



**CITY OF LEAVENWORTH**  
100 N. 5th Street  
Leavenworth, Kansas 66048

**City Commission Special Meeting**  
**Commission Chambers**  
**Tuesday, January 16, 2024 6:39 p.m.**

---

**CALL TO ORDER** - The Governing Body met for a special meeting and the following commission members were present in the commission chambers: Mayor Griff Martin, Mayor Pro-Tem Holly Pittman, Commissioners Nancy Bauder, Edd Hingula and Jermaine Wilson (via telephone call-in).

**Staff members present:** City Manager Paul Kramer, Assistant City Manager Penny Holler, Chief Building Inspector Harold Burdette, Finance Director Roberta Beier, Planning & Community Development Director Julie Hurley, Public Works Director Brian Faust, Police Chief Patrick Kitchens, Public Information Officer Melissa Bower and Deputy City Clerk Whitney Matzeder.

**Mayor Martin asked for a motion to open a Special Meeting.**

Commissioner Bauder moved to open the special meeting. Commissioner Hingula seconded the motion and the motion was unanimously approved. Mayor Martin declared the motion carried 5-0.

**OLD BUSINESS:**

**Consideration of Previous Meeting Minutes:**

Commissioner Hingula moved to accept the minutes from the December 12, 2023 regular meeting. Commissioner Pittman seconded the motion and the motion was unanimously approved. Mayor Martin declared the motion carried 5-0.

**Second Consideration Ordinance:**

**Second Consideration Ordinance No. 8231 Amending Article X Chapter 10 of the Code of Ordinances –** City Manager Paul Kramer reviewed the Ordinance. There have been no changes since first introduced at the December 12, 2023 meeting.

Mayor Martin called the roll and Ordinance No. 8231 was unanimously approved.

**Second Consideration Ordinance No. 8232 Amending Article XI Chapter 10 of the Code of Ordinances–** City Manager Paul Kramer reviewed the Ordinance. There have been no changes since first introduced at the December 12, 2023 meeting.

Mayor Martin called the roll and Ordinance No. 8232 was unanimously approved.

**Public Comment:** *(Public comment on non-agenda items or receipt of petitions- limited to 2-3 minutes)*

Ronald Grossman 1421 Columbia Ave:

- Handed out letter addressing his speaking points in regards to Religious Equality and a Request for funding and action memo
- Requested placement of a Menorah and Kinara

Joana Scholtz 4914 Girard St.:

- Leavenworth NAACP does not support Mr. Grossman's proposal for the following reasons:
  - They do not engage in the poison pen behavior
  - Most minorities within this community are Christian and look for the cross to be a Christian symbol and do not consider the Christmas Tree to be a religious symbol
  - NAACP has not had a feasibility study for a Kwanza celebration
  - NAACP believes that Leavenworth is a very diverse community
  - If you consider looking at celebrations, religious or cultural, we should get together a diverse committee to ensure that all of our celebrations are culturally sensitive and inclusive

### **Public Hearing:**

#### **Public Hearing for Unsafe and Dangerous Structure 407 Maple Street**

#### **Open Public Hearing:**

Commissioner Bauder moved to open the public hearing. Commissioner Hingula seconded the motion and the motion was unanimously approved. Mayor Martin declared the motion carried 5-0.

#### **Review of Properties by Staff and Public Comment:**

Planning & Community Development Director Julie Hurley reviewed the property. Property owners within a 200' radius were also notified of the public hearing date and were invited to provide comment.

