



**City Council Meeting**  
December 15, 2014  
7:00 p.m. Regular Meeting

Mayor Jason Ward opened the meeting at 7:00 p.m. with the pledge of allegiance. Council members present were Kara Reed, Andy Gilner, Jim Truesdell, and Chris Donnelly. Bill Peak was absent. Also in attendance were City Administrator Nathan McCommon, Assistant City Administrator Jamie Shockley, and City Attorney Michael Kelly.

Councilmember Gilner made a motion to approve the consent agenda. Motion was seconded by Councilmember Reed. There was no discussion. All ayes, Motioned carried.

**Open Agenda**

- Richard Fahrety addressed the Council with concerns about the grandfathering clause of the Contractor's Licensing requirements. Mr. Ward stated that City staff will get back to him regarding several options that are available to him to be grandfathered in.

**Old Business**

**Update on Hwy 24/40 traffic signal improvements**

- Mr. McCommon gave a brief update and informed the Council that construction is completed. He stated that the contractor will come back out and check timing sequences periodically and the City will do one final walk through with our city engineer before the project is closed out and final payment is issued.

**New Business**

**Cereal Malt Beverage (CMB) license from G&P Country Market**

- Mr. McCommon stated that the applicant has satisfied all application requirements and staff recommends approval. Mr. Donnelly moved to approve the CMB license. Mr. Gilner seconded. No discussion. All ayes. Motion carried.

**Cereal Malt Beverage (CMB) license from Brothers Market**

- Mr. McCommon stated that the applicant has satisfied all application requirements and staff recommends approval. Mr. Donnelly moved to approve the CMB license. Mr. Gilner seconded. No discussion. All ayes. Motion carried.

**Agreement with Pyramid Roofing to replace City Hall roof**

- Mr. McCommon stated that the City Council moved to reject all bids at the November 18 City Council meeting. There were two bids that were fully responsive in the most recent request for proposals, and Pyramid Roofing is the low bid. Mr. Gilner moved to approve the agreement with Pyramid roofing. Ms. Reed seconded. All ayes. Motion carried.

**Second Reading: Ordinance 1388, amending Article 5, Section 23 and Article 19, Section 200 of the Standard Traffic Ordinance for Kansas Cities, 2014 edition.**

- Mr. McCommon stated that this was just a textual edit of the standard traffic ordinance and there is a document that shows the change in wording. Mr. Donnelly asked if we're amending the ordinance that was already agreed upon. Mr. McCommon stated that they were. Mr. Donnelly moved to approve Ordinance 1388. Mr. Truesdell seconded. No discussion. All ayes. Motion carried.

**First Reading: Ordinance 1389, repealing Ordinance 1372 and amending the rates charged for water and sewer usage**

- Mr. McCommon stated that this ordinance conforms to the Council's decision when the 2015 budget was adopted to raise the water and sewer rates to keep up with equipment costs and make debt payments. It is a 3% increase in water and sewer and a \$2 increase to the base fee of each. Council will vote to approve the Ordinance after the second reading on the January 5, 2015 meeting.

**Resolution 12-14-01, approving a GAAP waiver**

- Mr. McCommon stated this is something that the City Council must approve every two years to continue accounting on a cash basis. He mentioned that our auditors and financial advisors have stated that the way we currently account is sufficient for Tonganoxie's size. Ms. Reed moved to approve. Mr. Truesdell seconded. Mr. Donnelly asked at what point we begin to comply with Generally Accepted Accounting Principles. Mr. McCommon stated that this would be when our auditors and/or financial advisors make that recommendation and the City has adequate resources to be able to do so. All ayes. Motion carried.

### **Appointment of a board member to the Recreation Commission**

- Mr. Truesdell moved to approve the appointment of Lisa Large to the Recreation Commission. Mr. Gilner seconded. No discussion. All ayes. Motion carried.

### **Approval of revised Pay Plan for certain personnel positions**

- Mr. McCommon stated that this is the result of the 2015 budget adoption, when the Council agreed to move the Police Clerk from range 3 to range 6 and move the lieutenant from range 11 to range 13. Mr. Truesdell moved to approve the revised pay plan. Mr. Reed seconded. No discussion. All ayes. Motion carried.

### **City Administrator Agenda November Financial Report**

- Mr. McCommon stated that there is a report for the close of November's books in the Council packet. Some quick highlights included that the water fund and municipal court are bringing in less revenue that was anticipated when the 2014 budget was adopted. Personal property tax, permit fees, and franchise fees are performing well, as is the County sales tax. Mr. Ward asked why the personal property tax was performing well, and Mr. McCommon stated that it was mostly due to vehicle purchases.

### **Review Potential Amendment to Personnel Policy**

- Mr. McCommon stated that he recommended an amendment to one section of the personnel policy regarding discipline. There is a related portion of the policy in the grievance section, and he stated that outlining the grievance procedures in the discipline section was unnecessary, redundant, and inconsistent. Mr. Ward stated that he believed it makes sense to shorten the disciplinary aspect when the grievance section is so well laid-out. Mr. McCommon emphasized that the sequence is still the same in the proposed policy as it was in the old policy. Mr. Donnelly moved to approve the amendment to the personnel policy. Mr. Truesdell seconded. No further discussion. All ayes. Motion carried.

### **LCDC Annual Meeting Friday, January 16**

- Mr. McCommon informed the Council of the LCDC Annual Meeting on Friday, January 16 and stated that they all should have received an invitation. Some council members said they did not receive the invitation. Mr. McCommon agreed to forward it on to those that hadn't received it.

### **Executive Session**

- Mr. McCommon requested to move to enter into executive session to discuss matters of real estate acquisition for a period of 15 minutes with City Administrator, Asst. City Administrator, City Attorney, and Police Chief. Mr. Gilner moved. Ms. Reed seconded. All ayes. Motion Carried.
- Council returned from executive session after 15 minutes. Mr. Gillner moved to return to executive session for matters pertaining to real estate acquisition for a period of 15 minutes with the City Administrator, Asst. City Administrator, City Attorney, and Police Chief. Ms. Reed seconded. All ayes. Motion carried.
- Council returned from executive session after 10 minutes. Mr. Gillner moved to move out of executive session and make a note that no motion was taken. Mr. Donnelly seconded. All ayes. Motion carried.

Mr. Gilner moved to adjourn at 8:09 p.m. Ms. Reed seconded. All ayes. Motion carried.

Respectfully submitted,

Jamie Shockley  
Assistant City Administrator