



Welcome To Your City Commission Meeting - Please turn off or silence all cell phones during the commission meeting.
Meetings are televised everyday on Channel 2 at 7 p.m. and midnight

Call to Order – Pledge of Allegiance Followed by Silent Meditation

OLD BUSINESS:

Amended Agenda

- Revised Policy Report Item #4
- Removed Bids for Landfill Services for Dewatered Sludge

Consideration of Previous Meeting Minutes:

1. Minutes: December 4, 2018 Special Meeting, December 7, 2018 Special Meeting, December 11, 2018 Regular Meeting and December 18, 2018 Special Meeting **Action:** Motion (pg. 2)

Second Consideration Ordinance:

2. Second Consideration Ordinance 8094 Special Use Permit 2400 S 15th Street; Solar Collection System **Action:** Roll Call Vote (pg. 14)

NEW BUSINESS:

Nominations:

3. Nomination of the Governing Body (pg. 17)
 - a. Mayor – Term of January 8, 2019 – January 7, 2020 **Action:** Motion
 - b. Mayor Pro-Tem – Term of January 8, 2019 – January 7, 2020 **Action:** Motion
 - c. Financial Claims Reviewer – January 8, 2019 – January 7, 2020 **Action:** Motion

Citizen Participation: *(i.e. Items not listed on the agenda or receipt of petitions- Please state your name and address)*

Bids, Contract and Agreements:

4. Consider Bids for Purchase of Chemicals for Water Pollution Control **Action:** Motion (pg. 18)
5. Consider Purchase of Tandem Axle Dump Truck for Water Pollution Control **Action:** Motion (pg. 20)

Consent Agenda: Claims for December 7, 2018 through January 4, 2019 in the amount of \$3,020,367.33; Net amount for Payroll #26 effective December 20, 2018 in the amount of \$370,645.53 (Including Police & Fire Pension of \$11,572.36) and Net amount of Payroll #1 effective January 4, 2019 in the amount of \$335,422.41 (No Police & Fire Pension). **Action:** Motion

Other:

Adjourn **Action:** Motion



The City Commission met for a Special Meeting with the following members present: Mayor Mark Preisinger, Mayor Pro-Tem Jermaine Wilson, Commissioners Nancy Bauder, Larry Dedeke and Myron J. (Mike) Griswold

Others Present: City Manager Paul Kramer, Assistant City Manager Taylour Tedder, Finance Director Ruby Maline, Public Works Director Mike McDonald, Deputy Public Works Director Mike Hooper, Project Manager Mike Stephan, Public Information Officer Melissa Bower and City Clerk Carla K. Williamson.

The Governing Body signed the consent for the special meeting written waiver notice.

Mayor Preisinger called for a motion to open the special meeting.

Commissioner Griswold moved to open a Special Meeting. Commissioner Bauder seconded the motion and was unanimously approved. The Mayor declared the motion carried 5-0.

Executive Session:

Discuss economic development opportunities pursuant to discuss data relating to financial affairs or trade secrets of corporations, partnerships, trusts, and individual proprietorships exception per K.S.A. 75-4319 (b) (4).

Commissioner Bauder moved that the City Commission recess into executive session to discuss economic development opportunities pursuant to discuss data relating to financial affairs or trade secrets of corporations, partnerships, trusts, and individual proprietorships exception per K.S.A. 75-4319 (b) (4). The open meeting to resume in the City Commission Chambers at 8:35 by the clock in the City Commission Chambers. City Manager Paul Kramer and Assistant City Manager Taylor Tedder are requested to be present during the Executive Session. Commissioner Dedeke seconded the motion and was unanimously approved. The Mayor declared the motion carried 5-0.

The City Commission returned to open session at 8:35 p.m.

Mayor Preisinger moved to extend the executive session to 8:50. Commissioner Bauder seconded the motion and was approved 3-0 (Votes by Preisinger, Bauder and Wilson).

The City Commission returned to open session at 8:50 p.m. with no action taken.

Adjourn:

Commissioner Griswold moved to adjourn the meeting. Commissioner Dedeke seconded the motion and was unanimously approved. The Mayor Pro-Tem declared the motion carried and the meeting adjourned.

