



CITY COUNCIL MEETING MINUTES

July 25, 2016

7:00 pm

The following councilmembers were present with Mayor John McTaggart presiding:

Garrett Mellott Jason Gillam
Margaret Shriver Chuck Stites

The following staff members were present:

- Michael Webb, City Manager
- Mark Mathies, Police Chief
- Tim Whitham, Fire Chief
- Tony Burr, EMS Supervisor
- David Duckers, City Attorney
- Michelle Bounds, City Treasurer
- Zack Daniel, Assistant to the City Manager/City Clerk

APPROVE MINUTES OF JULY 11, 2016

Councilmember Mellott made the motion to approve the minutes of the July 11 City Council session. Councilmember Shriver seconded. Mayor McTaggart requested a roll call vote, which was passed 3-0 with Councilmember Gillam abstaining.

STATEMENT OF BILLS PAID \$175,374.40

Councilmember Gillam made the motion to approve the statement of bills paid. Councilmember Stites seconded. Mayor McTaggart requested a roll call vote, which passed unanimously. (*note: unanimous votes for this evening are counted as 4-0 due to Councilmember Adams's absence.*)

Prior to calling for requests or comments from the public, Mayor McTaggart announced that Fire Captain Van Bibber has issued a resident survey regarding community engagement as part of his Executive Fire Officer Program. Hard copies are available at City Hall and a version is also available online.

REQUESTS OR COMMENTS FROM THE PUBLIC

Murrel Bland Wyatt, resident of Kansas City, KS, read a prepared statement on behalf of Business West Organization asking that the City Council maintain current property tax rates.

CONSIDER AUTHORIZING CITY MANAGER TO ENTER INTO AN AMENDED PROFESSIONAL SERVICES AGREEMENT WITH BHC RHODES ADDING OBSERVATION SERVICES FOR THE LTC SEWER PROJECT

City Manager Michael Webb summarized the process behind the development of the contract with BHC Rhodes to this point. What is proposed is to amend the amount of the contract by \$65,000 to cover the expenses associated with construction, inspection, and engineering. He noted that the project is already authorized and costs for the design portion have been less than what was anticipated.

Councilmember Stites made the motion to authorize the City Manager to enter into an amended professional service agreement with BHC Rhodes for the LTC Sewer Project. Councilmember Gillam seconded the motion. Mayor McTaggart requested a roll call vote, which passed unanimously.



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ADVISORY REPORTS

CITY MANAGER

Mr. Webb provided an update on the four different grant applications the City has out currently. One is involved with improvements to K-32 and 104th St. There is another grant regarding building sidewalks into the City Park, which Mr. Webb posits is "on the bubble" for funding. Edwardsville Dr. work also appears that it will receive some funding, as it is relatively small compared to other grant applications. The 102nd St. project likely did not score high enough to be awarded funds. Mr. Webb also provided an update on Kansas Ave., including the culvert box that was recently poured, and the work done to tear down the old City Hall building.

Councilmember Stites asked where the City is at regarding the Quiet Zone Study and the K-32 Tri-City Plan. Mr. Webb commented that costs have always precluded the City from acting alone. Mr. Webb also noted there have been discussions about a Quiet Zone surrounding the private crossing at the sand plant as that area is already commercially zoned and might have other funding possibilities.

CHIEFS (POLICE & FIRE)

Police Chief Mathies made comments related to the increased situational awareness training the EPD has initiated. He also stated he appreciated the support of both the City Council and the City Manager for departmental activity at this time.

Fire Chief Whitham noted that EMS Supervisor Tony Burr is a finalist for the KEMSA EMS Supervisor of the Year award. The final announcement of the winner will be made August 13, 2016 at the group's annual banquet. He also reminded the group of Cpt. Van Bibber and Supervisor Burr's participation in the EFO program,

CITY ATTORNEY

No report provided.

COUNCIL AND MAYOR COMMENTS

Councilmember Stites reaffirmed his commitment to the Edwardsville Police Department and all of their public safety efforts. He also wished Supervisor Burr luck in his award nomination. He thanked Mr. Webb for the budget work sessions. Finally, he stated he is excited for continued discussions regarding the development on the north end.

