



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, and Kara Reed. Andy Gilner was absent. Also in attendance were City Manager Nathan McCommon, Assistant City Manager Jamie Shockley, and City Attorney Michael Kelly.

#### **Approval of Minutes and Consent Agenda**

- Ms. Reed moved to approve the minutes from August 15, 2016. Mr. Oroke seconded. All ayes. Motion carried.
- Ms. Reed moved to approve the minutes from the special meeting dated August 22, 2016. Mr. Oroke seconded. All ayes. Motion carried.

#### **Executive Session to Discuss Matters of Non-Elected Personnel**

- Mr. Oroke moved to enter into executive session for a period of 10 minutes to discuss matters of non-elected personnel. Mr. Truesdell seconded. All ayes. Motion carried.
- Ms. Reed moved to return from executive session and make a note that no action was taken. Mr. Truesdell seconded. All ayes. Motion carried.

#### **Consent Agenda**

- Mr. Oroke requested extra detail on the pay ordinance for each invoice and vendor we are paying. Ms. Shockley said that they would begin providing that information at the next meeting. Mayor Ward requested that it be sent in a separate email to not take up a large amount of space in the Council packet.
- Mr. Donnelly moved to approve the consent agenda. Ms. Reed seconded. All ayes. Motion carried.

#### **Open Agenda**

- No public comments.

#### **Old Business**

##### **Discuss potential benefit district in the Greystone Subdivision**

- Ms. Shockley explained the history of the discussions regarding creating a benefit district in the Greystone subdivision and the results of the city engineer evaluating which properties would be included in the proposed district.
- Mayor Ward asked Mr. Provost the result of contacting the developer and engineer. Mr. Provost said that the conversation was unproductive with the developer.
- Mr. Kelly explained that all residents contributing to the drainage can be included in the benefit district and that the city council must pass a resolution to hold a public hearing as the first step in creating the benefit district.
- Mr. Donnelly moved to direct staff to draft a resolution for the next council meeting to call for a public hearing for the creation of the proposed benefit district. The resolution should include improvements up to \$125,000. Ms. Reed seconded. All ayes. Motion carried.

##### **Consideration of budget request from E.A.S.T.**

- Ms. Reed moved to approve the 2017 funding request from E.A.S.T. in the amount of \$2,400. Mr. Oroke seconded. All ayes. Motion carried.

#### **New Business**

##### **Presentation of 2015 Financial Audit**

- Ms. Shockley introduced the City's financial auditor, Dana Splichal, with Kramer and Associates, who presented the 2015 financial statements.
- Splichal summarized the methodology and results of the 2015 financial audit in light of the Kansas cash basis law. There were no findings and the prior-year finding has been remedied.
- Council tabled the item to review the final copy at the next meeting on Sept. 19.

##### **Review and discuss executive search firm proposals for recruitment of a new city manager**

- Ms. Shockley gave an overview of the proposals to the City Council and the differences in the scope of services proposed.
- The Council directed staff to provide an agreement with the Novak Consulting Group for approval at the next meeting on September 19.

#### **Consider approval of expenses**

- Ms. Reed moved to approve the biennial bridge inspections by BG Consultants in the amount of \$3,300. Mr. Truesdell seconded. All ayes. Motion carried.
- Ms. Reed moved to approve the salt purchase from Hutchinson Salt in the amount of \$5,285. Mr. Oroke seconded. All ayes. Motion carried.
- Mr. Truesdell moved to purchase the drainage pipe from Olathe Winwater in the amount of \$2,800. Mr. Oroke seconded. All ayes. Motion carried.
- Mr. Donnelly moved to approve the purchase and equipment of a new police patrol vehicle in the amount of \$31,000. Ms. Reed seconded. All ayes. Motion carried.

#### **Consider request to amend budget authority of the Police Equipment Reserve Fund**

- Ms. Shockley explained that the police department is requesting to raise its budget authority in the police equipment reserve fund from \$20,000 to \$41,000 to cover needed equipment purchases for their new facility
- Mr. Donnelly moved to approve amending the budget. Ms. Reed seconded. 3 ayes, 1 no. Motion carried.

#### **Consider approval of expense for upgrades to technology for the new police station and city hall**

- Mr. Donnelly moved to approve the expense for upgrades to the technology for the new police station and city hall in the amount of \$43,314. Ms. Reed seconded. All ayes. Motion carried.

#### **Resolution 09-16-01: Establishing boundaries for the City of Tonganoxie**

- Mr. Oroke moved to approve Resolution 09-16-01. Mr. Truesdell seconded. All ayes. Motion carried.

#### **City Manager Agenda**

##### **Discuss terms of municipal advisor agreement**

- Ms. Shockley explained that the current agreement with the city's financial advisor was expiring and the company is proposing a new agreement with an increase to the minimum cost of issuance of bonds. Ms. Shockley stated that city staff is very happy with the current advisor and believes the proposed terms are agreeable.
- Mr. Truesdell moved to direct staff to draft a new agreement with the city's current municipal advisor, Springsted, Inc.
- Mr. Donnelly seconded. All ayes. Motion carried.

##### **Discuss inter-local agreement with the Leavenworth County Port Authority and the Leavenworth Board of County Commissioners**

- Mr. McCommon summarized the background and proposed terms of the potential agreement.
- Also providing comments were members of the port authority Greg Kaaz and Bill New, as well as Leavenworth County Development Corporation executive director Steve Jack. Each reaffirmed that this has been a great partnership and that the port authority has the best interests of the city in mind.
- Council members discussed the proposed contract term of deeding the land to the port authority in exchange for the \$5 million investment. Mr. Donnelly and Mr. Oroke said they were supportive of this contract term. Mr. Truesdell said he would like to think about it.

#### **City Attorney Agenda**

##### **Special Ordinance 1412, repealing Ordinance 1400**

- Mr. Donnelly moved to approve Ordinance 1412. Mr. Oroke seconded. All ayes. Motion carried.

##### **Creation of benefit district on Smiley Road**

- Mr. Kelly explained that a resolution would be needed to set the public hearing.
- Mr. Oroke proposed relocating the empty RWD 9 water tower by Helen's Hilltop to the area instead of doing a booster pump
- City Council directed staff to discuss the proposed water tower with RWD 9 and city engineer and proceed with next steps to create the benefit district.

#### **Mayor Agenda**

##### **Appointment of a city clerk and deputy city clerk**

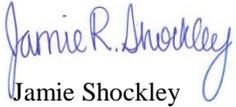
- Mr. McCommon resigned as city clerk before the City Council
- Mr. Donnelly moved to appoint Patty Hagg as City Clerk and Teresa Bastron as Deputy City Clerk.
- Mr. Truesdell seconded. All ayes. Motion carried.

##### **Executive Session to Discuss Matters of Non-Elected Personnel**

- Mayor Ward requested 10 minutes to discuss matters of non-elected personnel to include the governing body and city attorney. Mr. Donnelly moved. Mr. Truesdell seconded. All ayes. Motion carried.
- Ms. Reed moved to return from executive session and make a note no action was taken. Mr. Oroke seconded. All ayes. Motion carried.

- Mr. Oroke moved to return to executive session to discuss matters of non-elected personnel for a period of 10 minutes to include the governing body, city attorney, and assistant city manager. Mr. Truesdell seconded. All ayes. Motion carried.
- Mr. Truesdell moved to return from executive session and make a note that no action was taken. Ms. Reed seconded. All ayes. Motion carried.

Respectfully submitted,



Jamie Shockley  
Assistant City Manager