Meeting adjourned at 8:50 p.m.
Minutes taken by City Clerk Carla K. Williamson



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

City Commission Special Meeting
Commission Chambers
Friday, December 7, 2018 11:15 a.m.

CALL TO ORDER - The Governing Body met in Special Session and the following commission members were present: Mayor Mark Preisinger, Mayor Pro-Tem Jermaine Wilson and Larry Dedeke and Myron J. (Mike) Griswold. Not present: Commissioners Nancy Bauder.

The Governing Body signed the consent for the special meeting and proper notice was given.

Others present: City Manager Paul Kramer, Assistant City Manager Taylour Tedder, Public Information Officer Melissa Bower, and City Clerk Carla K. Williamson.

Mayor Preisinger called for a motion to open a Special Meeting.

Commissioner Dedeke moved to open a Special Meeting. Commissioner Griswold seconded the motion and was unanimously approved. The Mayor declared the motion carried 4-0 and the meeting opened.

Executive Session:

Discuss economic development opportunities pursuant to discuss data relating to financial affairs or trade secrets of corporations, partnerships, trusts, and individual proprietorships exception per K.S.A. 75-4319 (b) (4).

Mayor Preisinger moved to recess into executive session to discuss economic development opportunities per K.S.A. 75-4319 (b) (4) to discuss data relating to financial affairs or trade secrets of corporations, partnerships, trusts, and individual proprietorships. The open meeting to resume in the City Commission Chambers at 11:45 by the clock in the City Commission Chambers. City Manager Paul Kramer and Assistant City Manager Taylor Tedder are requested to be present during the Executive Session. Commissioner Griswold seconded the motion and was unanimously approved. The Mayor declared the motion carried 4-0.

Commission Nancy Bauder joined the executive session at 11:18 a.m.

The City Commission returned to open session at 11:45 a.m.

The City Commission returned to open session at 11:45 a.m. with no action taken.

Adjourn:

Commissioner Dedeke moved to adjourn the meeting. Commissioner Bauder seconded the motion and was unanimously approved. The Mayor declared the motion carried and the meeting adjourned.

Time Special Meeting Adjourned 11:45 a.m.

Minutes taken by City Clerk Carla K. Williamson, CMC



CALL TO ORDER - The Governing Body met in regular session and the following commission members were present: Mayor Mark Preisinger, Mayor Pro-Tem Jermaine Wilson, Commissioners Nancy Bauder, Larry Dedeke and Myron J. (Mike) Griswold.

Others present: City Manager Paul Kramer, Assistant City Manager Taylour Tedder, Deputy Public Works Director Mike Hooper, Finance Director Ruby Maline, Deputy Finance Director Brandon Mills, City Attorney David E. Waters, Andrea Cheatom, Planters II Manager and Deputy City Clerk Cary L. Collins.

Mayor Mark Preisinger opened the meeting with the pledge of allegiance followed by silent meditation.

Personnel Matters of Non-Elected Personnel K.S.A. 75-4319 (b) 1; Annual Performance Review of the City Manager – the Mayor stated that this item will not be addressed this evening and will be tabled until the December 18, 2018 Special Meeting.

OLD BUSINESS:

Consideration of Previous Meeting Minutes:

Commissioner Dedeke moved to approve the minutes from the November 27, 2018 regular meeting and December 4, 2018 special meeting. Commissioner Wilson seconded the motion and was unanimously approved. The Mayor declared the motion carried 5-0.

Second Consideration Ordinances:

Second Consideration Ordinance No. 8091 Sec. 541134 Food Service School– City Manager Paul Kramer stated there have been no changes since placed on first consideration at the November 27, 2018 meeting.

Mayor Preisinger called the roll and Ordinance No. 8091 was unanimously approved 5-0.

Second Consideration Ordinance No. 8092 Amending Chapter 26 Article III Massage - City Manager Paul Kramer stated there have been no changes since placed on first consideration at the November 27, 2018 meeting.

Mayor Preisinger called the roll and Ordinance No. 8092 was unanimously approved 5-0.

NEW BUSINESS:

Citizen Participation: none

General Items:

Public Hearing for Amending the 2018 Budget

Open Public Hearing:

Commissioner Bauder moved to open the public hearing. Commissioner Dedeke seconded the motion and was unanimously approved. The Mayor declared the motion carried 5-0.

