



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 and Edd Hingula. Not present: Commissioner Griff Martin.

Staff members present: City Manager Paul Kramer, Assistant City Manager Penny Holler, Finance Director Roberta Beier, Police Chief Patrick Kitchens, Public Works Director Brian Faust, Deputy Public Works Director Earl Wilkinson, Operations Superintendent Derek Burleson, Street Foreman Becky Beaver, 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.

PROCLAMATIONS:

Historic Preservation Month – Mayor Leonhard read the proclamation proclaiming May as Historic Preservation Month. The proclamation was accepted by Richard Gibson and Ed Otto.

Leavenworth Public Works Week – Mayor Leonhard read the proclamation proclaiming May 15-21, 2022 as Leavenworth Public Works Week. The proclamation was accepted by Public Works Director Brian Faust and Operations Superintendent Derek Burleson.

National Police Week – Mayor Leonhard read the proclamation proclaiming May 15-21, 2022 as National Police Week. The proclamation was accepted by Police Chief Patrick Kitchens.

OLD BUSINESS:

Consideration of Previous Meeting Minutes:

Commissioner Bauder moved to accept the minutes from the April 26, 2022 regular meeting. Commissioner Hingula seconded the motion and the motion was unanimously approved. Mayor Leonhard declared the motion carried 4-0.

Second Consideration Ordinance:

Second Consideration Ordinance No. 8186 Rezoning 604 Pottawatomie from Neighborhood Business District to Light Industrial District – City Manager Paul Kramer reviewed the Ordinance. There have been no changes since first introduced at the April 26, 2022 meeting.

Attorney Waters:

- Mentioned that at the first reading of the ordinance, the staff report and governing body discussion recalled the Golden Factors for making a determination for a rezoning. It was reiterated that the decision this evening on the rezone is based on those Golden Factors

Mayor Leonhard called the roll and Ordinance No. 8186 was unanimously approved.

Public Comment: *(Public comment on non-agenda items or receipt of petitions- limited to 2-3 minutes)*
None

General Items:

Mayor's Appointment

Mayor Leonhard moved to reappoint to the Board of Zoning Appeals Mike Bogner to a term ending May 1, 2025. Commissioner Hingula seconded the motion and the motion was unanimously approved. Mayor Leonhard declared the motion carried 4-0.

Establish the Leavenworth Transit Advisory Committee – City Manager Paul Kramer presented for consideration the term length and membership of the temporary Leavenworth Transit Advisory Committee. The LTAC will operate on an initial two-year term and the seven member voting body will be comprised of: 1 member associated with the Leavenworth Guidance Center, 1 member associated with the United Way of Leavenworth County, 1 member associated with Welcome Central or the Interfaith Community Shelter of Hope, 1 member associated with either Kansas City Kansas Community College or University of Saint Mary, and 3 members at-large.

Commissioner Wilson:

- Asked about the current status of the vehicles

Mr. Kramer:

- Advised that they are in process, but we'll communicate as soon as we know a delivery timeframe

Commissioner Bauder moved to approve creation of the Leavenworth Transit Advisory Committee. Commissioner Wilson seconded the motion and the motion was unanimously approved. Mayor Leonhard declared the motion carried 4-0.

Resolutions:

Resolution B-2313 Approving a Loan from Kansas Public Water Supply Loan Fund for Leavenworth Waterworks – City Manager Paul Kramer introduced the item for consideration. The process requires that the City as the “owner” of the system approve the action requested by the Waterworks Board. Joel Mahnken General Manager of Leavenworth Waterworks was invited to discuss the project with the Commission.

Mr. Mahken:

- Project is to install an additional water storage tank
- Risk and resiliency study identified this as an item to provide backup to current system
- Revenue from utility will go to repay the loan

Commissioner Hingula:

- Asked if rates will go up to help repay the loan and if they will reduce after repayment

Mr. Mahnken:

- Rates may marginally increase, but inflation is a bigger concern
- It's a 20 year loan, so rate reduction may be a possibility after 20 years

Commissioner Wilson moved to approve Resolution B-2313 approving a loan from the Kansas Public Water Supply Loan Fund for Leavenworth Waterworks. Commissioner Hingula seconded the motion and the motion was unanimously approved. Mayor Leonhard declared the motion carried 4-0.

