

A regular meeting of the City Council of the City of Iola was held on September 23, 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, Franklin, French, Ford, Myrick and Wells were present. Also present were Administrator Slaugh, Assistant Administrator Schinstock, and City Clerk Hutton.

REVIEW & APPROVAL OF AGENDA

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

PUBLIC COMMENTS

Donna Houser informed the group that the Buster Keaton Festival is this weekend, See Hear, Iola is this Friday, Farm City Days is October 19th and 20th and the Historical Society fundraiser and annual meeting is October 18th.

CONSENT AGENDA

A. Minutes Approval - September 9, 2013

B. Appropriations Approval – 2013-18

C. Personnel Action

- **Denise Schomaker – Municipal Court Clerk – Annual Evaluation**

Council Member Franklin asked if the city would be reimbursed for the Scot Air Packs and if more would be needed with an EMS merger. City Clerk Hutton informed the council that a grant was received for the Scot Air Packs and Chief Leapheart stated that more air packs would not be needed with the added employees. Motion made by Council Member Myrick to approve the consent agenda as presented. Motion seconded by Council Member Franklin. All in favor. Motion carried.

NEW BUSINESS

A. CITF Disk Golf Project – Donna Houser

Donna Houser reported to the council that the CITF group wants to implement a disk golf course in the green space. They are applying for a Midwest Living \$5,000 Dream It Do It grant to fund the project. Council Members encouraged the group to obtain hole sponsors to help offset the cost. Motion made by Council Member French and seconded by Council Member Wells to allow CITF to move forward with the grant and obtain funding to develop a disk golf course. All in favor. Motion carried.

B. Employee Personnel Policy - Revision – A new personnel policy manual was approved June 24, 2013. In the process of reviewing the new policy with employees it was discovered that the policy on deferred compensation was confusing and that it had not been uniformly interpreted or applied since it was adopted.

The policy appears to have been intended to offer an incentive, a contribution from the city to a deferred savings plan, contingent on a minimum commitment from the employee of \$10.00 per pay period. Over time it appears that some employees were given the minimum amount of \$10.00 per pay period without a matching commitment from the employee.

There were two proposals to modify the wording.

Proposal #1 would change the wording to match current practice.

Proposal #2 changes the wording to make it clear that it is a “dollar for dollar” match up to a maximum of \$500 per year, with a minimum participation of \$10.00 per pay period.

Rather than wait six months or one year before making changes to the new personnel policy, it was decided to move ahead to correct the discrepancy.

Carla Brown, Human Resources Manager stated that there are currently three individuals on the plan that receive the \$260.00 match; there are several individuals on the plan that contribute \$10.00 and receive the entire \$500 match. Council Member Wells stated that it is not costing the city anything extra to continue with the way it has been done. Council Member French stated that it would be better to go with proposal #2 noting that it is the employee’s responsibility to contribute to their plan to obtain the matching funds most businesses will only match a contribution. Motion made by Council Member Wells to approve proposal #1 and change the wording to match current practice in the personnel policy manual. Council Member Zornes seconded the motion. All in favor. Motion carried.

C. Farm City Days - Request – The Farm City Days will be held on Saturday October 19 the committee has requested support for the annual events.

1. The request is for approval to close the street for the civil war enactment.
2. Close street in front of City Hall for carnival.
3. Close street next to Post Office for car show.

Many city departments provide support for Farm City Days activities. Attached is the work schedule for the Street Maintenance department support for the 2011 Farm City Days; same projected requirements for 2013. The Electric Distribution department hooks up temporary power for the carnival crews, Water department hooks up temporary water, and Parks moves bleachers. Police and Fire/EMS also support parade and other

activities. Motion made by Council Member French to approve the request for activities and street closures for the Farm City Days Festival. Motion seconded by Council Member Franklin. All in favor. Motion carried.

6:20 p.m. Attorney Johnson arrived at the meeting.

D. Sidewalk Improvement Project-

At the previous meeting of the council, staff was directed to look at installing sidewalk along State Street enabling the residents to get to the north commercial business area of Wal-Mart. This past week city staff went out and looked at what it might take to install a six foot wide concrete sidewalk from the area just south of Cofachique Park along the west side of State Street to the south side of the entrance to Wal-Mart. The proposed or discussed area will cover approximately 4,000 linear feet of six foot sidewalk along the west side of State Street.

Based off numbers from four years ago when city crews installed the sidewalk along the south side of Miller Road the estimate for city crew to complete the project would be around \$65,000 for materials only. The project would take approximately sixty days for city crews to complete.

J&J Contractors have stated that the project would be approximately \$100,000. This would not include additional costs such as surveying, staking and the preparation of a general installation specifications and drawings.

