

City Council Meeting Minutes
March 18, 2019
7:00 Regular Meeting

Open Regular Meeting – 7:00 p.m.

I. Pledge of Allegiance

- Mayor Pro Tem Himpel opened the meeting at 7:00 PM with the Pledge of Allegiance.
- Roll Call: Council members present were Mayor Pro Tem Himpel, Mr. Oroke, Ms. Patterson, Ms. Stevens, and Mr. Bennett. Mayor Ward was absent. City Manager George Brajkovic and Assistant City Manager Dan Porter were also in attendance. Mayor Pro Tem Himpel recognized Leavenworth County Commission Chairman Doug Smith who was in attendance.

II. Approval of Minutes – Regular meeting dated March 4, 2019

- **Mr. Oroke made a motion to approve the minutes from the March 4, 2019 City Council meeting.**
- **Mr. Bennett seconded.**
- **Vote of all ayes, motion carried.**

III. Consent Agenda

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

IV. Open Agenda

Members of the public are welcome to use this time to comment about any matter relating to City business. The comments that are discussed under Open Agenda may or may not be acted upon by the Council during this meeting. In order to speak during open agenda, you must sign up with your name and address with the city clerk or designee **before the meeting**. Comments will be limited to 3 minutes. Please wait to be recognized by the Mayor and **state your name and address** for the record.

- No members of the public addressed the City Council during open agenda

V. Old Business

VI. New Business

- a) Presentation on Leavenworth County Road 1 Land Use Analysis
 - Mr. Brajkovic introduced the item.
 - Triveece Penelton, with Vireo, delivered a presentation on the Leavenworth County Road 1 Land Use Analysis project findings. She discussed the study process, public input opportunities, data collected in the study, and goals and strategies arising from the analysis. She noted that Concept A could be described as the highest and best utilization of land, with additional levels of density in zones of the area. She described Concept B as the most popular to the community members and focus groups, which doesn't include as much density or change from the status quo.
 - Ms. Stevens thanked Ms. Penelton for her high quality presentation.
 - Mayor Pro Tem Himpel thanked Ms. Penelton for the information.
- b) New Library Project Presentation: Bidding Procedures and Updated Design Documents
 - Mr. Brajkovic introduced the item.
 - Emily Held, with JE Dunn, described the subcontractor management system that can be used for the project to track the qualifications of interested parties. She noted the project team had reached out to local contractors and encouraged them to participate in upcoming bid packages. The first bid package is scheduled to be released next week, followed by two additional bid packages. The advertisement schedule will include the Leavenworth

Times and Tonganoxie Mirror. The first pre-bid meeting is scheduled to take place at the Tonganoxie Public Library. Finally, the most qualified bidder will then be recommended to the City Council for approval before continuation of the project.

- Mr. Brajkovic reiterated the City's appreciation for
- Michelle Kaiser, with Benson Method, delivered a presentation describing the current design elements of the new library building in advance of submission of the Site Plan to the Planning Commission on April 4, 2019. She described the color, 3-D elevations of the pre-engineered building.
- Mr. Oroke asked whether the elevation and dirt relocation required for the building on the site would lend itself to the addition of a basement level or storm shelter as part of the design.
- Nicole Holifield stated that the budget for the project didn't include the ability to complete a storm shelter as part of the project to build the new library.
- Curtis Golba with JE Dunn commented that the site elevation and soil testing results did not result in the need to remove or add fill in a way that would result in cost savings by adding a basement.
- Mr. Oroke asked if drainage on the site
- Mr. Bennett commented that a storm shelter designation meant more than just construction of a basement, such as additional design guidelines and monitoring or access requirements, such as was done with the Fire Department in the 1990s.

c) Consider Approval of Request to Donate Tonganoxie Water Park Family Season Pass to Cornerstone Family Worship Children's Ministry

- Mr. Brajkovic introduced the item and described the request for the donation of a family pass at the Tonganoxie Water Park.
- Jenni Keltner, with Cornerstone Family Worship, described the nature of the request and mentioned that the bulk of the funds raised in this event would be to support children attending summer camps.
- **Ms. Patterson made a motion to authorize the donation of 1 resident water park season pass to Cornerstone Family Worship Children's Ministry.**
- **Mr. Oroke seconded.**
- **Vote of all ayes, motion carried.**

d) Resolution 03-19-02: A Resolution Declaring It Necessary To Acquire Private Property In The City Of Tonganoxie, Kansas For The Purpose Of Temporary Construction Easements And Permanent Sanitary Sewer Easements

- Mr. Brajkovic commented that staff have been in contact with the property owner in question for this item and requested that the City Council not consider this item at this time.

e) Ordinance 1460: Amending Chapter III, Article I and Article II, Regulating the Sale of Cereal Malt Beverage and Beer Containing Not More Than 6% Alcohol by Volume

- Mr. Porter introduced the item. He noted that the State of Kansas passed legislation in 2017 authorizing the changes to the regulation of cereal malt beverage sales that will become effective statewide on April 1, 2019. The proposed ordinance would adjust the CMB licensing references in the City Code to include the definition of enhanced cereal malt beverage, or beverage with up to 6% alcohol content by volume.
- **Mr. Oroke made a motion to authorize the execution of Ordinance 1460.**
- **Mr. Bennett seconded.**
- **Vote of all ayes, motion carried.**

f) Ordinance 1465: Acceptance of Utility Easement from Orison, LLC

- Mr. Brajkovic introduced the item.
- **Ms. Stevens made a motion to authorize the execution of Ordinance 1465.**
- **Ms. Patterson seconded.**
- **Vote of all ayes, motion carried.**
- Ms. Patterson thanked staff for the efforts to reach agreement with property owners on utility easements.

g) Tonganoxie Days Event Planning Discussion – 2019 Budget

- Mr. Porter introduced the item and described the elements of the proposed budget for the Tonganoxie Days event in 2019.
- **Ms. Patterson made a motion to authorize the budget for Tonganoxie Days 2019 as presented to the Council.**
- **Mr. Bennett seconded.**
- **Vote of all ayes, motion carried.**

h) City Manager Agenda

1. February 2019 Financial Report

- Mr. Porter introduced the item and delivered the February 2019 Financial Report. He indicated that none of the City's large or small funds were currently at risk of exceeding budget authority, but that staff will continue to monitor the City's utility funds as the year progresses. He noted that the City has recorded a positive amount of revenue thus far in building permits, driven primarily by a handful of residential building permits in the Jackson Heights subdivision.

2. Library Project Update

- Mr. Brajkovic noted the Library project had been covered in great detail earlier in the meeting and there were no new financial payments made associated with the project to report.

i) City Attorney Agenda

- Mr. Brajkovic commented that an RFQ was prepared and distributed for City Attorney services and that staff anticipated proposing the appointment of a City Attorney at the April 1, 2019 meeting of the City Council.

j) Mayor Pro Tem Agenda

k) City Council Agenda

- Mr. Oroke thanked the volunteers and participants in the St. Patrick's Day Parade held the previous weekend.
- Ms. Stevens commented that the Shamrock Express was the name of the green vehicle parked downtown and that it was a hit in the St. Patrick's Day Parade.

l) Mayor Agenda

VII. Information & Communications (No Action Required)

VIII. Adjourn

- **Ms. Patterson made a motion to adjourn the meeting.**
- **Ms. Stevens seconded.**
- **Vote of all ayes, motion carried. Meeting Adjourned at 8:21 PM.**

Respectfully submitted,



Dan Porter, Assistant City Manager