

City Council Meeting Minutes
June 3, 2019
7:00 Regular Meeting

Open Regular Meeting – 7:00 p.m.

I. Pledge of Allegiance

- Mayor Ward opened the meeting at 7:00 PM with the Pledge of Allegiance.
- Roll Call: Council members present were Mayor Ward, Mayor Pro Tem Himpel, Mr. Oroke, Ms. Patterson, Mr. Bennett, and Ms. Stevens. Fire Chief John Zimbelman, Planning Clerk Melanie Tweedy, and Assistant City Manager Dan Porter were also in attendance.

II. Approval of Minutes –Regular meeting dated May 20, 2019

- **Mr. Oroke made a motion to approve the minutes from the regular meeting dated May 20, 2019.**
- **Ms. Patterson seconded.**
- **Vote of all ayes, motion carried.**

III. Consent Agenda

- a) Review bill payments
- **Mr. Bennett made a motion to approve the consent agenda.**
- **Ms. Oroke 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 wished to speak.

V. Old Business

VI. New Business

a) Review of Bid Package #2 Recommended Selections – New Library Project

- Emily Held, with JE Dunn, presented the bid package. She explained that bids came in under budget again. She reviewed the scopes included in the bid package, allowances included as part of the recommendation, and exclusions.
- Mr. Himpel asked what the project would include for termite protection.
- Ms. Held explained that termite protection would be included in the next bid package, but that it was a topic that the team was considering.
- Mr. Himpel asked about the placement of rebar in the concrete for the project and asked why it was not present in the sidewalks.
- Ms. Held explained that they are following the guidance of City building standards on rebar placement and that it is reinforcing some areas on the project.

- **Mr. Himpel made a motion to approve Bid Package #2 Recommended Selections – New Library Project.**
- **Ms. Oroke seconded.**
- **Vote of all ayes, motion carried.**
- Ms. Held noted that in the third and final bid package, there will be two alternative projects for the Council to consider funding with the project.

b) Resolution 06-19-01: Approval of Contract with Government Assistance Services for CDBG Urgent Need Grant – Grant Administration Services

- Mr. Porter introduced the resolution and explained that the grant would be used to repair the sanitary sewer aerial crossing encasement near the Tonganoxie Fire Department that has been damaged and is at risk of failure. He explained the process of applying for the grant and explained that if Council approved the contract with Western Consultants, the firm would assist in the grant application process.
- Maria Cuevas from Western Consultants was present to answer any questions from Council in regards to the project and application. She explained that the firm would work with staff to complete the application.
- **Ms. Patterson made a motion to approve the contract with Western Consultants, LLC for Grant Administration Services with the CDBG Urgent Need Grant.**
- **Ms. Stevens seconded.**
- **Vote of all ayes, motion carried.**

c) Resolution 06-19-02: Approval of Contract Contingent upon Grant Award with BG Consultants for CDBG Urgent Need Grant – Engineering Services

- Mr. Porter informed the Council that the contract was not available for the meeting and this item would be moved to the June 17 Council meeting.
- Mayor Ward expressed interest in avoiding delays for the project.
- Mr. Porter explained that all possible haste was being taken for the project and that a plan was in place should there be a failure at the site. He commented that staff would spend the time before June 17 preparing all other aspects of the application.

d) Resolution 06-19-03: Approval of Contract with Infrastructure Solutions to Complete Landscaping and Monument Sign Improvements at the Tonganoxie Business Park

- Mr. Porter presented the draft contract and the RFP process that was completed. He explained that approval of the contract would allow additional landscaping and a monument sign to be completed at Tonganoxie Business Park.
- Jay Thieman with Infrastructure Solutions, LLC was present at the meeting to address the Council. He explained that their goal was to use native plants and design to accommodate low maintenance requirements.
- **Mr. Himpel made a motion to approve the Contract with Infrastructure Solutions to Complete Landscaping and Monument Sign Improvements at the Tonganoxie Business Park.**
- **Ms. Patterson seconded.**
- **Vote of all ayes, motion carried.**

e) Ordinance 1473: Acceptance of Utility Easement and Temporary Construction Easement from Warner H. Sorensen, Jr., and Judy Sorensen

