



**CALL TO ORDER** - The Governing Body met for a regular meeting and the following commission members were present in the commission chambers: Mayor Myron J. (Mike) Griswold. The following commission members attended via teleconference: Mayor Pro-Tem Nancy Bauder, Commissioners Camalla Leonhard and Jermaine Wilson. Not in attendance: Commissioner Mark Preisinger

**Others present in the commission chambers:** City Manager Paul Kramer, Assistant City Manager Tylour Tedder and City Clerk Carla K. Williamson.

**Other members participating via teleconference:** Public Works Director Mike McDonald, Chief Building Inspector Harold Burdette, Planning and Community Development Director Julie Hurley, Police Chief Pat Kitchens, Finance Director Ruby Maline, and City Attorney David E. Waters.

Mayor Griswold called the meeting to order.

Mayor Griswold read the following notice:

*Due to the restriction of social distancing to mitigate the spread of COVID-19, the City Commission meeting will not be open to the public. In accordance with Kansas Open Meetings Act (KOMA), the meeting can be viewed live on Channel 2 and via Facebook Live. Questions on agenda items will be read during discussion on that topic. Submit your question to [cwilliamson@firstcity.org](mailto:cwilliamson@firstcity.org) no later than 6:00 pm on May 12. Members of the public wishing to receive agenda notifications can contact the city clerk [cwilliamson@firstcity.org](mailto:cwilliamson@firstcity.org) to be added to the agenda email distribution list. Agendas are available for viewing on the city website [www.leavenworthks.org](http://www.leavenworthks.org)*

Mayor Griswold asked everyone to stand for the pledge of allegiance followed by silent meditation.

**PROCLAMATIONS:**

The following proclamations were read by the Mayor.

National Poppy Day  
Historic Preservation Month  
National Police Week May 10-16  
National Public Works Week May 17-23

**OLD BUSINESS:**

**Consideration of Previous Meeting Minutes:**

Commissioner Wilson moved to approve the minutes from the April 28, 2020 regular meeting and the May 5, 2020 special meeting. Commissioner Leonhard seconded the motion and the motion was unanimously approved. The Mayor declared the motion carried 4-0.

## **NEW BUSINESS:**

**Public Comment:** *emails received by the public for public comment on non-agenda items will be read at this time.* None received.

## **Public Hearing:**

**Public Hearing for Unsafe Structure 1109 Spruce Street** – This item was rescheduled from the March 24, 2020 and then the April 14, 2020 regular meetings to determine holding public hearings during the COVID-19 shutdown.

### **Open Public Hearing:**

Commissioner Bauder moved to open the public hearing. Commissioner Wilson seconded the motion and the motion was unanimously approved. The Mayor declared the motion carried 4-0.

### **Staff and Public Comments:**

*(Any citizen wishing to make comments were provided a call in number provided in the agenda packet)*

### **Public Works Director Mike McDonald:**

- The house was damaged by fire on October 25, 2019
- Since the fire the house was purchased by Baker Homes LLC
- Staff recommends giving the owner 90 days to complete the repairs to the point that the exterior repairs are completed and the interior has been inspected

### **Keith Baker – Owner:**

- Has gutted the interior and getting ready for repair
- Waiting on workers to do electrical, plumbing and other interior work

### **Close Public Hearing:**

Commissioner Bauder moved to close the public hearing. Commissioner Wilson seconded the motion and the motion was unanimously approved. The Mayor declared the motion carried 4-0.

### **Consider Resolution B-2248:**

Commissioner Bauder moved to approve Resolution B-2248 giving 90 days to complete repairs. Commissioner Leonhard seconded the motion and the motion was unanimously approved. The Mayor declared the motion carried 4-0.

## **General Items:**

**Acceptance of Dedicated Land for Public Use – Crown Estates 4<sup>th</sup> Plat** - Planning & Community Development Director Julie Hurley presented for consideration the acceptance of dedicated land for public purposes of the final plat, Crown Estates 4th Plat. The plat was reviewed and approved unanimously by the Planning Commission at their May 4, 2020 meeting.

Commissioner Leonhard moved to accept the dedication of land for public purposes as part of the final plat. Commissioner Wilson seconded the motion and the motion was unanimously approved. The Mayor declared the motion carried 4-0.

**Mayor’s Appointments:**

Mayor Griswold moved to re-appoint to the Board of Zoning Appeals Ron Bates Jr. to a term ending May 1, 2023 and appoint to the Library Board Carol Perry to a term ending April 30, 2023. Commissioner Leonhard seconded the motion and the motion was unanimously approved. The Mayor declared the motion carried 4-0.