Staff and Public Comments:

Finance Director Ruby Maline presented the proposed republication of the 2018 budget increasing the expenditure authority to accommodate unanticipated expenditure for the following funds according to K.S.A 79-2929 a. Municipalities are authorized to amend budgets to spend money not in the original budget as long as it does not require additional tax levies.

- Recreation Fund
- Home Depot TIF
- Probation Fund
- Business & Technology Park Fund

Summary of Amendments

Fund	2018 Adopted Budget			2018 Proposed Amended Expenditures
	Actual Tax Rate	Amount of Tax that was Levied	Expenditures	
Recreation Fund	1.822	377,498	1,617,744	1,705,694
Home Depot TIF			255,454	284,704
Probation			185,505	212,850
Business & Tech Park			0	497,043

Close Public Hearing:

Commissioner Dedeke moved to close the public hearing. Commissioner Bauder seconded the motion and was unanimously approved. The Mayor declared the motion carried 5-0.

Consider Amendments:

Commissioner Bauder moved to approve the amendment to the 2018 budget as presented. Commissioner Griswold seconded the motion and was unanimously approved. The Mayor declared the motion carried 5-0.

2019 Cereal Malt Beverage (CMB) Licenses – City Manager Paul Kramer presented for approval the following Cereal Malt Beverage Licenses effective January 1, 2019:

Establishment/Name	Address	Consumption
Abe's Place	5101 10 th Ave	ON

AZAD Inc dba 7-Eleven Store	701 Metropolitan Ave	OFF
Bill's Kitchen	700 Kiowa St	ON
Casey's Retail Store #1261	2004 Spruce St	OFF
Casey's Retail Store #2609	950 Eisenhower Rd	OFF
Casey's Retail Store #2826	2100 S 4 th St	OFF
Diamond Oil 2	1031 Metropolitan Ave	OFF
Dillon's #40	720 Eisenhower Rd	OFF
Eddie's Grocery	1101 Spruce St	ON
Four B dba Price Chopper	2107 S 4 th St	OFF
GOJRA LLC dba K7 Stop	300 N 4 th St	OFF
Hometown Store	111 N Broadway St	OFF
Little Bar	1431 10 th Ave	ON
Minit Mart LLC	3122 S 4 th St	OFF
Murphy's USA #7486	1050 Eisenhower Rd	OFF
Towne Pub Restaurant	1001 Ottawa St	ON
Walgreens #12923	2900 S 4 th St	OFF
Walmart Store #326	5000 10 th Ave	OFF
Woody's Food Mart	700 Eisenhower Rd	OFF

Commissioner Griswold moved to approve the 2019 Cereal Malt Beverage license as presented. Commissioner Wilson seconded the motion and was unanimously approved. The Mayor then declared the motion carried 5-0.

Motion to Cancel the December 25, 2018 Regular Meeting – City Manager Paul Kramer presented for consideration the cancellation of the December 25, 2018 Regular Meeting due to the Christmas holiday.

Commissioner Bauder moved to cancel the December 25, 2018 Regular Meeting. Commissioner Dedeke seconded the motion and was unanimously approved. The Mayor then declared the motion carried 5-0.

Resolution:

Resolution B-2211 Planters II Tenant Write-off Accounts – Planters II Manager Andrea Cheatom presented for adoption a resolution to remove six uncollectable accounts.

Commissioner Griswold moved to adopt Resolution B-2211, deleting uncollectable tenant accounts. Commissioner Dedeke seconded the motion and was unanimously approved. The Mayor declared the motion carried 5-0.

Resolution B-2212 Planters II Disposed Assets – Planters II Manager Andrea Cheatom presented for adoption a resolution to remove property from the assets inventory of the Leavenworth Housing Authority.

Commissioner Bauder moved to adopt Resolution B-2212 removing disposed property from the Leavenworth Housing Authority's inventory. Commissioner Griswold seconded the motion and was unanimously approved. The Mayor declared the motion carried 5-0.

Bids, Contracts and Agreements:

Consideration of a Sole Source Design Contract with Water Resources Solutions for 16th Terrace & Thornton Phase 2 Stormwater Project – Deputy Public Works Director Mike Hooper presented for consideration a sole source design contact with Water Resources Solutions in the amount of \$39,190.00.

