

A regular meeting of the City Council of the City of Iola was held on May 28, 2013, at 6:00 p.m., at the Riverside Park Community Building, 510 Park Avenue, Iola, Kansas.

CALL MEETING TO ORDER

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

ROLL CALL

Mayor Wicoff, Council Members Becker, Zornes, Shaughnessy, French, Franklin, and Wells were present. Also present were Administrator Slaugh, and City Clerk Roxanne Hutton. Council Member Myrick arrived at 6:29 p.m. Council Member Ford was absent.

REVIEW & APPROVAL OF AGENDA

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

RECOGNITION

A. Past Council Member – Scott Stewart

Mayor Wicoff presented a plaque to former council member Scott Stewart and thanked him for his service as a council member from 2011-2013.

PUBLIC COMMENTS

Don Erbert from Country Estates informed the council that the neighborhood is in good shape. He was under the impression that the county is planning on replacing the sewer lift station. The county removes the snow from their streets. They would lose this service if the city annexed them. The electric rates would go down, taxes may increase, but it may not come out as more revenue for the city.

CONSENT AGENDA

A. Minutes Approval - May 9, 2013 & May 13th, 2013

B. Appropriations Approval – 2013-10

C. Personnel Action Items –

- **Mitch Phillips – Gas, Water & Sewer – Annual Evaluation**
- **Corey Isbell – Fire – Annual Evaluation**
- **Brandon Thomas – Water Production - Promotion**

Council Member French inquired about the rental of the power washer, by the Recreation Department wondered why the city doesn't just purchase one instead of renting one. Administrator Slaugh will check into this. Motion made by Council Member Becker to approve the consent agenda as presented. Motion seconded by Council Member Franklin. All in favor. Motion carried.

NEW BUSINESS

A. 2012 Financial Audit Presentation – Phil Jarred – Phil Jarred was not at the meeting. Administrator Slaugh reviewed the 2012 Audit with the council. Mentioning the one finding where the payment for utilities that were provided in December of 2011 was paid in January 2012. These expenses should have been classified as encumbered cash for 2011, however the previous auditor did not show them as encumbered cash; therefore a onetime adjustment was made to reflect this past encumbrance. Council Member Franklin inquired about the donations line in the general funds that showed a budgeted amount of \$50,000. Staff stated that a donation was expected and had not been received. Motion made by Council Member French to approve the audit and seconded by Council Member Wells. All in favor. Motion carried.

B. Elk's Fireworks Display – Russell Beth is requesting once again for the city to sponsor the annual July 4th fireworks display celebration at the Elk's Lake. With the city sponsorship the distributor's fee of \$300.00 and the storage permit fee of \$25.00 are waived, which would allow the Elk's to put on a larger display. The display is open to the public. Mr. Beth will be obtaining his shooters license within the next couple of weeks and the Iola Fire Chief and the State Fire Marshal will inspect the storage area. Motion made by Council Member French and seconded by Council Member Franklin to approve sponsorship of the event in name only and the Mayor to sign the necessary paperwork provided Mr. Beth obtains his license and provides a copy of liability insurance for the event. All in favor. Motion carried.

C. Safe Routes to School Grant Application – Code Enforcement Officer Shonda Jefferis completed the Phase I grant application for Safe Routes to School Program. The Safe Routes to School is a federally funded program geared towards encouraging and enabling grade school and middle school children to walk and bicycle to school. Phase 1 of this program provides funding for developing a comprehensive Safe Routes Plan. The phase 1 grant can provide up to \$12,000 with a local match of 20%; with that funding we would be able to hire a consultant to aid in evaluating our sidewalk infrastructure and to help with developing a plan that could later be used to seek the Phase II Safe Routes to School Grant. Motion made by Council Member French and seconded by Council Member Franklin to approve the Resolution of Support and Administration for the Safe Routes to School Grant application. All in favor. Motion carried.

D. Firefighter Air Packs – Bid Acceptance - The bid opening was held earlier today. The grant is to fund 21 units, SCBA-45 minutes with face piece. The preferred item noted in the grant application was a Scott Air-Pak 75 SCBA with 45 minute 4500 psi carbon fiber cylinder, buddy breathing, heads up display and face piece at an estimated cost of \$6,072 per unit. The award amount was \$147,609 with a 5 % match. The Fire Department currently has 21 units that meet the 1997 NFPA standards and have a 15-year life expectancy that expires in 2014. Three bids were received, one from Jerry Ingram who declined to bid, one from Feld Fire in the amount of \$106,995 and one from Conrad Fire in the amount of \$106,890 without accountability and \$112,465.75 with accountability. Fire Chief Leapheart stated that if there were remaining funds from the grant the city could use

them to purchase additional equipment that would work with the Air Packs. Motion made by Council Member Franklin and seconded by Council Member French to approve staff recommendations and accept the bid from Feld Fire at a price of \$106,995. All in favor. Motion carried.

E. COPS Grant – Jared Warner – Community Oriented Policing Services (COPS) Hiring Grant 2013. The COPS grant for 2013 is a three year grant to hire one full time sworn officer, with additional requirement to retain the position for one year after the end of the grant period. The grant is funded by the US Department of Justice at 75% for three years. The program is based on City of Iola's continuing existing collaborations with local, county, state and government jurisdictions that form the SEKDTF (South East Kansas Drug Task Force) and build upon practices that have proven successful. Council Member Wells asked what happens if the city doesn't fund the officer the fifth year. Administrator Slauch noted that it is like the Safer Grant through the Fire Department. Potential employees are told when hired that the job is only funded for the four years. Motion made by Council Member Myrick to submit the grant application. Motion seconded by Council Member French. All in favor. Motion carried.

