



# CITY OF *IOLA*

## COUNCIL MEETING AGENDA

August 13<sup>th</sup>, 2012 – 6:00 P.M.

Park Community Building – 510 Park Avenue

1. CALL MEETING TO ORDER
2. ROLL CALL
3. PLEDGE OF ALLEGIANCE
4. INVOCATION
5. REVIEW & APPROVAL OF AGENDA
6. PUBLIC COMMENTS
7. CONSENT AGENDA
  - A. Minutes Approval
    - July 18<sup>th</sup>, 2012 Special Called Meeting – 2013 Budget
    - July 19<sup>th</sup>, 2012 Special Called Meeting – KOMA
    - July 23<sup>rd</sup>, 2012 Special Called Meeting – 2011 Audit Report
    - July 23<sup>rd</sup>, 2012 Regular Council Meeting
    - August 6<sup>th</sup>, 2012 Special Called Meeting – Budget Hearing, EPA Order & Cedarbrook
  - B. Appropriations Approval
  - C. Personnel Action Items
8. UNFINISHED BUSINESS
  - A. Wastewater Flow Monitoring – Bid Acceptance
  - B. 2013 Budget Adoption
9. NEW BUSINESS
  - A. Water Rate - Ordinance
  - B. Request for Payment – Auditors
  - C. Iola Public Library – Ordinance
  - D. Levee Study – Request Letter
  - E. Incode Software Module
10. ROUND TABLE
  - A. Notification Procedures- Discussions
11. COUNCIL & ADMINISTRATOR REPORTS
  - A. Mayor Shirley
  - B. Council Member Stewart
  - C. Council Member Callahan
  - D. Council Member Wicoff
  - E. Council Member Franklin
  - F. Council Member Kilby
  - G. Council Member Becker
  - H. Council Member Rowe
  - I. Council Member French
  - J. City Administrator Slaugh
12. FOLLOW-UP ACTION REVIEW
13. EXECUTIVE SESSION – Attorney Client Privilege
14. EXECUTIVE SESSION – Non Elected Personnel
15. EXECUTIVE SESSION – Acquisition of Real Estate
17. DATE / TIME OF NEXT MEETING

City Council Meeting 6:00 p.m. Monday, August 27<sup>th</sup>, 2012  
City Council Meeting 6:00 p.m. Monday, September 10<sup>th</sup>, 2012
18. ADJOURNMENT

Mayor, Bill Shirley  
City Clerk, Roxanne Hutton  
Mayor, Bill Shirley  
Pastor, Daren Baldwin



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Park Community Building – 510 Park Avenue

### Agenda Narrative

1. CALL MEETING TO ORDER  
Mayor, Bill Shirley
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  - B. Appropriations Approval
  - C. Personnel Action Items
    - Justin Turner – Fire Department – Resignation
    - Bo Becker – Gas, Water & Sewer – Annual Evaluation
    - Anthony Godfrey – Code Services – Resignation
    - Charles Sellman – Water Production – Annual Evaluation
    - Tom Nevans – Parks & Cemetery – 6 Month Evaluation
    - David Harrison – Solid Waste – New Hire
    - Joe Robertson – Police Department – 6 Month Evaluation
    - Angela Huff – Clerks Office – Annual Evaluation
    - Tammy Womelsdorf – Clerks Office – Annual Evaluation
    - Charles Ecton – Fire Department – New Hire
    - Andrew Hill – Fire Department – New Hire
    - Jared Keagle – Code Services – New Hire
8. UNFINISHED BUSINESS
  - A. Wastewater Flow Monitoring – Bid Acceptance  
At your previous council meeting formal bids were opened for providing wastewater flow monitoring at various lift stations throughout town. Administrator Slaugh has provided the attached tabulation sheets from the bidding process and is seeking council approval of JCI for this project. Also enclosed is bid information from both companies submitting bids for your review.
  - B. 2013 Budget Adoption  
Following your special called council meeting on August 6<sup>th</sup> where the budget hearing was held staff is presenting the 2013 budget for adoption.
9. NEW BUSINESS
  - A. Water Rate - Ordinance  
Enclosed in your packet for formal adoption is the water rate increase that was approved at a previous council meeting during budget discussions. With the general concept of the rate increase approved previously staff is presenting a formal ordinance for adoption by the council which will go into effect on January 1<sup>st</sup>, 2013.
  - B. Request for Payment - Auditors  
As all of you are aware Swindoll, Janzen, Hawk and Loyd, LLC was selected to perform the annual audit of city funds for 2011. Following completion of the audit an invoice from the firm has been received by staff requesting payment of the contract price of \$17,000 as well as an additional \$1,950 for additional work. Attached is a summary and recommendation from Administrator Slaugh regarding this matter.

- C. Iola Public Library -- Ordinance  
Enclosed in your packet for review and consideration is a ordinance for increasing the library mill levy from 5.5 to 5.715. Accompanying this information is Administrator Slaugh's summary page for this agenda item.
- D. Levee Study -- Request  
A summary of this agenda item is being provided for your review and consideration.
- E. Incode Software Module  
With the implementation of the new purchasing policy staff has placed this item on your agenda for discussion. As part of the Incode software we currently use for utility billing, payroll and code enforcement as well as many other things staff is seeking to add a purchase order module to the system that would make using purchase orders more efficient for city staff. Supporting documentation for this module is enclosed in your packet for review.

10. ROUND TABLE

- A. Notification Procedures - Discussions  
This agenda item has been placed on your agenda for discussion as to current procedures for contact list of people requesting notification of city council meetings. City Administrator Slaugh has provided the enclosed summary of this agenda item.

11. COUNCIL & ADMINISTRATOR REPORTS

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- B. Council Member Stewart
- C. Council Member Callahan
- D. Council Member Wicoff
- E. Council Member Franklin
- F. Council Member Kilby
- G. Council Member Becker
- H. Council Member Rowe
- I. Council Member French
- J. City Administrator Slaugh

12. FOLLOW-UP ACTION REVIEW

13. EXECUTIVE SESSION -- Attorney Client Privilege

14. EXECUTIVE SESSION -- Non Elected Personnel

15. EXECUTIVE SESSION -- Acquisition of Real Estate

16. PERSONNEL ACTIONS -- Approval

17. DATE / TIME OF NEXT MEETING

City Council Meeting 6:00 p.m. Monday, August 27<sup>th</sup>, 2012  
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18. ADJOURNMENT



# CONSENT AGENDA



ITEM "A"  
MINUTES APPROVAL