Commissioner Griswold moved to approve the sole source design contract submitted by Water Resources Solutions, LLC for the 16th Terrace & Thornton Phase 2 Stormwater Project in the amount not to exceed \$39,190.00. Commissioner Wilson seconded the motion and was unanimously approved. The Mayor then declared the motion carried 5-0.

Consider Bids for Library Atrium Replacement Project – Deputy Public Works Director Mike Hooper presented for consideration the bids for the Library Atrium Replacement Project. The City Commission generally rejects the award of a project where bids are over the engineer’s estimate; however, there are funds available to complete the project using the bid submitted by Herner Construction Inc. in the amount of \$66,000.00. All bids were opened on December 5, 2018 and were as follows:



CITY OF LEAVENWORTH
Project No. 2014-770
Leavenworth Public Library Sunroom Renovation - Bid Results
Bid Date: 12/5/2018 Bid Time: 3:00P.M.

BASE BID			Engineer's Estimate		Herner Construction Inc.		Bruner Contracting Co. LLC		BKM Construction LLC	
Item	Description	Unit/Quantity	Unit Price	Extension	Unit Price	Extension	Unit Price	Extension	Unit Price	Extension
1	Library Sunroom Renovation	LS 1		\$46,500.00		\$66,000.00		\$73,000.00		\$96,378.00
TOTAL: BASE BID				\$46,500.00		\$66,000.00		\$73,000.00		\$96,378.00

Commissioner Bauder moved to approve the bid from Herner Construction for the Leavenworth Library Atrium Replacement Project in the amount not to exceed \$66,000.00. Commissioner Wilson seconded the motion and was unanimously approved. The Mayor then declared the motion carried 5-0.

Consider Bids for the Leavenworth Service Center Fuel Island Canopy Project – Deputy Public Works Director Mike Hooper presented for consideration the bids for the Leavenworth Service Center Fuel Canopy Project. The City Commission generally rejects the award of a project where bids are over the engineer’s estimate. Staff would recommend rejection of the bids. The bids were opened on December 5, 2018 and were as follows:



CITY OF LEAVENWORTH
Project No. 2015-833
MSC Fuel Island Canopy - Bid Results
Bid Date: 12/5/2018 Bid Time: 3:00P.M.

BASE BID			Engineer's Estimate		Herner Construction Inc.		Sanda Construction LLC		Gunter Construction Co.		BKM Construction LLC	
Item	Description	Unit/Quantity	Unit Price	Extension	Unit Price	Extension	Unit Price	Extension	Unit Price	Extension	Unit Price	Extension
1	Grind Piers	ES 4	\$2,418.75	\$9,675.00	\$2,250.00	\$9,000.00	\$3,458.00	\$13,836.00	\$4,244.50	\$16,978.00		
2	4 - Column Canopy, Gutter, and Downspouts	LS 1	\$87,889.00	\$87,889.00	\$87,889.00	\$87,889.00	\$90,900.00	\$90,900.00	\$114,249.00	\$114,249.00	\$123,708.00	\$123,708.00
3	8" Concrete Replacement	SV 160	\$142.16	\$22,745.60	\$22,228.00	\$22,228.00	\$85.60	\$13,696.00	\$100.00	\$16,000.00	\$128.00	\$21,000.00
TOTAL: BASE BID				\$110,429.60		\$100,900.00		\$112,680.00		\$144,085.00		\$162,286.00

Commissioner Bauder moved to reject all bids received for the project and have staff work with the designer to design a more cost-effective structure. Commissioner Dedeker seconded the motion and was unanimously approved. The Mayor then declared the motion carried 5-0.

