



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

City Commission Regular Meeting
Commission Chambers
Tuesday, February 28, 2023 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 Jermaine Wilson, Mayor Pro-Tem Griff Martin, Commissioners Nancy Bauder, Edd Hingula and Camalla Leonhard.

Staff members present: City Manager Paul Kramer, Assistant City Manager Penny Holler, Public Works Director Brian Faust, Planning & Community Development Director Julie Hurley, City Attorney David E. Waters and City Clerk Sarah Bodensteiner.

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

OLD BUSINESS:

Consideration of Previous Meeting Minutes:

Commissioner Hingula moved to approve the minutes from the February 14, 2023 regular meeting. Commissioner Martin seconded the motion and the motion was unanimously approved. Mayor Wilson declared the motion carried 5-0.

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

Gail Kempter 906 9th Ave:

- Asked several questions regarding the changes to the refuse service regarding the trash bins

Mr. Kramer:

- Trash carts are optional
- People can continue to choose to use bags

City Public Information Officer Melissa Bower:

- Announced that volunteers are needed for the Leavenworth City Cleanup on April 22, 2023
- Volunteers will receive a t-shirt and a pool pass

General Items:

Mayor's Appointments:

Mayor Wilson moved to appoint to the 1st Judicial Juvenile Corrections Advisory Board Vicky Kaaz to an unexpired term ending February 14, 2024; appoint to the Leavenworth County Port Authority Dave Schroeder to a term ending March 25, 2027; and appoint to the Convention & Tourism Committee Jewell West III to an unexpired term ending January 31, 2025. Commissioner Bauder seconded the motion and the motion was unanimously approved. Mayor Wilson declared the motion carried 5-0.

Consider Cereal Malt Beverage License for Shop Smart #2, 700 Eisenhower Road – City Clerk Sarah Bodensteiner presented for consideration a request for an off premise Cereal Malt Beverage License for

Shop Smart #2 located at 700 Eisenhower Road. The request has been reviewed and approved by the Police Department.

Commissioner Bauder moved to approve the issuance of a 2023 off premise Cereal Malt Beverage License for Shop Smart #2 at 700 Eisenhower Road. Commissioner Leonhard seconded the motion and the motion was unanimously approved. Mayor Wilson declared the motion carried 5-0.

Resolutions:

Resolution B-2328 Annual Report for Stormwater 2022 – Public Works Director Brian Faust presented for adoption the annual Kansas Department of Health and Environment (KDHE) report for 2022 stormwater activities. The City is required to submit an annual report to KDHE for stormwater activities for the year. The report summarizes actions the City has taken the previous year to protect and enhance stormwater quality.

Commissioner Martin moved to adopt Resolution B-2328 approving the annual KDHE report for 2022 Stormwater activities. Commissioner Bauder seconded the motion and the motion was unanimously approved. Mayor Wilson declared the motion carried 5-0.

Bids, Contracts and Agreements:

Consider Bids for Property Maintenance Services – Planning & Community Development Director Julie Hurley presented for consideration the bids for the services to mow and maintain City owned properties in addition to the Code Enforcement mowing and corrective actions for properties with maintenance violations. Contracts will be issued for a period of two years with the option to renew for an additional two years. Bids were opened on February 21, 2023 and staff recommends awarding the contracts as follows:

Perpetual Lawn Care

<u>Cluster</u>	<u>Contractor</u>	<u>Price per Mowing</u>	<u>Not to Exceed</u>
1	Ground FX Lawn and Landscape	\$1,595.00	\$22,330.00
2	Wilkins Lawn Care	\$950.00	\$13,300.00
3	Mairs Lawn & Landscape LLC	\$375.00	\$5,250.00
4	Ground FX Lawn and Landscape	\$389.00	\$5,446.00
5	Ground FX Lawn and Landscape	\$335.00	\$4,690.00

Property Maintenance

<u>Contractor</u>	<u>Cost per sqft</u>
Affordable Lawn & Cemetery Care LLC	\$0.02

Mayor Wilson:

- Good to see the prices went down from last year

Mr. Kramer:

