

City Council Meeting Minutes
August 5, 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, Mr. Bennett, and Ms. Stevens. Ms. Patterson was absent. City Manager George Brajkovic, City Attorney Anna Krstulic, Public Works Director Kent Heskett, Fire Chief John Zimbelman, and Planning Clerk Melanie Tweedy were also in attendance.

II. Approval of Minutes –Regular meeting dated July 15, 2019

- **Mr. Oroke made a motion to approve the minutes from the regular meeting dated July 15, 2019.**
- **Mr. Bennett seconded.**
- **Vote of all ayes, motion carried.**

III. Consent Agenda

a) Review bill payments

- **Mr. Himpel made a motion to approve the consent agenda.**
- **Ms. Stevens 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) Public Hearing: Setting the property tax levy for the 2020 budget

- Mr. Brajkovic introduced the item and delivered a presentation. He explained that the City Council spent numerous work sessions working through proposed budget. He reviewed the proposed budget by fund and explained that the budget is working within our property tax allowance.
- Mayor Ward asked the City Council if there were any questions in regard to the presentation and there were none.
- Mayor Ward opened the public hearing.
- No members of the public wished to speak.
- Mayor Ward closed the public hearing.
- Mayor Ward complimented the detailed budget requests and long-term thinking that went into the budget preparation process, as well as the work of the department heads with Mr. Brajkovic and Mr. Porter.

- Mr. Bennett stated that he had a discussion with Mr. Brajkovic in regard to the City's vehicle replacement policy. He believes that it should be reevaluated as he has heard some concern from members of the community.
- Mayor Ward expressed that in the past, the City had decided to purchase used police vehicles and stated that with such a system, the cost was more to repair versus purchase new vehicles as replacements when needed.
- Mr. Bennett explained that he would like to see a system enacted by policy or by ordinance by the City Council. He explained that he wants to be certain that the City's budget is utilized in the best possible manner.
- Ms. Stevens commented that Chief Zimbelman has procured grants to help fund the Fire Department and that she wanted to compliment him on this activity. She also stated that each department has different needs for vehicles and therefore, the budgetary needs for each department will differ.
- Mr. Bennett stated that he wants departments to be provided what they need.
- Mayor Ward asked if there were any comments from the department heads.
- Mr. Heskett responded that he would provide more information on expenditure requests to the City Council.
- Mr. Brajkovic explained the background of the American Public Works Association replacement evaluation matrix and said that it had so far been used as a reference, not as an adopted policy.
- Mr. Bennett commented that he hoped the City Council would consider making the matrix part of a vehicle replacement policy.
- Mayor Ward stated that the City Council can choose to deny a request to fund the purchase of a vehicle later in the year if needed. The required action at this meeting is to approve the budget that will be provided to the State. Council will still have an opportunity to evaluate each purchase later on, even if the budget is approved tonight.
- Mr. Himpel stated that he agreed with Mr. Bennett's point. He stated that staff should be able to provide maintenance records when they are requesting replacement vehicles to ensure that everything possible has been done to prolong the vehicle's service period.
- Mr. Bennett responded that he felt that we could get more use out of some City vehicles.
- Mr. Oroke stated that we should utilize skilled City staff to perform maintenance activities. He stated that the City should focus more on infrastructure maintenance projects than replacement vehicles.
- Mayor Ward asked for additional comments from Council and there were no additional comments.
- **Mr. Himpel made a motion to set the property tax levy and approve the proposed 2020 budget, as shown on the attached budget certificate.**
- **Mr. Stevens seconded.**
- **Vote of all ayes, motioned carried.**

b) Consideration of Adoption of the 2020 Budget

Item VI(b) was completed in conjunction with Item VI(a).

c) Consideration of Planning Commission Recommendation for Appointment of Two City Positions on the Planning Commission

- Mr. Brajkovic presented the item and stated that the City received four applications for the open position. The Planning Commission recommended three applicants to be appointed. He stated that two of the applicants were present at this Council meeting. He explained that Mr. Dale was present before the meeting to speak with the City Council as he had a conflict during the time of the meeting. He opened the floor for the applicants to address the Council.
- Mayor Ward stated that he was pleased that we have so many people who wish to be involved in the Planning Commission.