First Consideration Ordinances:

First Consideration Ordinance Amending Appendix F Schedule of Fees – City Manager Paul Kramer presented for first consideration an ordinance to amend Appendix F, Schedule of Fees of the City's Code of Ordinances. There are three changes presented:

Chapter 26, Article III Massage Therapy

- Massage Therapy Establishment License (new) reduced from \$350.00 to \$300.00
- Massage Therapy Establishment License (renewal) reduced from \$175.00 to \$150.00
- Added language for exception for therapists who own and operate a licensed massage establishment

Chapter 54 Food

- Amended language to reflect change in food handler schools conducted by the City Health Officer
- Added online food handler class fee paid to online provider of \$20.00

Chapter 98 Solid Waste

- Added Plastic Refuse Bags \$7.00
 - Increase effective January 2019 – previously \$6.00

Public Comment:

Susan Pierce (local massage therapist)

Stated that she felt the license fees for massage establishment and massage employees were too high. She felt that the fees should be lower, massage employees should be \$35.00.

After discussion from the Commission it was decided that the fee could be discussed at the December 18, 2018 in detail when Carla Williamson, City Clerk was in attendance.

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

CONSENT AGENDA:

Commissioner Griswold moved to approve claims for November 24, 2018 through December 7, 2018 in the amount of \$2,021,992.50; net amount for Longevity Pay effective November 30, 2018 in the amount of \$46,948.99 and Pay #25 effective December 7, 2018 in the amount of \$350,436.50 (No Police & Fire Pension). Commissioner Wilson seconded the motion and was unanimously approved. The Mayor declared the motion carried 5-0.

Other:

Mayor Preisinger stated that in addition to the new City Manager's Executive Assistant being related to a former Leavenworth Mayor (Ben Day 1972-1975), the current City Attorney's great grandfather, Martin J. Eggert served as Mayor for the City of Leavenworth in the 1940's.

City Manager Paul Kramer gave an overview of the leaf removal program and explained weather delays causing this years operations to be problematic. He stated that the crews were currently

working in Grid 9 and then would move to Grid 10. It is taking three to four times the effort per hour due to ice buildup on the leaves.

Adjourn:

Commissioner Dedeke moved to adjourn the meeting. Commissioner Bauder seconded the motion and was unanimously approved. The Mayor declared the motion carried and the meeting adjourned.

Time Meeting Adjourned 7:46 p.m.

Minutes taken by Deputy City Clerk Cary Collins



CALL TO ORDER - The Governing Body met in Special Session and the following commission members were present: Mayor Mark Preisinger, Mayor Pro-Tem Jermaine Wilson, Commissioners Nancy Bauder, and Myron J. (Mike) Griswold. Absent: Commissioner Larry Dedeke.

The Governing Body signed the consent for the special meeting and proper notice was given.

Others present: City Manager Paul Kramer, Public Works Director Mike McDonald, HR Director Lona Lanter, Deputy Public Works Director Mike Hooper, Public Information Officer Melissa Bower, and Deputy City Clerk Cary Collins.

Mayor Preisinger called for a motion to open a Special Meeting.

Commissioner Bauder moved to open a Special Meeting. Commissioner Griswold seconded the motion and was unanimously approved. The Mayor declared the motion carried 4-0 and the meeting opened.

Second Consideration Ordinance No. 8093 Adopting Appendix F Schedule of Fees – City Manager Paul Kramer gave an overview of the fee structure and explained that every license has different requirements; therefore, there are different license fees required for different licenses. Mr. Kramer stated there have been no changes since placed on first consideration at the December 11, 2018 meeting.

Mayor Preisinger called the roll and Ordinance No. 8093 was unanimously approved 4-0.

Consider Renewal of 2019 City Commercial Insurance Package – City Manager Paul Kramer introduced Mike Reilly from Reilly and Sons to discuss the rate increase from \$383,693 in 2018 to \$425,145 in 2019.

Mr. Reilly explained that as you add vehicles throughout the year there is no charge until you renew.

City Manager Kramer stated that the value of the equipment and vehicles added to the policy in 2018 exceeded the current value of the equipment and vehicles that they replaced.

Mr. Reilly handed out a sheet titled “City of Leavenworth Summary of Losses 2013-2018”. Mr. Reilly gave an overview of the tables listed on the sheet:

- 3 year rate guarantee had some benchmarks
- Exposures cannot specifically change
- Cap of a loss ratio of 70%
- Large reserve placed on one claim; that kicked us out of rate guarantee program for 2019

Reviewed insurance renewal rate history, estimation of reserves, and summary of where we are at.

Commissioner Bauder asked if they could spread increase over three years and Reilly said they post it to the year.

