and Annadale: Thomas Hardcastle, the property owner of a newly erected fence, is present to speak with commissioners as requested at a previous meeting. Inspector Tom Archer was unable to attend the meeting, but Manager Graffman reported that he and Mr. Archer met with Mr. Hardcastle to discuss the fence and try to produce a plan to mitigate the problem, which is a visual obstruction of traffic. The plan is to move the fence back to the east and to the north after Inspector Archer reviews the final plan. Mr. Hardcastle explained that he is currently experiencing hardship and requests that work not be required to be completed immediately.

- Motion made by Harrel, seconded by Winsor to accept the proposal to move the fence back 16' to the east and 16' to the north pending prior review by the City Inspector with work to be completed by August 20, 2024. Motion carried 5-0.

2025 Budget Discussion: Manager Graffman reported that he is currently working on the 2025 budget and will be continuing work on it for the next couple of weeks. Graffman reported that the valuation increased over the past few years. July 20th will be the deadline for determining the RNR intent. Budget hearings will need to take place between August 20th and September 20th with the final budget due to remittance on October 1, 2024.

Mayor Wallace leaves the meeting.

Vacant Property Permit Discussion: Manager Graffman and Director Schrag present a sample ordinance from the City of Wilson regarding the requirement of vacant property owners to acquire a permit with the city. The idea is that the requirement would help reduce nuisance properties. Graffman reported that the City of Wilson did have some pushback from about 10 out of 20 permits, but the program has been successful. The City of Wilson has not been challenged in court and Attorney Smith shared some of his research findings. No action was taken.

Powerplant Engine #7 Heat Exchanger Pipes: Conco was awarded a bid previously by the City of Kingman to inspect and clean the heat exchanger pipes. After inspecting the pipes, Conco reported with picture evidence that there is a lot of corrosion to the pipes, and they need to be refurbished. Director Goldston states that there are no maintenance records of the exchanger pipes suggesting that it has never been done and stated that the corrosion is likely due to a chemical mismatch that occurred 10-15 years ago.

- Motion made by Wollen, seconded by Harrel to accept the bid from Conco to refurbish the heat exchanger pipes in the amount of \$22,053. Motion carried 4-0.

Powerplant Update: Director Goldston provided a brief update on the powerplant and the cause of a recent power outage. No action was taken.

Tree Trimming Update: Attorney Smith reviews City Code 13-306 regarding tree trimming and the fact that residents are responsible for tree trimming. The code also gives the City authority to prune trees and shrubs that obstruct traffic signs and signals as well as those obstructing street lighting. Commission discussed the possibility of assessing a fee for tree trimming to help recoup some of the costs associated with the service and to help with compliance. No action was taken.

Special CMB – Kingman Fair Board: An application was received and reviewed from the Kingman Fair Board to allow CMB sales and consumption at a bull riding event during the Kingman County Fair slated for later this month.

- Motion made by Harrel, seconded by Winsor to approve the CMB application. Motion carried 4-0.

Fireworks Request: Ashley Keimig was present from the Kingman Area Chamber of Commerce and reported that they have received their donation from the county, which leaves them \$675 short for the cost of the annual Kingman fireworks display.

- Motion made by Harrel, seconded by Winsor to approve the donation of \$675 to the Kingman Area Chamber of Commerce for the 2024 fireworks display. Motion carried 4-0.

Waterline Survey Update: Director Goldston reported that the city crews are finished with assessing the meter pits and collecting survey information. No action was taken.

Executive Session – Security Measures:

- Motion made by Wollen, seconded by Harrel to recess into executive session for 15-minutes with the City Manager, the City Clerk, the City Attorney, and the Chief of Police, to discuss matters related to security measures for building security and employee safety pursuant to the security measures exception in K.S.A. 75-4319(b)(12). Motion carried 4-0. The commission recessed at 9:35pm and reconvened at 9:50pm with no action taken.

INA Security Bids:

- Motion made by Harrel, seconded by Wollen to accept the bids provided by INA Security. Motion carried 4-0.

Administrative Report: Manager Graffman reported that KDOT denied the City's request for a cost-share grant to replace the traffic lights at Main and D Ave. FEMA and KDEM have had trouble reconciling costs for the fairground flood repair project and Graffman continues to work with the entities. KDEM is reanalyzing the costs to try to get more finding reimbursed. Graffman and Attorney Smith are working on an RFP to write new zoning regulations. Interviews are scheduled for EMS positions and the city also recently hired two summer laborers. There are some companies that have applied for grants to install high-speed electric charging stations for electric vehicles. The proposals for these stations are at Casey's and the old McDonalds. The Senior Center's air conditioner went out and the City is paying half the cost to replace, which is \$2,500. The 2023 single line audit has been submitted to the federal government. The City is no longer eligible for CDGB grants due to a fall in moderate income housing. Officer Miles Milburn graduates from KLETC on June 28th.

Commissioner Comments: [WOLLEN] No comments. [WINSOR] Had comments about weed spraying on Main St., bulb-out maintenance, tree trimming in the park and other city properties and the dirt/concrete piles in Riverside Park. She also asked if there is a known plan for downtown parking for the new apartments being building the 200 blk of North Main St, to which there were no updates. [HARREL] Thanked the line crew for their assistance to the City of Haven and for working to quickly restore power during a recent storm. He would also like the City to start to plan to build up the park department staffing to 3-4 full-time staff in the four years or so. [McFARLAND] Noted that pigeons are becoming a problem in the covered parking garage, and we need to find alternative funding for the traffic light replacement at Main St and D Ave since the KDOT grant fell through.

Adjourn – 10:20pm

- Motion made by Harrel, seconded by Winsor to adjourn the meeting. Motion carried 4-0.

BOARD OF COMMISSIONERS



Sean Wallace, Mayor



Zachary Bieghler, City Clerk