



CALL TO ORDER - The Governing Body met in regular session and the following commission members were present: Mayor Jermaine Wilson, Mayor Pro-Tem Myron J. (Mike) Griswold, Commissioners Nancy Bauder, Larry Dedeke and Mark Preisinger. Commissioner Elect Camalla Leonhard was present to take the oath of office, replacing Commissioner Larry Dedeke.

Others present: City Manager Paul Kramer, Assistant City Manager Taylour Tedder, Public Works Director Mike McDonald, Deputy Public Works Director Mike Hooper, Finance Director Ruby Maline, Deputy Finance Director Brandon Mills, Planning and Community Development Director Julie Hurley, Public Information Officer Melissa Bower, City Attorney David E. Waters, Deputy City Clerk Cary Collins and City Clerk Carla K. Williamson.

Mayor Jermaine Wilson called the meeting to order and opened the meeting with the pledge of allegiance led by Boy Scout Troop 173 and 6173 followed by silent meditation

OLD BUSINESS:

Consideration of Previous Meeting Minutes:

Commissioner Dedeke moved to approve the minutes from the November 26, 2019 regular meeting as presented. Commissioner Bauder seconded the motion and the motion was unanimously approved. The Mayor declared the motion carried 5-0.

PRESENTATIONS:

Presentation to Outgoing Commissioner Larry Dedeke – The City Commission presented the “Key to the City” to Commissioner Larry Dedeke who serviced on the Commission since April 2001.

Oath of Office – The oath of office was given to the 2019 elected officials, Nancy D. Bauder, Camalla M. Leonhard and Mark Preisinger. Commissioners Bauder and Leonhard will service 4-year terms and Commissioner Preisinger will service a 2-year term.

Nominations for Mayor, Mayor Pro-Tem, and Claims Reviewer

Mayor Wilson moved to nominate Commissioner Griswold as Mayor from December 10, 2019 to December 8, 2020. Commissioner Preisinger seconded the motion and the motion was unanimously approved. The Mayor declared the motion carried 5-0.

Commissioner Preisinger moved to nominate Commissioner Bauder as Mayor Pro-tem from December 10, 2019 to December 8, 2020. Commissioner Wilson seconded the motion and the motion was unanimously approved. The Mayor declared the motion carried 5-0.

Commissioner Preisinger moved to nominate Commissioner Leonhard as Financial Claims Reviewer from December 10, 2019 to December 8, 2020. Commissioner Bauder seconded the motion and the motion was unanimously approved. The Mayor declared the motion carried 5-0.

NEW BUSINESS:

Public Comment: none

Public Hearings:

Public Hearing to Consider Petition to Vacate a Portion of an Alley in Block 4 Neely's Forest Addition

- **Open Public Hearing:**

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

- **Staff and Public Comments:**

 - **Staff Comments:**

 - Public Works Director Mike McDonald reviewed the petition submitted by Trinity Evangelical Lutheran Church requesting the vacation of the alley in Block 4 Neely's Forest Addition. All property owners adjoining the alley and utility companies were notified of the request. There were no objections from property owners or utility companies. The City has a sewer line in the alley and it is proposed that a utility easement be retained where the alley currently exists.

 - **Public Comments:**

 - Ron Romig 1700 Limit Street thanked staff for helping with the vacation process.

- **Close Public Hearing:**

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

- **First Consideration of Ordinance:**

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

Public Hearing to Amend the 2019 Budget

- **Open Public Hearing:**

Commissioner Preisinger moved to open the public hearing. Commissioner Wilson seconded the motion and the motion was unanimously approved. The Mayor declared the motion carried 5-0.

- **Staff and Public Comments:**

 - **Staff Comments:**

 - Finance Director Ruby Maline presented the amendments to the 2019 Budget increasing the expenditure authority in the Business & Technology Park Fund in the amount of \$50,004.00 and the Storm Water Fund in the amount of \$1,250,004.00.

 - **Public Comments:** none

- **Close Public Hearing:**

Commissioner Leonhard moved to close the public hearing. Commissioner Wilson seconded the motion and the motion was unanimously approved. The Mayor declared the motion carried 5-0.

- **Consider Amendments to the 2019 Budget:**

Commissioner Bauder moved to approve the Proposed Amendments to the 2019 Budget as presented and noted the proposed amendments require no additional tax levies. Commissioner

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

General Items:

Comprehensive Plan Update and Authorize Staff to Enter into Agreement (tabled from the November 26, 2019 meeting) - Planning and Community Development Director Julie Hurley reviewed the two firms selected as finalists for updating the City’s Comprehensive Plan. The finalist are Shockey Consulting and RDG Planning and Design. Each company gave a presentation to the Commission at the November 19, 2019 Study Session. Staff is now asking for direction from the Commission to enter into negotiations for an agreement with one of the firms.

Commissioner Bauder moved to select Shockey Consulting and to authorizing staff to negotiate a contract which will come back to the commission for approval. Commissioner Preisinger seconded the motion and the motion was unanimously approved. The Mayor declared the motion carried 5-0.

Consider Renewal of Commercial Insurance Package for 2020 – City Clerk Carla Williamson reviewed the 2020 insurance renewal with OneBeacon Insurance. The rate will increase 20% over last year due to payouts of claims against the city. The policy premium will increase from \$425,445.00 to \$522,389.00. The City’s Insurance Broker, Mike Reilly was present to answer any question from the Commission.

Commissioner Preisinger moved to approval the renewal of the 2020 commercial insurance package with OneBeacon in the amount of \$522,389.00. Commissioner Leonhard seconded the motion and the motion was unanimously approved. The Mayor declared the motion carried 5-0.

