



**CALL TO ORDER** - The Governing Body met for a regular meeting and the following commission members were present in the commission chambers: Mayor Camalla Leonhard, Mayor Pro-Tem Jermaine Wilson, Commissioners Nancy Bauder, Edd Hingula and Griff Martin.

**Staff members present:** City Manager Paul Kramer, Assistant City Manager Penny Holler, Finance Director Ruby Maline, Deputy Finance Director Roberta Beier, Parks and Recreation Director Steve Grant, Parks and Recreation Superintendent Brian Bailey, Public Works Director Brian Faust, Project Manager Michael Stephan, Planning and Community Development Director Julie Hurley, Ben Struby attended for City Attorney David E. Waters, and City Clerk Sarah Bodensteiner.

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

**OLD BUSINESS:**

**Consideration of Previous Meeting Minutes:**

Commissioner Hingula moved to accept the minutes from the February 8, 2022 regular meeting. Commissioner Wilson seconded the motion and the motion was unanimously approved. Mayor Leonhard declared the motion carried 5-0.

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

None

**General Items:**

**Acceptance of Land for Public Purposes (2<sup>nd</sup> Avenue Estates Final Plat)** – Planning and Community Development Director Julie Hurley introduced the request to accept the land for public purposes for the 2<sup>nd</sup> Avenue Estates Final Plat. The property was rezoned to a PUD in 2003 to accommodate the development of age-restricted townhomes. The Planning Commission considered this item at their February 7, 2022 meeting and voted unanimously to approve the plat. The plat is before the Commission for the purpose of accepting the dedication of land for public purposes in the form of public utility easements and right-of-way.

Commissioner Hingula:

- Asked for clarification of the location of the development on 2<sup>nd</sup> Avenue

Ms. Hurley:

- Directly north of the Evergy building

Commissioner Bauder moved to accept the dedication of land for public purposes for the 2<sup>nd</sup> Avenue Estates Final Plat. Commissioner Wilson seconded the motion and the motion was unanimously approved. Mayor Leonhard declared the motion carried 5-0.

**Consider Parking Lot Repair Location for 2022 & 2023 Pavement Management Program** – City Manager Paul Kramer introduced the item. A few years ago the City began identifying City Parking lots to repair with the annual pavement management program. The Commission has the ability to choose 2 parking lots this evening, one for 2022 and the other to be repaired in 2023. The following parking lots were identified as options for repair: 100 N. 5<sup>th</sup> Street, 100 Delaware Street, 201 Cherokee, and 417 Spruce Street.

Commissioner Bauder:

- Is the adjacent parking lot the City's or does it belong to Mutual Savings
- Do you have any comments on which is the most dire
- Could you redesign the lot on Delaware when it's on the list to be done to fix the layout
- Would like to see the City Hall parking lot done in 2022

Public Works Director Brian Faust:

- City Hall parking lot is the worst, the one across from the Community Center would be the least dire
- The library lot could definitely use some work

Mayor Leonhard:

- Would like to see the library parking lot done this year and City Hall next year

Commissioner Martin moved to include the parking lot at the Library for the 2022 Pavement Management Program and the parking lot at City Hall for the 2023 Pavement Management Program. Commissioner Wilson seconded the motion and the motion was unanimously approved. Mayor Leonhard declared the motion carried 5-0.

### **Resolutions:**

**Resolution B-2308 Annual Report for Stormwater 2021** – Public Works Director Brian Faust presented for adoption the annual Kansas Department of Health and Environment (KDHE) report for 2021 Stormwater activities.

Mayor Leonhard:

- Asked about the email that was submitted

Mr. Faust:

- That area was looked at last year and is included as part of the pavement management for 2022, so it should be addressed.

Commissioner Wilson moved to adopt Resolution B-2308 approving the annual KDHE report for 2021 Stormwater activities. Commissioner Martin seconded the motion and the motion was unanimously approved. Mayor Leonhard declared the motion carried 5-0.

### **Bids, Contracts and Agreements:**

**Consider Mow Bids for Parks Department** – Parks and Recreation Superintendent Brian Bailey presented for approval the bids for the mowing of various parks and other City owned properties. The Parks Department utilizes contractual mowing to assist with the mowing responsibilities. Many of the areas

utilized by the contract are small city owned properties such as intersections and right-of-ways as well as various parks. The previous contractor, Superior Lawn chose not to extend the contract for a second season so a bid package was developed and advertised.

