

City Council Meeting Minutes  
February 3, 2020  
7:00 PM Meeting

**Open Regular Meeting – 7:00 p.m.**

**I. Pledge of Allegiance**

- Mayor pro tem Himpel opened the meeting at 7:00 p.m.
- Mayor pro tem Himpel, Ms. Stevens, Mr. Donnelly, and Ms. Patterson were present. City Manager George Brajkovic and City Attorney Anna Krstulic were also in attendance.
- Mayor pro tem Himpel led the Pledge of Allegiance.

**II. Approval of Minutes – Regular meeting dated January 21, 2020**

- **Mr. Donnelly made a motion to approve the minutes from the January 21, 2020 City Council meeting.**
- **Ms. Patterson seconded the motion.**
- **Vote of all ayes, motion carried.**

**III. Consent Agenda**

- a) Review bill payments
- **Ms. Patterson made a motion to approve the consent agenda.**
- **Mr. Donnelly seconded the motion.**
- **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.

- County Commissioner Mike Stieben addressed the City Council regarding his concerns with the County's planning efforts for the County Road 1 corridor, and possible discrepancies between the County's and the City's zoning designations and comprehensive plans.

**V. Old Business**

a) Consideration of Library Lease Term Sheet Suggested Adjustments

- Mr. Brajkovic introduced the item.
- Ms. Krstulic went through specific provisions of the Lease including insurance, repairs and maintenance, snow removal and landscaping, major capital improvements, casualty provisions, defaults, owner's remedies, and legal representation of both parties.
- Mr. Donnelly inquired about the bonds issued to finance this project and insurance replacement values. He also shared concerns regarding structural changes that effect load bearing walls.
- Mr. Brajkovic replied that the City's insurer will determine replacement value.
- Ms. Krstulic clarified that changes to structural walls are prohibited in the draft Lease.
- Ms. Patterson asked for details on the FF&E purchases and to include the specifics of these purchases within the Lease.
- Ms. Krstulic agreed to add a list of FF&E purchases as an exhibit to the lease.
- Ms. Patterson asked for clarification regarding insurance policies, claims and coverages, and owner/tenant responsibilities.
- Mr. Brajkovic replied that City staff are working with the City's insurer to confirm coverage, and he will send the Lease to the Library Board for review and comment on the proposed terms.

## VI. New Business

### a) Resolution 02-20-01 to call a Public Hearing to consider creating a Rural Housing Incentive District (RHID) Plan for West Village

- Mr. Brajkovic introduced the item and presented a summary of the staff report and previous actions related to the item. Marko Cvetkovic and Ross Vogel were present representing the development team.
- Mr. Brajkovic stated that statutory requirements include adopting a resolution to set a public hearing date no more than 30 days, and no less than 70 days in advance to consider adopting the RHID Plan.
- **Ms. Stevens made a motion to adopt Resolution 02-20-01 setting a public hearing on March 16, 2020 to consider the RHID Plan for West Village.**
- **Ms. Patterson seconded the motion.**
- **Vote of all ayes, motion carried.**

### b) Consideration of Library Board appointments

- Mr. Brajkovic asked for a continuation of this item to collect additional information from the Library Board about the current composition of the Library Board, including appointments and terms.

### c) Presentation by the Tonganoxie Police Department re: purchase of Patrol Vehicle

- Police Chief Greg Lawson made a presentation which detailed unforeseen circumstances which resulted in fewer 2020 Dodge Challengers being manufactured than originally expected, and thus a nationwide shortage of vehicles available for purchase. The presentation included options for a Dodge Charger located in the State of Georgia, consideration of an alternative Dodge vehicle in the Durango, consideration of a 2017 Ford Explorer Interceptor which was a demonstration vehicle for 911 Customs, consideration of used vehicles from KHP, or simply waiting to see if Dodge can manufacture additional vehicles.
- Mr. Donnelly asked for clarification on purchasing an extended warranty for the 2017 Ford Explorer Interceptor, and stringent maintenance requirements associated with the warranty.
- Chief Lawson replied that the Public Works Department ensures regular maintenance.
- Ms. Stevens asked about the documentation done by in-house Public Works staff when completing repairs.
- Mr. Brajkovic replied that the Public Works Department documents all repairs and maintenance.
- Mr. Donnelly asked about the mileage on the 2017 Ford Explorer Interceptor and how it relates to typical mileage of a patrol vehicle.
- Chief Lawson replied that the 2017 Ford Explorer has never been used as a patrol vehicle and the mileage consists primarily of highway miles.
- Mr. Brajkovic provided additional information about budget authority associated with this modified purchase request.
- Ms. Patterson asked for clarity on the extra options that 911 Customs installed on the 2017 Ford Interceptor.
- Chief Lawson replied that the extra options include equipment that the Police Department does not use.
- **Mr. Donnelly made a motion to authorize a commitment letter to purchase the 2017 Ford Interceptor, with the general Fund allocation staying the same as was established for the 2020 Dodge Charger purchase, and the balance of funds coming from the Police Equipment Fund. Staff will bring back a formal request to purchase at the next City Council meeting.**
- **Ms. Patterson seconded the motion.**
- **Vote of all ayes, motion carried.**

### d) Communication from Paul Kramer, Leavenworth, KS City Manager, regarding proposed edits to the draft Leavenworth County Port Authority (LCPA) Agreement.

- Mr. Brajkovic introduced the item and explained that the City of Leavenworth is seeking to add language to the draft LCPA Agreement which contemplates dissolution of assets if the LCPA ceases to exist as an entity. These changes have no impact on the proposal to have City representation on the LCPA Board.
- Mr. Donnelly asked for clarification on existing property that may have been under LCPA ownership, and how it may relate to the City's ownership of property at the Tonganoxie Business Park.
- Mr. Brajkovic replied that the City owns the property at the Tonganoxie Business Park.
- Mr. Stieben clarified that the proposed change would allow Leavenworth County and the City of Leavenworth jointly to consider the dissolution of assets.

e) 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, including the February 10<sup>th</sup> start date.

2. Library Project Update

- Mr. Brajkovic provided an update on the current status of the Tonganoxie Public Library construction project and proposed scheduling a tour of the new facility before the February 18<sup>th</sup> City Council meeting.

f) City Attorney Agenda

g) Mayor Pro Tem Agenda

- Mr. Himpel shared that the County Planning Commission is considering the Table of Uses associated with the County's Comprehensive Plan.

h) City Council Agenda

i) Mayor Agenda

1. Executive Session for Discussion of Personnel Matters of Non-Elected Personnel

- The Mayor was not able to attend the meeting, so this item was not addressed.

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

**VIII. Adjourn**

- **Ms. Patterson made a motion to adjourn the meeting.**
- **Mr. Donnelly seconded the motion.**
- **Vote of all ayes, motion carried.**
- **Meeting adjourned at 8:20 p.m.**

Respectfully submitted,

George Brajkovic, City Manager