Councilmember Shriver echoed Councilmember Stites's comments regarding public safety employees. She also noted that she gets regular comments complimenting the Hotshot newsletter.

Councilmember Mellott stated his commitment to public safety agencies. He also stated that he would like to see some mechanism for municipalities to be alerted when significant changes will occur to property tax revenue. Mr. Webb noted that they have reached out to the County Appraiser on this issue and it will likely be included in a future LKM platform. Finally,



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Councilmember Mellott said he'd like to revisit the name for the proposed Village South at Edwardsville project. He also noted that there have been some traffic control issues in that area during race weeks, which Chief Mathies said he would look into.

Councilmember Gillam thanked the Edwardsville public safety departments for all they do. He also noted his appreciation of the proposed pay increases for City staff currently included in the budget.

Mayor McTaggart stated his support for the situational awareness efforts of the EPD. He also thanked all the staff for their efforts putting together the budget and hoped the community could come together in light of the tragic events of the last week.

ADJOURNMENT

The meeting was adjourned at 8:22 p.m.

Zachary Daniel
City Clerk

ITEM #2

TO: MAYOR & CITY COUNCIL
FROM: MICHELLE BOUNDS, FINANCE MANAGER 
DATE: AUGUST 8, 2016
SUBJECT: STATEMENT OF BILLS

FOR YOUR REVIEW

Statement of Bills, Expense and Revenue Report

RECOMMENDATION

City Council to approve the Statement of Bills from 07/23/2016 to 08/05/2016 as submitted.

FINANCIAL IMPACT

The total of the Statement of Bills from 07/23/2016 to 08/05/2016 is **\$180,611.43**.

General Operating/Payroll	\$ 111,168.18
Cash Bond	\$ 1,850.00
Cemetery	\$ 2,222.23
Electronic Funds Transfer Account (EFT)	\$ 63,113.22
GO Bond	<u>\$ 2,257.80</u>
Total Bills	\$ 180,611.43

BACKGROUND

The EFT to Card Services represents purchases approved for payment with the city purchase cards. A total of 120 transactions were processed and paid.

