

A regular meeting of the City Council of the City of Iola was held on May 22, 2017, 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, Wells, Zornes, A. Franklin, Ford, B. Franklin, Middleton and Becker were present. Also present were Administrator Fleming, Assistant Administrator Schinstock, and City Clerk Hutton. Absent was Council Member Shaughnessy.

## **REVIEW & APPROVAL OF AGENDA**

Administrator Fleming stated that item #10 H should be removed from the agenda because Attorney Johnson was unable to attend the meeting tonight to answer questions on this matter. Motion made by Council Member Wells and seconded by Council Member Zornes to approve the agenda as amended. All in favor. Motion carried.

## **PUBLIC COMMENTS**

None heard.

## **CONSENT AGENDA**

### **A. Minutes Approval**

- **May 8, 2017**

### **B. Appropriations Approval – 2017-10**

### **C. Personnel Action**

- **Terry Staggs – Fire Department – Annual**
- **Dane Byerley – Fire Department – Annual**
- **Levi Ballou – Fire Department - Promotion**
- **Doug Campbell – Police Department – Resignation**

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

## **ROUNDTABLE**

**A. Purchasing Policy Update Discussion** – Administrator Fleming sent out a red-lined version of the Purchasing Policy. Staff is looking for clarification and guidance from the Council for local purchase preferences. One of the changes that were made was the section for vendor verification. There are times when staff finds it difficult to obtain vendor verification from large companies. The policy will allow the staff member to complete a form in lieu of a vendor verification form. Council Member B. Franklin stated she would

like the city to purchase locally if the difference is within reason. Council Member A. Franklin asked what was reasonable. Council Member Ford stated she thought we should have a certain percentage that we should go by. Council Member Wells stated that warranties should be considered and different products may make local products not comparable. Administrator Fleming stated that if the policy is continually not followed than the city will be less likely to receive bids. The policy should state what the council desires. Mayor Wicoff states a percentage is a reasonable policy to abide by. Council Member Ford stated that council should also take into consideration staff's recommendations and considers what needs staff has before a decision is made. Council Member Wells asked what does the college or county do for local purchases. Council Members came to a consensus that about a 7% difference for items that are over \$20,000 that are bid and come to the council would be favored to local businesses.

## **UNFINISHED BUSINESS**

**A. Collection Services Agreement** – Staff was asked to look into the possibility of not collecting the 30% fee from the individuals that had a past due court fine. The statute states that the cost of collection shall not be deducted from the debt owed the municipal court. Therefore, the entire debt must be collected and any fees charged by the collection agency must be added to the debt. Council Member A. Franklin asked if the city should not collect the court fines this way. City Clerk Hutton informed the Council that at the judge's discretion court clients can make payments on their fines. Motion made by Council Member Wells and seconded by Council Member B. Franklin to approve the agreement with Collection Bureau of Kansas, Inc. to provide collection services for the City of Iola and authorize the necessary signatures. All in favor. Motion carried.

## **NEW BUSINESS**

**A. Convention and Tourism – Funds Disbursement-** City Clerk Hutton reported to the Council that the Convention and Tourism Committee met on May 15<sup>th</sup> to consider requests for funds. The committee recommendations were presented to the council for their approval. Motion made by Council Member Wells and seconded by Council Member Ford to approve the distribution of funds as recommended by the Convention and Tourism Committee. All in favor. Motion carried. Council Members A. Franklin and Wells noted that if the Bowlus is going to continually depend on these funds for support the Council may need to budget a mill to support them to assure the funding is available.

**B. Dump Truck Bid Award -** – Dan Leslie informed the Council that that bids were opened on May 16<sup>th</sup> at 10:00 a.m. Three bids were received all of them from Merle Kelly Ford The difference in the bids were the brand of dump bed. The lowest bid received was for the Galion Dump Bid. Motion made by Council Member Wells and seconded by Council Member B Franklin to approve the purchase of a new F-750 with the Galion dump bed, Henderson snow plow, and Flink tailgate chip spreader from Merle Kelly Ford for the

total price of \$95,918, which includes the trade-in allowance for the existing unit. All in favor. Motion carried.

**C. 2017 Chip Seal Emulsion Oil Bid Award** – Dan Leslie informed the Council that the bids were opened on May 12<sup>th</sup> at 10:00 a.m. for the Chip Seal Emulsion Oil. Two bids were received. The lowest bid received was from Ergon Asphalt at an estimated \$81,000 for 45,000 gallons. Motion made by Council Member Becker and seconded by Council Member Wells to approve the purchase of approximately 45,000 gallons of RS-1P Emulsion Oil at an estimated cost of \$81,000 from Ergon Asphalt & Emulsion, Inc.

**D. Gas, Water & Sewer Concrete Saw Bid Award** – Dan Leslie informed the Council that the bids were opened on May 12<sup>th</sup> at 10:00 a.m. for the Concrete Saw. The lowest bid received was a Husqvarna brand from United Rentals for the total price of \$22,479. Motion made by Council Member Wells and seconded by Council Member Zornes to approve the purchase of a new Husqvarna Concrete Saw from United Rentals for the amount of \$22,479. All in Favor. Motion carried.

