



**Abilene City Commission Meeting Minutes**  
**Abilene Public Library – 209 NW Fourth Street**  
**August 14, 2023, @ 4:00 pm.**  
**Abilene, Kansas**

**1. Call to Order**

**2. Roll Call** – City Commission Present: Mayor Witt, Commissioners, Kollhoff, Rein, Miller, and Marshall.

Staff Present: City Manager Marsh (via Zoom), City Clerk Mohr, Finance Director Johnson, City Attorney Martin, Parks and Recreation Director Timbrook, Fire Chief Strunk, Police Chief Hatter, Community Development Director Zook, Convention and Visitors Bureau Director Roller-Weeks, Streets and Utilities Superintendent Hawk, City Inspector Steerman, Facilities Maintenance Specialist Alvarez, Water Maintenance Worker II Neal, and Administrative Assistant Olson.

**3. Pledge of Allegiance**

**Agenda**

**4. Approval of the Agenda for the August 14, 2023, City Commission Meeting**

Motion by Commissioner Marshall, seconded by Commissioner Miller, to approve the agenda as presented. Roll call vote: Marshall YES, Miller YES, Rein YES, Kollhoff YES, Witt YES. The motion was carried unanimously 5-0.

**Consent Agenda**

- 5. Consent Agenda** - Consent Agenda items are considered routine business items. The consent agenda can be acted upon by one motion unless a majority of the City Commission votes to remove an item for discussion and separate action.
- a.** Meeting Minutes for July 24, 2023, 2023, Regular Meeting
  - b.** Appointment of Jeremy Gorman to the Airport Board to fill a three-year unexpired term, vacated by Ralph Viola, expiring January 2024

Mayor Witt expressed his thanks to Ralph Viola for his dedication to service on the Airport Board.

Motion by Commissioner Rein, seconded by Commissioner Marshall, to approve the consent agenda as presented. Roll call vote: Rein YES, Marshall YES, Miller YES, Kollhoff YES, Witt YES. The motion was carried unanimously 5-0.

## 6. Public Comments and Communications

- a. Public Forum: Persons who wish to address the City Commission regarding items outside the agenda may do so when called upon by the Mayor. Speakers will be allowed a three-minute time limit.

There were no public comments or communications.

## 7. Business Items

- a. Public Hearing to show cause why the structure at 604 S. Cedar St. should not be condemned and ordered repaired or demolished.

Mayor Witt opened the public hearing at 4:04 pm.

City Inspector Steerman presented information regarding the condition of the property.

Drew Flynn, the property owner, spoke regarding what has been done to secure the property and the cleaning of the backyard.

The Commission would like verification that the property is secured properly, communication between Mr. Flynn and City Inspector Steerman and presentation of the International Property Maintenance Code guidelines for unsafe structures to occur.

Motion by Commissioner Kollhoff, seconded by Commissioner Miller, to leave the public hearing open and continue it at the next regular meeting on August 28 at 4:00 pm and move consideration of item 7b to the August 28 meeting. Roll call vote: Kollhoff YES, Miller YES, Marshall NO, Rein YES, Witt YES. The motion carried 4-1.

- b. Consider approval of Resolution No. 081423-1, **A RESOLUTION FINDING THAT THE STRUCTURE LOCATED AT 604 S. CEDAR ST., ABILENE, KANSAS IS UNSAFE AND DANGEROUS AND DIRECTING THE STRUCTURE BE REPAIRED OR REMOVED AND THE PREMISES MADE SAFE.**

This item was moved to the August 28, 2023, meeting by the previous motion.

- c.** Consider a motion to authorize the City Manager to sign the Grant Offer Agreements with the FAA as part of the Airport Improvement Plan.

Motion by Commissioner Kollhoff, seconded by Commissioner Marshall, to authorize Mayor Witt and/or City Manager Marsh to sign the Grant Offer Agreements with the FAA as part of the Airport Improvement Plan. Roll call vote: Kollhoff YES, Marshall YES, Rein YES, Miller YES, Witt YES. The motion was carried unanimously 5-0.

- d.** Consider approval of Publication of the 2024 Notice to Exceed Revenue Neutral Rate and Budget Public Hearings for the City of Abilene, Kansas.

Motion by Commissioner Marshall, seconded by Commissioner Miller, to approve the Publication of the 2024 Notice to Exceed Revenue Neutral Rate and Budget Public Hearings for the City of Abilene, Kansas. Roll call vote: Marshall YES, Miller YES, Rein YES, Kollhoff YES, Witt YES. The motion carried 5-0.

## **8. Items for Discussion**

- a.** Consider approval of the Golden Belt Heights West replat.

Motion by Commissioner Marshall, seconded by Commissioner Miller, to approve the Golden Belt Heights West replat. Roll call vote: Marshall YES, Miller YES, Rein YES, Kollhoff NO, Witt YES. The motion carried unanimously 4-1.

## **9. Reports**

- a.** City Manager's Report

Finance Director Johnson informed commissioners that the RFP's for Administrative Software was sent out on August 4 and are due back by September 8.

## **10. Recess of Regular Meeting**

- a.** Consider a motion to recess the August 14, 2023, City Commission Meeting.

Motion by Commissioner Kollhoff, seconded by Commissioner Rein, to recess the August 14, 2023, City Commission Meeting at 5:11 pm. Roll call vote: Kollhoff YES, Rein YES, Miller YES, Marshall YES, Witt YES. The motion was carried unanimously 5-0. The City Commission Study Session will begin at 5:26 pm.

## **11. Call to Order – City Commission Study Session**

The City Commission Study Session was called to order at 5:26 pm.

## **12. August 14, 2023, City Commission Study Session Agenda**

Motion by Commissioner Kollhoff, seconded by Commissioner Rein, to amend the Study Session agenda to add item f, discussion of the International Property Maintenance Code regarding unsafe structures. Roll call vote: Kollhoff YES, Rein YES, Miller YES, Marshall YES, Witt YES. The motion was carried unanimously 5-0.

- a.** Solar PV Design and Installation RFP
- b.** Trinity Lutheran Church/School Conditional Use Permit
- c.** Community Center Roof RFP
- d.** Standard Traffic Ordinance (STO) for Kansas Cities, 2023
- e.** Uniform Public Offense Code (UPOC) for Kansas Cities, 2023
- f.** International Property Maintenance Code for Unsafe Properties

The discussion regarding item f was moved to the August 28, 2023, meeting.

**13. Adjournment**

- a. Consider a motion to adjourn the August 14, 2023, City Commission Meeting**

Motion by Commissioner Rein, seconded by Commissioner Marshall, to adjourn the August 14, 2023, City Commission Meeting at 6:29 pm. Roll call vote: Rein YES, Marshall YES, Miller YES, Kollhoff YES, Witt Yes. The motion was carried unanimously 5-0.

(Seal)

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Trevor D. Witt, Mayor

ATTEST:

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Shayla L. Mohr  
City Clerk