**IF YOU HAVE ANY QUESTIONS REGARDING THE STATEMENT OF BILLS, PLEASE
FEEL FREE TO CALL PRIOR TO THE COUNCIL MEETING.**

Check Register Report

EXPENSES THRU 08 05 2016

Date: 08/05/2016

Time: 7:32 am

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City of Edwardsville

BANK: BANK MIDWEST-CHECKING

Check Number	Check Date	Status	Void/Stop Date	Vendor Number	Vendor Name	Check Description	Amount
BANK MIDWEST-CHECKING Checks							
149910	07/29/2016	Printed		NI04	911 CUSTOM, LLC	POWER RELAY CONTACT UNIT 50	67.00
149911	07/29/2016	Printed		BO01	BOARD OF PUBLIC UTILITIES	CITY WIDE WATER SERVICE	999.67
149912	07/29/2016	Printed		CI14	CINTAS FAS LOCKBOX 636525	FIRE EXT INSPECTION CITY WIDE	882.00
149913	07/29/2016	Printed		CU10	CULLIGAN OF GREATER KANSAS CIT	BTLD WATER COOLER RENTAL FEE	115.84
149914	07/29/2016	Printed		EM12	EMH	COMMUNITY CTR WATER USAGE	126.56
149915	07/29/2016	Printed		EX02	EXPRESS WASH AMERICA LLC	FLEET CAR WASHES JUNE 2016	144.50
149916	07/29/2016	Printed		HE22	HEARTLAND BUILDING MAINTENANCE	CITY WIDE CLEANING	1,421.55
149917	07/29/2016	Printed		KCPL	K.C. POWER & LIGHT COMPANY	PW NORTH BLDG ELECTRIC SERV	184.45
149918	07/29/2016	Printed		MI60	AMY R. MITCHELL	CITY PROSECUTOR JUN,JUL 2016	5,632.00
149919	07/29/2016	Printed		SO13	PATRICIA SOTO	REFUND CMNTY CTR RENTAL	250.00
149920	07/29/2016	Printed		US08	US AUTO FORCE	PD TIRE	125.19
149921	07/29/2016	Printed		WA03	WAL-MART COMMUNITY BRC	PARKS, CNSN STND, OF SPLY	1,092.01
149924	08/05/2016	Printed		BL07	BLUE SKY CLEANERS	JULY PD CLOTHING MAINT	324.70
149925	08/05/2016	Printed		BO34	BOUND TREE MEDICAL	MEDICAL SUPPLIES	444.86
149926	08/05/2016	Printed		CO13	CONRAD FIRE EQUIPMENT,INC.	FF NOZZLES, HELMETS	2,981.91
149927	08/05/2016	Printed		CR26	CRIME STOPPERS	ANNUAL CONTRACT FEE	1,000.00
149928	08/05/2016	Printed		CR15	CROSBY PLUMBING	PLUMB BR, KIT SINK, WATER HTR	1,230.23
149929	08/05/2016	Printed		DE01	DEFFENBAUGH INDUSTRIES	CITY WIDE TRASH SERV JUL AUG	31,392.00
149930	08/05/2016	Printed		EL08	ELITE DRYWALL INC	COMPLETE DRYWALL PROJECT	700.00
149931	08/05/2016	Printed		HU09	EARL HUFFMAN	TRANSPORT, TRNG VEHICLES	600.00
149932	08/05/2016	Printed		KC14	KANSAS CITY SECURITY SYS INC	MTHLY SECURITY SYS MONITOR	30.99
149933	08/05/2016	Printed		KN05	DAVID A KNOPIK	PLAN REVIEW JULY 2016	3,340.00
149934	08/05/2016	Printed		HO43	MIDWEST AUTO DIRECT	PD VEHICLE MAINT	422.64
149935	08/05/2016	Printed		PR21	PREMIER CONTRACTING INC	ROOF REPAIR	288.60
149936	08/05/2016	Printed		SP07	SPORTS CONDUCTOR LLC	PARK & REC WEBSITE SUPPORT	410.85
149937	08/05/2016	Printed		ST31	STOP STICK LTD	STOP STICKS	117.00
149938	08/05/2016	Printed		TI02	TIME WARNER CABLE	INTERNET SERV, BUS CABLE	290.00
Total Checks: 27						Checks Total (excluding void checks):	54,614.55

BANK MIDWEST-CHECKING EFTs

1149001	08/05/2016	Reconciled		JO33	CHRISTINA JOHNSON	VOLUNTEER PARAMEDIC	600.00
1149002	08/05/2016	Reconciled		NE30	MATTHEW NEAL	AEMT VOLUNTEER	60.00
Total EFTs: 2						EFTs Total (excluding void checks):	660.00

Total Payments: 29

Bank Total (excluding void checks): 55,274.55

Check Register Report

EXPENSES THRU 08 05 2016

Date: 08/05/2016

Time: 7:32 am

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City of Edwardsville

BANK: BANK MIDWEST CASH BOND

Check Number	Check Date	Status	Void/Stop Date	Vendor Number	Vendor Name	Check Description	Amount
BANK MIDWEST CASH BOND Checks							
1404	07/29/2016	Printed		CI19	CITY OF EDWARDSVILLE, KANSAS	FORFEITED CASH BOND 48176AA	1,350.00
1405	07/29/2016	Printed		WO05	TASHAWANNTA WOMACK	CASH BOND REFUND 46554AA	500.00
				Total Checks: 2	Checks Total (excluding void checks):		1,850.00
				Total Payments: 2	Bank Total (excluding void checks):		1,850.00

Check Register Report

EXPENSES THRU 08 05 2016

Date: 08/05/2016

Time: 7:32 am

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City of Edwardsville

BANK: BANK MIDWEST CEMETERY

Check Number	Check Date	Status	Void/Stop Date	Vendor Number	Vendor Name	Check Description	Amount
BANK MIDWEST CEMETERY Checks							
2648	07/28/2016	Printed		BO01	BOARD OF PUBLIC UTILITIES	CEMETERY WATER	37.91
2649	07/28/2016	Printed		ED23	EDWARDSVILLE CHRISTIAN CHURCH	MEMORIAL DAY PROGRAM PRNTG	20.00
2650	07/28/2016	Printed		HO41	OLA HOWERTON	CEM REGISTRAR MTHLY FEE	65.00
2651	07/28/2016	Printed		0002	OOTS LAWN AND SNOW	JUNE 2016 CEM MOWING	1,800.00
2652	07/28/2016	Printed		SN05	STEVEN SNIDER	CONTRACT LABOR	48.00
2653	07/28/2016	Printed		SN06	TAMI SNIDER	CONTRACT LABOR	93.00
2654	07/28/2016	Printed		KPL0	WESTAR ENERGY	CEMETERY ELECTRIC SERV	158.32

