

OFFICIAL MINUTES
OF THE MEETING OF THE
GOVERNING BODY OF THE
CITY OF PITTSBURG, KANSAS
October 12, 2021

A Regular Session of the Board of Commissioners was held at 5:30 p.m. on Tuesday, October 12th, 2021, in the City Commission Room, located in the Law Enforcement Center, 201 North Pine, with Mayor Chuck Munsell presiding and the following members present: Cheryl Brooks, Larry Fields, Dawn McNay, and Patrick O'Bryan.

Mayor Munsell led the flag salute.

PUBLIC INPUT - INVOCATION – Linda Stotler, on behalf of the Grace United Methodist Church, provided an invocation.

CRIMINAL ACTIVITY - Ashley Bohn-Witt, owner of 602 North Joplin, expressed concern regarding criminal activity in Pittsburg.

APPROVAL OF MINUTES – On motion of O'Bryan, seconded by Brooks, the Governing Body approved the September 28th, 2021, City Commission Meeting minutes as presented. Motion carried.

MILLER STREET VACATION ORDER – On motion of O'Bryan, seconded by Brooks, the Governing Body approved the Order vacating a portion of Miller Drive between South Joplin Street and South English Street submitted by Hometown Development Group, LLC., and authorized the Mayor to sign the Order on behalf of the City. Motion carried.

APPROPRIATION ORDINANCE – On motion of O'Bryan, seconded by Brooks, the Governing Body approved the Appropriation Ordinance for the period ending October 12th, 2021, subject to the release of HUD expenditures when funds are received with the following roll call vote: Yea: Brooks, Fields, McNay, Munsell and O'Bryan. Motion carried.

ORDINANCE NO. G-1329 – On motion of Brooks, seconded by McNay, the Governing Body approved Ordinance No. G-1329, amending Section 78-31 of the Code of the City of Pittsburg, Kansas, and providing for the protection of public health, property, and safety, and the regulation of traffic by adopting by reference the 2021 Edition of the "Standard Traffic Ordinance for Kansas Cities" as published by The League of Kansas Municipalities, save and except such parts or portions as supplemented, deleted or changed and repealing Ordinance No. G-1315, and authorized the Mayor to sign the Ordinance on behalf of the City. Motion carried.

ORDINANCE NO. G-1330 – On motion of Brooks, seconded by Fields, the Governing Body approved Ordinance No. G-1330, amending Section 54-41 of the Code of the City of Pittsburg, Kansas, regulating certain public offenses within the corporate limits of the City of Pittsburg, Kansas, by adopting by reference the 2021 Edition of the "Uniform Public Offense Code for Kansas Cities" as published by The League of Kansas Municipalities, save and except such parts or portions as supplemented, deleted or changed; and repealing Ordinance No. G-1316, and authorized the Mayor to sign the Ordinance on behalf of the City. Motion carried.

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CHANGE ORDER NO. 3 – GEORGIA STREET CHANNEL/CULVERT PROJECT On motion of Brooks, seconded by McNay, the Governing Body approved Change Order No. 3 to the contract with Heck and Wicker for the Georgia Street Channel/Culvert Project reflecting an increase of \$3,820.00, making the overall contract construction amount \$456,650.71, and authorized the Mayor to sign the Change Order on behalf of the City. Motion carried.

CHANGE ORDER NO. 4 – GEORGIA STREET CHANNEL/CULVERT PROJECT – On motion of Brooks, seconded by O'Bryan, the Governing Body approved Change Order No. 4 to the contract with Heck and Wicker for the Georgia Street Channel/Culvert Project reflecting an increase of \$13,235.76, making the overall contract construction amount \$469,886.47, and authorized the Mayor to sign the Change Order on behalf of the City. Motion carried.

CHANGE ORDER NO. 5 – GEORGIA STREET CHANNEL/CULVERT PROJECT – On motion of Brooks, seconded by O'Bryan, the Governing Body approved Change Order No. 5 to the contract with Heck and Wicker for the Georgia Street Channel/Culvert Project reflecting an increase of \$3,256.69, making the overall contract construction amount \$473,143.16, and authorized the Mayor to sign the Change Order on behalf of the City. Motion carried.

COPY MACHINE LEASE SUPPLEMENTS – On motion of Munsell, seconded by Fields, the Governing Body approved Supplements to the City's copy machine agreements with Copy Products, Inc., for the renewal of the City's copier leases and services contracts, in the amount of \$1,276.00 per month for sixty months for City equipment and \$97.00 per month for sixty months for equipment located at the Pittsburg Public Library, and authorized the Mayor to sign the Supplements on behalf of the City. Motion carried.

SPECIAL PRESENTATION - CHILDCARE NEEDS ASSESSMENT - Dawn Flores, on behalf of Greenbush, and Ann Elliott, on behalf of The Family Resource Center, presented the findings of the Childcare Needs Assessment.

CITY-WIDE BULKY ITEM PICK-UP PROGRAM – Director of Public Utilities Matt Bacon provided information regarding the City-wide bulky-item pick-up program scheduled for October 23rd, 2021.

