



CITY OF *IOLA*

COMMISSION MEETING AGENDA

March 7th, 2011 – 6:00 P.M.

City Commission Chambers – City Hall

1. CALL MEETING TO ORDER Mayor Bill Maness
2. ROLL CALL City Clerk, Roxanne Hutton
3. PLEDGE OF ALLEGIANCE Mayor Bill Maness
4. REVIEW & APPROVAL OF AGENDA
5. CONSENT AGENDA February 22nd, 2011
 - A. Minutes Approval
 - B. Appropriation Approval
 - C. Personnel Actions Approval
6. EMPLOYEE RECOGNITION
 - A. New Employee Introduction
Lisa Fox – Police Officer
7. PUBLIC COMMENTS
8. NEW BUSINESS
 - A. Special Use Permit – Allen Community College
 - B. Library Project – Change Orders
 - C. Scott Street Drainage Project
 - D. City Administrator Job Search – Discussions
 - E. Allen County Animal Rescue Foundation - Request
9. UNFINISHED BUSINESS
 - A. 2 East Jackson Building / Council Room
10. COMMISSION & ADMINISTRATOR REPORTS
 - A. Commissioner Abbott
 - B. Commissioner Shirley
 - C. Mayor Maness
 - D. City Administrator Brigham
11. EXECUTIVE SESSION – Attorney Client Privilege
12. EXECUTIVE SESSION – Non Elected Personnel
13. EXECUTIVE SESSION – Acquisition of Real Estate
14. DATE / TIME OF NEXT MEETING

City Commission Meeting 6:00 p.m. Monday, March 21st, 2011
City Commission Meeting 6:00 p.m. Monday, April 4th, 2011
15. ADJOURNMENT



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Agenda Narrative

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4. REVIEW & APPROVAL OF AGENDA

5. CONSENT AGENDA February 22nd, 2011
 - A. Minutes Approval
 - B. Appropriations Approval
 - C. Personnel Actions
 - Jed Rice - Electric Distribution – 6 Month Evaluation
 - James Snavely – Electric Distribution – 12 Month Evaluation
 - Trevor Shannon – Fire Department – Annual Evaluation
 - Jeremy Ellington – Fire Department – Annual Evaluation
 - Todd Rowe – Parks & Cemetery – Annual Evaluation
 - Jake Lawrence – Recreation – 6 Month Evaluation
 - Anthony Maness – Police Department – 12 Month Evaluation

6. EMPLOYEE RECOGNITION
 - A. New Employee Introduction
Lisa Fox – Police Officer

7. PUBLIC COMMENTS

8. NEW BUSINESS
 - A. Special Use Permit – Allen Community College
Enclosed in your packet is information regarding a request from Allen Community College to build a new six-plex facility for student housing located at 214 White Boulevard. This particular information is a copy of the special use permit, planning commission meeting minutes, as well as site drawings of the proposed facility. Staff is seeking your approval of the special use permit.

 - B. Library Project – Change Orders
At the current time staff has yet to receive a change order for the library project however it is our understanding that one will be received prior to your meeting.

 - C. Scott Street Drainage Project
At your previous meeting you requested an update regarding the Scott Street Drainage Project. Since your last meeting staff has visited with the consultant on this project and the plans will be finished by the end of the week. Unfortunately I don't have anything I can include in your agenda packet for review. We will however have a final set of plans for you to review at your meeting. Staff is seeking approval to place the project out for the bidding process.

D. City Administrator Job Search - Discussions

Enclosed in your packet for review and comment is the current City Administrator's job description. At your previous meeting staff was directed to begin the process of advertising for a new City Administrator with Judy's upcoming retirement in September.

E. Allen County Animal Rescue Foundation - Request

Staff has been approached by representatives from the Allen County Animal Rescue Foundation regarding the sanitation service for their facility. They are currently having to pay an outside firm for this service and would like to investigate the possibility of the City providing this service. Staff will be at your meeting to discuss a possible addendum to their current contract allowing this service.

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ADMINISTRATORS REPORT

March 7th, 2011

- Municipal Court Report – February 2011
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