Commissioner Bauder moved to approve the 2019 renewal of the OneBeacon commercial insurance package in the amount of \$425,145. Commissioner Wilson seconded the motion and was unanimously approved. The Mayor then declared the motion carried 4-0.

Consider Approval of 2019 Pavement Management Design Contract – Public Works Director Mike McDonald presented for consideration a design contract with Affinis Corporation for the 2019 Pavement Management Program in the amount of \$84,730.

Mr. McDonald introduced Kristin Leathers from Affinis and Mr. McDonald gave an overview of the 2019 Pavement Management Program.

Commissioner Griswold moved to approve the design services contract with Affinis Corporation in an amount not to exceed \$84,730 for the 2019 Pavement Management Program. Commissioner Wilson seconded the motion and was unanimously approved. The Mayor then declared the motion carried 4-0.

First Consideration Ordinance Special Use Permit at 2400 S 15th for Solar Panels – City Manager Paul Kramer presented for first consideration a request from Teddy Matlock for a Special Use Permit to allow a solar energy collection system with over 500 square feet of collection surface at his home located at 2400 S 15th St. On December 3, 2018 the Planning Commission held a Public Hearing and unanimously recommended approval.

There was a consensus by the City Commission to place on First Consideration.

Executive Session:

Discuss Personnel Matters of Nonelected Personnel per K.S.A. 75-4319 (b) 1; Annual Performance Review of the City Manager:

Mayor Preisinger moved that the City Commission recess into executive session to discuss the annual performance review of the City Manager pursuant to the nonelected personnel matter exception K.S.A. 75-4319 (b) 1. The open meeting to resume in the City Commission Chambers at 8:15 p.m. by the clock in the City Commission Chambers. Commissioner Bauder seconded the motion and was unanimously approved. The Mayor declared the motion carried 4-0.

Commissioners Bauder, Wilson, and Griswold returned to the open session at 8:14 p.m. Commissioner Bauder moved to extend the executive session until 8:24 p.m., Commissioner Wilson seconded and the motion carried 3-0.

Commissioner Bauder moved to approve a 2% salary increase effective December 18, 2018 for the City Manager, Paul Kramer. Commissioner Wilson seconded the motion was unanimously approved. The Mayor declared the motion carried 4-0.

Mayor Preisinger asked for comments from the Commission.

Commissioner Griswold stated that he wanted to mark the passing on December 15, 2018 of Herschel Chapman, COL, U. S. Army Retired. An Iowa native, West Point graduate, combat veteran of the Korean and Vietnam wars, and most significantly since 1980 a resident of Leavenworth and successful downtown

businessman who through his selfless and civic minded deeds over nearly four decades demonstrated his love for his adopted hometown.

Mayor Preisinger re-iterated how Hersh Chapman contributed to Leavenworth by operating Lavery's Jewelry downtown. Hersh Chapman also supported local sports, especially basketball, his granddaughter was a star basketball player.

ADJOURN:

Commissioner Griswold moved to adjourn the meeting. Commissioner Bauder seconded the motion and was unanimously approved. The Mayor declared the motion carried 4-0 and the meeting adjourned.


Time Special Meeting Adjourned 8:29 p.m.

Minutes taken by Deputy City Clerk Cary L. Collins

**POLICY REPORT
SECOND CONSIDERATION ORDINANCE 8094
ALLOWING A SPECIAL USE FOR A SOLAR COLLECTION SYSTEM AT 2400 S 15TH ST**

JANUARY 8, 2019

Prepared by:



Carla K. Williamson, CMC
City Clerk

Reviewed by:



Paul Kramer
City Manager

BACKGROUND:

At the December 18, 2018 City Commission special meeting the City Commission reviewed and placed on first consideration;

**AN ORDINANCE ALLOWING A SPECIAL USE FOR A SOLAR COLLECTION SYSTEM
TO BE LOCATED AT 2400 S 15TH IN THE CITY OF LEAVENWORTH, KANSAS.**

ACTION:

Ordinance No. 8094 is now presented for second consideration and requires a roll call vote.