Fund 96 Sales Tax Fund is where the project would be funded from. If the council approves this project the budget would have to be amended to accommodate the extra expenditure.

Assistant Administrator Schinstock stated that the 60 day completion time frame is 60 work days the project will have to be worked on, off and on, depending on other projects and weather. Motion made by Council Member French to move forward with the sidewalk project with in house staff completing the project as time allows. Motion seconded by Council Member Franklin. All in favor. Motion carried.

E. Transient Guest Tax – Charter Ordinance- The council approved a resolution on July 8, 2013 to increase the guest tax rate to 6%. There is a charter ordinance that will need to be amended to accommodate the increase. Charter Ordinance 20 will amend Charter Ordinance 12 and set the maximum not to exceed rate at 10 percent. The charter ordinance will require a 2/3 majority vote of the council. Motion made by Council Member Wells to approve the Charter Ordinance. Motion seconded by Council Member Becker. All in favor. Motion carried.

F. Westar Electric Management Agreement –The City of Iola signed an Energy Management Agreement (EMA) as part of the Southwind Energy Group with Westar. The EMA becomes effective January 1, 2014. This date was chosen as a medium, since the member cities decided at different points to exit the Kansas Power Pool.

The City of Iola contract with the KPP ends September 30, 2013. An interim EMA is necessary to cover the period of October 1 to December 31, 2013.

An additional document, Southwind Energy Group Power Sales Agreement, provides some billing procedures and power sharing arrangements among the partners of Southwind Energy. Attorney Johnson has reviewed the documents and found no issues. Motion made by Council Member Franklin to approve the interim Energy Management Agreement, covering the Oct-Nov 2013 period with Westar Energy Inc., authorizing the Mayor to sign the necessary documents. Approve the Southwind Energy Group Power Sales Agreement which spells out the transaction arrangements with the market participant (Chanute) and Westar. Motion seconded by Council Member Zornes. All in favor. Motion carried.

G. River Valley Homes II – Contract Documents – A target date of closing on the properties in Cedarbrook is set for the first week of October. The documents are for twenty-nine single family tax credit homes known as River Valley Homes II a development that Tom Carlson is planning to build this fall. The developer has proposed an 18-year loan agreement. Assistant Administrator Schinstock noted that the fifteen year option would be staff's recommendation. Council Members and Attorney Johnson had some concerns about some of the wording of the agreement. Motion made by Council Member French to approve the mortgage agreement, loan agreement and the promissory note for the purchase of twenty-nine lots in Cedarbrook 2nd Addition for building of single family homes for fifteen years, after Attorney Johnson is able to get answers and possible changes to the agreement which would protect the city and authorize the Mayor to sign the documents. Motion seconded by Council Member Ford. Voting in favor of the motion were Council Members: French, Becker, Shaughnessy, Myrick, Ford and Zornes. Voting against the motion was Council Member Franklin. Motion passed by majority vote.

7:10 Mayor Wicoff declared a five-minute break.

UNFINISHED BUSINESS

A. EMS Merger – Discussions – Motion was made by Council Member French and seconded by Council Member Becker to recess into “Executive Session” for the purpose of conducting a meeting to discuss Attorney Client Matters/Contract Negotiations- All in Favor. Motion carried. Present: Mayor Wicoff, Council Members, Administrator Slaugh and City Attorney Johnson. The meeting to resume at 7:45 p.m. Following executive session a motion was made by Council Member French to accept the agreement with the county for the city to run county-wide EMS service. Motion seconded by Council Member Zornes. All in favor. Motion carried.

B. Sewer Connection – Ordinance- To maintain an orderly growth policy and provide for the revenue to operate utility systems, it is desirable to require annexation as a prerequisite for any who want to connect to the city sanitary sewer system. The attached ordinance amends the Iola Municipal Code, Chapter 94 Utilities, Sections 84, 112-115, and 524, to require voluntary annexation prior to connecting to the sanitary sewer system. Motion made by Council Member Franklin to approve Ordinance 3426. Motion seconded by Council Member Myrick. All in favor. Motion carried.

C. MoPac Trail Project – Discussions - At the August 12, 2013 council meeting staff was allowed to look into possible solutions to a three block stretch of the trail along Benton Street. Over the last month Schwab-Eaton has been looking at three possible solutions to the trail project in this area.

Option #1 would require the following.

- Conversion of Benton Street from two way traffic to one way west bound traffic on Benton Street from Cottonwood Street to Jefferson Avenue.
- Installation of a 10' wide raised concrete trail with mountable curb and gutter in existing south lane of Benton Street.
- Realignment of the north side of the Benton & Cottonwood Street Intersection.
- Conversion of off-street parking at Hoffmeir Electric from 90 degree to 45 degree parking.

