The Bonner Springs City Council met in regular session at 7:30 p.m. on Monday, December 19, 2016.

**Governing Body Present:** Mayor Jeff Harrington; Councilmembers: Tom Stephens, George Cooper, Dani Gurley, Joe Peterson, Mike Thompson, Mark Kipp, Bob Reeves and Rodger Shannon

**City Staff Present:** Sean Pederson, City Manager; Amber McCullough, City Clerk; Tillie LaPlante, Finance Director; Rick Sailler, Public Works and Utilities Director; Justine Spease, Parks and Recreation

The Mayor led the Pledge of Allegiance to the Flag of the United States of America.

**Item No. 1 - Citizen Concerns About Items Not on Today’s Agenda** – Mickey Hylton, Woodend Road, thanked the City Council for the road improvements.

**CONSENT AGENDA**

The Mayor read the Consent Agenda Items 2 through 18 and asked the staff, audience or City Council if they wished to remove an item for separate consideration. No items were removed.

**Item No. 2 – Minutes of the November 28, 2016 City Council Meeting** – Presented for approval.

**Item No. 3 – Claims for City Operations for December 19, 2016** - Presented for approval were the Supplement Claims in the amount of $47,711.43 and Regular Claims in the amount of $447,913.03.

**Item No. 4 – Public Housing Authority Claims for December 19, 2016** – Presented for approval were Regular Claims in the amount of $90,431.42.

**Item No. 5 – Authorize the City Manager to Sign Claims for Year End 2016** – Staff recommended the City Council authorize the City Manager to approve claims for year-end 2016 and provide a separate 2016 Year-End Claims Register with the January 9, 2017 City Claims item for that agenda.

**Item No. 6 – City Council Meeting Dates and Holidays for 2017** - Staff recommended the City Council approve the Meeting Dates Schedule included in the agenda packet. The list included the holidays observed by the City.

**Item No. 7 – Cereal Malt Beverage Renewals for 2017** – Staff Presented for approval the 2017 Cereal Malt Beverage License renewals.


**Item No. 9 – Unified Government Contract for Senior Center Funds for 2017** – 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.

**Item No. 10 – Authorization to Write Off Uncollected Accounts** – 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.

**Item No. 11 – Resolution to Write Off Uncollected Accounts Payable and Payroll Warrants Issued** - Staff recommended the City Council approve a Resolution to write off outstanding accounts payable and payroll warrants. **Assigned Resolution No. 2016-13.**

**Item No. 12 – Authorization to Cancel Unclaimed Check Issued by Public Housing Authority Account** – Staff recommended the City Council approve cancellation of an unclaimed check issued by the PHA on August 12, 2012. If approved, staff will cancel the unclaimed check and reinstate the funds into the account.

**Item No. 13 – Resolution to Write Off Uncollected Public Housing Authority 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 $6,484.33. **Assigned Resolution No. 2016-14.**

**Item No. 14 – Public Housing Laundry Machine Contract Update with CoinMach** – The Public Housing Authority (PHA) contract for the coin operated washers and dryers has been in place since 1989. Under the current contract the PHA receives 25% of the income collected. Under the new contract, the machines will accept cards in addition to coins and the PHA will receive 50% of the income collected.
Item No. 15 – Public Housing Contract with the Wilson Group, Inc. for Installation of Apartment Doors –  The front doors of the PHA units at Vaughn Dale were hollow core doors which provided little security to residents. The PHA began replacing doors last year. During an inspection, HUD advised that the project could not be completed in-house. Staff recommended the City Council approve the proposed contract with The Wilson Group to replace the seven remaining doors including knobs, hinges and deadbolts for the amount of $3,449.77.

Item No. 16 – Tiblow Title VI Reapproval – The Tiblow Transit Title VI Program Plan provides public notice that Tiblow Transit Public Transportation operates its program and services without regard to race, color or national origin in accordance with Title VI of the Civil Rights Act. KDOT requires reapproval of the Title VI Plan every three years.

Item No. 17 – Cooperative Agreement for Funding of Operation Green Light Traffic Control System – The Mid-America Regional Council (MARC) sent a revised Operation Green Light Interlocal Agreement. The agreement was previously presented to the City Council, however the Attorney General’s Office required additional changes. The intent of the agreement is the same and the cost remains $3,200 per year.

Item No. 18 – REJIS On-Line Payment Service Agreement – Staff recommended the City Council approve an agreement to accept on-line court payments through the REJIS system. The City Council approved the purchase of the REJIS Police and Court Records Management Software in 2015 and it was installed in August 2016. The software provides direct integration of on-line bill payments in to the REJIS system. There is no cost to the City; a 5.5% fee will be passed to the payer.

CONSENT AGENDA APPROVAL

Reeves made a Motion to Approve the Consent Agenda. Shannon seconded the motion and it carried on a vote of eight to zero. Peterson abstained from check No.131991.