#### **407 Maple Street – Single Family Structure**

- Structure damaged by fire in July 2021 and March 2023
- No active building permits
- Owner, who resides in California had indicated plans to take it down on his own, but at some point he just stopped communication with city staff
- Property owner did submit a letter in which he asked for leniency with time, but did not provide a specific plan

Commissioner Pittman:

- Asked if the property owner would still own the land after demolition of the structure

Ms. Hurley:

- The property owner would still own the land and all costs associated with the demolition would be assessed against the property

Commissioner Hingula:

- Asked if there was any insurance on the house when it burned the first time

Ms. Hurley:

- The City did not receive any insurance proceeds

Mayor Martin:

- Asked how many extensions have been given

Ms. Hurley:

- There haven't been any extensions on this, as it hasn't been placed on a demolition list
- It has just been an ongoing process trying to work with the property owner over the last couple of years

Commissioner Hingula:

- Asked about a timeframe for removal

Ms. Hurley:

- It can be a fairly lengthy process
- There are requirements regarding environmental and ensuring the utilities turned off
- Roughly 60 days

Mayor Martin:

- Would be ok with 60 to 90 day extension to see some type of work done
- There was no ultimatum laid out in this letter nor a closing date

Mr. Kramer:

- The other problem we have had is just the inability to get a hold of this individual
- A month and a half ago they called us to see if the fire department wanted to use it for training, but haven't respond to anything related to fixing up the property

Mayor Martin opened the floor for public comment. No further comments were made.

There was consensus by the Commission for staff to proceed with demolition after 10 days.

#### **Close Public Hearing:**

Commissioner Bauder moved to close the public hearing. Commissioner Hingula seconded the motion and the motion was unanimously approved. Mayor Martin declared the motion carried 5-0.

#### **Consider Resolution B-2358 Demolition or Extension to Repair:**

Commissioner Hingula moved to adopt Resolution B-2358 proceeding with demolition as agreed to by consensus of the commission after review of the property and as annotated by the Deputy City Clerk. Commissioner Wilson seconded the motion and the motion was unanimously approved. Mayor Martin declared the motion carried 5-0.

#### **General Items:**

##### **Mayor's Appointments**

Mayor Martin moved to reappoint to the Convention & Tourism Committee Brendan Sheehan, Jordan Throckmorton, Edna Wagner and Lisa Weakley to a term ending January 31, 2027 and appoint James (Zachary) Light to an unexpired term ending January 31, 2025; reappoint to the Parks & Community Activities Board Stephanie Ingels and Jennifer Brenneman Tobey to a term ending January 15, 2027; and appoint to the Grow Leavenworth County Development Corporation Board Alyssa Smith to an unexpired

term ending May 31, 2024. Commissioner Bauder seconded the motion and the motion was unanimously approved. Mayor Martin declared the motion carried 5-0.

**Consider Cereal Malt Beverage Licenses for JK Mart, Eddie’s Grocery, and Shop Smart #2** – City Manager Paul Kramer presented for consideration the request to approve and issue renewal 2024 Cereal Malt Beverage Licenses for the following entities: Leavenworth Mart LLC dba JK Mart located at 300 N 4<sup>th</sup> Street, Shop Smart #2 located at 700 Eisenhower Road, and Eddie’s Grocery located at 1101 Spruce Street. The Police Department performed a records check and approved the applicants for renewal.

Commissioner Pittman moved to approve the Cereal Malt Beverage Licenses for 2024 as presented. Commissioner Bauder seconded the motion and the motion was unanimously approved. Mayor Martin declared the motion carried 5-0.

**Update for Unsafe and Dangerous Fire Damaged Structure 805 N 18th Street** – Chief Building Inspector Harold Burdette reviewed the structure located at 805 N 18<sup>th</sup> Street that was damaged by fire on January 21, 2023. The City received a check from insurance proceeds for \$33,939.63. A public hearing was held on July 11, 2023 and the City Commission adopted Resolution B-2339 stating the owner was given 90 days for repair or removal of the structure. Additional time to resolve the issue was given at the October 10, 2023 and December 12, 2023 Commission meetings. The exterior repairs have been completed. The interior has progressed to the point that all rough-in inspections have been approved and the wall finishes have started to be installed. Staff recommends that the City Commission approve releasing the funds back to the property owner.

Commissioner Bauder moved to release the funds back to the property owner. Commissioner Hingula seconded the motion and the motion was unanimously approved. Mayor Martin declared the motion carried 5-0.