ATTACHMENTS:

- Ordinance No. 8094

(Summary Published in the Leavenworth Times on January 11, 2019)

ORDINANCE NO. 8094

AN ORDINANCE ALLOWING A SPECIAL USE FOR A SOLAR COLLECTION SYSTEM TO BE LOCATED AT 2400 S. 15TH STREET IN THE CITY OF LEAVENWORTH, KANSAS.

WHEREAS, under the 2016 Development Regulations of the City of Leavenworth, Kansas, the Governing Body of the City of Leavenworth is given the power to locate special uses in each zoning district by ordinance within said City; and

WHEREAS, the City Planning Commission, after fully complying with the requirements of the Ordinances of the City of Leavenworth, Kansas, held a public hearing on the 3rd day of December, 2018 in the Commission Room, 1st Floor of City Hall, 100 N. 5th Street, Leavenworth, Kansas, the official date and time set as was published in the Leavenworth Times newspaper and mailed to all property owners within 200 feet of the said property on the 9th day of November 2018; and

WHEREAS, upon a motion made, duly seconded, and passed, the City Planning Commission adopted findings of fact and recommended approval of the request for a Solar Collection System at 2400 S 15th Street, Leavenworth, Kansas.

WHEREAS, upon a roll call vote duly passed, the Governing Body adopted the findings of fact and conclusions to allow special use for a Solar Collection System for the property described herein.

BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF LEAVENWORTH, KANSAS:

Section 1. That a special use permit be issued for a Solar Collection System on the following described property:

Lot 6 and 11 Block 2 SUNNY SLOPE SUBDIVISION being a replat of Blocks 4, 8, 9 and 16 and East half of Block 15 on Cleveland Park Subdivision City of Leavenworth Leavenworth County Kansas. More commonly referred to as 2400 S 15th St Leavenworth Kansas.

Section 2. That this special use permit is subject to the following:

- a) Comply with all applicable building and electrical codes contained in the city's adopted building code. The solar Collection system shall be maintained and in productive use or removed within 90 days of notice from the city that the system is not in compliance with city regulations

Section 3: That this Ordinance shall take effect and be in force from and after its passage by the Governing Body, and its publication once in the official City newspaper.

PASSED AND APPROVED by the Leavenworth City Commission of the City of Leavenworth, Kansas on this 8th day of January, 2019.

Mayor

{Seal}

ATTEST:

Carla K. Williamson, CMC, City Clerk

POLICY REPORT
MAYOR, MAYOR PRO-TEM AND FINANCIAL CLAIMS REVIEWER
NOMINATIONS

JANUARY 8, 2019

Prepared by:



Carla K. Williamson, CMC
City Clerk

Reviewed by:



Paul Kramer
City Manager


ACTION:

Nominations for Mayor, Mayor Pro-Tem and Financial Claims Reviewer:


1. Mayor – January 8, 2019 to January 7, 2020 **Action:** Motion
2. Mayor Pro-Tem – January 8, 2019 to January 7, 2020 **Action:** Motion
3. Financial Claims Reviewer – January 8, 2019 to January 7, 2020 **Action:** Motion

POLICY REPORT NO. 19-03
BID APPROVAL – WATER POLLUTION CONTROL DIVISION CHEMICALS
BID NO. 62WW-2018-15

January 8, 2019

Prepared by: 
Chuck Staples
WPC Superintendent

Reviewed by: 
Paul Kramer
City Manager


Michael G. McDonald, P.E.
Public Works Director

ISSUE:

Consider approval of bids for the purchase of chemicals used in the operation and maintenance of the Wastewater Treatment Plant.

BACKGROUND:

These chemicals are used for a variety of processes in the treatment of wastewater. A summary of the uses are shown below.

- Hydrogen Peroxide is injected into the raw sludge line before the belt press to control the release of hydrogen sulfide gas in the press room.
- Sodium Hypochlorite and Sodium Hydroxide are used in the wet air scrubber to control odors from the dewatering operation.
- Ferrous Chloride is added to the influent to control odors from the plant processes.
- Polymer is a coagulating agent used in the sludge dewatering process.

STAFF RECOMMENDATION:

Staff recommends approval by the City Commission of the low bids that meet the specifications for the following chemicals as shown not to exceed \$55,000.