Option #2 would require the following.

- Installation of 5' sidewalk full length of Benton Street.
- Installation of curb and gutter on full length of Benton Street.
- Painting of sharrow symbols on Benton Street both sides for bike traffic.
- Realignment of the north side of the Benton & Cottonwood Street Intersection.
- Conversion of off-street parking at Hoffmeir Electric from 90 degree to 45 degree parking.

Option #3 would require the following.

- Installation of 5' sidewalk full length of Benton Street.
- Installation of curb and gutter on full length of Benton Street.
- Painting of sharrow symbols on Benton Street both sides for bike traffic.
- Easement required at Benton & Cottonwood to avoid realignment of intersection.

The options being presented tonight for your review and consideration have also been presented to representatives of KDOT for input. City staff along with our consultant Schwab-Eaton and KDOT held a conference call to discuss the viability of each option and it seems that all presented are able to be pursued. With that being said KDOT definitely prefers the one-way street option #1 but didn't rule out the other two options. Assistant Administrator Schinstock stated that the engineer and staff prefer option #2. Motion made by Council Member Wells and seconded by Council Member Franklin to approve option #2 leaving option #1 open and authorize the mayor to sign KDOT 1302 to allow staff to submit the forms to KDOT to continue with the project. All in favor. Motion carried.

ROUNDTABLE

A. BlueCross Blue Shield Medical Discussions - At the September 9th city council meeting the medical policy for the 2013-2014 year was discussed and approved. One of the items of discussion was the possibility of adding an extra benefit to the

employees since the premium costs were lower the second year in a row based on reduced claims. Options discussed at the September 10th Employee Task Force meeting included the following:

1. Deposit a portion of the savings in each individual's health savings account (H.S.A.)
2. Make no change in current policy.
3. Add dental benefit to the policy at a cost of \$30.00 per month per employee.

The majority prefer a distribution into an H.S.A., with some preferring a dental benefit and others thinking it ought to remain as is. There was no clear consensus to change one way or the other. Carla Brown, Human Resources Manager, stated that the departments were split on what option they wanted. The dental is a standalone plan and would not affect the medical plan in any way. Motion made by Council Member French to do nothing this year to see how the merger and the affordable healthcare act affect the balance of the fund. Motion seconded by Council Member Franklin. All in favor. Motion carried.

COUNCIL & ADMINISTRATOR REPORT

A. Mayor Wicoff –

- Thanked the council for their effort on the EMS merger. It has been a long process and he appreciates everyone's efforts to achieve this milestone.

B. Council Member Wells–

- Excited about the merger. Hopeful that this can be a step to work together with the county on future projects.

C. Council Member Ford –

- Excited about the sidewalk to Wal-Mart. Keep an eye out for more historic signs going up around the square.

D. Council Member Franklin–

- Excited about the historical signs.

E. Council Member Shaughnessy –

- Complimented the city electric department for the quick, professional way they completed the job at the new Sam and Louie's restaurant.

F. Council Member Becker –

- None

G. Council Member Myrick –

- Asked if staff could look into the parking issues on Davis Street near the athletic fields could pose a problem for emergency vehicles.
- Complimented street and alley crew on the great job painting lines on the streets.

H. Council Member Zornes –

- Noted that tonight's meeting was a great meeting.

I. Council Member French –

- Pothole on Carpenter Street where it turns to gravel.
- Wondered about the trash fee tied to the electric charge. If an individual is working on a house and does not use the trash service should they have to pay the trash service fee?
Noted that an individual built a garage on a separate lot from his house and had a separate electric meter and was being charged trash on both the house and the garage.

J. Administrator Slauch –

- Informed council members that Chief Warner has entered into an agreement with the Taser Camera Company for storage. The County Attorney has agreed to pay ½ of the cost for the first year. Council Member French asked if Chief was pursuing a cheaper storage possibility. Administrator Slauch stated that he had not found anything to date but continues to look at options.
- The high service pump installation was completed on September 9th.
- City crews are working on installing the entry way signs it has become a challenge to remove the existing beams that are cemented in without destroying the existing structure. There were some comments about leaving the Ray Pershall Industrial Park sign where it is and erecting a new City of Iola sign further north if the city does annex the property.

DATE / TIME OF NEXT MEETING

City Council Meeting 6:00 p.m. Monday, October 15th, 2013

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

ADJOURNMENT

8:24 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 15th day of October 2013.

Mayor, Joel Wicoff

CITY OF IOLA

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City Clerk, Roxanne Hutton