Total Checks: 7

Checks Total (excluding void checks):

2,222.23

Total Payments: 7

Bank Total (excluding void checks):

2,222.23

Check Register Report

EXPENSES THRU 08 05 2016

Date: 08/05/2016

Time: 7:32 am

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City of Edwardsville

BANK: BANK MIDWEST EFT

Check Number	Check Date	Status	Void/Stop Date	Vendor Number	Vendor Name	Check Description	Amount
BANK MIDWEST EFT Checks							
6150	07/29/2016	Printed		GR05	ATMOS ENERGY	CITY WIDE NATURAL GAS	673.42
6151	07/29/2016	Printed		CA34	CARD SERVICES	PURCHASE CARD PAYMENT	55,890.79
6152	07/29/2016	Printed		KA03	KANSAS DEPARTMENT OF REVENUE	2ND QTR 2016 SALES TAX	341.05
6153	07/29/2016	Printed		KA05	KANSAS EMPLOYMENT SECURITY C-4	2ND QTR 2016 SUTA FIRE EMS	269.59
6154	07/29/2016	Printed		PE21	PEPSI BEVERAGES CO	CONCESSION STAND BEVERAGES	313.58
6155	07/29/2016	Printed		FL04	WEX BANK	CITY WIDE FUEL	5,624.79
				Total Checks: 6	Checks Total (excluding void checks):		63,113.22
				Total Payments: 6	Bank Total (excluding void checks):		63,113.22
				Total Payments: 45	Grand Total (excluding void checks):		124,717.80

Check Register Report

08 50 2016 PAYROLL

Emp. Code Desc.: 01
City of Edwardsville

Date: 8/4/2016
Time: 11:41:24

Check No.	Check Date	Recon.Date	Status	Employee ID	Pay To	Check Description	Amount
149922	08/05/2016		P	PRINC	PRINCIPAL LIFE GROUP	Remittance Check	\$788.37
149923	08/05/2016		P	STAND	STANDARD INS CO	Remittance Check	\$844.04
703739	08/05/2016		P	IRSEF	IRS EFT	Remittance Check	\$24,392.73
703740	08/05/2016		P	KS TA	KS STATE TAX	Remittance Check	\$3,349.45
703741	08/05/2016		P	HSA	HSA Bank	Remittance Check	\$150.00
703742	08/05/2016		P	KP&F	KP&F	Remittance Check	\$21,513.41
703743	08/05/2016		P	KPERS	KPERS	Remittance Check	\$3,231.29
703744	08/05/2016		P	ICMA	ICMA	Remittance Check	\$1,490.03
703745	08/05/2016		P	KPC	KANSAS PAYMENT CENTE	Remittance Check	\$134.31

Total Checks: 9

Sub-Total: \$55,893.63
Total Void/Stop Payment: \$0.00
Grand Total: \$55,893.63

TO: MAYOR & CITY COUNCIL
FROM: MICHAEL WEBB, CITY MANAGER 
DATE: AUGUST 8, 2016
SUBJECT: NOTICE OF PUBLIC HEARING-FY 2017 BUDGET

RECOMMENDATION

City Council to consider the Notice of Public Hearing for the FY 2017 Budget.

FINANCIAL IMPACT

Not Applicable

BACKGROUND

The City is required to hold a public hearing regarding its annual budget and must publish a Notice of Public Hearing in the City's official publication (*The Wyandotte Echo*). The Notice sets the maximum budget and maximum tax rate that may be considered by the governing body. A copy of the Notice of Public Hearing will be presented during the Council meeting after a budget presentation to allow for any changes as a result of the presentation.

