

CITY OF IOLA

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10/09/2018

A regular meeting of the City Council of the City of Iola was held on October 9, 2018, at 6:00 p.m., at the John Silas Bass North Community Building, 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, Peters, Ballard, Mathew, Martin, Franklin, and Myrick were present. Also present were Administrator Fleming, City Attorney Johnson, and City Clerk Hutton. Absent was Assistant Administrator Schinstock.

REVIEW & APPROVAL OF AGENDA

Motion made by Council Member and Ballard seconded by Council Member Myrick to approve the agenda as amended with the change of location. 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. No one present had any comments.

CONSENT AGENDA

A. Minutes Approval

- September 24, 2018

B. Appropriations Approval

Motion made by Council Member Myrick to approve the consent agenda as presented. Motion seconded by Council Member Peters. Council Member Ballard asked about the invoice for Randy Hollar, City Clerk Hutton explained that Mr. Hollar is a software technician for the City's financial software company, Incode. He did some work through online connection on the City's General Ledger. Council Member Ballard asked about the charges on the credit card for gift cards. Administrator Fleming stated that the gift cards

were purchased as gifts for the City Picnic. Note: All cards are documented and employees that receive them are documented for the auditors. All in favor. Motion carried.

NEW BUSINESS

A. Allen County Rescue Facility Request- Administrator Fleming informed the Council that ACARF is requesting the Council waive the rental fee to use the Riverside Park Community Building on October 26th for a dinner fundraiser.

Julie Payne, ACARF Volunteer, informed the Council that the facility is a non-profit shelter and this fundraiser is important for them to continue business.

Motion made by Council Member Ford and seconded by Council Member Peters to approve the request from Allen County Animal Rescue Facility (ACARF) to waive the rental fees on October 26 for a dinner fundraising event. All in favor. Motion carried.

B. Allen Community College Music Department - Request - The Allen Community College Music Department has booked the Dr. John Silas Bass North Community Building on October 26, 2018 to have a fundraising event and would like to be allowed to sale alcohol at the event. Rookies Sports Bar would be facilitating the alcohol sales.

Motion made by Council Member Ford and seconded by Council Member Peters to approve the sale of alcohol on October 26 by Rookies Sports Bar during the Allen Community College Music Department fundraiser event at the Dr. John Silas Bass Community Building. All in Favor. Motion carried.

E. FEMA Assistance to Firefighters Grant Application - Staff has pursued an Assistance to Firefighters Grant through FEMA during the last few years. Unfortunately, these grant applications were unsuccessful. Staff is again seeking to pursue the Assistance to Firefighters Grant in effort to secure funding for the replacement of Rural Fire District #2 Pumper - Engine #312. Administrator Fleming noted that if the grant is successful the City's share of \$22,500 will be put into the 2020 Budget.

Mayor Wells asked if the City had received feedback as to why the city was unsuccessful on the previous grant applications? Administrator Fleming stated that he had just received a general denial from FEMA.

Council Member Myrick asked if there were other grants the city could qualify for. Administrator Fleming stated that other grants could be researched. Most grants don't pay such a high percentage of the equipment.

Council Member Ballard asked if the Council had approved filing for this grant earlier this year. Administrator Fleming stated that the city had applied earlier in 2018 for the 2017 grant cycle and had received a denial. This application is for the 2019 grant period.

Motion made by Council Member Ballard and seconded by Council Member Ford to approve staff to submit a grant application to FEMA's Assistance to Firefighters Grant Program. All in favor. Motion carried.

ROUNDTABLE

A. Equipment Replacement Scheduling - Discussion - Administrator Fleming reviewed the enclosed documents for the Council. He noted that just because a ½-ton truck states a 10-year useful life that it may not necessarily be removed from the fleet. The particular truck maybe passed down the line to update a second-level vehicle and a new truck will be purchased for the Department Head, which would be utilized for out of town trips.

Administrator Fleming noted that only 16% of all of the vehicles in the fleet are 2015 or newer. When you remove mowers, trailers, and ambulances (which are replace by the County per the EMS agreement) from the count, it drops down to 8.66%.

Council Member Myrick stated that when he was in the military, each person was assigned certain vehicles. They were required to perform a 5-10 minute daily check on all of the vehicles and document it. They were also required to keep records of all maintenance on a vehicle, including oil changes.

Mayor Wells stated that Administrator Fleming has prepared three options for the Council. He stated in his opinion option #1 is not an option due to the fact that for the City to stop saving for equipment would not be a financially sound decision.

