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A regular meeting of the Board of Commissioners of the City of Iola was held on December 14, 2010 at 6:00 p.m., at the City of Iola Commission Room, 2 W Jackson, Iola, and Kansas.

CALL MEETING TO ORDER

Mayor Maness called the meeting to order at 6:00 p.m.

ROLL CALL

Mayor Maness, and Commissioner Bill Shirley were present, with Mayor Maness presiding. Also present were City Administrator Judy Brigham, City Clerk Roxanne Hutton, and City Attorney Chuck Apt.

PLEDGE OF ALLEGIANCE

Mayor Maness led the group in reciting the Pledge of Allegiance.

REVIEW & APPROVAL OF AGENDA

A motion was made by Commissioner Shirley to approve the agenda adding item G Meeting Dates under New Business. Motion seconded by Mayor Maness. The vote was two ayes.

CONSENT AGENDA

- A. Minutes Approval** –November 23rd, 2010
- B. Appropriations Approval** – 2010-23
- C. Personnel Actions**
 - Jason Franklin – Gas, Water & Sewer – 12 Month Evaluation
 - Dustin Stone – Solid Waste – Annual Evaluation

Commissioner Shirley made a motion to approve the consent agenda as presented. Motion seconded by Mayor Maness. The vote was two ayes.

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EMPLOYEE RECOGNITION

- Beth Ann Turner – Retirement Presentation
- Ron Ballard – Fire Department – New Employee Introduction
- Chad Beasley – Street & Alley – 10 year Service Award
- Trevor Shannon – Fire Department – 10 year Service Award
- Mike Phillips – Electric Generation – 20 Year Service Award
- Gary Kimball – Fire Department – 20+ Year Service Award
- Thomas Roush – Police Department - 20+ Year Service Award
- Kent Tomson – Electric Distribution - 20+ Year Service Award
- Pam Coons – Clerks Office - 20+ Year Service Award
- Carolyn Call – Municipal Court - 20+ Year Service Award
- Ron Jenkins – Fire Department - 20+ Year Service Award
- Tim Thyer – Fire Department - 20+ Year Service Award
- Chuck Heffern – Electric Generation - 20+ Year Service Award
- Richard Jones – Street & Alley - 20+ Year Service Award
- John Lord – Gas, Water & Sewer - 20+ Year Service Award
- Berkley Kerr – Parks & Cemetery - 20+ Year Service Award
- Donald Leapheart – Fire Department - 20+ Year Service Award

Mayor Maness and Mr. Shirley awarded Beth Ann Turner her retirement certificate and a watch and congratulated her on her 43-½ years of service.

Mayor Maness and Mr. Shirley awarded certificates to employees present for their years of service. The employees present were: Donald Leapheart, Gary Kimball and Tim Thyer.

Fire Chief Donald Leapheart introduced Ron Ballard the newest member of the Iola Fire Department. Commissioners welcomed Mr. Ballard to Iola and to the Fire Department.

PUBLIC COMMENTS

- Paul Zirjacks commented on the progress of the old IGA building.

NEW BUSINESS

- A. Library Project – Change Orders** – Change order #8 for the amount of \$881.50 was presented to the commissioners for approval. Commissioners wondered if city employees at a cheaper cost could do the work. Commissioner Shirley made a motion to approve the change orders if city crews would not be able to do the work Mayor Maness seconded the motion. The vote was two ayes.

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B. Affordable Housing Program - Administrator Brigham introduced the program to Commissioners and asked if they would be interested in hearing more about the program. Commissioners stated they would like Mr. Carlson to attend a future meeting to give them more information on the program. Commissioner Shirley stated he was interested in traveling to Hutchinson to see the building of the homes.

C. Take Charge Energy Challenge - A resolution was presented to the Commissioners for approval. Administrator Brigham gave an overview of the program and the participants that are part of the committee. Mayor Maness made a motion to approve the Resolution. Motion seconded by Commissioner Shirley. The vote was two ayes.

D. CMB License Renewals - City Clerk Hutton informed the commissioners that the Police and Fire Departments had signed off on all of the applicants. Both the Police and Fire Chiefs were at the meeting and they stated that they had no issues with the applications that were received in City Hall. Mr. Shirley made a motion to approve the CMB License Renewals. Mayor Maness seconded the motion. The vote was two ayes.

The Employee Task Force had some Personnel Policy Changes they would like to have approved. Spokesperson Ryan Sell presented the changes to the commissioners.

- Page 18 of the Personnel Policy Handbook: Changing the wording to give fire and police employees working more than 2080 scheduled hours holiday pay for the actual holiday worked other than the scheduled holiday for employees that are scheduled to work 40 hour weeks.
- Page 18 of the Personnel Policy Handbook: Changing the section concerning paid vacation when an employee is injured on the job while working for the City Of Iola they will continue to accrue vacation.
- Page 20 of the Personnel Policy Handbook: changes the section that would state that all employees will receive 5 working days for bereavement for a member of the immediate family as listed in the manual. This would allow police and fire employees that work more than an 8-hour shift to have the entire 5 working days off. The language was also added to include step family members.
- Page 20 of the Personnel Policy Handbook: Lengthens the time an employee on work comp leave will be on active status from 90 days to 180 when the KPERS long term disability kicks in.

A motion was made by Mayor Maness to approve the changes after the city attorney and the HR director work out the language. Motion seconded by Commissioner Shirley. The vote was two ayes.

