

Council Meeting Minutes
March 18, 2024
7:00 PM Meeting

I. Pledge of Allegiance

- Mayor Frese opened the meeting at 7:00 p.m.
- Mayor Frese led the pledge of allegiance.
- Mayor Frese, Mr. Partridge, Ms. Stevens, Mr. Donnelly and Mr. Dale were present. Ms. McCutchen was absent.
- City Manager George Brajkovic, Assistant City Manager Dan Porter, City Attorney Anna Krstulic, Deputy Fire Chief John Callaghan and Municipal Court Clerk Lindsay Huntington were also present.

II. Approval of Minutes – Regular meeting dated February 20, 2024

- **Mr. Partridge made a motion to approve draft minutes from the regular meeting dated February 20, 2024.**
- **Mr. Donnelly seconded the motion.**
- **Vote of all ayes, motion carried.**

III. Consent Agenda

- a) Review bill payments
 - **Ms. Stevens made a motion to approve the consent agenda.**
 - **Mr. Partridge seconded the motion.**
 - **Vote of all ayes, motion carried.**

IV. Old Business

V. New Business

- a) Ordinance No. 1519: Consider Special Event Permit and Draft Ordinance 1519 Authorizing Alcohol Consumption on Public Property for a Wine and Bingo Event at the Tonganoxie Public Library
 - Mr. Porter explained with the use of City property for the Wine and Bingo event the City Council is required to adopt an ordinance, drafted by the City Attorney to temporarily exempt the City prohibition on alcohol consumption on the premises of the library.
 - Mr. Porter gave event details and confirmed with the public safety departments to ensure there were no reports of issues in prior year events.
 - Mr. Porter stated staff recommends approval of the draft ordinance.
 - **Mr. Partridge made a motion to approve Ordinance 1519 allowing the consumption of alcohol on certain public property for limited time and purpose, pursuant to K.S.A. 41-719(d)(11) and (e), for the Wine & Bingo Friends of the Library fundraiser event.**
 - **Ms. Stevens seconded the motion.**
 - **Vote of all ayes, motion carried.**
- b) Consider Approval of Storage Building Purchase for the Tonganoxie Fire Department Facility
 - Mr. Porter stated the development of the 2024 budget included preparations for installation of a portable shed style building to be added to the Fire Department Fire Station Campus. This shed will replace a dilapidated garden style shed and will provide much needed additional storage for the growing Fire Department.
 - Mr. Porter provided the building specs and indicated the low bid received from The Shed House, LLC was deemed to be a satisfactory quote and provision of services. The quote does fall within the margin of the budgeted amount and will be split 50/50 between the Fire Equipment Fund and by a share of the County Sales and Use Tax. Staff recommends moving forward with the recommendation.
 - Mr. Callaghan stated the shed will be locked with a standard lock and the no high valued equipment will be stored in the building.
 - Mr. Callaghan confirmed the bid includes installation and stated the building will be placed on asphalt millings that have been laid and leveled.

- **Ms. Stevens made a motion to authorize expenditures associated with the Fire Station portable building purchase utilizing the services of The Shed House, LLC for an amount not to exceed \$15,090.25.**
 - **Mr. Dale seconded the motion.**
 - **Vote of all ayes, motion carried.**
- c) Waste Water Treatment Plant Expansion Project Update presented by Thaniel Monaco with BG Consultants
- Mr. Monaco with BG Consultants delivered an updated progress report on the Waste Water Treatment Plant Expansion project.
 - Ms. Stevens impressed a since of urgency to complete the project as the City continues to grow.
- d) Consider Approval of the Public Works Mower Equipment Replacement
- Mr. Porter stated included in the 2024 adopted budget was allocation of funds for replacement of one of the two zero-turn mowers in the Public Works department. The 2014 SCAG mower is the mower that is proposed to be replaced and used as a trade-in. Budgeted funds will come from the Water Capital Fund and the Sewer Capital Fund.
 - Mr. Porter stated that although the bid from McConnell Machinery was lower by \$5.00 it did not include never flat tires which Heritage Tractor did. Public Works staff has ascertained that to purchase those secondarily would be multiple hundred dollars more so staff do recommend going with the bid collected from Heritage Tractor in Lawrence.
 - Mr. Porter stated the budgeted anticipated cost would was closer to \$13,000 for this purchase, however the difference is more than accommodated with the savings from the loader equipment purchase earlier in 2024.
 - **Mr. Donnelly made a motion to authorize the purchase of a John Deere Z994R Diesel zero-turn mower from Heritage Tractor for an amount not to exceed \$14,400.76, along with the trade-in of the City's 2014 SCAG mower.**
 - **Mr. Dale seconded the motion.**
 - **Vote of all ayes, motion carried.**
- e) Consider Approval of 2024 Street Maintenance Plan & Draft Request for Proposals
- Mr. Porter stated the Public Works Director has been assessing what areas of roadway, curb and gutter areas have shown the biggest level of decay and need attention.
 - Mr. Porter presented the areas of focus for mill and overlay treatment and curb replacement as well as the proposed schedule of work. The entire project includes areas within the Stone Creek and South Park subdivisions. All areas are proposed as one bid without any add alternates at this time.
 - **Mr. Partridge made a motion to authorize the advertisement of the proposed 2024 street maintenance project RFP.**
 - **Mr. Donnelly seconded the motion.**
 - **Vote of all ayes, motion carried.**
 - Mr. Brajkovic recognized Mr. Heskett for using a variety of products intended to preserve the current condition of the asphalt. By using these products, it has allowed for time to prioritize other projects and allow the special sales tax time to generate revenue.
- f) Consider Potential Tonganoxie Water Park User Fee & Rental Fee Changes
- Item was removed from the agenda for additional preparation and to allow the Pool Manager to be present.
- g) City Manager Agenda
1. February 2024 Financial Report
- Mr. Porter presented the February 2024 financial report to the City Council.
- h) City Attorney Agenda

- i) Mayor Pro Tem Agenda
- j) City Council Agenda
- k) Mayor Agenda
 - 1. Executive session for consultation with an attorney for the public body or agency which would be deemed privileged in the attorney-client relationship
 - o **Ms. Stevens moved that the City Council recess into executive session to obtain legal advice related to correspondence received from Unilock Chicago Inc pertaining to the real estate contract of sale between the City and Unilock pursuant to the attorney client consultation exception K.S.A. 75-4319(b)(2). The executive session will include the City Attorney, City Manager and Assistant City Manager. The open meeting will resume in the City Council chambers at 8:12 p.m.**
 - o **Mr. Partridge seconded the motion.**
 - o **Vote of all ayes, motion carried.**
 - ...
 - o **Mayor Frese resumed the meeting at 8:12 p.m. and noted that no binding action was taken in executive session.**
 - Mayor Frese thanked the people responsible for putting on the St. Patrick's parade and all the work done.

VI. Adjourn

- o **Mr. Dale made a motion to adjourn the meeting.**
- o **Mr. Partridge seconded the motion.**
- o **Vote of all ayes, motion carried.**
- o **Meeting adjourned at 8:13 p.m.**

Respectfully submitted,



Lindsay Huntington, Municipal Court Clerk