- Mr. Porter presented the easement agreement.
- **Ms. Stevens made a motion to approve Ordinance 1473, approving the acceptance of the Utility Easement and Temporary Construction Easement from Warner H. Sorensen, Jr., and Judy Sorensen.**
- **Mr. Oroke seconded.**

o **Vote of all ayes, motion carried.**

f) City Attorney Agenda

1. Update on Potential Extension of Fireworks Sales

- Ms. Krstulic presented her findings on potentially extending the time period that fireworks can be sold within City limits. She stated that no action is needed at this time unless Council would like to change the time period, which would require an ordinance to amend the City Code.
- John Zimbelman, Tonganoxie Fire Chief, addressed the Council and shared potential concerns with extending the timeframe of firework sales. He stated that the main concern would be a potential increase in service calls and accidents.
- Mayor Ward commented that his own family pets dealt with anxiety due to fireworks noise.
- Shann Trieb, 813 E 6th Street, addressed the Council in support of extending the amount of time in which fireworks can be sold. He expressed that he does not think it will cause additional issues.
- Jamie Lawson, 1831 Finch Drive, addressed the Council in opposition to extending the sales period. He expressed that those with family members and pets who experience anxiety around fireworks have a difficult time with the current period of time sales and discharge of fireworks are permitted.
- The City Council chose to not proceed with any action at this time.

g) City Manager Agenda

1. Presentation of City Manager's Proposed 2020 Budget

- Mr. Porter presented the City Manager's Proposed 2020 Budget. He explained that this material will be the foundation the Council will use when developing the 2020 budget. He described the different aspects of the proposed budget, including the Utility Rate Analysis study.
- Ms. Stevens exited the meeting at 8:15.
- Mayor Ward commented that he liked the utility rate study analysis and thought the assessment of future needs showed good foresight. He commented that he hoped to see the Council move in the direction proposed by the report.
- Mr. Oroke shared that it will be important to demonstrate to the community that developers will bear part of the cost of adding funding to the utilities due to the adjustment proposed in the rate structure.
- Mr. Himpel commented that he appreciated the analysis and wanted to be sure staff summarized the impact of the 18% water revenue increase and 5% sewer revenue increase on residents, businesses, and developers.
- Ms. Patterson stated that she appreciates that we now have a roadmap, and that it was apparent from Mr. Brown's presentation that he took a thoughtful approach on the rate analysis.
- Mr. Bennett commented that it was the first time in a long time that he has observed a good approach being taken to addressing the future of the City's utilities.
- Ms. Patterson added that she wished to add the code enforcement issue that was discussed at previous Council meetings and hopes that the Council will consider potential solutions during the upcoming budget discussions.

2. April 2019 Financial Report

- Mr. Porter presented the April 2019 financial report.

3. Urgent Needs Grant Update

- No items.

4. Library Project Update

- No items.

h) Mayor Pro Tem Agenda

- No items.

i) City Council Agenda

- Mr. Oroke shared information about Tonganoxie Days, which will occur on June 8. He stated there is going to be a lot of activities and live music and encouraged the community to attend.
- Mr. Oroke commented that he felt the Police Department and Public Works Department could assist the City Code Enforcement Officer in identification of violations when working in different areas of the City.

j) Mayor Agenda

- Mayor Ward announced that for the first time since 2005 he would not be running for Mayor in the upcoming election. He thanked the community and Council for their support and service, and offered that it was his pleasure to serve the community as Mayor.

VII. Information & Communications (No Action Required)

VIII. Adjourn

- Ms. Patterson made a motion to adjourn the meeting.
- Mr. Oroke seconded.
- Vote of 4 ayes, motion carried (Ms. Stevens was absent). Meeting Adjourned at 8:45 PM.

Respectfully submitted,



Dan Porter, Assistant City Manager