- E. Cedarbrook Sanitary Sewer Project - Contract** – Assistant Administrator Schinstock informed the commissioners that Attorney Apt had reviewed the contract. Commissioner Shirley made a motion to approve the contract. Mayor Maness seconded the motion. The vote was two ayes.
- F. 2010 Budget Amendments** – City Clerk Hutton presented the budget amendments to the Commissioners. Commissioner Shirley made a motion to hold a hearing on December 28th at 6:00 p.m. Mayor Maness seconded the motion. The vote was two ayes.
- G. Commission Meeting Dates** – Commissioner Shirley made a motion to change the commission meetings to the First and Third Mondays at 6:00 p.m. beginning in January 2011. Mayor Maness seconded the motion. The vote was two ayes.

UNFINISHED BUSINESS

- A. Animal Control Discussions** – Chief Warner and Code Enforcement Officer, Jeff Bauer discussed options to move the responsibilities to the Code Office. Commissioners would like for staff to look at the 2011 budget and report back ways to support a full-time animal control officer.
- B. Fitness Coordinator/ Safe base** – Angela Henry was present to inform commissioners that she is looking into other funding options, however she will still need their support for the grant. She will report back at the January 11, 2011 meeting.

COMMISSION & ADMINISTRATOR REPORTS

A. Commissioner Abbott –

- Absent

B. Commissioner Shirley –

- Inquired about the letter from Cox and wondered if customers were notified of the changes. Customers are notified in their bills.
- Commended Beth Ann on her years of service to the city.

C. Mayor Maness –

- Asked Staff to check into costs of timed crosswalks at the stoplights.
- Asked Chief Warner to visit with the principals concerning students crossing at Madison and Buckeye.
- Requested that Administrator Brigham check with Resource Center for Independent Living again to set up a meeting time to review concerns.

D. City Administrator Brigham

- The Fire Department is getting ready to have the ISO rating review.
- The fishing Park is looking good.
- New email addresses for city employees.
- Need to get commission approval for Accounts Payable through the 30th of December. Commissioner Shirley made a motion to approve the Accounts Payables through December 30th. Motion seconded by Mayor Maness. The vote was two ayes.

7:18 p.m. Mayor Maness declared a five-minute break.

EXECUTIVE SESSION – Non-Elected Personnel 7:23 p.m. K.S.A.75-4319a (1)

Motion was made by Mayor Maness and seconded by Commissioner Shirley to recess into “Executive Session” for the purpose of conducting a meeting to discuss Non-elected Personnel. The vote was two ayes. Present: Commissioners and Administrator Brigham. The open meeting to resume in the Commission Room at 7:33 p.m.

EXECUTIVE SESSION – Non-Elected Personnel 7:33 p.m. K.S.A.75-4319a (1)

Motion was made by Mayor Maness and seconded by Commissioner Shirley to recess into “Executive Session” for the purpose of conducting a meeting to discuss Non-elected Personnel. The vote was two ayes. Present: Commissioners and Administrator Brigham. The open meeting to resume in the Commission Room at 7:38 p.m.

EXECUTIVE SESSION – Non-Elected Personnel 7:38 p.m. K.S.A.75-4319a (1)

Motion was made by Mayor Maness and seconded by Commissioner Shirley to recess into “Executive Session” for the purpose of conducting a meeting to discuss Non-elected Personnel. The vote was two ayes. Present: Commissioners. The open meeting to resume in the Commission Room at 7:41 p.m.

EXECUTIVE SESSION – Non-Elected Personnel 7:41 p.m. K.S.A.75-4319a (1)

Motion was made by Mayor Maness and seconded by Commissioner Shirley to recess into “Executive Session” for the purpose of conducting a meeting to discuss Non-elected Personnel. The vote was two ayes. Present: Commissioners. The open meeting to resume in the Commission Room at 7:43 p.m.

EXECUTIVE SESSION – Non-Elected Personnel 7:43 p.m. K.S.A.75-4319a (1)

Motion was made by Mayor Maness and seconded by Commissioner Shirley to recess into “Executive Session” for the purpose of conducting a meeting to discuss Non-elected Personnel. The vote was two ayes. Present: Commissioners and Administrator Brigham. The open meeting to resume in the Commission Room at 7:46 p.m.

EXECUTIVE SESSION – Non-Elected Personnel 7:46 p.m. K.S.A.75-4319a (1)

Motion was made by Mayor Maness and seconded by Commissioner Shirley to recess into “Executive Session” for the purpose of conducting a meeting to discuss Non-elected Personnel. The vote was two ayes. Present: Commissioners and Administrator Brigham. The open meeting to resume in the Commission Room at 7:49 p.m.

EXECUTIVE SESSION – Non-Elected Personnel 7:49 p.m. K.S.A.75-4319a (1)

Motion was made by Mayor Maness and seconded by Commissioner Shirley to recess into “Executive Session” for the purpose of conducting a meeting to discuss Non-elected Personnel. The vote was two ayes. Present: Commissioners and Administrator Brigham. The open meeting to resume in the Commission Room at 7:54 p.m.

DATE / TIME OF NEXT MEETING

City Commission Meeting 6:00 p.m. Tuesday, December 28th, 2010

City Commission Meeting 6:00 p.m. Monday, January 3, 2011

ADJOURNMENT

7:55 p.m. Motion made by Commissioner Shirley and was seconded by Mayor Maness to adjourn the meeting at 7:55 p.m. The vote was two ayes. As the vote was unanimous, the meeting was declared adjourned.

Approved by the Board of Commissioners of the City of Iola, Kansas this 28th
day of December 2010.

Mayor, Bill Maness

City Clerk, Roxanne Hutton