

City Council Meeting Approved Minutes

February 5, 2018

7:00 p.m. Regular Meeting



I. Pledge of Allegiance

- Mayor Ward opened the meeting at 7:00 p.m.
- Roll Call – Council members present were Ms. Reed, Mr. Himpel, Ms. Stevens, Mr. Lawson, Mr. Oroke, and Mayor Ward. City Manager George Brajkovic, Assistant City Manager Dan Porter, and City Attorney Shannon Marcano were also in attendance.
- Mr. David Ayers associated with Troop 357 led the Pledge of Allegiance.

II. Approval of Minutes

- **Ms. Reed moved to approve the minutes from the January 22, 2018 City Council meeting. Mr. Lawson seconded.**
Mayor Ward asked for a vote on the motion.
All ayes. Motion carried.

III. Approval of Consent Agenda

- **Mr. Lawson moved to approve the consent agenda. Ms. Stevens seconded.**
Mayor Ward asked for a vote on the motion.
All ayes. Motion carried.

IV. Open Agenda

- Mr. Dave Ayers, Scout Master for Troop 357, addressed the City Council and introduced his troop of scouts in attendance, their trips, and their activities with the city.
- Mayor Ward thanked the Scout Troop 357 for their attendance and noted their importance to the city as volunteers and leaders of the community.
- Mr. David Ayers talked about his current Eagle Scout project coming soon. Mr. Ayers told about a planned upcoming project for the planters for trees along 4th Street and his idea is to add mulch to the trees.
- Mayor Ward closed the open agenda period.

V. Old Business

- No items.

VI. New Business

- a) **Resolution No. 02-18-01 – Request to consider a waiver of pet licensing fees in conjunction with a rabies and micro chipping event.**
- Mr. Brajkovic introduced the item and Monica Gee, who is a part of the Southern Leavenworth County Leadership program project. Mr. Brajkovic stated that the waiver has a minimal financial impact, but also has a larger positive impact on the community.
 - Ms. Monica Gee, 17685 214th Street, outlined that the project is requesting to waive the fee in order to encourage the City residents to vaccinate, spay/neuter, prevent rabies, and microchip their pets. This would decrease lost pets and animal calls to animal control as pets would be microchipped, and make animals in the community safer to the public. The goal is 50 pets, but they can support up to 300, and the program wants to grow the project into the future with minimal paperwork and costs. A state licensed veterinarian would be monitoring the event and is partnered with Hope Clinic that will also provide additional coupons.
 - Mayor Ward asked whether a wand for animal control was available and who has them.
 - Mr. Brajkovic explained that the Police Chief has mentioned that the Department does have one wand available for animal microchip tracking.
 - **Ms. Reed made a motion to approve the resolution. Mr. Oroke seconded the motion.**
Mayor Ward asked for a roll call vote on the motion.
All ayes. Motion carried.
- b) **City Manager Agenda**
1. **Property Disposition Update**
 - Mr. Brajkovic informed the City Council of the plan to publish a notice through the rest of February on the City's website and newspaper of the potential disposition/sale. Mr. Brajkovic suggested a broadcast through the *Tonganoxie Mirror* and the City website.
 - Mayor Ward asked if this was long enough to post the opportunity on the website and the *Mirror*.

- Mr. Brajkovic responded that he did believe it was a sufficient opportunity based on the level of interest expressed by several potential applicants regarding the public process.

2. City Newsletter Update

- Mr. Brajkovic presented a January 2018 City Newsletter that was recently printed for the public as it shares citywide updates with the community.
- Ms. Reed thanked staff for preparing this communication piece.
- Mr. Brajkovic shared that the City's intern, Elizabeth Andrews, created the newsletter product and he wanted her to be recognized for her work.
- Mr. Brajkovic provided a reminder that the next City Council meeting will not be February 19th and will instead be on February 20th, as the 19th is President's Day.
- Mr. Brajkovic also introduced Olivia Ortiz, senior from Piper High School, who shadowed the City Manager's Office throughout the day due to her interest in a career in public service.
- Ms. Olivia Ortiz stated that she was impressed by government in small cities and that she has been able to meet a lot of helpful people. She thanked the city for sharing their expertise.
- Mayor Ward welcomed Ms. Ortiz to the community and thanked her for her interest in public service.

c) City Attorney Agenda

- No reports.

d) Mayor Agenda

1. Executive Session

- Mayor Ward asked to first address items E and F on the agenda.
- Mr. Brajkovic mentioned that staff would like to propose 10 minutes for this discussion.
- Ms. Marcano presented example language of a motion to move that the City Council recess into executive session to discuss an individual employee's performance evaluation, pursuant to non-elected personnel matter exception - KSA 75-4319b1, for a period not to exceed 10 minutes, to include the City Manager, Assistant City Manager, and City Attorney.
 - **Mr. Lawson made the motion to move to the executive session as described by the City Attorney. Mr. Oroke seconded the motion. Mayor Ward asked for confirmation on the vote. All ayes. Motion carried.**
 - **Ms. Reed made a motion to return from executive session. Mr. Oroke seconded the motion. Mayor Ward asked for a roll call vote on the motion. All ayes. Motion Carried.**

2. Mayor Pro Tem Agenda

- No reports.

3. City Council Agenda and Comments

- No reports.

VII. Information & Communications (No Action Required)

VIII. Adjourn

- **Ms. Reed made a motion to adjourn the meeting. Mr. Oroke seconded the motion. Mayor Ward asked for confirmation on the vote. All ayes. Motion carried.**

Meeting adjourned at 7:40 p.m.

Respectfully submitted,



Dan Porter, Assistant City Manager