

A regular meeting of the City Council of the City of Iola was held on August 26, 2019, at 6:00 p.m., at the Park Community Building, 510 Park Avenue, Iola, Kansas.

### **CALL MEETING TO ORDER**

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

Mayor Wells and Council Members Ballard, Peterson, Ford, Mathew, Myrick, Peters, and Martin were present. Also present were Administrator Fleming, Assistant Administrator Schinstock, and City Clerk Hutton. Absent was Council Member Franklin.

### **REVIEW & APPROVAL OF AGENDA**

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

Council Member Ford arrived at the meeting.

### **PUBLIC COMMENTS**

Mayor Wells read the following statement:

*Persons who wish to address the City Council regarding items on the agenda may do so as that agenda item is called. Persons who wish to address the City Council regarding items not on the agenda and that are under the jurisdiction of the City Council may do so at this time when called upon by the Mayor. Comments on personnel matters and matters pending in court or with other outside tribunals are not permitted. Speakers are limited to three minutes. Any presentation is for information purposes only. No action will be taken.*

Following Mayor Wells reading of the aforementioned statement, he asked members of the audience if they wished to address the Council.

Tom Brigham and Bob Hawk, Rotary Members, thanked the Council and the City for all of the support for the annual Rotary Day in the Park. All the participants loved the venue and all the perks. Tom Brigham noted that the Rotary invests in the youth of the community with a dictionary for students and the Rotary Closet which provides new clothing for children in need.

### **CONSENT AGENDA**

#### **A. Minutes Approval**

- **August 12, 2019**
- **August 19, 2019**

- B. Appropriations Approval**
- C. Energy Consultant Agreement**
- D. Southern Star Easement**

Council Member Peterson asked about the appropriation for a pre-employment physical. She asked if the City bid out that service ever so often. Administrator Fleming stated that the City does not bid the service. Council Member Peterson asked about the appropriation for the Yoga Instructor. Administrator Fleming noted that the Yoga Class is through the Recreation Department. The money is collected from the participants and then a small amount is kept by the Recreation Department for administering the program and then the Yoga Instructor is paid. Council Member Peterson asked what the Beekeeper payment was. Administrator Fleming noted that this is a maintenance service provided for the Solar Bees at the Lagoons.

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

## **ROUNDTABLE**

**A. Wastewater Master Plan Presentation** - Cliff Cate from Burns and McDonnell was in attendance at the meeting and provided a presentation on the master plan process, findings, and recommendations.

Mr. Cate noted that Burns and McDonnell have been in business since 1898. Their first project was the City of Iola Water and Electric Plants.

Mr. Cate noted that the collection system was looked at for this project. What is the plan for the City going forward. If the City has to do an open cut on the street, the plan will tell you if the wastewater system needs replaced in that street. Saving time and possible damage to a new street if the wastewater work is required at a later date.

The City can also research possible grant opportunities for Wastewater repairs based upon the Master Plan.

Burns and McDonnell were assisted by Midland GIS to assess the flow depth of manholes.

Data was analyzed based on a five-year storm event. It was noted that a surcharge conditions occurred several areas. Mr. Cate noted that a surcharge is when the size of the pipe can not hold the normal discharge in addition to the excess water coming in from a

storm event and the line backs up into the manhole and eventually the surrounding ground around.

During dry weather the system is operating well. Wet weather and storm events problems were noted.

High Inflow and Infiltration (I&I) is a deficiency of the system that needs to be dealt with. I&I occurs when manhole covers are not completely secured, broken lines within the system, especially when they have been infiltrated with tree roots, residential sump pumps, and roof drains that are connected directly into the wastewater system.

Paul Zirjacks asked if when individuals cut their grass and blow it into the streets does that cause problems with the wastewater drains. Mr. Cate noted that those were part of the stormwater drains and not the Wastewater lines.

Administrator Fleming noted that in 2025 most likely the city will be receiving a mandate to meet more stringent discharge permit limits. This could include construction of a fully, mechanical wastewater treatment plant.

Mr. Cate noted that the City will need to make decisions to improve on the Wastewater system as outlined within the study. Administrator Fleming pointed out that the first series of recommended projects were included as part of the Wastewater Utility CIP Budget for 2020.

**B. Staffing and Organizational Analysis Presentation** - Matt Stiles from Wichita State University's Public Policy and Management Center coordinated the staffing and organizational analysis study. Matt was at the meeting and provided a presentation on the study and the recommendations, and introduced the head of the Public Policy and Management Center at WSU.

Matt noted that during the study several documents were reviewed, the group did a peer and national standard comparison and had employees and management complete a study as well as participate in an interview.

