

City Council Meeting Minutes  
January 6, 2020  
7:00 PM Meeting

**Open Regular Meeting – 7:00 p.m.**

**I. Swearing in of Mayor-elect David Frese and Council Member Jacob Dale**

**II. Pledge of Allegiance**

- Mayor Ward opened the meeting at 7:00 p.m.
- Roll Call: Mayor Ward, Mr. Himpel, Ms. Stevens, and Ms. Patterson were present. City Manager George Brajkovic, Assistant City Manager Dan Porter, City Attorney Anna Krstulic, Fire Chief John Zimbelman, and Police Chief Greg Lawson were also in attendance.
- Mayor Ward led the Pledge of Allegiance.

**III. Approval of Minutes – Regular meeting dated December 16, 2019**

- **Mr. Himpel made a motion to approve the minutes from the December 16, 2019 City Council meeting.**
- **Ms. Stevens seconded the motion.**
- **Vote of all ayes (Patterson abstained due to her absence from the December 16, 2019 meeting. Her vote was counted as cast with the majority of those present and voting in accordance with Code Section 1-211 (Rule 11)), motion carried.**
- Mr. Porter administered the oath of office to Council Member elect Jacob Dale.
- Mr. Porter administered the oath of office to Mayor Elect David Frese.
- Mayor Ward congratulated Mayor Frese on his victory in the most recent election and offered him the gavel.
- Mayor Frese thanked Mayor Ward for his record of service over many years as Mayor and as a member of the City Council.
- Chief Lawson introduced two new members of the Tonganoxie Police Department, Police Officers Cole Howard and Bill Bais.
- Mayor Frese welcomed the new officers to Tonganoxie.

**IV. Consent Agenda**

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

**V. 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.

- Mike Stieben, Leavenworth County Commissioner representing the 5<sup>th</sup> District, addressed the City Council and offered his help to work through any future issues in a joint fashion with both the City and the County.
- No other members of the public addressed the City Council.

**VI. Old Business**

**VII. New Business**

- a) Consider Applications for City Council Vacancy

- Mr. Brajkovic introduced the item and explained that all 8 applicants were present and available to answer any questions about their interest in the position.
- Each applicant addressed the City Council on behalf of their interest in the vacant position in the following order (order in which their applications were received): Laura Eicherl, Jeremy Albert, Alexander Wiley, Curtis Oroke, Jennifer Kohl, Chris Donnelly, Zach Stoltenberg, Jennifer McCutchen.
- Mr. Dale shared that his top three applicants are Mr. Donnelly, Ms. Eicherl, and Mr. Albert.
- Ms. Stevens shared that her top three applicants are Ms. Eicherl, Ms. Kohl, and Ms. McCutchen.
- Mr. Himpel shared that his top two applicants are Mr. Donnelly and Mr. Oroke.
- **Ms. Patterson made a motion to nominate Chris Donnelly to fill the unexpired term of the City Council position previously held by Dave Bennett which will conclude in January 2022.**
- **Mr. Himpel seconded the motion.**
- **Vote of 3 ayes, 2 nays (Dale, Frese), motion carried.**
- Mr. Donnelly thanked the City Council for their support and confirmed that he wished to be sworn in at the next meeting of the Governing Body.

#### b) Consider Application for Planning Commission Vacancy

- Mr. Brajkovic introduced the item.
- John Kirk addressed the City Council on behalf of his interest in the vacant position.
- Mr. Himpel asked if Mr. Kirk would be able to attend all meetings.
- Mr. Kirk responded that he was aware of the schedule and planned to attend all meetings.
- Mr. Himpel asked how Mr. Kirk felt about growth in the City.
- Mr. Kirk replied that he enjoyed his experiences in the community and was interested in continuing to promote it as a welcoming community.
- Ms. Patterson noted the large number of applicants for the vacancy on the City Council and commented that it would have been good to see more applications for other boards and commissions since only one person could be appointed to the City Council.
- **Mayor Frese asked the City Council to confirm his appointment of John Kirk to the Planning Commission.**
- **Vote of all ayes, confirming the appointment of John Kirk to fill the remainder of the term the vacant position on the Planning Commission which will expire in August 2022.**

#### c) Library Board Vacancies Appointments Discussion

- Mr. Brajkovic introduced the item.
- Mr. Skeet, President of the Tonganoxie Library Board, said that despite there being two absences on the Library Board resulting from the outcome of City elections in 2019, there had been a challenge to receive enough applicants for the vacancies who reside in the Tonganoxie City limits to fill the positions. He shared that the appointment of Ms. Agee, which was recommended by the Library Board, would result in 7 members on the Library Board.
- Mr. Himpel asked if it would be better to consider an appointment at a later time to all vacant positions.
- Mayor Frese stated that he supported that with the remaining 3 openings on the Library Board.
- **Mayor Frese asked the City Council to confirm his appointment of Sherry Agee to a position on the Tonganoxie Library Board previously held by Jake Dale.**
- **Vote of all ayes, confirming the appointment of Sherry Agee to fill the remainder of the term of the vacant position on the Library Board previously held by Jake Dale which will expire in 2021.**

#### d) Recreation Commission Vacancy Appointment Discussion

- Mayor Frese shared that he would be resigning from the Recreation Commission at the next meeting, so he preferred that the item be brought back for consideration at a future meeting.

