



CITY OF LEAVENWORTH
100 N. 5th Street
Leavenworth, Kansas 66048

City Commission Regular Meeting
Commission Chambers
Tuesday, July 26, 2022 6:00 p.m.

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 (via telephone call-in).

Staff members present: City Manager Paul Kramer, Assistant City Manager Penny Holler, Finance Director Roberta Beier, Public Works Director Brian Faust, 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.

PROCLAMATION:

Leavenworth Farmers Market Week August 7-13 – Mayor Leonhard read the proclamation proclaiming August 7-13, 2022 as Leavenworth Farmers Market Week. The proclamation was accepted by Austin Reynolds.

OLD BUSINESS:

Consideration of Previous Meeting Minutes:

Commissioner Wilson moved to accept the minutes from the July 12, 2022 regular meeting. Commissioner Hingula 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:

Mayors Appointments – Mayor Leonhard moved to appoint to the Temporary Leavenworth Transit Advisory Committee Sister Diane Steele, Myranda Agnew, Bill Greenberg, and Keith Rickard to terms ending July 30, 2024. Commissioner Bauder seconded the motion and the motion was unanimously approved. Mayor Leonhard declared the motion carried 5-0.

2023 Budget – Salary Presentation – Finance Director Roberta Beier provided the informational salary overview to the City Commission. During the 2023 Budget Study Session on July 15, 2022, Commissioner Martin requested additional information regarding salaries presented in the 2023 Operating Budget. Staff has prepared a three-year salary overview which compares and explains variances between 2021 actual salaries, 2022 budgeted salaries, and 2023 budgeted salaries. The majority of 2021 Actual to 2022 Adopted Budget increases were caused by: filling vacancies, 2.75% mid-year cost of living adjustment, and implementation of Phase 4&5 of the Salary Study. The majority of 2022 Adopted Budget to 2023 Proposed Budget increases were caused by: adding 2 Full Time positions, 5% mid-year cost of living adjustment, 2022

mid-year increase in the Police Department starting salaries and existing officer pay, and January 1, 2023 implementation of the Fire Department Market Competitive Pay Program.

Commissioners shared their thanks to Ms. Beier for her work and providing the in-depth analysis

Commissioner Hingula:

- Asked if the information will be shared with the public

Ms. Beier:

- Yes, the information will be included as part of the budget information on the website and has been supplied to the City Clerk to post on the website as well

Commissioner Bauder:

- Read an excerpt from Rep. Pat Proctor's newsletter regarding the City of Leavenworth's budget and provided the following comments:
 - If the presented budget is passed, the mill levy will be lowered
 - Commissioners work hard, and the budget hearing is the most important thing we do each year
 - Not sure why Commissioner Martin didn't ask his questions during the 7 hour budget meetings
 - As the City gets more money through taxes, the City has the ability to lower the mill levy and is proposing to do just that
 - Tired of political posturing and attacking comments on Commissioners and City staff

Commissioner Hingula:

- I received 2 emails and invited them to the meeting and to speak if they wanted to, he does not see them here this evening

Commissioner Martin:

- Claims reviewed each week are not addressing all the numbers from a yearlong standpoint
- Citizens are tired of seeing property taxes increase
- Disappointed in fellow Commissioners that deeper questions were not asked
- Need to do everything we can to eliminate a tax burden if possible
- Talked with City Manager on how things might be done for the 2024 budget process

Commissioner Hingula:

- In a previous job we did things called needs/wants analysis
- Too late to do that this year probably

Commissioner Bauder:

- We already asked that question of staff when they prepared their budgets and we asked those questions during the budget meeting

Mayor Leonhard:

- I have mentioned before that staff are frugal, so I feel that they already did do a need/wants analysis in their budgets and what they are asking for are truly needs

Commissioner Wilson:

- Thanked staff for working hard on this budget, it's important to continue to serve and be a unified commission to serve the community effectively
- We did ask questions throughout the day during the budget meeting
- Department heads were very detailed in their reports
- We may not have asked the questions Commissioner Martin wanted asked, but I feel that we did ask questions
- Commissioner Martin asked a question about salaries and that is why we have this presentation this evening
- Disagrees with Commissioner Martin's statements that the Commission didn't do enough and didn't ask questions
- I feel that we did a good job with the budget and getting the questions answered that were asked
- We are proposing a mill levy reduction and freezing sewer and trash rates

No action was taken by the City Commission.