**E. Water Production Tractor/Mower Bid Acceptance** – Toby Ross informed the Council that the bids were opened on May 12<sup>th</sup> at 10:00 a.m. for the tractor /mower. Three bids were received. The lowest bid received was from Storrer Equipment for a Kubota in the amount of \$22,325. Mr. Ross mentioned that the John Deere from O'Malley Equipment while being \$1,675 higher had a better warranty. Motion made by Council Member Ford and seconded by Council Member B. Franklin to purchase the 72" John Deere from O'Malley Equipment due to a better warranty in the amount of \$24,000. All in Favor. Motion carried.

**G. 311 S. Chestnut – Dangerous /Unsafe Structure Removal** – Code Enforcement Officer, Gregg Hutton informed the Council that the house at 311 S Chestnut had been destroyed by fire on April 21, 2017. The Council gave the homeowner six months to make needed repairs at the November 28, 2016 Council meeting. The structure is not safe and needs to be demolished immediately. Mr. Hutton had a letter from Fire Chief Thyer stating that the property is not safe and needs to be demolished. Mr. Cole, the homeowner was present at the meeting. Mr. Cole informed the Council he had no intention of demolishing the house himself he is just wanting a few days to obtain some of his possessions from the property. Mr. Hutton stated that the bid process will take a week to ten days to complete and then the contractor will be given ten days to complete the project. The Council asked that Mr. Cole be given time to obtain his possessions. Mayor Wicoff had some concerns about Mr. Cole's safety around the property. Council Member A. Franklin stated that it is not a structure someone should be walking around on. Motion made by Council Member Wells and seconded by Council Member Zornes to proceed immediately with obtaining bids to demolish the structure and clear the property located at 311 S Chestnut. All in Favor. Motion carried.

**H. 524 North Street – Dangerous /Unsafe Structure Removal** – Code Enforcement Officer, Gregg Hutton informed the Council that the house at 524 North Street had been destroyed by fire on December 12, 2016. The owner has been given several extensions to demolish the house and remove the structure from the property. The structure is not safe and needs to be demolished immediately. Mr. Hutton had a letter from Fire Chief Thyer stating that the property is not safe and needs to be demolished. Mr. Hutton read a letter from the neighbors asking the Council to please have this house removed. The neighbors state that the smell is bad and the structure is not safe for the neighborhood. Motion made by Council Member Wells and seconded by Council Member B. Franklin to proceed immediately with obtaining bids to demolish the structure and clear the property located at 524 North Street. All in Favor. Motion carried.

### **EXECUTIVE SESSION**

Motion made by Council Member Wells and seconded by Council Member Zornes to adjourn into Executive Session for the purpose of Land Acquisition/ Trade Secrets. Members Present: Mayor, Council and Administrator Fleming. The regular meeting will reconvene at 7:20 p.m. All in favor. Motion carried.

### **COUNCIL & ADMINISTRATOR REPORTS**

#### **A. Mayor Wicoff –**

- None

#### **B. Council Member Wells–**

- Reminded everyone that June 8-11 is the Lehigh Roots Festival at the Elks Lake. The Cost is \$15.00 for the entire weekend.

#### **C. Council Member Ford –**

- Was contacted by Denise Smith from the Relay for Life Committee about getting the fee waived for the Recreation Building at the park on June 3<sup>rd</sup> from 12 noon to midnight. Motion made by Council Member B. Franklin to approve the waiving of the fee for the building for the Relay for Life event on June 3<sup>rd</sup>. Motion seconded by Council Member Wells. All in favor. Motion carried.

#### **D. Council Member B. Franklin–**

- None

#### **E. Council Member Shaughnessy –**

- Absent

#### **F. Council Member Becker –**

- None

**G. Council Member Middleton–**

- None

**H. Council Member Zornes –**

- Welcomed Council Member Middleton to the Council.

**I. Council Member A. Franklin –**

- Welcomed Council Member Middleton to the Council
- Informed everyone that effective June 1<sup>st</sup> the Elks will be Smoke Free.

**J. Administrator Fleming–**

- Sent out a 2016 year end financial report earlier today to all the Council via email.

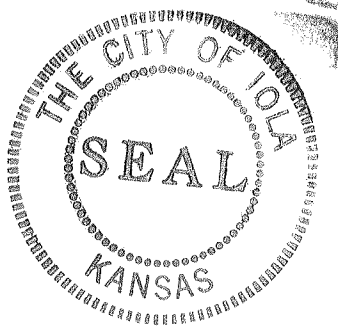
**DATE / TIME OF NEXT MEETING**

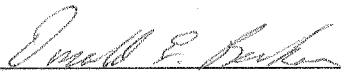
City Council Meeting 6:00 p.m. Monday, June 12, 2017


**ADJOURNMENT**

**7:21 p.m.** Motion made by Council Member Becker and seconded by Council Member Wells to adjourn the meeting. All in favor. Motion carried.

Approved by the City Council of the City of Iola, Kansas this 12<sup>th</sup> day of June, 2017.



  
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Mayor Wicoff

  
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City Clerk, Roxanne Hutton