REGULAR MEETING AGENDA

Item No. 19 – TIF Resolution for Westgate Development – The City Manager presented:

- The Resolution will set a public hearing to consider establishing a Tax Increment Financing District for the Westgate Development at 118th and State Avenue for January 23, 2017 at 7:30 p.m.
- Tyler Ellsworth, Kutak Rock, gave an overview of four steps to establishing a development district.
- Mike Reilly, Triple R Properties, provided an overview of the site plan which includes 72 acres at the southwest corner of 118th Street and State Avenue. The intent is to develop the site as mixed use including a hotel, market rate multi-family units, assisted living, attached villas and commercial retail development.

Stephens Made a Motion to Approve a Resolution to Set a Public Hearing to Consider the Establishment of a Redevelopment District in the City of Bonner Springs. Gurley seconded the motion and it carried on a vote of eight to zero. Assigned Resolution No. 2016-15

Item No. 20 – Resolution to Approve the Public Housing 2017 Operating Budget - The Public Housing Authority Director presented:

- Annually the Public Housing Authority Board of Directors approves the budget.
- Staff learned the PHA was allowed to transfer Capital Funds to the Operating Fund. This transfer was made in April 2016 simplifying the number of funds to manage.
- The proposed budget includes a reserve balance to carry over to 2018 of $125,906 which is approximately 5.21 months.

Gurley made a Motion to Approve a Resolution to Approve the Public Housing Authority 2017 Budget. Thompson seconded the motion and it carried on a vote of eight to zero. Assigned Resolution No. 2016-16.

Item No. 21 – Pay Plan Ordinance - The City Manager presented:

- The City Council approved the pay plan at the last meeting.
- The amendment includes additional tables for EMS employees working 24-hour shifts and part-time Tiblow Transit employees.

Thompson made a Motion to Approve an Ordinance to Amend the Pay Plan. Cooper seconded the motion and it carried on a vote of seven to one. Cooper voted no. Assigned Ordinance No. 2441.

Item No. 22 – Bid Award for Electronic Message Board – Parks and Recreation staff presented:

- On November 17, 2016 the City received four bids for an electronic message board: Odegard Sign - $38,966, Young Sign Co. - $22,847, Luminous Neon, Inc. - $21,057.77 and St. Joe Sign Company - $18,900.
- St. Joe Sign Company’s specifications did not meet the minimum requirements of the bid.
- Staff recommended the City Council approve to award the bid to Young Sign Co. for a cost not to exceed $22,847.
Cooper made a Motion to Approve the Purchase of an Electronic Video Message Board From Young Sign Company for a Cost Not to Exceed $22,847. Gurley seconded the motion and it carried on a vote of seven to one. Shannon voted no.

**Item No. 23 – Final Payment & Project Acceptance for Lion’s Park Playground Equipment** – Parks and Recreation staff presented:
- In September the City Council awarded the playground project bid to Fry and Associates for $109,747.
- The project was completed on Tuesday, November 22, 2016.
- The Change Order to move the NEO game added $840 for a total cost of $119,037. Cooper made a Motion to Approve a Change Order, Final Payment to Fry and Associates for an Amount of $110,587 and Accept the New Playground Project. Stephens seconded the motion and it carried on a vote of eight to zero.

**Item No. 24 – Final Payment & Project Acceptance for Street Project** – The Public Works and Utilities Director presented:
- The City Council awarded the bid for the Street Project to Harbour Construction.
- Staff authorized a Work Change Directive for final grading and site prep on the asphalt pad for the salt barn for an amount of $1,560.
- The Change order in the amount of $341 includes the Work Change Directive and deducts the amount of $1,219 for under-run quantities on Woodend Road.
- Staff recommended the City Council approve the Change Order, Final Payment in the amount of $339,446.10 and accept the project. Project acceptance initiates the two-year maintenance period. Reeves made a Motion to Approve a Change Order, Final Payment to Harbour Construction, Inc. in the Amount of $339,466.10 and Accept the Street Project. Shannon seconded the motion and it carried on a vote of eight to zero.

**Item No. 25 – City Manager’s Report** –
- A timer was installed on the Neo game at the Lion’s Park to coordinate with park hours.
- The library will be closed on December 24th, 25th and 26th. City Offices will be closed on Monday, December 26th.
- Residents may drop off live Christmas trees for recycling between December 26th and January 31st. All decorations must be removed. The closest location is at Wyandotte County Park at the ball field parking lot.

**Item No. 26 – City Council Items** –
- Reeves stated the Cemetery Committee looks forward to construction of a gazebo in the spring. He stated the backside of the cemetery should have been mowed and trimmed again later in the season. He is concerned that the cemetery committee decorations are not locked up securely.
- Cooper introduced Ben Hess, Parks and Recreation department staff, and wished everyone a Merry Christmas.
- Stephens commended the Police Department on their timely tweets about road conditions.
- Kipp wished everyone a Merry Christmas and Happy Holidays.

**Item No. 27 – Mayor’s Report** –
- Complimented City staff on the Candy Cane Christmas and the Mayor’s Tree Lighting.
- The employee Christmas party was well received and the Mayor was impressed by the number of long-term employees.
- Wished everyone a Merry Christmas and encouraged everyone to reach out to people who may be having difficulties during this time of year.

The meeting adjourned at 8:44 p.m. ___________________________ Amber McCullough, City Clerk