Council Member Ballard stated that the Council should look at the fleet now are all of the vehicles necessary, how often should they be replaced. He feels that the enclosed document showing the estimated value is too low for the vehicles. He noted the city currently has 18 ½-ton vehicles. He feels this is just too many.

Mayor Wells noted that the Council needs to prepare a defined policy.

Council Member Ford stated that knowing what is spent on maintenance before a new vehicle is purchased will help the Council decide if a purchase needs to be made. She feels that the city should get opinions from qualified mechanics to determine how much a vehicle will cost for repairs.

Council Member Myrick stated that the owners vehicle should have a checklist included.

Council Member Franklin stated that he feels the Council is getting into the weeds before a plan is picked. He agrees that option #1 is not an option. The Council should have more information on each vehicle when a request to replace is made.

Council Member Peters wondered if Street and Alley and the Police Department needed all of the vehicles that they have.

Administrator Fleming noted that just because a vehicle is listed under a certain department doesn't mean that other departments don't use those particular vehicles.

Mayor Wells asked the group if it would be helpful to show the usage on each piece of equipment and the days that the same types of equipment are being used at the same time.

Administrator Fleming noted that he wasn't sure if the maintenance software staff is looking at could track the equipment being used and relate it back to when the same type of equipment was used at the same time. The software does track the equipment used for each job.

Mayor Wells stated that he Council is basically the Board of Directors. The Council needs to make a policy that we want staff to follow.

Administrator Fleming stated that it important for Council to establish policy, but it becomes challenging when staff is expected to follow a policy but Council does not. It is difficult for staff to understand what is expected of them.

Mayor Wells asked the Council what is it that you want to know before the equipment is purchased?

Administrator Fleming noted that the SEMS software the city is looking at does look at the expected lifespan. If a piece of equipment is critical to operation it would need to be considered. If that piece of equipment is critical to the workload and is used frequently staff would need to make sure it's life expectancy is noted as critical.

Council Member Ballard stated that Purplewave is the best way to go to sell these vehicles.

Mayor Wells stated that Administrator Fleming should draft a policy that documents when purchases are required on vehicles and bring back to Council for review and comments.

Administrator Fleming asked the Council if staff presents a vehicle purchase that has followed the policy to replace at budget time will it be understood that when it comes to the purchase of the vehicle Council will allow the purchase.

Council Member Franklin stated that just because staff has prepared to make a purchase doesn't mean the purchase has to be done.

Administrator Fleming noted that staff would not put the item in the budget if they didn't feel it was necessary to replace it. Staff knows their equipment. They are the ones that work with it every day.

COUNCIL & ADMINISTRATOR REPORTS

A. Council Member Franklin –

- None

B. Council Member Myrick–

- Noted he attended the LKM Annual Meeting. Obtained some great information and was appointed Vice President of the Kansas Council Members and Commissioners for the coming year.

C. Council Member Mathew –

- None

D. Mayor Wells–

- Encouraged everyone not to drive into moving water.

E. Council Member Ballard –

- Asked when staff was going to bring back the Personnel Policy Manual for review.
- Noted he wasn't at the last meeting, however he felt like the Police Interceptors that were approved for purchase should have been purchased from Pittsburg Ford. Twin Motors Ford was over the 7% limit to use a local supplier as stated in the Purchasing Policy.

F. Council Member Middleton –

- None

G. Council Member Ford–

- Noted that the play *Mamma Mia* is being presented this weekend. The ACC Choir and Band concerts will be going on along with Farm City Days. Get out and enjoy the town.

H. Council Member Peters –

- None

I. Council Member Martin -

- None

J. Administrator Fleming—

- Reminded Council that an invitation has been received from Allen Community College for the Endowment Association Luncheon on November 1st from 11:30-1:00.
- The THRIVE Annual Dinner will be held on November 16th. Let Administrator Fleming know if you would like to attend.
- The annual LKM Meeting had some great sessions. He attended along with Council Members Peters and Myrick
- The LKM Regional Supper for our area will be held on November 1st in Humboldt.

DATE / TIME OF NEXT MEETING

City Council Meeting 6:00 p.m. on Monday October 22, 2018

ADJOURNMENT

7:00 pm. Motion made by Council Member Myrick and seconded by Council Member Ford to adjourn the meeting. All in favor. Motion carried.

Approved by the City Council of the City of Iola, Kansas this 22nd day of October, 2018.



Mayor Wells
Jonathan Wells

City Clerk, Roxanne Hutton
Roxanne Hutton