**Thornton Street Project Update** – Public Works Director Mike Hooper reviewed Phase 2 of the Thornton Street project.

- Kissick Construction awarded the bid on July 23, 2019
- Construction began October 14, 2019
- Intersection of 5<sup>th</sup> Avenue and Thornton opened to the public on December 9, 2019
- Work began between 5<sup>th</sup> Street and 4<sup>th</sup> Avenue on December 10, 2019
- Initial left of base asphalt installed April 28, 2020
- Concrete curbing began April 29, 2020 and completed on May 2, 2020
- Second lift of asphalt installed May 7, 2020; final lift will be placed near the conclusion of the project
- Traffic signal installation at 2<sup>nd</sup> Avenue anticipated to start May 21, 2020
- Current plan is to open 2<sup>nd</sup> Avenue/Thornton intersection to traffic on May 26 with 4-way stop in place during signal installation
- Crossroad storm box and associated storm piping near Service Center will start the week of May 26, 2020
- Work is scheduled to be completed mid-October 2020

Informational presentation only, no action required by the commission.

**Resolution:**

**Resolution B-2249 Authorizing the Sale of 2020-A Bonds and A2020 Temporary Notes** – City Clerk Carla Williamson reviewed the resolution authorizing and providing for the public sale of General Obligation Refunding and Improvement Bonds Series 2020-A and Temporary Notes Series A2020 and setting the date and time of the sale as Tuesday, June 9, 2020 at 10:00 a.m. C.D.T.

Commissioner Wilson moved to adopt Resolution B-2249 authorizing and providing for the public sale of General Obligation Refunding and Improvements Bonds, Series 2020-A and Temporary Notes Series A2020 and setting forth the details of the sale. Commissioner Bauder seconded the motion and the motion was unanimously approved. The Mayor declared the motion carried 4-0.

**Bids, Contracts and Agreements:**

**Consider Bids for Trash Bags** – Public Works Director Mike McDonald presented for consideration the bids for the plastic trash bags. Of the bids received only Jadcore met all qualifications. Staff recommends

approval of the bid by Jadcore, Inc. for 23,000 rolls of bags at a total cost of \$115,000.00. Bids were as follows:

<b>Vendor</b>	<b>Per Bag Bid</b>	<b>Per Roll Bid</b>	<b>Qualified Bid</b>
DynaPak	0.143	7.15	N
WasteZero	0.101	5.05	N
Jadcore	0.10	5.00	Y
Interboro	0.1296	6.48	N
Central Poly	0.0982	4.91	N

Commission Leonhard moved to approve the qualified bid by Jadcore Inc. for 23,000 rolls of bags at a total cost of \$115,000.00. Commissioner Wilson seconded the motion and the motion was unanimously approved. The Mayor declared the motion carried 4-0.

**First Consideration Ordinance:**

**First Consideration Ordinance Amending Chapter 44 One-way and No Parking 21<sup>st</sup> Street, Choctaw to Shawnee** – Police Chief Pat Kitchens presented for consideration an ordinance to amend Sections 44-29 and 44-87 of the Municipal Code of Ordinances. The amendments will change those sections to make the traffic flow one-way traveling north on 21<sup>st</sup> Street from Choctaw to Shawnee and restrict parking to the west side of 21<sup>st</sup> Street between Choctaw and Shawnee. The matter was reviewed and unanimously approved by the Traffic Safety Committee at the April 2020 meeting. Postcards were mailed to area residents announcing the potential change, the date of tonight’s meeting and provided instruction on responding to the matter.

City Clerk read one email response from Donna Gillett. The email will be added to the record.

Commissioners Bauder and Leonhard addressed the no parking on 21<sup>st</sup> Street, east side, north of the intersection with Choctaw. There are no parking signs and people continue to park in that area. Would like to see the signs removed to allow parking.

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

**CONSENT AGENDA:**

Commissioner Leonhard moved to approve claims for April 25, 2020 through May 8, 2020 in the amount of \$1,197,290.54; Net amount for Payroll #10 effective May 8, 2020 in the amount of \$316,499.87 (No Police & Fire Pension). Commissioner Wilson seconded the motion and the motion was unanimously approved. The Mayor declared the motion carried 4-0.

**Other:**

**City Manager Paul Kramer:**

- Starting Monday the brush site and recycle center will go back to regular hours

- The rest of the opening will depend on the Governor's order

**Mayor Griswold:**

- Discussed percentages of citizens that have completed the Census

**Adjournment:**

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

Time Meeting Adjourned 8:10 p.m.

Minutes taken by City Clerk Carla K. Williamson, CMC