

A regular meeting of the City Council of the City of Iola was held on April 22, 2013, at 6:00 p.m., at the Riverside Park Community Building, 510 Park Avenue, Iola, Kansas.

CALL MEETING TO ORDER

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

ROLL CALL

Mayor Shirley, Council Members Becker, Kilby, Wicoff, Ford, Stewart, Toland, French and Franklin were present. Also present were Administrator Slaugh, and City Clerk Roxanne Hutton, Council Members Elect Sandy Zornes and Robert Shaughnessy.

REVIEW & APPROVAL OF AGENDA

Motion made by Council Member Becker and seconded by Council Member Franklin to approve the agenda moving item 10 E. following item 7. All in favor. Motion carried.

SWEARING IN OF ELECTED OFFICIALS

- **Mayor – Joel Wicoff**
- **Ward One – Beverly Franklin & Robert Shaughnessy**
- **Ward Two – Nancy Ford**
- **Ward Three – Donald Becker**
- **Ward Four – Sandy Zornes & Steve French**

City Clerk Hutton swore in Mayor Wicoff and all of the council members.

RECOGNITION

Mayor Wicoff presented a plaque to outgoing council members Toland, Kilby and Stewart. Mayor Wicoff read a proclamation declaring April 22, 2013 as Mayor William A and Roberta Shirley Day and presented a plaque to Mayor Shirley for his service to the city. Mayor Wicoff noted that Scott Stewart will be recognized for his service as a council member at the next meeting.

Arbor Day Proclamation – Mayor Wicoff read the proclamation declaring April 22 as the official city Arbor Day.

PUBLIC COMMENTS

Council Member Becker wanted to recognize and encourage everyone to support the Iola Middle School History Bowl team for qualifying to go to Washington D.C. Lisa Wicoff gave an update on the fundraising efforts for this endeavor.

CONSENT AGENDA

- A. Minutes Approval - April 8th, 2013**
- B. Appropriations Approval – 2013-08**
- C. Personnel Action Items –**

- **Steve Appling – Gas, Water & Sewer – Annual Evaluation**
- **Aaron Wight – Gas, Water & Sewer – 12 Month Evaluation**
- **Lyndon Kern – Water Production – Annual Evaluation**
- **Eric Keagle – Water Production – Annual Evaluation**
- **Dakota Hufferd – Gas, Water & Sewer – Promotion**
- **Robert Droessler Jr. – Sanitation – 12 Month Evaluation**
- **Lance Barnes – Fire Department – Safer Grant – Resignation**
- **Ryan Chapman – Fire Department – Six-Month Evaluation**
- **Kristy Sutherland – Recreation – Twelve Month Evaluation**
- **Brad Yoder – Recreation – Twelve Month Evaluation**
- **Doug Campbell – Police Department – Annual Evaluation**
- **Scott Stewart – Code Services – New Hire**
- **Jared Froggatte – Police Department – New Hire**
- **James Jerome – Fire Department – Transfer from Police to Fire Department**

D. Board Appointments

- **Connie Prock – Library Board**
- **Michael McKinnis – Planning Commission**

EXECUTIVE SESSION –Non-Elected Personnel 6:27 p.m. K.S.A.75-4319

Motion was made by Council Member French and seconded by Council Member Franklin to recess into “Executive Session” for the purpose of conducting a meeting to discuss Non-Elected Personnel. All in favor. Motion carried. Present: Council Members, Administrator Slauch. The open meeting to resume in the Council Room at 6:32 p.m.

Council Member French inquired about the bill for J.D.’s Automotive that was part of the Appropriations. Staff will have to check into it and report back to the council.

Motion made by Council Member Franklin to approve the consent agenda as presented. Motion seconded by Council Member French. All in favor. Motion carried.

NEW BUSINESS

A. South wind Trail Request – Alan Weber – The South wind Trail group is requesting Allen County to place base rock and screenings on a portion of abandoned railroad right-of-way currently rail banked by the City of Iola. The area is from the southern terminated portion of the Prairie Spirit Rail Trail at Bruner Street to the north right-of-way line of Nebraska Road. Council Members asked Alan Weber if a no-fee lease agreement could be drawn up stating who will maintain the trail. Motion made by Council Member French and seconded by Council Member Franklin to allow the county to put the base rock and the screenings on the property for the trail. All in favor. Motion carried. Council Member French commended all of the volunteers that have been a part of this project.

B. Special Use 209 S Tennessee – The owners of the property filed an application for a special use permit for the placement of a manufactured home at 209 S Tennessee. A public hearing regarding their request was held on April 17, 2013 in front of the planning commission. The planning commission members voted unanimously to grant the special use permit. Council Member French noted that the area is being cleaned up as part of this process. Mayor Wicoff inquired about the foundation process and whether or not the foundation included mortaring the blocks under the home. He has run into this situation doing inspections for governmental loans, noting it would be easier to do this now than wait until the house is sitting on it. Motion made by Council Member French to approve the special use permit with the stipulation that the foundation be mortared block underneath the house. Motion seconded by Council Member Ford. All in favor. Motion carried.

C. Various Council Requests – Northern Star Girl Scouts are requesting to hold their summer camp once again Riverside Park. The function would begin on Monday, June 10th and finish up on Friday the 14th with an overnight stay planned on Thursday night. This is an annual event has been approved in the past. Safe Base is requesting council permission to have two separate stay over-night camping events for seventy-five third through eighth grade students and twenty-five staff on June 11th and 18th. This request will allow preparation for a camping trip the group will be taking to Colorado at the end of June that is funded by a grant from Kansas State Department of Education. The Iola Sisters OK5A Relay for Life team is requesting to hold a boot block fund raising event on May 25th at the intersection of Madison and Washington from 9:00 a.m. to noon. The funds raised will be for the American Cancer Society of Allen County Relay for Life. This event has been approved in the past. Allen County Relay for Life is also requesting use of the Recreation Building at no cost in order to hold the annual Relay for Life Walk on April 24th. Motion made by Council Member Franklin to approve all four requests. Motion seconded by Council Member French. All in favor. Motion carried.