**Update on Unsafe & Dangerous Structures; Given 60 Day Extension at October 24, 2023 Meeting** – Planning & Community Development Director Julie Hurley provided the current status of each property granted a 60-day extension at the October 24, 2023 meeting:

200 Osage Street – Accessory Structure

- Active building permit for removal of 2<sup>nd</sup> story and rebuild of roof for a 1-story outbuilding
- Work is nearing completion
- Roof structure is completed, but still needs shingles

229 Osage Street – Single Family House

- Active building permit for interior and exterior renovations
- Work is ongoing and progress has been made since the last update
- All items in violation have been abated

Commissioner Hingula moved to remove 200 Osage Street and 229 Osage Street from the Unsafe and Dangerous Structure demolition list. Commissioner Bauder seconded the motion and the motion was unanimously approved. Mayor Martin declared the motion carried 5-0.

## Resolutions:

**Resolution B-2359 Kansas Municipal Investment Pool** – Finance Director Roberta Beier presented a request for authorization to invest in the State of Kansas Municipal Investment Pool. The City currently invests its funds that are not immediately needed for their intended purposes, in CDs, Treasury Notes, Treasury Bonds, and a Repurchase Agreement Account at Country Club Bank. The City earns competitive interest rates on all of these investments except for the Repurchase Agreement Account which earns approximately 0.8% annually. The State of Kansas, through the Pooled Money Investment Board, maintains a Municipal Investment Pool that is available to Kansas Municipalities. The Investment Pool earns significantly higher interest rates than the Repurchase Agreement Account. Because of the significantly higher interest rates in the Municipal Investment Pool, Staff recommends moving the funds that are currently in the Repurchasing Agreement Account to the State of Kansas Municipal Investment Pool. Prior to moving the funds to the Investment Pool, Staff will offer the funds to eligible banks, savings & loans, and federally chartered savings bank which have home offices or branches in the City of Leavenworth. If the financial institutions will not match or exceed the rates offered by in the Municipal Investment Pool, the City will invest in the Pool. Prior to investing in the Municipal Investment Pool, the Pooled Money Investment Board requires a resolution that approves the establishment of an account in the name of the City of Leavenworth.

Mayor Martin:

- Asked what did the REPO interest rate look like a year ago

Ms. Beier:

- It's been low
- In 2019, 2020, and 2021 when interest rates were low, it was actually doing better than the Kansas Municipal Pool

Commissioner Bauder:

- Asked why the longer term rate appears lower, when previously when we go to get CD's, etc. renewed, the shorter term is always a lower rate than the longer term

Ms. Beier:

- The reason for that is because they are predicting that interest rates are going to go down
- They don't want money tied up at a higher interest rate for a longer period of time

Commissioner Hingula:

- Asked if there was a policy at one time that allowed the City to invest in the investment pool

Ms. Beier:

- There was, however in October 2019 the City's account became inactive
- Because it became inactive, they closed the account
- To re-open the account, a Resolution is needed

Commissioner Hingula moved to adopt Resolution B-2359 approving the establishment of an account in the City of Leavenworth's name in the Kansas Municipal Investment Pool. Commissioner Bauder seconded the motion and the motion was unanimously approved. Mayor Martin declared the motion carried 5-0.

## Bids, Contracts and Agreements:

**Consider Contract for 2024 Camp Leavenworth Event** – Assistant City Manager Penny Holler presented for consideration a comprehensive management contract with O’Neill Events and Marketing for the 2024 City of Leavenworth festival. The City’s signature event, Camp Leavenworth, is scheduled for September 20<sup>th</sup> and 21<sup>st</sup>. This will be the fifth year for the festival that brings thousands of residents and visitors together. Last year’s event saw attendees enjoy two days of music, activities and food. Tourists experiences the First City though local food trucks, two downtown breweries, twenty local craft vendors, a chalk art activity, a 5k run and local dance performances. O’Neill Events and Management has been the event organizer for several years. They have been integral in finding creative ways to highlight Leavenworth and make the event unique. The 2024 Scope of Work includes the same \$3,300 financial management fee as last year and an increased festival event management fee of \$68,002. Prior to 2024, fees from O’Neill had been unchanged for several years.

