

CITY OF IOLA

Page 1

08/27/2018

A regular meeting of the City Council of the City of Iola was held on August 27, 2018, 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 Ford, Middleton, Martin, Peters, Mathew, Ballard, Franklin, and Myrick were present. Also present were Administrator Fleming, Assistant Administrator Schinstock, and City Clerk Hutton.

REVIEW & APPROVAL OF AGENDA

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

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.

Donna Houser informed the Council Members that the open house at the Football Stadium last Saturday went well. She had IHS Football Players helping with tours.

Reverend Oliver Bunker, St Timothy's, stated that their annual Block Party was a success again this year. Along with students they had college students helping with the event. They appreciate the use of the Recreation Building.

Jonathan Miller asked if the three minute time allotment pertained to the Budget Hearing later in the meeting. Mayor Wells stated that it did not.

CONSENT AGENDA

A. Minutes Approval

- August 13, 2018

B. Appropriations Approval

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

NEW BUSINESS

A.2017 Audit Review and Approval - Meta Titel from Jared, Gilmore, & Phillips presented the 2017 audit report to the Council. She noted that there were a couple of items in the Notes section. The bank pledge securities came up short at the end of December by \$22,356.87. Ms. Titel reviewed the audit financial statements and explained the fund sheets to the Council.

Motion was made by Council Member Ballard and seconded by Council Member Peters to accept the audit report for the 2017 fiscal year and authorize the necessary signatures. All in favor. Motion carried.

B. Rookies Sport Bar & Grill - Assistant Administrator Schinstock informed the Council that Rookies Sports Bar & Grill is requesting that the noise ordinance be lifted for their third anniversary celebration on Saturday, September 29 from 10:00 a.m. until 1:00 a.m. on September 30. Assistant Administrator Schinstock noted that he had spoken with Chief Warner, and he has had no problems with the establishment.

Carri Sailor, owner of Rookies was present to answer questions. She stated that they would have acoustic music and a three man band with no drums. She also noted that all alcohol would be contained within their outside beer garden.

Motion made by Council Member Myrick and seconded by Council Member Franklin to approve the request from Rookies Sports Bar & Grill to extend the noise ordinance from 10:00 p.m. September 29 to 1:00 a.m. September 30 for their three year anniversary celebration. All in favor. Motion carried.

C. Neighborhood Revitalization Program Request - Humanity House -

Assistant Administrator Schinstock informed the Council that a couple of applicants had been previously denied for not filing before the deadline. Two previous applicants had been approved for an extension by the Council and then they had to go to the other taxing entities to get approval for the extension from them.

Georgia Masterson, Humanity House, read Section 1, Item D from the Neighborhood Revitalization Program. She stated that when she read this section she interpreted it read that she had 60 days from the date of completion of the project.

Council Member Ballard made a motion that was seconded by Council Member Myrick to approve the extension of the application for Humanity House and required them to go before the other taxing entities included in the program for their approval as well. All in favor. Motion carried.

D. 2019 Budget Public Hearing & Adoption - Mayor Wells opened the Public Hearing at 6:30 p.m.

Johnathan Miller asked the purpose of the Public Hearing. Mayor Wells informed Mr. Miller that State Statute requires it and it gives the public an opportunity to speak on the Budget.

Mr. Miller then read Chapter 1, Article 5 from the City's Code which states. *It is the purpose of this statement to set forth the public policies of the city relating to the investment of public moneys, and establish procedural requirements as to investment management practice. The objective of the investment policy shall be as follows. (b) Consistent with the requirement of safety, the objective of the investment program shall be to aggressively manage and invest all public moneys to maximize net earnings, consistent with the public responsibility to secure maximum safe investment return possible from money's assigned to its stewardship, to relieve demands on the property tax and to otherwise reduce the cost of public services.* Mr. Miller stated that he would like his taxes as low as possible.

Mr. Miller then asked if the Bowlus was privately owned or publicly owned. He would like the Council to consider the mill dedicated to the Bowlus when it comes to his desire to have lower taxes.

Mr. Miller noted that at the July 16, 2018 meeting Council Member Myrick asked if it would be beneficial to have a private trash service instead of the City picking it up. He would like the Council to look into this because anytime the people have less government interference it is better.

Mayor Wells hearing no other public comment request closed the Public Hearing.

Council Member Ballard asked about the cash balance decreasing over the last two years. He is concerned that this may be setting up a trend of downward cash balances at year end. Administrator Fleming noted that part of the reason is the fact that CIP projects that have been saved up for over several years are now being budget to have the planned work

completed. For instance the 2019 budget allows for purchase of \$2.35 million generation project. This shows a larger expense and therefore a lower cash balance at the end of the year. For 2018, there was also a Water and Electric loss in funds until the Electric Rates were increased. Mill & Overlay projects are not done every year, money is saved and then a project is done after two to three years.

Mayor Wells noted the same thing happened with the Catalyst Project. The City knew that the regulations were coming from the Federal Government to put catalytic convertors on the generators, so money was budgeted to put back for the project. Then the year of the project it looked like a large expense and in turn lowered cash reserves.

Council Member Peters asked about the comments to look at Water Rates, Sanitation Rate,s and Recreation Fund Revenue. Administrator Fleming noted that the Water Rates will need to be adjusted while the Sanitation transfer to General may need to be adjusted to allow enough cash reserve in that fund. The Recreation Fund receives the majority of its funding from utility fund transfers. The Council needs to decide if this is the best way to fund this department or look at alternate options.

