



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

City Commission Regular Meeting
Commission Chambers
Tuesday, March 14, 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 and Edd Hingula. Absent: Commissioner Camalla Leonhard.

Staff members present: City Manager Paul Kramer, Assistant City Manager Penny Holler, Planning & Community Development Director Julie Hurley, Deputy Public Works Director Earl Wilkinson, Chief Building Inspector Harold Burdette, 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 28, 2023 regular meeting. Commissioner Martin seconded the motion and the motion was unanimously approved. Mayor Wilson declared the motion carried 4-0.

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

General Items:

Consider Updates to the City Fee Schedule – City Manager Paul Kramer explained that the City Fee Schedule will need to be updated to incorporate the Grease Discharge Permit and late fee based on City Commission approval of Grease Trap/Interceptor Regulations passed on December 13, 2022. The following updates were presented:

- Add fees for Grease Discharge Permit of \$25.00
- Add late fee for Grease Discharge Permit of \$25.00 for payments received after April 30th and every month a Grease Discharge Permit is not current

Commissioner Bauder moved to approve the amendments to the City Fee Schedule as presented to be effective March 15, 2023. Commissioner Martin seconded the motion and the motion was unanimously approved. Mayor Wilson declared the motion carried 4-0.

Resolutions:

Resolution B-2329 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. Mahnken:

- Project is to install an additional water storage tank
- Originally financed the project for \$5,800,000 but the cost increased significantly to \$7,000,000 requiring a new loan
- Revenue from the utility will go to repay the loan

Commissioner Martin:

- Asked what were the main reasons for the cost increase

Mr. Mahnken:

- 9% inflation last year and 6% this year caused the increase

Commissioner Martin moved to approve Resolution B-2329 approving a loan from the Kansas Public Water Supply Loan Fund for Leavenworth Waterworks. Commissioner Bauder seconded the motion and the motion was unanimously approved. Mayor Wilson declared the motion carried 4-0.

Bids, Contracts and Agreements:

Consider Approval of Scope & Fee for Services for the Wilson Avenue Project– City Manager Paul Kramer introduced this item for consideration. This project was identified during ARPA discussions to improve commercial and industrial access on Wilson Avenue with a wider roadway that includes more pavement properly designed for the heavier loads. This will better accommodate supply and delivery trucks as they access companies along this section of Wilson Avenue. Mr. Kramer invited Randy Reinhardt, CEO and David Funk, COO from Zephyr Products to speak.

Mr. Reinhardt:

- Looking to double the capacity for their business
- Addressed current issues of Wilson Avenue
- Appreciative of the City considering making the roadway better and safer

Mayor Wilson:

- Asked about wrecks on the roadway

Mr. Reinhardt:

- Accidents have occurred that end up blocking the roadway

Mr. Funk:

- Mentioned a few instances where trucks have been stuck in the ditch

Deputy Public Works Director Earl Wilkinson presented the following to the Commission:

- Stormwater will be improved
- Thickness of roadway will be considered
- Width of the street will be considered
- A sidewalk will be added on 1 side of the roadway
- Reviewed the two scope options

Mr. Kramer:

- The design portion of the project can be funded with ARPA dollars

Commissioner Bauder moved to approve the selected scope and fee choice with Wilson & Company for the Wilson Avenue Project, and the Mayor be authorized to execute a contract in an amount not to exceed \$114,000.00. Commissioner Martin seconded the motion and the motion was unanimously approved. Mayor Wilson declared the motion carried 4-0.

Leavenworth Land Bank:

Commissioner Hingula moved to recess as the Leavenworth City Commission and convene as the Leavenworth Land Bank Board of Trustees. Commissioner Bauder seconded the motion and the motion was unanimously approved. Mayor Wilson declared the motion carried 4-0.

Conveyance of Property to Leavenworth Land Bank 310-312 Delaware Street – City Manager Paul Kramer introduced this item for consideration. This property was formerly used as the Youth Achievement Center. This piece of property was part of an agreement between the City and the Youth Achievement Board about 25 years ago when the City provided some funding for that. The Youth Achievement Center has ceased operations and the Youth Achievement Board has signed over a Deed to give the property to the Leavenworth Land Bank. Planning & Community Development Director Julie Hurley advised the Youth Achievement Center is conveying the property at 310-312 Delaware Street to the Leavenworth Land Bank as it is the best place to place properties that the City is taking ownership of for tax purposes. The intent is to figure out what to do with the property, similar to how the 600 Cherokee property was handled.

Commissioner Hingula moved to accept the conveyance of property to the Leavenworth Land Bank 310-312 Delaware Street. Commissioner Bauder seconded the motion and the motion was unanimously approved. Mayor Wilson declared the motion carried 4-0.

Mr. Kramer:

- Advised staff will go in to assess the building and structural issues and provide a status report and discuss next steps after that

Commissioner Martin moved to adjourn as the Leavenworth Land Bank Board of Trustees and reconvene as the Leavenworth City Commission. Commissioner Bauder seconded the motion and the motion was unanimously approved. Mayor Wilson declared the motion carried 4-0.

Consent Agenda:

Commissioner Bauder moved to approve claims for February 25, 2023 through March 10, 2023, in the amount of \$2,683,805.75; net amount for Payroll #05 effective March 10, 2023, in the amount of \$359,872.01 (No Police & Fire Pension). Commissioner Martin seconded the motion and the motion was unanimously approved. Mayor Wilson declared the motion carried 4-0.

Other:

City Manager Paul Kramer:

- Reminder the study session next week will be two presentations on the proposals for Fire Station #3 and the Water Pollution Control administrative building

Commissioner Hingula:

- Reminded everyone to come out to the St. Patrick's Day Parade on Friday

Commissioner Martin:

- Have a good week

Commissioner Bauder:

- Parade starts at noon, hope everyone comes out

Mayor Wilson:

- God bless, be safe

Adjournment:

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

Time Meeting Adjourned 6:25 p.m.

Minutes taken by City Clerk Sarah Bodensteiner, CMC