It was noted that expenditures have not increased over time with inflation. Noting that personnel was the largest increase.

It was noted that overtime hours for the Fire / EMS Department was significantly higher than both the average and inflation rate. It was noted that this was mostly due to a retention issue and being short handed. It was noted that it is not a pay issue. The peer review showed that the average pay for the department is right in line with regional competitors,

and other cities within the state. He noted that the contract with the County definitely needs to be reviewed.

Since the City does take care of all of the utilities within the City and some outside of the city it makes it difficult to compare. It was noted that the system could operate more efficiently by combining some of the departments. It is up to the Council what level of service they want the employees providing to the citizens.

Mayor Wells noted that the full report will be completed and distributed to the Council. At that time a discussion can be done and possible decisions made.

## **NEW BUSINESS**

**A. 2018 Audit Presentation** - Sean Gordon, CPA from Mize Houser and Associates was in attendance at the meeting to give an overview of the 2018 fiscal year end audit report. Mr. Gordon noted that the City had no deficiencies. The firm made a couple of suggestions for the City to assist with checks and balances.

Motion made by Council Member Myrick and seconded by Council Member Martin to accept the audit report for the 2018 fiscal year. All in favor. Motion carried.

**B. Portable Downtown Restroom** - Allen County received a portable bathroom trailer as a gift.

City staff developed a plan to utilize the bathroom trailer in the downtown area during the Farm City Days Fall Festival. Additional utilization at Cofichique Park and other Allen County events was also being explored but had not yet been formalized completely.

City staff have put together a proposal utilizing a vacant lot on the Downtown Square at the corner of Jackson and Jefferson. The work includes providing water, electric, and sewer connections for the trailer as well as the site preparation. The cost estimate is included in the packet.

Mayor Wells noted that since he has been a member of the Council a downtown restroom has been requested more than anything else.

Administrator Fleming noted that this expense would come out of the 2019 Budget not the 2020 Budget.

Council Member Peterson had concerns about vandalism.

Council Member Peters stated that THRIVE could possibly get grants to put a permanent structure in Cofichique Park since it is connected to the Rail Trail.

Council Member Martin noted that it didn't seem like there was enough support from the Council to move forward on this project.

## **COUNCIL & ADMINISTRATOR REPORTS**

### **A. Council Member Franklin –**

- Absent

### **B. Council Member Myrick–**

- Sent condolences to the family of longtime City Employee Jim West.
- Noted that the Street & Alley crew were working hard to get the streets cleaned for chip and seal and an individual blew grass into the street that was just cleaned. He thinks that a ticket should be issued for blowing grass into the street.

### **C. Council Member Mathew –**

- None

### **D. Mayor Wells–**

- Stated that this Council will not play politics with the employees and their pay. He noted that following the last council meeting Council Members were discussing with each other and city employees the decision to cut the merit increases. This is a thin line that was possibly crossed violating KOMA rules with a serial meeting. He noted that the City Employees should not be handled with politics.

### **E. Council Member Ballard –**

- Noted that since the WSU study has been completed Council needs to have discussions and make hard decisions. Administrator Fleming will email a copy of the report as soon as it becomes available. It was clarified by Council that the discussion would be on the September 23rd meeting.

### **F. Council Member Peterson–**

- None

### **G. Council Member Ford–**

- Noted that the WSU study will need to be discussed with the Council and decisions have to be made.

**H. Council Member Peters—**

- None

**I. Council Member Martin -**

- None

**J. Administrator Fleming—**

- Noted that tomorrow staff will have training on the GIS system and that a short demonstration will be provided for Council beforehand.
- He presented all Council Member with a copy of the Growing Rural Business Flyer. Hoping the event will be well attended by local business owners that want to grow their business.
- Noted that the mayor had received a flyer announcing Allen County Appraiser Sandra Drake's retirement.

**DATE / TIME OF NEXT MEETING**

City Council Meeting 6:00 p.m. on Monday, September 9, 2019

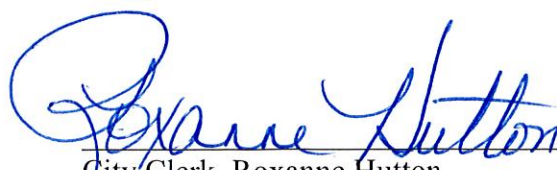
City Council Meeting 6:00 p.m. on Monday, September 23, 2019

**7:11 pm.** Motion made by Council Member Martin and seconded by Council Member Myrick to adjourn the meeting. All in favor. Motion carried.

Approved by the City Council of the City of Iola, Kansas this 9th day of September 2019.



  
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Mayor Wells

  
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City Clerk, Roxanne Hutton