

City Council Meeting Minutes
May 4, 2020
7:00 PM Meeting

Open Regular Meeting – 7:00 p.m.

I. Pledge of Allegiance (Replaced by Moment of Silence)

- Mayor Frese opened the meeting at 7:00 p.m.
- Mayor Frese, Mr. Himpel, Mr. Donnelly, Ms. Stevens, Ms. Patterson, and Mr. Dale participated via Zoom. City Manager George Brajkovic, Assistant City Manager Dan Porter, Police Chief Greg Lawson and City Attorney Anna Krstulic also participated via Zoom.
- Mayor Frese noted that a flag was not available for the pledge of allegiance and instead led a moment of silence.

II. Approval of Minutes – Regular meeting dated April 20, 2020

- **Ms. Patterson made a motion to approve the minutes from the April 6, 2020 City Council meeting, with the clarification that there was a moment of silence instead of the pledge of allegiance.**
- **Mr. Donnelly seconded the motion, with the change requested by Ms. Patterson.**
- **Roll call 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 the motion.**
- **Roll call vote of all ayes, motion carried.**

IV. Open Agenda

- No open agenda sign ups or submitted comments provided at this meeting.

V. Old Business

VI. New Business

- a) Presentation of Safest City Award
 - Chief Lawson introduced the item and explained background about the award and evaluation criteria.
 - The Governing Body congratulated Chief Lawson and the Tonganoxie Police Department for the recognition.
- b) Consider Approval of Roof Repairs at Water Well House Facility
 - Mr. Porter introduced the item and provided information about recent damage to the City's well house facility.
 - Ms. Patterson asked why the City does not plan to submit an insurance claim for the damage and repair.
 - Mr. Porter replied that the City's deductible for this type of property damage is \$5,000, which is greater than the repair cost.
 - Mayor Frese asked if the City should also obtain bids to complete additional work on the facility such as repainting or repairing window coverings.
 - Mr. Brajkovic responded that City staff will evaluate the ability to contract out or self-perform this type of work.
 - Mr. Dale asked if the low bid included a warranty on the roofing materials, and Mr. Porter replied yes.
 - **Mr. Himpel made a motion to approve the bid with Andy's Roofing and Exteriors, LLC to repair the Well House facility roof for an amount not to exceed \$4,720.00.**
 - **Mr. Donnelly seconded the motion.**
 - **Roll call vote of all ayes, motion carried.**
- c) Consider Amendment to Tonganoxie Industrial Park Economic Development Grant Agreement with Leavenworth County

- Mr. Brajkovic introduced the item and provided information about the proposed amendment.
- Mayor Frese offered to write a letter to accompany the proposed amendment and request for a joint work session with the Board of County Commissioners.
- **Ms. Patterson made a motion to direct staff to send the proposed amendment to the City's grant agreement with Leavenworth County, a request to hold a joint work session with the Leavenworth County Board of County Commissioners, and an accompanying letter from Mayor Frese.**
- **Mr. Dale seconded the motion.**
- **Roll call vote of all ayes, motion carried.**

d) City Manager Agenda

1. Urgent Needs Grant Update

- Mr. Brajkovic shared an update on construction activity at the project and noted that he hopes to schedule a final walkthrough later in the week.
- Mr. Himpel asked if the City would evaluate whether the City has liability and should pay for damages on the asphalt path located on the property owned by the VFW north of the construction site.
- Mr. Brajkovic replied that staff would examine the issue as part of the final walkthrough for the project.
- Mr. Brajkovic stated that the City's next Planning Commission meeting is scheduled for 7 PM on May 6, 2020 and that it will be conducted via Zoom.

2. Library Project Update

- Mr. Brajkovic said that the Library project report included expenditure of all budgeted costs which were part of the City's contract with JE Dunn and that staff worked with JE Dunn to fix one leak in the roof noticed during recent rainfall.

e) City Attorney Agenda

f) Mayor Pro Tem Agenda

- Mr. Himpel said that Leavenworth County would soon hold a County Planning Commission meeting with revised public hearing procedures put in place due to COVID-19.

g) City Council Agenda

- Mr. Donnelly said that he attended his first meeting as a Board member of the Leavenworth County Port Authority last week and that he was appointed treasurer.

h) Mayor Agenda

VII. Information & Communications (No Action Required)

VIII. Adjourn

- **Ms. Patterson made a motion to adjourn the meeting.**
- **Mr. Donnelly seconded the motion.**
- **Roll call vote of all ayes, motion carried.**
- **Meeting adjourned at 7:40 p.m.**

Respectfully submitted,



Dan Porter, Assistant City Manager