

City Council Meeting
October 3, 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 Interim City Manager Jamie Shockley, City Attorney Michael Kelly, and City Clerk Patty Hagg.

Approval of Minutes and Consent Agenda

- Mr. Gilner moved to approve the minutes from September 19, 2016. Ms. Reed seconded. All ayes. Motion carried.
- Mr. Gilner moved to approve the consent agenda and approve Pay Ordinance A-1788. Mr. Truesdell seconded. All ayes. Motion carried.

Open Agenda

- James Crowley, 133 Hatchell Rd., wanted to say thank you to the council and Jamie Shockley for the continued work to create a benefit district along Smiley Road.
- Greg Ward, 22528 Hatchell Rd. had three items of concern:
 1. He wanted the council to know that he has spoken with Ms. Shockley regarding the Rural Housing Incentive Plan that the city's management intern is working on.
 2. He stated he contacted Kelly Angell with Angell Excavating and discussed a location for a water tower on the northwest side of town. He stated Mr. Angell is working on an estimate but thought it would be less than \$100,000.00
 3. He also wanted the council to know that his new building superintendent for residential housing stated the building permit process in Tonganoxie is very difficult. Mr. Ward stated he has had to meet with the City Superintendent and the Building Inspector regarding engineered plans.

Old Business

Discuss renewal of ¾ cent sales tax

- Ms. Shockley explained the sales tax renewal timeline. She stated to meet the mail in ballot election date of February 2017 the ballot language should be decided no later than the November 21, 2016 Council Meeting and to meet the deadline for an election in May 2017, the ballot language should be decided no later than February 2017.
- The mayor and council discussed a 10 year and 20 year extension, projects the revenue could be used for, ballot language for specific projects, and allocation of money to projects.
- Lajeane Keene, Nicole Holifield and Megan Garren commented on the monetary support the library needs from the city council to build a new library for the community and asked if a specific amount would be allocated to the library in the ballot language.
- Councilman Donnelly made a motion to direct staff to work with the city attorney to develop generic ballot language to extend the ¾ cent sales tax for 20 years. Councilman Gilner 2nd the motion, discussion, Councilman Truesdell proposed another Public Hearing to discuss the extension of the ¾ cent sales tax to be held at the November 7th city council meeting. Councilman Donnelly amended his motion to include the public hearing, Councilman Gilner 2nd the motion. All Ayes. Motion carried.

Consider adoption of the final strategic plan provided by the Novak Consulting Group

- Ms. Shockley reviewed the Vision, Mission, Value Statements, the 8 Critical Success factors. She stated staff will focus on the initiatives and she plans to adopt a work plan for the directors to track progress and will report to the Council quarterly to review projects.
- Ms. Reed made a motion to adopt the 2016 Strategic Plan as presented with reports from staff on a quarterly basis. Mr. Gilner 2nd the motion, discussion, the council would also like to have a retreat every 6 months to review the progress of the plan. All Ayes, Motion carried.

New Business

- City Manager Agenda- Ms. Shockley updated the council.
 1. LKM Conference October 8-10 – No one able to attend
 2. Special Meeting/Public Hearing - Greystone Estates Benefit District, Monday October 10
 3. Update on interlocal agreement with the Port Authority & Leavenworth County – The attorneys are still working out details next meeting will be Thursday, October 6th.
 4. Planning Commission Comprehensive Plan update – Next PC meeting October 6th at 7:00 pm
 5. Executive search update - The Novac Consulting Group will make phone calls to council members and directors October 6th & 7th, they have also requested a 90 minute executive session on October 17th to discuss the final profile.
- City Attorney Agenda
 1. Mr. Kelly stated he is working with Nathan on a new amendment to the Building Codes Regulations.
 2. Mr. Kelly stated he is attending the City Attorney meeting on Friday, October 7th.

Mayor Agenda

- Mayor Ward stated October 3rd was City Manager Nathan McCommon's last meeting. He thanked him for a job well done and was proud of the accomplishments that have been made in the last 4 years. The mayor and council wished him good luck in his new position in Bellevue, WA.
- Mayor Ward requested executive sessions to be moved to the end of the meeting.

Mayor Pro Tem Agenda

- Ms. Reed presented ideas for a Fall 2017 Festival to coincide with the bloom time of the sunflowers in southern Leavenworth County on Grinter Farms. The tentative date discussed is Saturday, August 26. Mr. Oroke stated he would like to keep the Tonganoxie Day festival in June. He suggested talking to E.A.S.T and Connie Tornedon to see if they are interested in coordinating the June festival.

City Council Agenda

- Mr. Gilner suggested the code enforcement officer should look into the old elementary school property, 305 S Shawnee St., and send a letter for outside storage and property cleanup.
- Mr. Oroke also suggested property cleanup at 704 E 4th St.
- Mr. Oroke gave the Council an update on the final walk through of the renovation of City Hall and the police station. He stated there are a few minor things at City Hall. The Police Station still needs some work on the elevator and cold air returns.

Mayor Agenda

- Mayor Ward requested an executive session to include the governing body and city attorney for a period of 10 minutes to discuss matters of non-elected personnel. Mr. Donnelly moved. Mr. Gilner 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.
- Mr. Gilner moved to enter into executive session to discuss confidential trade secrets of a third party to include the governing body, interim city manager, and city attorney for a period of 5 minutes. Mr. Donnelly 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.
- Mayor Ward requested an executive session to include the governing body, interim city manager and city attorney for a period of 10 minutes to discuss matters of non-elected personnel. Mr. Donnelly moved. Mr. Gilner seconded. All ayes. Motion carried.
- Mr. Gilner moved to return from executive session and make a note that no action was taken. Mr. Donnelly seconded. All ayes. Motion carried.
- Mr. Donnelly moved to increase the salary of Interim City Manager Jamie Shockley an additional \$1,250.00 per month on top of her base salary until a new city manager has been hired. Mr. Gilner seconded. All ayes. Motion carried.

With no further business Mr. Gilner made a motion to adjourn the meeting. Ms. Reed seconded. All Ayes.
Meeting adjourned at 9:16 pm.

Respectfully submitted,

Patty Hagg
City Clerk