

City Council Minutes – Regular Meeting – Monday, December 17, 2018

The Bonner Springs City Council met in regular session at 7:30 p.m. on Monday, December 17, 2018.

Governing Body Present: Mayor Jeff Harrington; Councilmembers: Mark Kipp, Mike Thompson, Jordan Mackey, Dani Gurley, Chris Wood, Rodger Shannon, Bob Reeves and Tom Stephens

City Staff Present: Sean Pederson, City Manager; Amber McCullough, Community and Economic Development Director; Chris Brake, City Clerk; Tillie LaPlante

The Mayor led the Pledge of Allegiance to the Flag of the United States of America, and asked Dr. LeAnne DeTar-Newbert, Bonner Springs First Christian Church, to lead the invocation.

Item No. 1 - Citizen Concerns About Items Not on Today's Agenda – None Presented.

Item No. 2 - CONSENT AGENDA

The Mayor read the Consent Agenda Items and asked the staff, audience or City Council if they wished to remove an item for separate consideration. No items were removed.

a. – Minutes of the November 26, 2018, City Council Meeting – Presented for approval.

b. – Claims for City Operations for December 17, 2018 - Presented for approval were supplement claims in the amount of \$56,662.95 and regular claims in the amount of \$459,481.38.

c. - Public Housing Authority Claims for December 17, 2018 – Presented for approval were regular claims in the amount of \$2,528.51.

d.– Authorize the City Manager to Sign Claims for Year End 2018 – Staff recommended the City Council authorize the City Manager to approve claims for year-end 2018 and provide a separate 2018 Year-End Claims Register with the January 14, 2019 City Claims item for that agenda.

e. – Resolution to Write off Uncollected Accounts Payable and Payroll Warrants – Staff recommended the City Council approve a Resolution to write off outstanding accounts payable and payroll warrants. Assigned Resolution No. 2018 – 08.

f. – Write off Uncollected Accounts – Utilities, Weeds and Miscellaneous - The Finance Director recommended the City Council approve staff to write off uncollected charges for utilities, weed mowing and other miscellaneous items. Collection efforts will continue.

g. – Resolution to Write Off Uncollected Public Housing Accounts – The Housing Authority exhausted attempts to collect money due from vacated tenants. Staff recommended the City Council approve a Resolution to write off uncollected vacated tenant accounts totaling 1,065.94. Assigned Resolution No. 2018 – 09.

h. – Resolution to Write Off Unclaimed Public Housing Warrants – Staff recommended the City Council approve a Resolution to write off outstanding accounts payable and payroll warrants. Assigned Resolution No. 2018 – 11.

i. - Unified Government Contract for Senior Center Funds 2019 – The Unified Government submitted the enclosed agreement for the City to extend the current contract for January 1 through December 31. The contract includes funds in the amount of \$6,450, unchanged from previous years.

j. - City Council Meeting Dates for 2019 – Staff recommended the City Council approve the Meeting Dates Schedule included in the agenda packet. The list included the holidays observed by the City.

k. – Appointments to Boards and Commissions – Parks and Recreation Advisory Board: Reappoint Angie Thomas and Jason Schram to another three-year term.

l. – Cereal Malt Beverage Renewals for 2019 - Staff Presented for approval the 2019 Cereal Malt Beverage License renewals.

Thompson made a Motion to Approve the Consent Agenda. Mackey seconded the motion and it carried on a vote of eight to zero.

REGULAR MEETING AGENDA

Item No. 1 – Ordinance Adopting Pay Plan – The City Manager presented:

➤ The City Council previously reviewed the final analysis of compensation by Springsted.

➤ Staff recommends the City Council approve the ordinance adopting the pay scale established according to Springsted's recommendations.

Shannon made a motion to approve an ordinance adopting the pay plan for City employees effective January 1, 2019. Mackey seconded the motion and it carried on a vote of eight to zero. **Assigned Ordinance No. 2470**

Item No. 2 – Ordinance to Amend the Compensation of the Municipal Judge, City Attorney and City

Prosecutor: The City Manager presented:

- The Municipal Judge and the City Attorney both wrote letters to the City requesting increases in compensation. Staff included the letters in the agenda packet.
- The last compensation increases for these positions was in 2014.
- The 2019 Budget included a 5% increase for the Municipal Judge and a \$30 per hour increase for the City Attorney and Prosecutor.