Commissioner Hingula:

- Asked if the event will continue to remain free to all attendees

Ms. Holler:

- That is correct

Commissioner Hingula:

- Asked about other ways to market the event; specifically an idea to have City Officials do an interview with local news media to promote the event

Ms. Holler:

- We are always looking for ways to let people know about the event
- Sometimes that’s word of mouth, sometimes that’s a billboard
- Working with radio and news media is a great way to do that as well

Mayor Martin:

- What does the financial management fee consist of

Ms. Holler:

- There is a separate \$3,300 fee, they do all the bookkeeping for the event
- There is a consolidated financial system at the event
- They handle all of the financial aspects

Commissioner Pittman:

- Asked for more clarity on the sponsorship aspect
- Doesn’t recall there being many sponsorships for the event

Ms. Holler:

- Initially the goal was that we would be able to utilize sponsorships
- That happened the year that we had Melissa Etheridge and we saw an increase in sponsorships and buy-ins

- Since we've gone to more regional bands, we haven't seen that kind of sponsorship participation

Commissioner Bauder moved to approve the comprehensive management contract with O'Neill Events and Marketing for the 2024 City of Leavenworth Camp Leavenworth festival in an amount not to exceed \$71,302.00. Commissioner Hingula seconded the motion and the motion was unanimously approved. Mayor Martin declared the motion carried 5-0.

**Consider Contract for Easement and Right-of-Way Acquisition Services for the Vilas Street and Sidewalk Project** – Public Works Director Brian Faust presented for approval the proposal for easement and right-of-way acquisition services associated with the Vilas Street and Sidewalk Project between 10<sup>th</sup> and 22<sup>nd</sup>. The City of Leavenworth initially submitted two Transportation Alternatives grants to KDOT on March 1, 2022 and during the review process, KDOT asked that the two projects be combined into one grant application. The City was notified that the project was selected to receive federal funds, and the City formally accepted the KDOT grant. The City is financially responsible for the preliminary engineering, design, right-of-way and utility relocation along with the 20% local construction match. Mr. Faust reviewed the project information. Easement acquisition services following KDOT and Federal requirements will cost between \$1,195 and \$1,395 per tract. This is in addition to the amount each property owner will be compensated for the taking. Currently, there are 34 tracts that need easements. Cost for the acquisition service will be approximately \$41,000.00. These funds are available in the General Fund and the 2024 Budget includes a transfer from the General Fund to the Grant Matching Fund.

Mayor Martin:

- Asked how the needed easements were lessened

Mr. Faust:

- Tightened the construction limits
- Will make the contractor work a little harder to stay within the existing rights-of-way

Commissioner Hingula:

- Asked if any other vendors considered

Mr. Faust:

- They are very skilled at this type of work
- They did our acquisition services on the 4<sup>th</sup> Street project
- With this being done with Federal Funds, there is a process that we have to follow that is much more challenging

Commissioner Pittman:

- Asked if owners were notified

Mr. Faust:

- Yes, we held a public meeting in December and notified all the residents along the roadway
- We walked them through the project and impacts to their property
- If this is approved this evening, they will be sending a notification to the affected property owners of what the process is and what their rights are

Commissioner Hingula moved to approve the proposal for Easement and Right-of-Way Acquisition services for the Vilas ADA and Sidewalk Improvement Project from Orrick & Erskine LLP, in an amount not to exceed \$41,000.00. Commissioner Bauder seconded the motion and the motion was unanimously approved. Mayor Martin declared the motion carried 5-0.

**Consider Award of Bid for City Hall HVAC Hydronic & Mechanical Piping Replacement** – Public Works Director Brian Faust and Chief Building Inspector Harold Burdette presented for award the bids for the City Hall HVAC Hydronic & Mechanical Condensate Piping Replacement project. The piping that is being replaced dates back to the 1970s. It has deteriorated over time and there have been numerous leaks in the last few years. Most of the piping on the first and second floors was replaced during the renovation in 2003, but there are six locations where 1970-era piping will be replaced in the walls of finished office spaces that will require removal and replacement of some wall and ceiling finishes as well. The project was advertised for bid and three bids were received; however, one bidder was deemed non-responsive due to an incomplete bid packet. ARPA funds will be used to cover project expenses. \$318,910.00 was budgeted in the 2024 CIP for this project. As this project will include tearing into walls of a 100-year old structure, it is likely that unplanned issues will be encountered. It is probably that these unplanned conditions will result in project change orders.