D. Wastewater Improvement Project – Engineering Contract

Amendment - The proposed contract amendment includes corrections in wording requested by KDHE and adds \$2,650 as the dollar amount for construction period services. The previous contract included an hourly rate, but use of the services was up to the discretion of the city. Staff has asked for the support of the engineer during the construction period. The notice to proceed will be issued on April 29th. Motion made by Council Member Franklin and seconded by Council Member Ford to approve the contract amendment with Ponzer-Younquist, P.A. for the 2012 Wastewater System improvements project and authorize the mayor to sign the required documents. All in favor. Motion carried.

E. Arbor Day Proclamation – This item was completed earlier in the meeting.

F. Volunteer Recognition - Administrator Slaugh and Mayor Wicoff mentioned the volunteers that serve on committees appointed by the council. They noted how important these volunteers are to the community.

UNFINISHED BUSINESS

A. Snow Removal Policy – Council Member French noted that a copy of the complete Administrative Policy should be sent to the business owners so that they are aware of what is expected from them and what the procedures are.

B. Permanent Banner Poles – Assistant Administrator Schinstock informed the council that he will need to fill out the required KDOT permit for the pole placement and a policy will have to be developed for non-profit organizations wanting to put a banner on the poles for their events. Motion made by Council Member Ford and seconded by Council Member French to have staff submit the required permit to KDOT and continue with the process to put the poles in place and develop a policy for the banners. All in favor. Motion carried.

C. Highway 169 Corridor Bylaws – The bylaws were developed by the group. Administrator Slaugh noted that it is not his recommendation at this time to get a lobbyist involved this early in the process. Motion made by Council Member French to continue with the group without the payment to support the lobbyist. Motion seconded by Council Member Becker. All in favor. Motion carried.

ROUNDTABLE

A. Personnel Policy Manual – Administrator Slaugh informed the group that Carla Brown, Human Resources Manager drafted a revised version of the personnel handbook, of which was sent to the council members via email. The noted changes were distributed with the packet in summary form. Staff would like the council to review the changes and give input to them and a formal adoption will be done at a later meeting. Mike Ford, Police Officer representing him and not members of the task force read from the enclosed document stating he is requesting that the three shift limit for accrual of comp time be extended to at least a five shift minimum.

B. Council President and Council Vacancies - Discussions – Mayor Wicoff noted that a new council president needed to be chosen. Council Member Ford nominated Don Becker for council president. Council Member Franklin nominated Steve French for council president. Mayor Wicoff stated that one nomination would be taken at a time. Council Member Zornes seconded the nomination for Don Becker. Voting in favor of the nomination were council members Zornes, Ford, and Shaughnessy. Voting against the nomination were council members Franklin and French. Becker was appointed as Council President by a majority vote. Mayor Wicoff stated that applications would be taken at the City Clerk's office for the two open positions in Ward 1 and Ward 3, deadline set for May 8th at 5:00 p.m.

COUNCIL & ADMINISTRATOR REPORTS

A. Mayor Wicoff –

- Informed the council that he would have an open door policy. The council needs to do good things for our community as a whole. He will be fair and honest as mayor.

B. Council Member Ward Two–

- Vacant

C. Council Member Ford –

- Welcomed the new council members.

D. Council Member Franklin–

- None

E. Council Member Shaughnessy –

- Thanked everyone for their vote. He noted that when he came to the council members to ask for the tax abatement for his restaurant he was impressed by the way he was treated and wanted to be a part of the group. He is a positive thinker and wants to move forward with things that will support and grow the community.

F. Council Member Becker –

- None

G. Council Member Ward Three –

- Vacant

H. Council Member Zornes –

- Excited to be here and wants to continue the path to a better community.

I. Council Member French –

- Concerned about a vehicle on the trail; will the materials withstand the weight of service vehicles? Administrator Slauch assured him that it was an asphalt material and service trucks will not be a problem.
- Wondered if it would be beneficial with the new council members to have the city attorney at the next couple of meetings to bring them up to speed with current legal issues.

A. Administrator Slauch –

- Still trying to set up KOMA training. Nothing is scheduled at this time.
- Ron Dean from Dean Development sent a reply on the Cedarbrook Senior housing stating that they received approval from the Kansas Housing Resources Commission to

convert 20% or 4 units to families under 55, but still meeting Section 42 income guidelines.

- The fire department has received a grant to purchase Scott air packs in the amount of \$147,609 with a 5% match required. Motion made by Council Member French and seconded by Council Member Ford to accept the grant for the air packs. All in favor. Motion carried.
- Ron Conaway received the award for Outstanding Service Director of Kansas, at Kansas Emergency Medical Technician Association annual meeting in Hutchinson. He was congratulated by the council members.

DATE / TIME OF NEXT MEETING

City Council Meeting 6:00 p.m. Monday, May 13th, 2013

City Council Meeting 6:00 p.m. Monday, May 28th 2013

ADJOURNMENT

8:00 p.m. Motion made by Council Member Franklin and seconded by Council Member Becker to adjourn the meeting. As the vote was unanimous, the meeting was declared adjourned.

Approved by the City Council of the City of Iola, Kansas this 13th day of May 2013.

Mayor, Joel Wicoff

City Clerk, Roxanne Hutton