Mayor Wells stated that this is not a good way to fund the Recreation Fund. Most cities use sales tax, fees, and property tax. While the utility transfers support the day to day operations there are no ways to fund long term maintenance items i.e. the baseball diamond improvements made this summer.

Council Member Myrick asked where the funds received from dog tags goes. City Clerk Hutton stated those funds go to the General Fund to support the staff that handle the animal control duties of the City.

Motion made by Council Member Middleton to adopt the 2019 Budget as published. Motion seconded by Council Member Franklin. Voting in favor of the motion were Council Members: Peters, Middleton, Ballard, Mathew, Myrick, Martin, and Franklin. Voting against the motion was Council Member Ford. Motion passed by majority vote.

E. Staffing and Organization Study - Discussion - Mayor Wells asked the Council if they agreed that reducing staffing levels through attrition is the goal. The Council Members were in consensus with this.

Council Member Ford stated that when someone quits or retires staff need to look at and decide if we can do without that person then don't rehire.

Council Member Myrick stated that he feels two people performing the same job doesn't seem necessary. For instance in the Recreation Department they have two Recreation Directors and one Administrative Assistant. He feels this is not necessary. (The Recreation

CITY OF IOLA

Page 5

08/27/2018

Department has one Recreation Director, one Assistant Recreation Director and one Administrative Assistant).

Mayor Wells stated that Council needs to see a breakdown of personnel costs to determine how much it actually costs the city. He asked about hiring an outside agency to perform this task.

Council Member Ford stated that she didn't think anymore money should be spent. Staff could do it in-house.

It was noted that Council should see a comparison of cities our size.

Council Member Franklin stated that the Council needs to also understand if the right people are in the right jobs. It maybe that in some areas we need more employees. Using staff to perform this study could possibly lead to Council not trusting the results.

Council Member Ford stated that maybe in departments we are lacking we could pull employees from departments that are overstaffed.

Council Member Martin stated that all positions need to be looked at.

Council Member Ballard stated that all positions should come to the Council.

Mayor Wells stated Council should look at the General Fund first starting with the largest department and working to the smallest. Council Member Middleton agreed.

Council Member Franklin asked what the cost of a study would be. Administrator Fleming stated that they had spoken to one company and received an approximate cost of \$20,000 with an 8-10 week time frame.

Council member Ford wondered if one of the state universities had graduate students that could perform the study.

Council Member Ballard stated that we could have staff do the study first and then go out of house if we feel it is necessary.

Council Member Martin feels like with the time frame and the \$20,000 cost it would be worth it.

Council Member Ford stated that staff should seek quotes.

Council Member Franklin stated he would be interested in their procedure for gathering and interpreting data.

Assistant Administrator Schinstock noted that staff could develop a scope for an RFP to send out.

Council Member Myrick noted that when the previous Council performed the study on pay rates it was beneficial to go outside. It took away any bias that may be there if inhouse staff performed the duties.

Mayor Wells obtained a consensus from the Council to have staff draft a scope of services and bring back to Council.

Council Member Middleton asked Administrator Fleming if he knew what Council wanted in the scope. Administrator Fleming stated that he felt like he had enough information to develop a scope and bring back to Council for a review at the next meeting.

F. BCBS Health Insurance Renewal - Administrator Fleming informed the Council that the premium is increasing 8.2% for the year. The Budget contains a 5% increase. The difference in the budgeted increase versus the actual increase amounts to \$15,324.94 if the City continues to fund it at 125%. Staff feels that amount could be absorbed over all of the departments.

Council Member Franklin stated that single employees do not pay anything, however those with families contribute \$250.00 per month. He wondered why this is the practice.

Administrator Fleming noted that a lot of employers will pay for a single plan, with the employee contributing to the family plan.

Motion made by Council Member Myrick and seconded by Council Member Peters to renew the medical insurance policy for the City of Iola with Blue Cross and Blue Shield for the period of 11/01/2018 to 10/31/2019 and establish premium funding at the 125% level. (Single \$440.80; Family \$953.85). Voting in favor of the motion were Council Members: Peters, Ford, Middleton, Mathew, Myrick, Martin, and Franklin. Voting against the motion was Council Member Ballard. Motion passed by majority vote.

EXECUTIVE SESSION

Council Member Ballard made a motion to recess into Executive Session for 25 minutes pursuant to personnel matters of non-elected personnel, K.S.A. 75-4319(b)(1). The purpose of the executive session is to discuss an individual employee's performance and shall include the Mayor, Council, and the Human Resources Manager. The regular meeting shall reconvene in the city council chamber at 7:57 p.m. Motion seconded by Council Member Myrick. All in favor. Motion carried.

COUNCIL & ADMINISTRATOR REPORTS

A. Council Member Franklin –

- None

B. Council Member Myrick–

- None

C. Council Member Mathew –

- None

D. Mayor Wells–

- None

E. Council Member Ballard –

- None

F. Council Member Middleton –

- None

G. Council Member Ford–

- None

H. Council Member Peters –

- None

I. Council Member Martin -

- None

J. Administrator Fleming–

- None

DATE / TIME OF NEXT MEETING

City Council Meeting 6:00 p.m. on Monday, September 10,, 2018

ADJOURNMENT

7:57 p.m. Motion made by Council Member Myrick and seconded by Council Member Middleton to adjourn the meeting. All in favor. Motion carried.

Approved by the City Council of the City of Iola, Kansas this 10th day of September, 2018.



Mayor Wells

A handwritten signature in cursive script that reads "Jonathan Wells".

City Clerk, Roxanne Hutton

A handwritten signature in cursive script that reads "Roxanne Hutton".