Mackey made a motion to approve an ordinance to amend the compensation of the Municipal Judge, City Attorney and City Prosecutor. Stephens seconded the motion and it carried on a vote of seven to one with Reeves dissenting. **Assigned Ordinance No. 2468**

Item No. 3 – Ordinance to Establish the City Manager’s Salary:

- Staff included an ordinance establishing the City Manager’s salary retroactive to October 27, 2018.

Stephens made a motion to approve an ordinance to establish the City Manager’s salary. Kipp seconded the motion and it carried on a vote of eight to zero. **Assigned Ordinance No. 2469**

Item No. 4 – Contract for Acquisition of Incode Municipal Court Software: The Police Chief presented:

- The current system is pay-for-use, meaning ongoing costs everytime information is entered; the software does not work and City staff has had ongoing issues trying to get the company to support their product to make it work.
- Staff recommended the City Council approve the move to Incode software which works seamlessly with other systems.
- Staff intends to eventually update other City software as well.

Shannon made a motion to approve the acquisition and initiation of agreement for municipal court software. Stephens seconded the motion and it carried on a vote of eight to zero.

Item No. 5 – Parks and Recreation Master Plan: The Interim Parks and Recreation Director presented:

- The last Parks and Recreation Master plan was created in 2007.
- The Parkes nad Recreation Director introduced Shannon Gordon, Landworks Studio to answer any questions.
- Staff recommended the City Council approve awarding the project to Landworks Studio.

Gurley made a motion to award Landworks Studio the Parks Master Plan Project in an amount not to exceed \$25,000. Shannon seconded the motion and it carried on a vote of eight to zero.

Item No. 6 – Resolution of Support for Windridge Estates Phase II: The Community and Economic Development Director presented:

- Staff requested approval of a Resolution of Support for Windridge Estates Phase II.
- The first phase is nearing completion.
- The development group is applying for low income housing tax credits for Phase II.
- Phase II will consist of two buildings for a total of 32 units; 16 two-bedroom and 16 three-bedroom units.

Stephens made a motion to approve the Resolution of Support for Windridge Estates Phase II. Reeves seconded the motion and it carried on a vote of seven to one with Mackey dissenting. **Assigned Resolution No. 2018-10.**

Item No. 7 – Resolution to Approve the Public Housing Authority 2019 Operating Budget: The Finance Director presented:

- The Public Housing Authority (PHA) Operating Budget uses no city money but the Council sits as the board for the PHA.
- The 2019 Budget carries nine months of operating reserves into 2020.
- Conservatively budgeted the Federal Government Operating Subsidy at 80% of what was received for 2018.

Thompson made a motion to approve the Public Housing Authority 2019 Operating Budget. Shannon seconded the motion and it carried on a vote of eight to one.

REPORTS

Item No. 1 - City Manager's Report – The City Manager reported:

- City Hall will be closed December 24th and 25th for the Christmas Holiday and trash collection will be delayed one day.
- City Hall will be closed January 1st for New Year's Day and trash collection will be delayed one day.
- The interlocal agreement between Bonner Springs and the Unified Government for providing services to the Loring area is about to expire. The City Manager is working with the Unified Government to reach a new agreement.
- The City will begin paying 80% of employee family healthcare coverage effective January 1, 2019.

Item No. 2 - City Council Items –

- Stephens wished everyone a safe holiday.
- Wood wished everyone a safe holiday.
- Mackey asked what needs to be done to make Tiblow Talk the official city newspaper. The Tiblow talk publisher responded that Tiblow Talk would first need to publish weekly before it could be considered.
- Kipp wished everyone a Merry Christmas.

Item No. 3 – Mayor's Report – The Mayor:

- Stated the employee appreciation lunch was very nice and he is very proud of the City staff.
- Wished everyone a Merry Christmas and Happy New Year.
- The state of the city is going very well with great opportunities coming up in the early part of next year.
- The Wyandotte and Johnson County Mayor's Association had a nice network opportunity.
- Enjoyed the Mayor's Christmas Tree Lighting Ceremony.
- Congratulated the Community and Economic Development Director and the City Manager for completing the KU Certified Manager's Program.
- Congratulated the City Clerk on completing Municipal Clerk Certification training.
- Announced Lake Harrington, Basehor student attended the City Council meeting to fulfill education requirements.

The meeting adjourned at 8:25 p.m.

_____ Christina Brake, City Clerk