- Ms. Patricia Bitler addressed the City Council and introduced herself.
- Mr. Tim Eicherl addressed the City Council and introduced himself.
- Mayor Ward asked the City Council to provide feedback on the applicants and/or the Planning Commission's recommendation.
- Mr. Himpel stated that he would like to appoint Jake Dale and Patricia Bitler.
- Ms. Stevens commented on the qualifications of each applicant.
- Mr. Oroke stated that he supported Jake Dale and feels that either Mr. Eicherl or Ms. Bitler would be good choices for the second position.
- Mr. Bennett stated that he would also like to see Mr. Dale continue on the Planning Commission and he would like to appoint Ms. Bitler.
- Mayor Ward asked if there was any issue in holding applications over in the event that a Planning Commission member was elected to City Council later this year.
- Ms. Krstulic stated that there were no issues with such a scenario.
- **Mr. Himpel made a motion to elect Ms. Patricia Bitler to the Planning Commission.**
- **Mr. Bennet seconded.**
- **Vote of all ayes, motion carried.**
- **Mr. Himpel made a motion to elect Mr. Jake Dale to the Planning Commission.**
- **Ms. Stevens seconded.**
- **Vote of all ayes, motion carried.**

d) Resolution 08-19-01: Evidencing the Official Intent of the City to Undertake a Certain Project, Finance the Same with General Obligation Bonds of the City and be Authorized to Apply Proceeds of Such Bonds to Certain Original Expenditures on Such Project

- Mr. Brajkovic presented the item. He explained that this is a Reimbursement Resolution for the work associated with the interceptor sanitary sewer line to the Business Park.
- Mayor Ward asked if Ms. Krstulic had any concerns with the resolution or contract.
- Ms. Krstulic reported that she did not have any concerns with the resolution.
- Mr. Himpel asked if there were plans to start construction in 2020 or 2021.
- Mr. Brajkovic explained that we would have everything in place to begin construction in 2020 and provided more details on the project.
- Mayor Ward asked for additional comments or a motion.
- **Mr. Himpel made a motion to approve Resolution 08-19-01, evidencing the official intent of the City to undertake a certain project, finance the same with general obligation bonds of the City and be authorized to apply proceeds of such bonds to certain original expenditures on such project.**
- **Mr. Oroke seconded.**
- **Vote of all ayes, motion carried.**

e) Resolution 08-19-02: Consider Award of Bid to Little Joe's Asphalt, Inc. and Approval of Contract for 2019 Street Maintenance Mill and Overlay Project

- Mr. Brajkovic presented the item and explained the process of advertising the opportunity and collecting bids. He stated that Ms. Krstulic had a chance to review the contract and recommend revisions. He stated that the bids did come in higher than projected and the City included an alternate project in the bid opportunity. He stated that Little Joe's was the low bid.
- Mr. Heskett stated that Little Joe's has performed similar City projects in the last several years and he feels that they have provided quality work.
- **Mr. Oroke made a motion to accept the bid of Little Joe's Asphalt, Inc. and authorize the contract with Little Joe's Asphalt, Inc. for an amount not to exceed \$239,210.55.**

- **Mr. Bennett seconded.**
- **Vote of all ayes, motion carried.**

f) Resolution 08-19-03: Approval of KHRC Moderate Income Housing Agreement

- Mr. Brajkovic presented the item and provided information about the grant as well as the prospective apartment project that the grant will be used to help fund.
- Mayor Ward asked if there were additional questions.
- Mr. Himpel asked for the current zoning of the property.
- Mr. Brajkovic explained that the current zoning of the lot is agricultural. It should go before the Planning Commission for rezoning at next month's meeting. He also explained that KDOT was not going to allow access to the property off the highway and one of the issues being considered was access that would be needed for the project.
- Mr. Himpel asked if there were age restrictions for the approval to occupy any of the units.
- Mr. Brajkovic stated that the project is split between the multifamily units and separate villas. He explained that the villas would target seniors to compliment the proximity to Vintage Park and the multifamily units would not have any age or income restrictions.
- **Mr. Bennett made a motion to adopt Resolution 08-19-03, approving and authorizing the execution of the Moderate Income Housing Grant Agreement between the City of Tonganoxie and the Kansas Housing Resources Corporation.**
- **Mr. Oroke seconded.**
- **Vote of all ayes, motion carried.**