Consider Cereal Malt Beverage Licenses for 2020 – City Clerk Carla Williamson presented the list of Cereal Malt Beverage licenses effective January 1, 2020. Commissioner Preisinger noted that three of the applicants are currently under investigation by the Kansas Gaming Commission for allegations of illegal gambling activity, however they have not been convicted so would just like staff to be aware if action needs to be taken regarding their license.

Abe’s Place	5101 10 th Ave	ON
AZAD Inc dba 7-Eleven Store	701 Metropolitan Ave	OFF
Casey’s Retail Store #1261	2004 Spruce St	OFF
Casey’s Retail Store #2609	950 Eisenhower Rd	OFF
Casey’s Retail Store #2826	2100 S 4 th St	OFF
CVS Pharmacy #5268	390 Limit St	OFF
Diamond Oil 2	1031 Metropolitan	OFF
Dillon’s #40	720 Eisenhower Rd	OFF
Eddie’s Grocery	1101 Spruce St	ON
Four B dba Price Chopper	2107 S 4 th St	OFF
Hometown Store	111 N Broadway St	OFF
GOJRA, LLC dba K7 Stop	300 N 4 th St	OFF
Little Bar	1431 10 th Ave	ON
Minit Mart #579	3122 S 4 th St	OFF
Murphy’s USA #7486	1050 Eisenhower Rd	OFF
Star Gas	788 Spruce St	OFF
Towne Pub Restaurant	1001 Ottawa St	ON

Walgreens #12923	2900 S 4 th St	OFF
Walmart Store #26	5000 10 th Ave	OFF
Woody's Food Mart	700 Eisenhower Rd	OFF

Commissioner Preisinger moved to approve the 2020 Cereal Malt Beverage Licenses as presented. Commissioner Wilson seconded the motion and the motion was unanimously approved. The Mayor declared the motion carried 5-0.

Cancellation of the December 24, 2019 City Commission Regular Meeting – City Manager Paul Kramer requested that the Commission approve the cancellation of the December 24, 2019 meeting due to the Christmas holiday. Mr. Kramer stated that on December 17th we would have our normal study session and include a special meeting to allow for some action items that need to be addressed before the end of the year.

Commissioner Wilson moved to cancel the December 24, 2019 regular meeting. Commissioner Leonhard seconded the motion and the motion was unanimously approved. The Mayor declared the motion carried 5-0.

Resolution:

Resolution B-2240 Planters II Tenant Write-off Accounts - Planning and Community Development Director Julie Hurley reviewed the six tenant accounts to be written off as required by the U.S. Department of Housing and Urban Development (HUD).

Commissioner Bauder moved to adopt Resolution B-2240. Commissioner Leonhard seconded the motion and the motion was unanimously approved. The Mayor declared the motion carried 5-0.

Bids, Contracts and Agreements:

Consider Bids for Stubby Park Storm Drain Replacement Project – Public Works Director Mike McDonald presented for approval the low bid from Linaweaver Construction for the Stubby Park Storm Drain Replacement Project for the base and alternate bid in the amount of \$540,435.00. Bids were opened on November 27, 2019 and were as follows:

<u>Company</u>	<u>Location</u>	<u>Base Bid</u>	<u>Alternate Bid</u>	<u>Total Bid</u>
Linaweaver Construction	Lansing KS	\$405,235.00	\$135,200.00	\$540,435.00
Kansas Heavy Construction	Tonganoxie KS	\$588,718.75	\$198,950.00	\$787,668.75
Engineer's Base Bid Estimate:		\$472,495.00		

Commissioner Preisinger moved to approve the low base bid received from Linaweaver Construction for the base and alternate bid in an amount not to exceed \$540,435.00 for the Stubby Park Storm Drain Replacement Project. Commissioner Leonhard seconded the motion and the motion was unanimously approved. The Mayor declared the motion carried 5-0.

Consider Contract with O’Neill Events & Marketing for 2020 City Event – Assistant City Manager Taylour Tedder presented for consideration the comprehensive management contract with O’Neill Events and Marketing for the 2020 city event “Camp Leavenworth”. The contract totals \$61,292.00.

Commissioner Bauder moved to approve the comprehensive management contract with O'Neill Events and Marketing for the 2020 Camp Leavenworth Festival in the amount of \$61,292.00. Commissioner Preisinger seconded the motion and the motion was unanimously approved. The Mayor declared the motion carried 5-0.

CONSENT AGENDA:

Commissioner Bauder moved to approve claims for November 23, 2019 through December 6, 2019, in the amount of \$1,311,307.05; Net amount for Longevity Pay effective November 29, 2019 in the amount of \$48,676.87; and Payroll #25 effective December 6, 2019, in the amount of \$338,719.61; (No Police & Fire Pension). Commissioner Preisinger seconded the motion and the motion was unanimously approved. The Mayor declared the motion carried 5-0.

Other:

City Manager Kramer:

- Two recent tragedies in the country in the cities of Houston TX and Fayetteville AR resulting in police fatalities. Sending out thoughts to those cities and the families of the officers
- In cooperation with Lansing, the Parks and Recreation Departments will offer a 5 & 6 grade basketball program combining the two cities

Commissioner Preisinger:

- Commented on Thornton Street; sections opened look very nice

Mayor Griswold:

- Asked about the County-wide 1 cent sales tax renewal and the work on Eisenhower Road that a portion of the tax was to be used for
 - Ms. Kaaz, County Commissioner was in the audience and reported that the utility agreements have been signed and work will start in 2020

Adjournment:

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

Time Meeting Adjourned 8:00 p.m.

Minutes taken by City Clerk Carla K. Williamson, CMC