

City Council Meeting
January 17, 2017
7:00 p.m. Regular Meeting



Mayor Ward opened the meeting at 7:00 p.m. with the pledge of allegiance. Council members present were Jim Truesdell, Chris Donnelly, Andy Gilner, and Kara Reed. Councilman Curtis Oroke was absent. Also in attendance were Interim City Manager Jamie Shockley, City Attorney Michael Kelly, and City Clerk Patty Hagg.

Approval of Minutes and Consent Agenda

- Ms. Reed moved to approve the minutes from January 3, 2017. Mr. Gilner seconded. All ayes. Motion carried.
- Mr. Gilner moved to approve the consent agenda A-L which includes Pay Ordinance A-1795. Ms. Reed seconded. All ayes. Motion carried.

Open Agenda-

- David Frese, Library Board Member, updated the council on the Vote Yes, for the ¾ cent sales tax campaign. He stated there will be two informational meetings sponsored by The Friends of the Library. The meeting dates are January 25th & February 7th at 6 p.m. The meetings will be held in the Council Chambers.
- Monica Gee, E.A.S.T. President, reminded the council of the Annual Appreciation dinner at the Myers Hotel on January 23, 2017.

New Business

Consider approval of cleaning and repainting water tower

- Ms. Shockley discussed the bids for cleaning and repainting the north water tower off Hwy 24/40 & Laming Rd. She reviewed the 2017 budgeted expense amount and the low bid amount.
- Mr. Truesdell made a motion to authorize a contract not to exceed \$38,217.00 with Cunningham Inc. to clean and repaint the water tower.
- Ms. Reed seconded the motion. All ayes. Motion carried.

Consider approval of purchasing new fire helmets with grant funds

- Chief Holcom reviewed the need for new fire helmets, the grant the fire department received and the costs of 18 new helmets
- Ms. Shockley reviewed budget expenses and reimbursement of the expense with the grant from the State Fire Marshall's Office.
- Mr. Donnelly made a motion to authorize the Fire Chief to purchase 18 fire helmets from Weis Fire & Safety in the amount of \$4926.60.
- Mr. Gilner seconded the motion. All ayes. Motion carried.

Consider approval of engaging BG Consultants to conduct a traffic study on Pleasant St.

- Ms. Shockley explained that a new traffic study would be needed to review lowering the speed limit on Pleasant St. She stated the cost of the traffic study by BG Consultants would be \$3000.00 and there is no guarantee that the traffic study would prove the need to lower the speed limit.
- The council discussed the existing speed limits on Pleasant St. and a designated school zone area. Mayor Ward asked to continue discussion to the next meeting and directed staff to provide more information about school zones.

City Manager Agenda

Outsourcing printing and mailing of utility bills discussion

- Ms. Shockley reviewed the new utility billing system. She stated when we go live in March we will no longer mail the postcard bills. She said all bills will be letter sized which will provide additional security for our customers. She explained she would like to use The Record, a local company that will print and mail the bills from the Tonganoxie Post Office. She stated outsourcing to a company that isn't local would mean the mail volume at the Tonganoxie Post Office would decline. She asked for an exception to the City's purchasing policy which would require a formal RFP. The council directed Ms. Shockley to contact The Record and provide a contract and analysis in February.

December/Year End 2016 Financial Report & Quarterly Treasurer's Report - 4th Quarter

- Ms. Shockley presented an overview of the year end and quarterly reports. She stated the City's operating funds met the Council's fund balance for the year.

January Planning Commission Update

- Ms. Shockley discussed the outcome of the January 5th, Planning Commission Meeting. She stated site plans were approved for an addition to Family Medicine of Tonganoxie, 410 Woodfield Dr. and new construction of an office and shop for Pendergraf Erection Services on Lot 14 & 15 in Urban Hess Business Park. The Planning Commission also heard a request from Kaw Valley

Church to rezone property at 1601 Commerce Dr. The Planning Commission recommendation will be presented to the council on February 6th to allow time for a 14-day protest period.

City Attorney Agenda

- Mr. Kelly reminded the council that they could not promote the ¾ cent sales tax extension but could educate and inform the public.

Mayor Agenda

Consider Approval of appointment of Brian Manus to Tonganoxie Library Board

- Mayor Ward reviewed an application from Brian Manus and a letter of recommendation for appointment from Megan Garren, Library Board President.
- Mr. Donnelly made a motion to approve the appointment of Brian Manus to the Tonganoxie Library Board.
- Jim Truesdell seconded the motion. All ayes. Motion Carried.

Consider letter from Midwest Carpet regarding purchase of Old Public Works Building.

- Mayor Ward discussed a letter and contract he received from Midwest Carpet expressing interest in purchasing the old city shop on Main St.
- Mr. Kelly stated the city could not sell property without offering the sale of property to the public.
- Ms. Shockley stated she will schedule an appraisal and contact Midwest Carpet with a request to continue discussion in March.

Executive Session to Discuss Matters of Non-Elected Personnel

Mayor Ward requested an executive session to discuss matters of non-elected personnel for a period of 15 minutes to include the governing body and city attorney. 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 Ms. Reed seconded. All ayes. Motion Carried.

Mr. Gilner moved to return to executive session to discuss matters of non-elected personnel for a period of 15 minutes to include the governing body and city attorney. 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.

With no further business, Mr. Gilner made a motion to adjourn the meeting. Ms. Reed seconded. All Ayes.

Meeting adjourned at 8:13 p.m.

Respectfully submitted,

Patty Hagg
City Clerk