



CALL TO ORDER - The Governing Body met in regular session and the following commission members were present: Mayor Mark Preisinger, Mayor Pro-Tem Jermaine Wilson, Commissioners Nancy Bauder, Larry Dedeke and Myron J. (Mike) Griswold.

Others present: City Manager Paul Kramer, Assistant City Manager Taylour Tedder, Public Works Director Mike McDonald, Deputy Public Works Director Mike Hooper, Human Resources Director Lona Lanter, Human Resources Specialist Michelle Meinert, Police Chief Pat Kitchens, Finance Director Ruby Maline, Deputy Finance Director Brandon Mills, Fire Chief Gary Birch, Public Information Officer Melissa Bower, City Attorney David E. Waters, Deputy City Clerk Cary L. Collins and City Clerk Carla K. Williamson.

Mayor Mark Preisinger opened the meeting with the pledge of allegiance followed by silent meditation.

Presentations:

New Employee Welcome: The following new employees were welcomed:

- Daniel Grijalva-Police Officer
- Txujci (Sam) Xiong – IT Specialist I (not present)
- Andrew Rosenstangle-Park Technician (not present)
- Ryan Whimley-Streets Equipment Operator I (not present)
- Jonathan Oney-WPC Operator I (not present)
- Brandon Mills-Deputy Finance Director
- Garrett Nilges-Park Technician (not present)
- Linda Meister-Housing Custodian
- Timothy Warner II-Solid Waste Collector

Employee Service Awards: The following employees were recognized for milestones in their career with the City of Leavenworth:

Ten Year Awards

- Russell Baker – Fire Driver/Operator (not present)
- Shana Baragary - Telecommunications Specialist
- Manuel Carrera – WPC Lab Technician (not present)
- David Griffith – GIS Coordinator (not present)
- Mike Hooper – Deputy Director Public Works
- Leona Housell - Evidence Custodian/Crime Analyst
- John Logan Jr. – Solid Waste Equipment Operator II (not present)
- Melvin Sewell III – Solid Waste Equipment Operator I (not present)

15 Years of Service:

- Jeremy Bennets – Fire Driver/Operator (not present)
- Michael Copeland – WPC Operator II (not present)
- Danielle Herring – Police Sergeant
- Linda Hoppe – Records Supervisor
- James Magee – Firefighter (not present)

20 Years of Service:

- Robert Gilbert – Solid Waste Equipment Operator II (not present)
- Stephen Herring – Police Sergeant (not present)
- Brandon Pettis – Fire Captain (not present)
- Kathy Rodgers – Zoning & Code Administrator (not present)
- David Sommerla – Parks Foreman (not present)

30 Years of Service:

- Curtis Marks Sr. – Operations Superintendent (not present)
- Michael McDonald – Public Works Director

35 Years of Service:

- Chris Kear – Police Lieutenant

OLD BUSINESS:

Consideration of Previous Meeting Minutes:

Commissioner Bauder moved to approve the minutes from the November 13, 2018 regular meeting and November 15, 2018 special meeting. Commissioner Wilson seconded the motion and was unanimously approved. The Mayor declared the motion carried 5-0.

Second Consideration Ordinances:

Second Consideration Ordinance No. 8090 Rezoning Lot A West Glen Preliminary Plat – City Manager Paul Kramer stated there have been no changes since placed on first consideration at the November 13, 2018 meeting.

Mayor Preisinger called the roll and Ordinance No. 8090 was unanimously approved 5-0.

NEW BUSINESS:

Citizen Participation: none

General Items:

Request Waiver for a Transient Merchant Permit for Military Collectors Show at the Riverfront Community Center (RFCC) – City Clerk Carla Williamson presented for consideration a request from Edward Trevor Brown to hold a Military Collector's Show at the RFCC on February 16, 2019. The

Code of Ordinances prohibits transient merchants licenses from being issued for use in or on city owned property but does allow for a waiver to be granted by the Governing Body.

Commissioner Griswold moved to grant a waiver to allow the issuance of a Transient Merchants Permit for use of the Community Center for the Military Collectors Show on February 16, 2019. Commissioner Wilson seconded the motion and was unanimously approved. The Mayor then declared the motion carried 5-0.

2018 Cereal Malt Beverage (CMB) License for Minit Mart, 3122 S 4th Street – City Clerk Carla Williamson presented for consideration an off premise Cereal Malt Beverage License for Minit Mart located at 3122 S 4th Street. The location currently has a CMB license however a change in ownership required a new CMB to be issued.

Commissioner Bauder moved to approve the 2018 off premise Cereal Malt Beverage license for Minit Mart LLC at 3122 S 4th Street. Commissioner Griswold seconded the motion and was unanimously approved. The Mayor then declared the motion carried 5-0.

Cancellation of Outstanding Checks Prior to 2017 – Finance Director Ruby Maline presented for consideration the cancellation of 21 outstanding checks totaling \$1,790.95. A list of the checks has been published in the newspaper. If a check is presented for payment after cancellation the City will honor the obligation and issue a new check.