Bids, Contracts and Agreements:

Consider Bids Received for the Trash Bag Contract – Public Works Director Brian Faust presented for consideration bids received for the purchase of plastic trash bags for Fall 2022/Spring 2023. The Solid Waste Division purchases 1,150,000 plastic refuse bags each year for distribution to refuse customers in the spring and fall. Bags are also provided for Spring Clean-Up, new customers, sold in the City Clerk's office and at the MSC and for other departmental use. An average number of rolls used per year is 22,500. The project was advertised on the city's website and 10 manufacturers were notified of the bid by email. Bids were received on April 22nd. One qualified bid was submitted by Central Poly Bag Company. The budgeted amount for 2022 is \$130,000. The cost for 2022 nearly doubled from last year's amount from the same supplier. The number of bags and number of rolls did not change. The city would need to pull \$157,000 from reserves to fund the full purchase of trash bags. In discussion with Central Poly, some of the reasons listed for the increase were related to staffing shortages and an increase in the petroleum-based resin prices. Reviewed options for the Commission to consider:

- Reject the bid, knowing the City does not have enough trash bags on hand to complete the fall delivery
- Accept the bid for the full amount of \$287,000
- Award the bid for ½ the rolls to ensure fall delivery could be completed.

Mr. Kramer:

- Commissioner Martin asked about purchasing an even smaller amount and make them available on a first come first serve basis

Mayor Leonhard and Commissioner Bauder raised concerns about residents who are unable to go out to get bags on a first come first serve basis

Commissioner Hingula:

- Asked how quickly do we need to made decision
- Should we wait until the solid waste task force makes a recommendation

Mr. Kramer:

- A decision is needed soon, as the company has already advised that their prices have risen by 5% but they would honor the pricing they gave the City
- The solid waste task force recommendation is related to future solid waste services and they don't plan to present their recommendation to the Commission until August

There was support to move forward with the option to purchase ½ the bags to ensure the fall delivery could be completed and to consider a rebid in January 2023

Commissioner Wilson moved to award a contract to Central Poly Bag Company in the amount of \$143,500. This would be for the purchase of ½ the rolls (11,500 rolls). Per Central Poly, they would hold the bid price for ½ the rolls and this would provide enough for fall delivery. Commissioner Bauder seconded the motion and the motion was unanimously approved. Mayor Leonhard declared the motion carried 4-0.

Consider Award for Rebid of the 741 Pottawatomie Drainage Project – Public Works Director Brian Faust presented for consideration possible contract award for the rebid of 741 Pottawatomie Drainage Project. The area around 741 Pottawatomie experiences significant flooding during moderate to heavy rain events and has been labeled as Orange Fence Project No. 4. The current system of enclosed piping, open ditches and area inlets has degraded to a point where the carrying capacity of the system is not sufficient for the volume of water. As a result, water ponds in the side yard and can get very deep. The City hired Wilson & Company to design improvements at this location.

Commissioner Wilson moved to accept the bid received from Kissick Construction in an amount not to exceed \$499,665.00 for the rebid of the 741 Pottawatomie Drainage Project. Commissioner Wilson seconded the motion and the motion was unanimously approved. Mayor Leonhard declared the motion carried 4-0.

Consent Agenda:

Commissioner Wilson moved to approve claims for April 23, 2022 through May 6, 2022, in the amount of \$1,212,972.72; Net amount for Payroll #09 effective May 6, 2022 in the amount of \$325,306.11 (No Police and Fire Pension). Commissioner Hingula seconded the motion and the motion was unanimously approved. Mayor Leonhard declared the motion carried 4-0.

Other:

City Manager Paul Kramer:

- Baseball and softball started this week; numbers are up from pre-COVID year, about 320 participants
- Provided a splash pad at Hawthorne park update: Sewer line is installed, grading and filling of uneven areas has been done, features should be installed shortly, hoping for early June opening
- Wollman pool update: fully staffed for life guards, vending machines will be present due to a shortage in seasonal positions

Commissioner Wilson:

- Recognized the two high school students in attendance this evening

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 6:33 p.m.

Minutes taken by City Clerk Sarah Bodensteiner, CMC