

City Council Meeting
September 19, 2016
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 Jim Truesdell, Curtis Oroke, Chris Donnelly, Andy Gilner, and Kara Reed. Also in attendance were City Manager Nathan McCommon, Assistant City Manager Jamie Shockley, City Attorney Michael Kelly, and Deputy City Clerk Teresa Bastron.

Approval of Minutes and Consent Agenda

- Ms. Reed moved to approve the minutes from September 6, 2016. Mr. Oroke seconded. All ayes. Motion carried.
- Ms. Reed moved to approve the minutes from the special meeting dated September 19, 2016. Mr. Oroke seconded. All ayes. Motion carried.

Open Agenda

- Monica Gee, 612 E. 4th Street, addressed the Council to say thank you for the Spooktacular funding and give an update on the event.

Old Business

Discuss renewal of ¾ cent sales tax

- Ms. Shockley explained the sales tax renewal timeline.
- David Frese with the Tonganoxie Library Board addressed the Council and gave an overview of their recent community survey, in which a majority of respondents stated that they supported a new or improved library.
- Mr. Frese told the Council that he would like them to consider allocating the entire ¾ cent sales tax to the Library, which they would like to place on the City's vacant lot at the corner of 3rd and Main Streets.
- The City Council indicated that while they agree that the library needs a new facility, there are a lot of improvements that the city needs as well. They requested to schedule a special meeting with members of the city council and planning commission to discuss the results of the strategic plan and determine what projects are the priority for the renewal of the ¾ cent sales tax. Mr. Truesdell moved to schedule a public hearing for September 29. Mr. Donnelly seconded. All ayes. Motion carried.

Accept 2015 financial statement

- Mr. Donnelly moved to accept the 2015 financial statement into the public record. Mr. Truesdell seconded. All ayes. Motion carried.

Discuss terms of inter-local agreement with Leavenworth County and Port Authority

- Ms. Shockley explained the terms of the draft agreement and informed the Council that a final agreement would be coming to them for approval once they iron out some issues in the draft agreement with the Port Authority. She explained the general terms of the agreement and requested an informal consensus from the Council that they were on the right track to move forward with a final agreement. Council members nodded their heads in agreement and no comments were made.

Consider approval of engineering study for Smiley Road benefit district

- Ms. Shockley explained that as a result of the petition received by the residents along Smiley Road to create a benefit district, the next step is to authorize BG Consultants to conduct an engineering study to determine what the proposed improvements will look like and how much it will cost. This study must be done before the benefit district can be created.
- Ms. Reed moved to authorize BG to conduct the engineering study at a cost not to exceed \$2,500. Mr. Oroke seconded. All ayes. Motion carried.

Resolution 09-16-02: Calling a public hearing for a benefit district in the Greystone Subdivision

- Mr. Kelly explained the process for creating a benefit district, in which the first step is calling a public hearing and sending out notice to the neighbors and two publications in the newspaper.
- Mr. Donnelly moved to approve Resolution 09-16-02 and set the public hearing date for Monday, October 10 at 7:00 p.m. Ms. Reed seconded. All ayes. Motion carried.

Second Reading: Ordinance 1413: Granting a Special Use Permit for Kathy's Kottage

- Ms. Shockley explained the special use permit and that the planning commission recommended approval based on the recommendations by the city planner. A special use permit does require a protest period, which has since expired and the city has not received a protest petition. Mr. Donnelly moved to approve Ordinance 1413. Mr. Oroke seconded. All ayes. Motion carried.

Consider approval of agreement with The Novak Consulting Group for executive search services

- Ms. Shockley explained the agreement and timeline for the city manager search and requested city council approval.

- Mr. Donnelly moved to approve the agreement with the Novak Consulting Group. Mr. Truesdell seconded. All ayes. Motion carried.

Consider approval of agreement with Springsted, Inc. for municipal advisor services

- Ms. Shockley explained the agreement and new cost of services.
- Ms. Reed moved to approve the agreement. Mr. Gilner seconded. All ayes. Motion carried.

City Manager Agenda

- Ms. Shockley gave an overview of the August financial report.
- Ms. Shockley reminded the Council of the LKM conference, taking place October 8 – 10, and informed the Council to reach out to her if they'd like to attend so she can get them registered.
- Ms. Shockley requested an executive session to discuss matters of non-elected personnel to include the governing body, city attorney, city manager, and assistant city manager for a period of 5 minutes. Mr. Truesdell moved. Ms. Reed seconded. All ayes. Motion carried.
- Mr. Gilner moved to return from executive session and make a note that no action was taken. Ms. Reed seconded. All ayes. Motion carried.

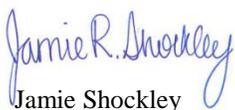
City Council Agenda

- Mr. Oroke gave the Council an update on the punch list he created for City Hall and the police station. Ms. Shockley informed the Council that staff and Mr. Oroke would be meeting with the architect and contractor on Thursday, September 22 to do a final walk through and work through the punch list.

Mayor Agenda

- Mayor Ward requested an executive session to include the governing body and city manager for a period of 10 minutes. Mr. Gilner moved. Ms. Reed seconded. All ayes. Motion carried.
- Mr. Gilner moved to return from executive session and make a note that no action was taken. Mr. Truesdell seconded. All ayes. Motion carried.
- Mr. Oroke moved to enter into executive session to discuss matters of non-elected personnel to include the governing body, city manager, and assistant city manager for a period of 15 minutes. Mr. Gilner seconded. All ayes. Motion carried.
- Mr. Oroke moved to return from executive session and make a note that no action was taken. Mr. Truesdell seconded. All ayes. Motion carried.
- Mr. Truesdell moved to appoint Assistant City Manager Jamie Shockley as Interim City Manager, effective October 4, with compensation to be determined. Mr. Gilner seconded. All ayes. Motion carried.

Respectfully submitted,



Jamie Shockley
Assistant City Manager