- We are happy with the bids that we received

Commissioner Bauder moved to approve the bids for property maintenance services for perpetual lawn care clusters 1, 4, and 5 to Ground FX Lawn and Landscape in an amount not to exceed \$32,466.00, for perpetual lawn care cluster 2 to Wilkens Lawn Care in an amount not to exceed \$13,300.00, perpetual lawn care cluster 3 to Mairs Lawn & Landscape LLC in an amount not to exceed \$5,250.00, and for Code Enforcement Property Maintenance to Affordable Lawn & Cemetery Care LLC at a cost of \$0.02 per sqft. Commissioner Martin seconded the motion and was unanimously approved. Mayor Wilson declared the motion carried 5-0.

Consider Award of Design Services Contract for Sanitary Sewer Flow Monitoring & Analysis Project – Public Works Director Brian Faust presented for consideration award of the Design Services Contract for the 2023 Sanitary Sewer Flow Monitoring & Analysis Project. The City of Leavenworth has been concerned with the amount of Inflow and Infiltration (I&I) that enters the wastewater system and I&I reduction was identified as an important issue in recent master plans. Flow monitoring was performed in 2012 to identify locations in need of repair or replacement. It is now time to re-evaluate this portion of the watershed to see if what we have been doing has made an impact in the amount of I&I entering our system. The project will use temporary flow monitors for 90 days with the option to extend another 30 days if the rainfall during the initial 90 days is small. The report will summarize the data collected, the flow parameters analyzed, the areas where excessive I&I is occurring, compare the infiltration and inflow reduction of the basin per foot versus estimated costs to fix the basin. The cost will be funded with Sanitary Sewer I&I Funds set aside for this type of work in a not-to-exceed amount of \$ 86,096.00. The City has been using GBA for professional services related to our Sanitary Sewer Projects for the past several years. They also completed Flow Monitoring in 2012 and have significant experience with this type of work in Kansas.

Commissioner Martin:

- Asked how much has been spent over the last 10 years

Mr. Faust:

- In 2022 we awarded contracts for a little over \$800,000 to address some repairs and fixes

Mr. Kramer:

- Often the fixes are for 100 year old lines that require total replacement

Commissioner Martin moved to award the design services contract for the Sanitary Sewer Flow Monitoring & Analysis Project to George Butler & Associates, Inc., in an amount not to exceed \$86,096.00. Commissioner Bauder seconded the motion and the motion was unanimously approved. Mayor Wilson declared the motion carried 5-0.

Consent Agenda:

Commissioner Leonhard moved to approve claims for February 11, 2023, through February 24, 2023, in the amount of \$1,033,114.50; net amount for Payroll #04 effective February 24, 2023, in the amount of \$372,487.10 (Includes Police & Fire Pension in the amount of \$10,383.15). Commissioner Bauder seconded the motion and the motion was unanimously approved. Mayor Wilson declared the motion carried 5-0.

Other:

City Manager Paul Kramer:

- Successfully filled all slots for 3-Mile Creek cleanup
- City began advertising for life guards for the summer
- Addressed some taste and smell issues in the water due to recent rainfall
- Thanked outgoing Leavenworth County Port Authority member Rick Schneider, for his service on the board

Commissioner Hingula:

- Saw the current production from River City Community Players *Curtains*
- Highly recommend seeing it

Commissioner Martin:

- Encourage everyone to use our trail system, it's a great system

Commissioner Bauder:

- Mentioned the Legislature trying to make local elections partisan which directly impacts our community, as it would eliminate Federal employees from participating
- Glad the measure didn't pass

Mayor Wilson:

- Important to remain non-partisan for our local government
- Like to find individuals to serve the community as a whole and not just a party

Executive Session – Attorney Client Privilege – Commissioner Hingula 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 6:55 p.m. Commissioner Bauder seconded the motion and the motion was unanimously approved. Mayor Wilson declared the motion carried 5-0.

The Leavenworth City Commission returned to open session at 6:55 p.m.

Adjournment:

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

Time Meeting Adjourned 6:56 p.m.

Minutes taken by City Clerk Sarah Bodensteiner, CMC