Mr. Kramer:

- The City's purchasing policy caps the City Manager's authority at 10% or \$25,000
- With the nature of this project and the bids where they were, it made more sense to increase the cap on this item
- We would alert you of any funds beyond the \$176,320.00, should you approve that part of the motion

Mayor Martin:

- Asked if the bidders were aware that there could be change order requests

Mr. Faust:

- We were pretty specific on what to bid in the bidding documents
- We did not go into any of the unplanned or contingencies within the bidding documents

Mr. Kramer:

- Normally if we don't approve this, we would have to stop work or it would be something that we would have to bring to you as an emergency should they find something
- This just keeps the project moving along

Commissioner Hingula:

- Asked when do we expect to see start and end of work

Mr. Faust:

- Looks like we will start in April and end within a couple of months

Commissioner Bauder moved to award the bid for the City Hall HVAC Hydronic & Mechanical Condensate Piping project to Rand Construction, in an amount not to exceed \$176,320.00, and authorize the City Manager to approve change orders, if needed, for an additional \$44,000.00. Commissioner Pittman



seconded the motion and the motion was unanimously approved. Mayor Martin declared the motion carried 5-0.

**Consider Bids for Water Pollution Control Division 2024 Chemical Purchase** – Public Works Director Brian Faust presented for consideration the bids for WPC chemicals. Staff recommends approval of the low bids for the following chemicals Ferrous Chloride, in an amount not to exceed \$1.69/lb., Hydrogen Peroxide, in an amount not to exceed \$0.45/lb., Sodium Hypochlorite, in an amount not to exceed \$3.42/gal, Sodium Hydroxide, in an amount not to exceed \$0.335/lb. and Polymer, in an amount not to exceed \$2.64/lb.

<b>Chemical</b>	<b>Price Paid 2022</b>	<b>Price Paid 2023</b>	<b>Cost for 2024</b>	<b>Vendors for 2024</b>
Ferrous Chloride	\$0.95/lb. Fe	\$1.29/lb. Fe	\$1.69/lb. Fe	Pencco, Inc.
Hydrogen Peroxide	\$0.35/lb.	\$0.39/lb.	\$0.45/lb.	Brenntag Mid-South
Sodium Hypochlorite	\$1.66/gal	\$3.30/gal	\$3.42/gal	Edwards Chemicals
Sodium Hydroxide	\$0.32/lb.	\$0.64/lb.	\$0.335/lb.	Edwards Chemicals
Polymer	\$2.53/lb.	\$2.77/lb.	\$2.64/lb.	Atlantic Coast Polymers

Mayor Martin:

- Asked if there is an explanation for the increase and decreases in Hydrogen Peroxide and Sodium Hydroxide

Mr. Faust:

- We were not provided any explanation for rates
- These are some of the same bidders we have every year
- They have been pretty consistent across the board

Commissioner Pittman moved to accept the low bids for chemicals as presented. Commissioner Bauder seconded the motion and the motion was unanimously approved. Mayor Martin declared the motion carried 5-0.