<u>Chemical</u>	<u>Cost for 2019</u>	<u>Price Paid in 2018</u>	<u>Vendors for 2019</u>
Ferrous Chloride	\$ 0.89/lb. Fe	\$0.92/lb. Fe	OFS
Hydrogen Peroxide	\$ 0.31 /lb.	\$0.325/lb.	Brenntag Mid-South
Sodium Hypochlorite	\$ 0.252/lb	\$0.225/lb.	Univar USA
Sodium Hydroxide	\$ 0.25 /lb	\$0.22 4/lb.	Univar USA
Polymer	\$ 1.79/lb	\$1.489/lb.	Atlantic Coast Polymers

OPTIONS/ALTERNATIVES: The City Commission can accept any or all of the low bids as recommended by the City Staff, or can ask the Staff to re-bid any or all of these.

ATTACHMENT:

Bidder spreadsheet

City of Leavenworth Bid Tabulation

Project or Purchase: Chemical Bid 62WW-2018-15
Bid Opening Date: January 3, 2019
Bid Opening Time: 10:00 AM


Bidder	Address (City/State)	Sodium Hypochlorite	Sodium Hydroxide	Hydrogen Peroxide	Ferrous Chloride	Polymer
NALCO	Naperville, IL					Acrylamide \$2.75 lb/ \$30,250
Atlantic Coast Polymers	Austin, TX					ACP-300 \$1.79 lb/ \$19,690
Fort Bend Services	Stafford, TX					FBS 480 \$2.45 lb/ \$26,950.00
PVS Technologies	Detroit, MI				\$1.21lbs/ \$32,670	
UNIVAR	Kent, WA	\$145.80 Per Drum \$40.00 Deposit for drum	\$292.04 Per Drum \$40.00 Deposit for drum		\$5,170.00	
Brenntag Mid-South, INC	Kansas City, Mo	112.75 Per drum/ \$338.25Total	135.36 Per drum/ 270.72Total	161.60 Per drum/ total	\$3716.80	
OFSA	Oklahoma, OK				\$0.89lbs/ \$24,030,	

All bids are subject to review and approval by City Staff and/or the City Commission




**POLICY REPORT NO. 19-02
BID APPROVAL – WATER POLLUTION CONTROL DIVISION
2020 TANDEM AXLE DUMP TRUCK**

January 8, 2019

Prepared by: 
Chuck Staples
WPC Superintendent

Reviewed by: 
Paul Kramer
City Manager


Michael G. McDonald, P.E.
Public Works Director

ISSUE:

Consider approval for the purchase of a second Tandem Axle dump truck with 201 stainless steel dump body and hydraulics for snow plow. This project was approved as a 2019 Capital Improvements Project. Freightliner is a member of the National Joint Powers Alliance (NJPA) – now Sourcewell.

BACKGROUND:

The City of Leavenworth currently owns two 2005 Sterling Tandem Axle dump trucks with snowplows for the WPC to use to haul sludge and augment streets in severe snow. The first replacement dump truck approved by the City Commission in 2018 should be delivered in the spring of 2019. This purchase is to replace the second 2005 Sterling dump truck. These trucks have over 200,000 miles. The dump trucks haul dewatered sludge to the landfill four times a week each. A round trip takes two hours and 15 minutes and a total of 59 miles. Repair costs in 2017 were \$6,241.67 for truck 3364 and \$16,375.97 for truck 3366.

Bids received:

Vehicle	Amount
2020 FREIGHTLINER 108SD	\$125,390.

Capital Improvements Estimate: \$120,000.

WPC discussed the equipment they offered and the equipment needed to build this truck with Freightliner. The truck will come with a Henderson 201 Stainless steel bed and existing plow will be reused. Both dealers are in Kansas City.

Establishes and provides nationally-leveraged and competitively-solicited purchasing contracts under the guidance of uniform Municipal Contracts Law (M.S. 471.345 subdivision 15).

Contracts are awarded at the manufacturer level and sales are made through local dealerships by receiving national volume pricing

STAFF RECOMMENDATION:

The Staff recommends the City Commission approve the low bid from Kansas City Freightliner Sales for the 2020 Freightliner 108SD Dump Truck at a cost of \$125,390 through Sourcewell.

OPTIONS/ALTERNATIVES: The City Commission can accept the low bid as recommended by City Staff, or can ask the staff to re-bid.