g) Consideration of Approval to Purchase Lift Station Improvements

- Mr. Heskett presented the item. He stated that the request includes upgrades to five of the City's lift stations, specifically the alarm systems already in place. He stated that these are critical purchases for the Public Works department operations.
- Mr. Himpel asked if this was similar to the program that was applied to the City's water towers.
- Mr. Heskett responded that it was even better than those systems.
- **Ms. Stevens made a motion to authorize the purchase of the lift station communications equipment.**
- **Mr. Bennett seconded.**
- **Mr. Himpel requested that the motion include the purchase amount.**
- **Ms. Stevens amended her motion to authorize the purchase of lift station communication equipment updates from Omni Site for an amount not to exceed \$2,017.**
- **Mr. Bennett seconded.**
- **Vote of all ayes, motion carried.**

h) Consideration of Approval to Purchase a Fuel Management System

- Mr. Brajkovic presented the item.
- Mr. Heskett stated that local entities that also use this system were very pleased with it. He explained that it gives the user numerous reporting options and ways to personalize it for the City's specific needs.
- Mr. Brajkovic presented a short video that offered more information on the proposed system.
- Mr. Himpel asked if this system would be adequate for the number of tanks we have.
- Mr. Heskett responded that it would service the fuel tanks we will be using.
- Mr. Brajkovic offered more detail on the system and the company that would be installing and servicing the project.

- **Ms. Stevens made a motion to authorize staff to advance with the quote from Petroleum Equipment Inc. for an amount not to exceed \$6,729, including additional electrical expenditures.**
- **Mr. Oroke seconded the motion.**
- **Vote of all ayes, motion carried.**

i) Consideration of Authorization for Expenditures Related to a Tonganoxie Business Park Real Estate Marketing Event

- Mr. Brajkovic introduced the item. He explained that the City is interested in taking a more active role in marketing the business park. He stated that that hosting an event on site would be the best way to show the location. He explained that brokers and developers would be invited and the proposed budget would help improve the experience of attendees.
- **Mr. Himpel made a motion to authorize staff to expend an amount not to exceed \$5,000 for a Marketing Event at the Business Park in the fall of 2019.**
- **Mr. Oroke seconded.**
- **Vote of all ayes, motion carried.**

j) City Manager Agenda

1. Urgent Needs Grant Update

- Mr. Brajkovic explained that that the Kansas Department of Commerce requested more information about the grant application, and City staff and BG Consultants have responded.

2. Library Project Update

- Mr. Brajkovic presented the updated budget and cost analysis of the project. He stated that he and Ms. Krstulic have developed a term sheet for the lease agreement for the Library which will be presented to the City Council at the August 19 regular meeting.
- Mr. Brajkovic presented the City-wide clean-up effort and opportunities for residents to assist during the time frame that is being proposed to occur prior to taking a more strict stance on code enforcement.

k) City Attorney Agenda

- No items.

l) Mayor Pro Tem Agenda

- Mr. Himpel stated that he and Mr. Brajkovic attended the League of Mayors convention and felt that it was very beneficial for staff.
- Mr. Himpel also stated that he would like to address Ordinance 1294, which impacts City Code sections 14-206 and 14-209.
- Mayor Ward asked if the City Council could discuss the ordinance and then leave a comment period for the community.
- Ms. Stevens stated that it would be beneficial to wait for comments from the community.
- Mr. Brajkovic clarified that for the August 19 meeting, the City Council has requested a staff report with additional comments.
- Mayor Ward stated that he feels that approach would be the best option.

m) City Council Agenda

- No items.

n) Mayor Agenda

- No items.

VII. Information & Communications (No Action Required)

VIII. Adjourn

- **Mr. Himpel made a motion to adjourn the meeting.**
- **Ms. Stevens seconded.**
- **Vote of all ayes, motion carried. Meeting Adjourned at 8:50 PM.**

Respectfully submitted,

Melanie Tweedy, Planning Clerk