CHANGE OF ZONING – 770 EAST 400 HIGHWAY – On motion of O'Bryan, seconded by Fields, the Governing Body approved the recommendation of the Planning Commission/Board of Zoning Appeals to grant the request submitted by Scannell Properties #568, LLC, to change the zoning of certain areas, located at 770 East 400 Highway, from CP-3, Planned Highway Service Commercial, to IP-2, Planned Medium Industrial, and directed staff to prepare the necessary Ordinance. Motion carried.

VARIANCE - 603 THOMAS – On motion of Fields, seconded by Brooks, the Governing Body approved the recommendation of the Planning Commission/Board of Zoning Appeals to grant a Variance at 603 Thomas, submitted by Matthew Curran, to construct a 30'x40' detached garage. Motion carried.

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PARTIAL MORTGAGE RELEASE - SILVERBACK HOUSING DEVELOPMENT – On motion of O'Bryan, seconded by Fields, the Governing Body approved a Partial Release of Mortgage document for Lot Number 13 (1823 Silverback Way), located in the Silverback housing development, as GN Bank, the primary lender for the project, took first position on the loan, with the City securing a second position on the P & L property until the loan is repaid in December 2023, and authorized the Mayor to sign the Partial Release of Mortgage document on behalf of the City. Motion carried.

PARTIAL MORTGAGE RELEASES AND WAIVERS OF RIGHT OF REPURCHASE - SILVERBACK HOUSING DEVELOPMENT – On motion of O'Bryan, seconded by McNay, the Governing Body approved Partial Release of Mortgage documents and Waivers of Right of Repurchase for Lot Number 7, Lot Number 9, and Lot Number 14 in Silverback Landing, located in the Silverback housing development, as Arvest Bank, the primary lender for the project, took first position on the loan, with the City securing a second position on the P & L property until the loan is repaid in December 2023, and authorized the Mayor to sign the Partial Release of Mortgage documents and Waivers of Right of Repurchase on behalf of the City. Motion carried.

2021 AUDITING CONTRACT – On motion of McNay, seconded by Fields, the Governing Body authorized staff to engage the firm of Berberich Trahan & Company P.A. for the fiscal year 2021 City audit at a cost of \$40,000, and authorized the Mayor to sign the appropriate documents on behalf of the City. Motion carried.

BIRTHDAY WISHES – The Governing Body wished Director of Finance Larissa Bowman a Happy Birthday.

CITYWORKS – AZTECA SYSTEMS, LLC - SOFTWARE LICENSE AND MAINTENANCE AGREEMENT – On motion of McNay, seconded by Brooks, the Governing Body approved staff recommendation to enter into a Software License and Maintenance Agreement with Azteca Systems, LLC, ("Azteca Systems" or "Azteca") a Delaware limited liability company, for the purchase of Cityworks PLL software to support permitting, licensing and inspections staff and processes, in the amount of \$42,000 per year, and authorized the Mayor to sign the Software License and Maintenance Agreement on behalf of the City. Motion carried.

NEWEDGE SERVICES, LLC – MASTER AGREEMENT FOR MATERIAL AND SERVICES – On motion of O'Bryan, seconded by Brooks, the Governing Body approved staff recommendation to enter into a Master Agreement for Material and Services with NewEdge Services, LLC, ("NewEdge") for the implementation of Cityworks PLL software to support permitting, licensing and inspections staff and processes, in the amount of \$85,800, and authorized the Mayor to sign the Master Agreement for Material and Services on behalf of the City. Motion carried.

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CITY MANAGER'S ANNUAL EVALUATION/GOALS – On motion of O'Bryan, seconded by Brooks, the Governing Body adopted a formal procedure regarding the City Manager's annual performance evaluation and review of Letter Agreement. Motion carried.

It was the consensus of the Governing Body to change Procedure #3 to read "The Commissioners will return the completed evaluation tool to the City Attorney no later than three days prior to the Commission meeting scheduled to review the evaluation".

NON-AGENDA REPORTS & REQUESTS:

3004 ROTARY TERRACE - ROLLSOURCE BUILDING – City Manager Daron Hall announced that the City plans to place the building located in the Northeast Industrial Park, at 3004 Rotary Terrace, formerly occupied by Rollsource, for sale by sealed bid.

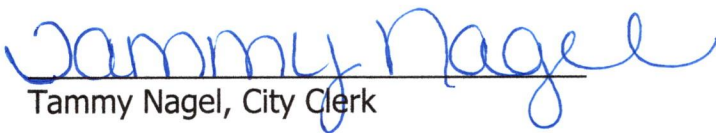
SALARY STUDY – Mayor Munsell requested the status of the Salary Study. City Manager Daron Hall stated that the study results are currently being reviewed. A discussion was held regarding employee compensation.

ADJOURNMENT: On motion of McNay, seconded by O'Bryan, the Governing Body adjourned the meeting at 7:02 p.m. Motion carried.



Chuck Munsell, Mayor

ATTEST:



Tammy Nagel, City Clerk