**Consider Contract for the Redesign of the 4<sup>th</sup> Street Improvement Project** – Public Works Director Brian Faust presented for consideration the contract for redesign of the 4<sup>th</sup> Street Improvements Project. In March of 2019, the City submitted two applications to KDOT for projects along 4<sup>th</sup> Street. KDOT notified the City in July of 2020 that our project between Choctaw and Delaware was selected. While the section between Delaware and Seneca was not selected, the City felt it was important to include in a larger project to improve our downtown. The City entered an agreement with BHC and KDOT for the design of the improvements. With KDOT’s participation in the project, there were a number of additional steps and paperwork required before the project was bid. Many of these items are above and beyond what is required if the project was funded using only city funds. KDOT opened bids for the project on December 13, 2023 and bids were higher than the budget and engineer’s estimate. In addition to the bid cost, project inspection, anticipated change orders and future landscaping would push the project to nearly \$2 million per block. Based on direction received during the December 19, 2023 Study Session, the City notified KDOT that we would not be moving forward with the project as designed. Staff worked with BHC design consultant to arrive at a modified design scope for a project that will still provide the needed upgrades to the street, while limiting the needed subsurface replacement of the sanitary and storm lines. The design will focus on reducing all construction related costs to the existing budget of \$4.2 million or less. Mr. Faust

reviewed the revised design. It is anticipated that the project will be ready for bidding in late spring with construction starting during the summer. The design costs for a road construction project typically range from 10% to 15% of the estimated construction value. The smaller the project, the higher the design cost. For our project, 10% or \$420,000 is reasonable. For 4<sup>th</sup> Street with the survey work completed and with a portion of the previous design being reusable, BHC is looking to complete the design, including new drawings and bidding documents for \$202,844.00, this is 4.8% of the estimated construction related costs.

Commissioner Hingula:

- Asked when do you estimate completion

Mr. Faust:

- It would be this year
- The challenge would be the traffic signals, because there could be a 6 to 8 month lead time to get the signals

Commissioner Hingula:

- Outside of detours we don't anticipate any impacts to Camp Leavenworth and the Christmas events

Mr. Faust:

- In September, it'll still be under construction but should be minor detours at that time
- Hoping to have everything done by the Veterans Day Parade
- The long lead items are the traffic signals

Mr. Kramer:

- KDOT requires mast arms over a state highway with a dedicated turn lane
- Right now we have the standard poles

Commissioner Bauder moved to authorize the Mayor to sign a contract with BHC for the redesign of the 4<sup>th</sup> Street Improvement between Choctaw and Seneca, in an amount not to exceed \$202,844.00. Commissioner Hingula seconded the motion and the motion was unanimously approved. Mayor Martin declared the motion carried 5-0.

### **First Consideration Ordinance:**

**First Consideration Ordinance for Special Use Permit to Allow a Daycare at 1913 Choctaw Street** – Planning and Community Development Director Julie Hurley presented for first consideration an ordinance allowing a Special Use Permit for operation of an in-home day care at 1913 Choctaw Street. City code does allow for child care centers in R1-9 zoning districts with issuance of a special use permit. The item was first considered by the Planning Commission at their November 6, 2023 meeting. During the November 6<sup>th</sup> meeting, staff was asked by the board member to provide data generated by a speed survey that was currently being undertaken by the Leavenworth Police Department, as well as information regarding property values near existing home daycares and potential signage or other traffic calming measures for the area. The request for additional information was made based upon concerns raised by neighbors during the meeting. The item was again considered at the December 4, 2023 Planning Commission meeting, where the requested additional information was presented. During the November 6<sup>th</sup> Planning Commission meeting, multiple individuals spoke both in favor of and opposition to the Special Use Permit.

After the November 6<sup>th</sup> Planning Commission meeting, staff received 4 letters in support of the Special Use Permit. During the December 4<sup>th</sup> Planning Commission meeting, 2 individuals spoke in opposition to the Special Use Permit, and 2 individuals spoke in favor of the Special Use Permit. The Planning Commission took action on this item at their December 4, 2023 meeting and voted 5-1 to recommend approval of the Special Use Permit. Ms. Hurley reviewed the Conditions of Determination and Commission Findings. Staff recommends approval of the Special Use Permit request based on the analysis and findings included herein, subject to the following conditions:

- A minimum of 1,200 square feet of open space 100% enclosed by a minimum 4' high fence or wall shall be provided and maintained in good condition
- A copy of the permanent Group Day Care Home license shall be provided annually upon renewal by the State of Kansas
- The operation shall be limited to a maximum of 12 children
- No additional home occupations may be carried out at the residence