- e) Consider Approval of Payment of 2020 League of Kansas Municipalities Membership Fee
  - Mr. Porter introduced the item and explained the offerings of the League of Kansas Municipalities.
  - **Ms. Stevens made a motion to approve payment of the 2020 League of Kansas Municipalities Membership Fee in an amount not to exceed \$2,982.15.**
  - **Ms. Patterson seconded the motion.**
  - **Vote of all ayes, motion carried.**

f) Consider Approval of Fire Operations Vehicle Purchase

- Mr. Brajkovic introduced the item.
- Mr. Porter summarized the budget impact of the proposed purchase on the Fire Equipment Fund cash balance.
- Chief Zimbelman addressed the City Council and offered information about the proposed purchase and procurement methodology.
- Mayor Frese thanked Chief Zimbelman for his prioritization of requests according to the needs of the community.
- Mr. Himpel stated that he opposed this purchase and felt that a crew cab pickup might be a better fit.
- Ms. Stevens shared that she was in favor of the purchase because the City Council authorized \$39,000 for this purpose and the purchase is below that amount.
- **Ms. Stevens made a motion to authorize staff to purchase a 2020 Chevrolet Tahoe Operational Service Vehicle from Roberts Chevrolet Automotive for an amount not to exceed \$36,622.50.**
- **Ms. Patterson seconded the motion.**
- **Vote of 3 ayes, 1 nay (Himpel), motion carried.**

g) Resolution 01-20-01: 2020 Generally Accepted Accounting Principles (GAAP) Waiver

- Mr. Porter introduced the item and provided information about the annual GAAP waiver to the City Council.
- Mr. Dale asked if there were any statistics available about other municipalities that request the GAAP waiver.
- Mr. Porter responded that he did not know exact statistics, but generally large municipalities or those that are involved with large federal grant receipts or programs do not opt out of GAAP.

*[Ms. Stevens left the meeting.]*

- **Mr. Himpel made a motion to approve Resolution 01-20-01, waiving the GAAP requirement for 2020.**
- **Ms. Patterson seconded the motion.**
- **Vote of all ayes, motion carried.**

h) City Manager Agenda

1. Urgent Needs Grant Update

- Mr. Brajkovic shared an update on the status of the aerial sanitary sewer creek crossing repair project.

2. Library Project Update

- Mr. Brajkovic provided an update on the current status of the Tonganoxie Public Library construction project.
- Mr. Brajkovic stated that the anticipated date of turning over the Library building to the City meant that it was imperative to receive feedback on the draft building lease term sheet previously sent to the Library Board for comment.
- Mr. Skeet stated that the Library Board anticipated finalizing comments on the document later in the week.

3. City Events Planning Discussion

- Mr. Porter shared information about the 2020 budget planned for City events, including the Mayor's Tree Lighting and Tonganoxie Days. He added that community organizations like the Tonganoxie Business Association and Tonganoxie Arts Council have previously expressed some interest in collaborating on events. He asked whether any members of the Governing Body, up a maximum of two, wished to serve on a planning group to offer the City Council proposed event schedules and offerings.
- Mayor Frese offered to serve on a planning committee.

- Mr. Dale offered to serve as well.
- Mayor Frese asked if Curtis Oroke still wished to help plan City events.
- Mr. Oroke responded that he would be willing to participate.

i) City Attorney Agenda

j) Mayor Pro Tem Agenda

k) City Council Agenda

- Ms. Patterson asked for ideas about how to encourage volunteers for boards and commissions.
- Mayor Frese shared that he would prefer to see a set policy guiding procedures to fill vacancies, including advertisement periods.
- Mr. Brajkovic commented that the Citizen's Academy completed in 2018 offered a way for residents to participate in sessions designed to build knowledge about the City and interest in boards and commissions.
- Mr. Dale stated that he supported an effort like that, which might be possible in conjunction with the School District.
- Ms. Patterson commented that it might be able to take place every other year between the two entities to help reduce the burden on staff.

l) Mayor Agenda

- Mayor Frese stated that he hoped to have a plan to improve communication amongst groups within the community by asking a member of the Governing Body to attend meetings of other boards.
- Mayor Frese said that he would plan to attend meetings of the Library Board.
- Mr. Himpel stated that he attended most meetings involving Leavenworth County.
- Ms. Patterson said that she would plan to attend meetings of the School Board.
- Mr. Dale said that he would plan to attend meetings of the Planning Commission.

**VIII. Information & Communications (No Action Required)**

**IX. Adjourn**

- **Ms. Patterson made a motion to adjourn the meeting.**
- **Mr. Dale seconded the motion.**
- **Vote of all ayes, motion carried.**
- **Meeting adjourned at 8:15 p.m.**

Respectfully submitted,



Dan Porter, Assistant City Manager