TO: MAYOR & CITY COUNCIL
FROM: MICHAEL WEBB, CITY MANAGER 
DATE: AUGUST 8, 2016
SUBJECT: EMPLOYEE HANDBOOK

RECOMMENDATION

City Council to consider Resolution No. 2016-12 regarding amendments to the Employee Handbook.

FINANCIAL IMPACT

Not Applicable.

BACKGROUND

The current Employee Handbook was adopted on June 9, 2008 and subsequently amended on July 14, 2008, September 12, 2011, and November 10, 2014. The proposed changes, which are summarized on the attachment, are intended to maintain compliance with state law, specifically HB 2502, which became effective July 1, 2016. A complete copy of the Employee Handbook is available to all employees.

In closing, staff recommends adoption of Resolution No. 2016-12 amending the Employee Handbook.

Employee Handbook

Summary of Changes

Regarding weapons at the work place, the current employee manual reads:

Weapon-Free Workplace Policy

In the interest of maintaining a workplace that is safe and free of violence, the City of Edwardsville prohibits the possession or use of "dangerous weapons" on City property, regardless of whether or not the person is licensed to carry the weapon. This policy applies to all City employees, contractors, and temporary employees on City property. Please note that law enforcement officers may carry a weapon as required by their position.

Effective July 1, 2016, Kansas HB 2502 states:

No public employer shall restrict or otherwise prohibit by personnel policies any employee, who is legally qualified, from carrying any concealed handgun while engaged in the duties of such employee's employment outside of such employer's place of business, including while in a means of conveyance

The Weapons-Free Workplace Policy shall be nullified and replaced with the following section:

Weapons in the Workplace Policy

In the interest of maintaining a workplace that is safe and free of violence, the City of Edwardsville prohibits the possession or use of "dangerous weapons" on City property. However, effective July 1, 2016, state statute permits employees the right to conceal carry of a handgun.

The carrying of a concealed handgun is not within the course and scope of employment, except law enforcement officers may carry a weapon as required by their position. Any injury while working that is caused by the employee choosing to carry a concealed handgun will not be considered for worker's compensation. Any liability associated with the employee's decision to conceal carry will not be defended by the City of Edwardsville and will be of a personal nature.

Employees are prohibited from leaving a handgun in plain view or unattended and firearms shall not be stored in a city-owned vehicle. Employees must also abide by all laws related to conceal carry, including not entering any private or public building prohibiting conceal carry. The election of an employee to conceal carry shall not interfere with the employee's ability to perform any duties and must not obstruct any required safety equipment.

Additionally, the City shall be adding the following section under Employee Policies:

Lost or Stolen Personal Property Policy

The City is not liable for any damage to or theft of personal property of the employee occurring on City premises. Personal property is defined as any property not owned by the City of Edwardsville and is not related to the discharge of the employee's regular duties.

RESOLUTION NO. 2016-12

A RESOLUTION OF THE CITY OF EDWARDSVILLE, KANSAS AMENDING THE EMPLOYEE HANDBOOK ADOPTED BY RESOLUTION NO. 2008-09 AND AMENDED BY RESOLUTION NOS. 2008-14, 2011-04, AND 2014-21

WHEREAS, the City of Edwardsville, Kansas (“the City”) Governing Body adopted the current employee handbook by Resolution No. 2008-09 on June 9, 2008 and amended by Resolution No. 2008-14 on July 14, 2008, Resolution No. 2011-04 on September 12, 2011, and Resolution 2014-21 on November 10, 2014; and

WHEREAS, the City has determined further amendments are necessary to ensure compliance with state legislation related to the allowance of conceal carry of handguns by public employees.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF EDWARDSVILLE, KANSAS, AS FOLLOWS:

Section 1. The Governing Body hereby amends the Employee Handbook originally adopted by Resolution No. 2008-09 on June 9, 2008, and amended on July 14, 2008, September 12, 2001, and November 10, 2014

Section 2. A complete copy of the amended handbook is available for review in the office of the City Clerk

Section 3. This Resolution shall be in full force and effect from and after its adoption

PASSED AND APPROVED by the Governing Body for the City of Edwardsville, Kansas this 8th day of August, 2016.

John McTaggart, Mayor

ATTEST:

Zachary Daniel, Assistant to the City Manager/City Clerk