Issue Date	Check #	Payee	Amount
02/05/16	93677	PR Derrick I Singletary	8.44
12/01/15	290008553	AP Yvette Green	133.00
12/16/15	290008866	AP KVC	234.00
01/25/16	290009397	AP Kyle Scouten	85.00
02/01/16	290009523	AP Ashley Hayes	32.00
02/01/16	290009613	AP Krystle Caylor	65.00
02/03/16	290009691	AP Freedom's Frontier National Heritage Area	11.00
03/31/16	290010500	AP Herschel D Lincoln	25.00
04/22/16	290010839	AP Kristina Russell	5.00
05/27/16	290011432	AP Janice Favero	300.00
05/27/16	290011434	AP Knights of Columbus	29.05
06/24/16	290011888	AP Kayla Moritz	45.00
07/01/16	290012026	AP Daniel Northern	13.00
07/01/16	290012123	AP Ariel A Cammock	99.00
07/01/16	290012187	AP Bison Property Management	234.00
08/05/16	290012710	AP Danny Hadley	117.00
08/05/16	290012717	AP Diana L Willbanks	12.00
08/26/16	290012999	AP Mary Ann Carrel	177.68
09/01/16	290013185	AP Megan Young	15.78
10/21/16	290013852	AP Christ New Movement	50.00
11/04/16	290014114	AP New Beginnings Fellowship	100.00
Total checks to be cancelled			1,790.95

Commissioner Griswold moved to approve the cancellation of checks prior to 2017 as presented. Commissioner Wilson seconded the motion and was unanimously approved. The Mayor then declared the motion carried 5-0.

Approval of the 2019-2023 Capital Improvement Program (CIP) – City Manager Paul Kramer presented for approval the 2019-2023 CIP. The CIP was reviewed at the November 6, 2018 and November 20, 2018 Study Sessions. Changes were made as requested by the City Commission.

Commissioner Bauder moved to approve the 2019-2023 Capital Improvement Program. Commissioner Dedeker seconded the motion and was unanimously approved. The Mayor then declared the motion carried 5-0.

Resolution:

Resolution B-2210 Approving KDHE Loan to Leavenworth Waterworks – City Manager Paul Kramer presented for consideration a Resolution requested by Leavenworth Waterworks. Joel Mahnken, General Manager of Leavenworth Waterworks discussed the need for the Resolution to proceed with their Kansas Public Water Supply Loan Fund (KPWSLF) loan to finance the Horizontal Collector Well project. The Leavenworth Waterworks Board applied to Kansas Department of Health and Environment (KDHE) for a loan in an aggregate amount of \$6,900,000 to finance the project. The process requires that the City, as “owner” of the System approve the action by the Waterworks Board. No City funds are being pledged or committed and the loan is the sole responsibility of Leavenworth Waterworks.

Commissioner Bauder moved to approve Resolution B-2210. Commissioner Wilson seconded the motion and was unanimously approved. The Mayor then declared the motion carried 5-0.

Bids, Contracts and Agreements:

Supplemental Agreement No 1 to K-7 Corridor Memorandum of Understanding with Kansas Department of Transportation – Public Works Director Mike McDonald presented for consideration a supplemental agreement to the K-7 MOU with KDOT. KDOT has requested that cities and counties that want to continue to discuss and attempt to manage the future of K-7 reapprove the MOU with this supplemental agreement.

Commissioner Bauder moved to approve Supplemental Agreement No. 1 for the K-7 MOU. Commissioner Wilson seconded the motion and was unanimously approved. The Mayor then declared the motion carried 5-0.

First Consideration Ordinances:

First Consideration Ordinance Amending Sec 54-134 Food Service School – City Clerk Carla Williamson presented for first consideration an ordinance to amend Sec. 54-134 of the City Code of Ordinances. The amendment would eliminate the monthly food handler class that is conducted by the City Health Officer the first Wednesday of each month at Fire Station No. 1. Over the past couple years the number of participants that attend the in-class school has dropped drastically as most take the on-line versions conducted by a third-party provider. The City will still offer these classes on a case by case basis for special circumstances.

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

First Consideration Ordinance Amending Chapter 26 Article III Massage Therapy - City Clerk Carla Williamson presented for first consideration an ordinance amending Chapter 26, Article III, Massage Therapy. The City Commission reviewed changes at the October 2, 2018 Study Session, October 23, 2018 Regular Meeting and the November 14, 2018 Study Session. Members from massage therapy establishments and massage therapist within the city attended the meetings and provided input. The amendments discussed have been incorporated into the ordinance before the Commission for first consideration.

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

CONSENT AGENDA:

Commissioner Griswold moved to approve Claims for November 10, 2018 through November 23, 2018 in the amount of \$258,094.12; Net amount for Payroll #24 effective November 23, 2018 in the amount of \$350,078.50; (Including Police & Fire Pension of \$11, 572.36). Commissioner Wilson seconded the motion and was unanimously approved. The Mayor declared the motion carried 5-0.

Other:

Adjourn:

Commissioner Dedeke moved to adjourn the meeting. Commissioner Griswold seconded the motion and was unanimously approved. The Mayor declared the motion carried and the meeting adjourned.

Time Meeting Adjourned 7:45 p.m.

Minutes taken by City Clerk Carla K. Williamson, CMC