Commissioner Hingula:

- Asked to whom shall the copy of the Group Day Care Home license be provided

Ms. Hurley:

- It would be provided to the City, that is our standard requirement
- Any home daycare has to provide their license to us and the Clerk's office takes care of that

Commissioner Pittman:

- Asked for clarification regarding the first speed study

Chief Kitchens:

- The assertion was that the time was off; during the 2 weeks that it was up the first time, we did the fall back time change, so the time was off by an hour
- The other issue asserted was that people went through the neighborhood to tell everyone that we were doing a speed study and that somehow would have altered driving behavior and that they would not have been speeding
- That is part of the reason I put it up the second speed study
- We didn't tell anybody, we just put it back up
- As you can see, the data was virtually identical
- Those were the two principal issues that was asserted

Commissioner Bauder:

- I've never seen this much push back against a daycare center since I've been here

Mr. Kramer:

- We had one last year in the Branches subdivision that had similar response from a few neighbors
- They came to meetings and met with me individually

There was a consensus by the Commission to place on first consideration.

**Consent Agenda:**

Commissioner Hingula moved to approve the claims for December 9, 2023, through January 4, 2024, in the amount of \$3,482,688.80; Net amount for Payroll #25 effective December 15, 2023 in the amount of \$423,929.11 (Includes Police & Fire Pension in the amount of \$7,134.65) and Payroll #26 effective December 29, 2023 in the amount of \$413,118.76 (No Police & Fire Pension). Commissioner Bauder seconded the motion and the motion was unanimously approved. Mayor Martin declared the motion carried 5-0.

**Other:**

City Manager Paul Kramer:

- Thanked the Commission and the public for being flexible with us on these meetings due to weather cancellation
- Asked the public bear with us on the refuse pickup during this weather and extreme cold
- Our crews really do strive to meet the service levels that the public expects
- We are fully staffed as far as collectors and labor positions
- The vast majority of feedback has been positive and I think they understand
- Appreciate the patience and grace that everyone has shown

Commissioner Wilson:

- Recognized the refuse waste collectors for their hard work and commitment as they provide services to all the citizens during this brutal cold
- Had an opportunity to celebrate the life and legacy of Dr. King
- Ended his comments with a quote from Dr. King

Commissioner Pittman:

- Thanked the City crews for doing what they do; it's been a lot of late hours and long hours
- Mentioned a Dr. Martin Luther King Jr. Celebration event that was scheduled, but had to be postponed due to the cold; it has been rescheduled to this Saturday at United Methodist Church from 2 to 3
- Thanked the shelter for all their work making sure people have a safe and warm place to go during this cold

Commissioner Hingula:

- Winter is definitely here, it was freezing out the other day when my garbage was picked up
- Refuse collectors were in really good humor
- Thanked everybody who toughed out the weather to get here to the Commission meeting

Commissioner Bauder:

- Was going to mention the Dr. King event on Saturday, too bad they had to reschedule it but I hope they have a good turnout
- Would like to give credit to the Guidance Center regarding Ride LV
- They are out there every day, even out in this cold and snow
- Reviewed the ways you can pay to use the service

Mayor Martin:

- Echoed the comments of the Commissioners regarding the City crews for street clearing and refuse pickup
- Would like to talk about potentially combining the study session with regular meetings
- In favor of having fewer meeting but have impactful content
- If there is a path there or interest, would like to go ahead and re-visit this

Commissioners discussed the topic of ceasing the Study Session the 3<sup>rd</sup> Tuesday of the month, no action was taken.

**Close Special Meeting:**

Commissioner Hingula moved to close the special meeting. Commissioner Bauder seconded the motion and the motion was unanimously approved. Mayor Martin declared the motion carried 5-0.

**Adjournment:**

Commissioner Bauder moved to adjourn the meeting. Commissioner Hingula seconded the motion and the motion was unanimously approved and the meeting was adjourned.

Time Meeting Adjourned 8:05 p.m.

Minutes taken by Deputy City Clerk Whitney Matzeder