

City Council Meeting Minutes  
July 6, 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 noted that a flag was not available for the pledge of allegiance and instead led a moment of silence.
- Mayor Frese, Mr. Donnelly, Ms. Patterson, Mr. Himpel, and Mr. Dale participated via Zoom. Ms. Stevens was absent. City Manager George Brajkovic, Assistant City Manager Dan Porter, and City Attorney Anna Krstulic also participated via Zoom.

**II. Approval of Minutes – Regular meeting dated June 15, 2020**

- Mr. Himpel asked that the rationale for his abstentions from voting at the previous meeting be added to the minutes before they are considered for approval.
- **No motion was made to approve the minutes.**

**III. Consent Agenda**

- a) Review bill payments
  - **Ms. Patterson made a motion to approve the consent agenda.**
  - **Mr. Himpel seconded the motion.**
  - **Roll call vote of all ayes, motion carried.**

**IV. Open Agenda**

- No open agenda comments were submitted at this meeting.

**V. Old Business**

**VI. New Business**

- a) Public Hearing – Opportunity for 2021 Budget Development Input
  - Mayor Frese opened the public hearing.
  - Steve Jack, Executive Director of the Leavenworth County Development Corporation, addressed the City Council and shared information about the proposed budget for LCDC in 2021, including the funding request from the City of Tonganoxie based on a formula tied to population and valuation comparisons to other communities.
  - Kris Roberts, Tonganoxie Historical Society, shared the list of initiatives proposed by her organization to the City.
  - Nicole Holifield, Director of the Tonganoxie Library, described the Library's proposed budget for 2021.
  - Mr. Brajkovic described the methodology used to determine property tax.
  - No other members of the public participated in the public hearing.
  - Mayor Frese closed the public hearing.
- b) Consider Publication of Maximum Levels of Expenditures by Fund as part of the 2021 Budget Development
  - Mr. Porter introduced the item.
  - **Ms. Patterson made a motion to direct staff to publish a notice of public hearing including the maximum level of expenditures by fund for the City's 2021 budget according to the attachment and with the incorporation of changes requested by the City Council.**
  - **Mr. Dale seconded the motion.**
  - **Roll call vote of all ayes, motion carried.**

- c) Consider Draft Ordinance Approving the City of Tonganoxie CARES Act Spending Plan and Requesting Funding from Leavenworth County, Kansas
  - Mr. Brajkovic introduced the item and shared a presentation about the CARES Act and the City’s draft proposal.
  
- d) Consider Authorization to Proceed for BG Consultants to perform a Storm Water Study of a Tributary of Tonganoxie Creek
  - Brian Kingsley, with BG Consultants, Inc., described the project scope and process.
  - Mr. Himpel asked if the project scope included the Church Street bridge across a tributary of Tonganoxie Creek.
  - Mr. Kingsley replied that the project does not extend to the bridge near the intersection of Church Street and Ann Street because that general area will need to be examined at a later date when a project to replace the bridge will be initiated.
  - **Ms. Patterson made a motion to authorize the performance of the Storm Water Study of a Tributary of Tonganoxie Creek along the Church Street corridor by BG Consultants, Inc for an amount not to exceed \$9,800.**
  - **Mr. Dale seconded the motion.**
  - **Roll call vote of all ayes, motion carried.**
  
- e) Consider Request to Return Unexpended Funds from Business Park Development Grant to Leavenworth County
  - Mr. Brajkovic described the recent discussions held with the Leavenworth County Board of County Commissioners about the remaining unexpended funds from the Business Park Development Grant and subsequent communication in a letter dated 7/1/2020 from the County Attorney requesting the return of the funds.
  - Ms. Krstulic said that her review of the contract confirmed that the City was obligated to return unspent funds.
  - Mr. Himpel said that the County Commission would have approved a request from the City to retain the funds and utilize them solely for the cost to extend a sanitary sewer interceptor to the Tonganoxie Business Park.
  - **Mr. Himpel made a motion to direct staff to return the remaining balance of grant funds to Leavenworth County and apply to the Leavenworth County Port Authority for funding support for the project to extend a sewer interceptor to the business park.**
  - **Mr. Donnelly seconded the motion.**
  - **Roll call vote of all ayes, motion carried.**
  
- f) City Manager Agenda
  - 1. Urgent Needs Grant Update
    - Mr. Brajkovic provided an update on construction activity for the project.
  
- g) City Attorney Agenda
- h) Mayor Pro Tem Agenda
- i) City Council Agenda
- j) 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 8:35 p.m.**

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Dan Porter". The signature is fluid and cursive, with the first name "Dan" being more prominent than the last name "Porter".

Dan Porter, Assistant City Manager