Mr. Kramer:

- The winning bid in 2018 was very low and based on the company not wanting to renew, it was evident even they bid it too low
- The city had based its budget on the previous contract numbers, which would explain the budget difference, but those will be corrected during the next budget cycle
- Contractors handle about 75 acres, while staff covers 175 acres

Commissioner Bauder:

- 26 cycles is an estimate correct

Mr. Kramer:

- 26 cycles is the maximum amount of mowing in a season

Commissioner Bauder moved to accept the low bid of Supreme Green Landworks, LLC in an amount not to exceed \$95,810.00 per season for the next three (3) seasons. Commissioner Wilson seconded the motion and the motion was unanimously approved. Mayor Leonhard declared the motion carried 5-0.

**Consider Bids for Riverfront Community Center Cooling Tower Replacement** – Parks and Recreation Director Steve Grant presented for approval the bids for the replacement of cooling towers at the Riverfront Community Center. Units were installed in 2001, in 2009 some upgrades to piping, speed drives, fan motors and pulley kits were done. There have been substantial rusting on the units thus resulting in the development of a bid.

Commissioner Bauder:

- Engineer estimate was pretty high

Mr. Grant:

- Tried to estimate the unknown with inflation costs and with the HVAC Bid from City Hall that came in really high, so it was truly an estimate
- Really benefited from the competitive bid process

Commissioner Wilson moved to accept the bid from Helm Group, Inc., in an amount not to exceed \$128,670.00 for the Riverfront Community Center Cooling Tower Replacement. Commissioner Martin seconded the motion and the motion was unanimously approved. Mayor Leonhard declared the motion carried 5-0.

**Consider Bids for Cody Park Stream Improvements City Project 2021-972** – Public Works Director Brian Faust presented for approval the bids for the Cody Park Stream Improvements. During inspection at the park, staff found that a concrete encased sanitary sewer line had been exposed due to erosion of the stream bank. Additional investigation showed the stream bank was eroding fairly close to the shelter house.

Project Manager Michael Stephan:

- The process will stabilize the sewer line and stabilize the creek bank
- Also will address erosion around walking bridge
- Project should be done within 30 days

Commissioner Martin moved to accept the low bid received from Linaweaver Construction in an amount not to exceed \$65,450.00 for the Cody Park Stream Improvements. Commissioner Wilson seconded the motion and the motion was unanimously approved. Mayor Leonhard declared the motion carried 5-0.

**First Consideration of General Obligation Bond Ordinance** – City Manager Paul Kramer presented for consensus to place on first consideration an ordinance authorizing the issuance of \$1,450,000.00 aggregate principal amount of General Obligation Bonds, Series 2022-A. The Bond and Note sale will be on Tuesday, March 8, 2022 and results will be presented to the Commission with final numbers and request for approval of the ordinance on second consideration.

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

**Consent Agenda:**

Commissioner Martin moved to approve claims for February 5, 2022, through February 18, 2022, in the amount of \$174,699.48; Net amount for Payroll #03 effective February 11, 2022 in the amount of \$329,720.57 (No Police and Fire Pension). Commissioner Wilson seconded the motion and the motion was unanimously approved. Mayor Leonhard declared the motion carried 5-0.

**Other:**

City Manager Paul Kramer:

- Gave an update on the snow removal efforts due to the most recent snow event
- Advised that the Solid Waste Citizen Task Force Application will be going out this week

Commissioner Hingula:

- Disappointed bids were not awarded to local business, but not sure if it is a direct result of inflation

Commissioner Wilson:

- Wanted to honor and recognize youth in our community
- Gave a shout out to the 2-time national champs the Raiders

Mayor Leonhard:

- Read a brief article about the 1<sup>st</sup> African American Mayor of Leavenworth, Mr. Benjamin Day

Commissioner Bauder:

- Received questions about buses and why they are not in the area yet
- They are still awaiting chips and are delayed because of it
- Would like an advisory committee regarding the roll-out and goals of the transit system
- Thanked those who appointed her to serve on the KCATA Board

Commissioner Martin:

- Advised everyone to stay warm

**Adjournment:**

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

Time Meeting Adjourned 6:37 p.m.

Minutes taken by City Clerk Sarah Bodensteiner, CMC