Update: Federal Aid Safety Program Intersection – 10th and Limit Street – Public Works Director Brian Faust provided an informational update on the Federal Aid Safety Program submittal for the 10th and Limit Street Intersection for Federal Fiscal Years 2025 and 2026. In December of 2021, the City was notified of a grant opportunity for intersection improvements that would improve safety of high-crash locations. The Police Department provided a list of high-crash intersections and based on this information, the City worked with Merge Midwest Engineering to evaluate options for safety improvements at the intersection of 10th and Limit Street. The City just received an offer letter from KDOT stating that we are eligible for up to \$1,000,000 in funding to help cover the cost of these improvements. This is a 90/10 grant that covers the construction and the construction engineering associated with the project. The City will need to pay 10% of the construction/construction engineering costs and 100% for the design, right-of-way acquisition, utility relocations, as well as any construction costs that exceed the \$1,000,000. Intersection improvements may include: left turn flashing yellow signals with reflective sheeting to signal back plates, complete replacement of existing signals (including poles and mast arms), modification to signal timing and addition of a southbound dedicated right turn lane.

No action was taken by the City Commission.

Bids, Contracts and Agreements:

Consider Award of Bid for 2022 Sanitary Sewer I&I Project – Public Works Director Brian Faust presented for consideration approval of the low bid received from Westland Construction, Inc. for the construction of the 2022 Sanitary Sewer I&I Project. This work is part of the overall plan to reduce inflow and infiltration into the sanitary sewer system as well as to repair defective sewers at selected locations. This project follows the recommendations of the Sanitary Sewer Inflow and Infiltration Reduction Plan prepared by GBA in 2012. This project is also consistent with the recent discussions with KDHE and EPA regarding sanitary sewer system maintenance. The Sanitary Sewer I&I work plan calls for continuation of similar work in the Three-Mile Creek drainage basin for the foreseeable future. With the arrival of COVID in early 2020, the I&I projects were placed on hold in both 2020 and 2021. In 2022, the City is picking up where we left off and continuing to work on sewer lines in the sub-basin bound on the north by Metropolitan, south by Seneca, east by 5th Street, and west by Broadway. The project will start in early fall and will take approximately 90 days to complete with inspection work being performed with City forces.

Chuck Brewer with Westland Construction, Inc.:

- Not our first job in Leavenworth and we've done I&I projects before
- Excited to get started

Commissioner Bauder moved to approve the low base bid received from Westland Construction, Inc. in an amount not to exceed \$749,101.00 for the 2022 Sanitary Sewer I&I Project. Commissioner Wilson seconded the motion and the motion was unanimously approved. Mayor Leonhard declared the motion carried 5-0.

Consent Agenda:

Commissioner Martin moved to approve claims for July 9, 2022 through July 22, 2022, in the amount of \$616,679.38; Net amount for Payroll #14 effective July 15, 2022 in the amount of \$392,509.35 (Includes Police & Fire Pension in the amount of \$9,888.71). Commissioner Wilson seconded the motion and the motion was unanimously approved. Mayor Leonhard declared the motion carried 5-0.

Other:

Commissioner Hingula:

- Go out and vote on August 2
- Went out and saw the splash pad under construction, it's going to be huge

Mayor Pro-Tem Wilson:

- Let your voices be heard and vote, God bless

Executive Session – Attorney Client Privilege - Mayor Leonhard moved to recess into executive session for a period of 25 minutes for the purpose of discussing a real property matter with the City Attorney, under the justification for consultation with an attorney for the public body or agency which would be deemed privileged in the attorney-client relationship K.S.A. 75-4319(b)2. The City Commission, City Manager and City Attorney will be present. The open meeting will resume in the City Commission Chambers at 7:10 p.m. Commissioner Bauder seconded the motion and the motion was unanimously approved. Mayor Leonhard declared the motion carried 5-0.

The Leavenworth City Commission returned to open session at 7:10 p.m. Commissioner Martin did not return to open session.

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 7:11 p.m.

Minutes taken by City Clerk Sarah Bodensteiner, CMC