F. Sub Station 15KV Breaker – Bid Acceptance - Staff solicited bids to replace two 15kv breakers at the Oak Street Substation. The cost of two breakers was included in the 2013 budget and it is anticipated that two more will be replaced in 2014. Bids that were received were from Mid States Energy Works, Salina Kansas in the amount of \$44,475, Solomon Corporation, Solomon, Kansas in the amount of \$50,550 and Siemens-Infrastructure and Cities Sector, Wendell, NC in the amount of \$47,012. Four existing oil bath type 15kv breakers, installed around 1960, will be replaced with vacuum breakers to minimize or eliminate switching problems and upgrade to current standards. Price includes materials, installation, relay setting and testing. Council Members wondered why the city doesn't replace all four of them at this time since the bid came in under the \$70,000 that was budgeted. Motion made by Council Member Franklin and seconded by Council Member Becker to accept the low bid of \$44,475 from Mid-States Energy Works, Inc. for two 15kv breakers for the Oak Street Substation. All in favor. Motion carried.

G. CDBG Request for Payment – The rehabilitation of two more houses in the CDBG program are complete and SEKRPC has made a request for payment in the amount of \$41,820.00. Ms. Jefferis informed the council that these are the last two properties. There will be a payment request for further inspections. A total of sixteen houses were rehabbed and two demolitions were completed. Motion made by Council Member French and seconded by Council Member Zornes to approve payment request in the amount of \$41,820 and authorize the mayor to sign the required documents. All in favor. Motion carried.

UNFINISHED BUSINESS

A. Personnel Policy Handbook - Adoption – The Employee task force has worked over the last several months on revisions to the personnel policy handbook. Each representative was given a section of the handbook to review and recommend any changes they felt were appropriate. The proposed changes were then discussed by the entire group.

Votes were taken and the consensus of the group was forwarded to the city administrator, discussed at department head staff meetings and finalized. One change that was anticipated was random drug testing for all employees, not just for those in safety sensitive positions. The League of Kansas Municipalities (LKM) states that a random drug testing program of all employees is unconstitutional, that such policies are an infringement on personal rights. The random drug testing provision has been removed. Drug testing will be performed if there is suspicion of use or when involved in an accident while operating a City vehicle. Previous discussions focused on compensatory time. The recommendation approved unanimously by the Employee Task Force and department heads was a balance of work commitment with time off allowances through accumulated vacation time, sick leave or compensatory time. The City of Iola Personnel Handbook has been compared with the LKM Personnel Policy and Guidelines model to ensure policies are compliant with current law. Council Member French asked if the comp time off was changed to accommodate shifts for fire and police why wasn't the personal time off also changed to accommodate the shifts for fire and police. Following discussion it was decided that this would be looked into by staff and presented at a future council meeting for approval.

ROUNDTABLE

A. Municipal Code - Discussions – Discussion of Chapter 94, Article III, and Division 1 of the Municipal Code Book to change it to state the city will, upon the approval of the governing body, issue a permit for the extension of sewer, water or gas lines, following receipt of application for voluntary annexation for the properties to be served. Discussion centered on obtaining the water rights to surrounding property for future development. Council Member Wells wondered if we could put in the policy that annexation was a possibility but not necessarily a requirement. Administrator Slauch stated that policies that contain that language usually aren't worth having at all. Staff will develop an ordinance and bring it back to a future meeting.

B. EMS Merger - Discussions – Representatives from both the city and the county met and came up with four different options. Discussion centered around the options presented. Council Member French would like to see what the cost of benefits would be on both sides if the merger happened. Need to look out for our employees. Council Member Becker stated that he had previously stated he was in favor of Type I Service, however he doesn't feel like it is necessary with transfers within the city to and from nursing homes and the hospital. Ron Conaway explained that the ambulances are currently set up for Type I and 97% of the time the ambulances are staffed with a Paramedic or RN. Ron is recommending if the two entities merge that it be a Type I service. Council Member Shaughnessy wondered if an outside third party could come up with a plan both entities would be willing to accept. The next joint meeting of the city and county to discuss ambulance merger options will be June 3rd at 6:00 p.m. in the Creitz Recital Hall at the Bowlus.

COUNCIL & ADMINISTRATOR REPORTS

A. Mayor Wicoff –

- None

B. Council Member Wells–

- Applauded the recreation department on the pool.

C. Council Member Ford –

- Absent

D. Council Member Franklin–

- None

E. Council Member Shaughnessy –

- None

F. Council Member Becker –

- None

G. Council Member Myrick –

- Apologized for being late had a prior commitment to attend safe base training. Inquired about the storm siren and when individuals know if it is all clear. Council agreed they were not in favor of a continuous siren until the threat is over. Administrator Slaugh will look into this.

H. Council Member Zornes –

- Welcome to the new members

I. Council Member French –

- None

A. Administrator Slaugh –

- Found information on a spay and neuter program he will get the information to ACARF.
- Will hold training for new council members on June 13th.

DATE / TIME OF NEXT MEETING

City Council Meeting 6:00 p.m. Monday, June 3rd 2013 (Joint City/County)

City Council Meeting 6:00 p.m. Monday, June 10th, 2013

City Council Meeting 6:00 p.m. Monday, June 24th, 2013

ADJOURNMENT

8:02 p.m. Motion made by Council Member Becker and seconded by Council Member Myrick 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 10th day of June 2013.

Mayor, Joel Wicoff

City Clerk, Roxanne Hutton