



CITY COUNCIL MEETING MINUTES

June 13, 2016

7:00 pm

The following councilmembers were present with Mayor John McTaggart presiding:

Jason Gillam Chuck Adams
Margaret Shriver Chuck Stites
Garrett Mellott

The following staff members were present:

- Michael Webb, City Manager
- Mark Mathies, Police Chief
- Sid Mitchell, Police Captain
- Tim Whitham, Fire Chief
- Dave Knopick, City Planner
- Zack Daniel, Assistant to the City Manager/City Clerk

APPROVE MINUTES OF MAY 23, 2016

Councilmember Stites made the motion to approve the minutes. Councilmember Shriver seconded the motion. Mayor McTaggart requested a roll call vote, which passed unanimously.

STATEMENT OF BILLS PAID \$490,559.993

Councilmember Mellott made the motion to approve the statement of bills paid. Councilmember Gillam seconded the motion. Mayor McTaggart requested a roll call vote, which passed unanimously.

REQUESTS OR COMMENTS FROM THE PUBLIC

There were no requests or comments from the public.

CONSIDER 2015 FINANCIAL STATEMENTS AND REPORT OF THE CITY'S INDEPENDENT CERTIFIED PUBLIC ACCOUNTANTS

City Manager introduced Brian Knyp, a representative from the audit firm Wendling Noe Nelson and Johnson, and briefly summarized sections of the audit. Mr. Knyp asked the City Council to follow along with the hard copy of the audit report. He highlighted the clean opinion of the audit and pointed out the page which contained the fund cash receipts and expenditures for each category. Mr. Knyp also reviewed the current status of the City's debt payments and amortization schedule. There was some discussion related to disclosed KPERS liability. Mr. Webb noted that generally, the ending unencumbered cash balance is used as the standard for determining if the City is meeting its financial goals.

Mr. Webb pointed out there was a cash balance violation in the Governmental Grant Fund related to purchase of grant funded police equipment in 2015. The grant program was a reimbursement program, and the actual reimbursement occurred in 2016, triggering the violation. This was previously disclosed to the City Council.

Councilmember Gillam made the motion to accept the findings of the City's independent certified public accountants. The motion was seconded by Councilmember Adams. Mayor McTaggart requested a roll call vote, which passed unanimously.



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CONSIDER ORDINANCE NO. 964 AUTHORIZING THE ISSUANCE OF INDUSTRIAL REVENUE BONDS FOR THE HERFF JONES, LLC EXPANSION PROJECT

Scott Anderson from the City's Bond Counsel summarized this item's history, including the Resolution of Intent passed by the City Council on March 4, 2016. He noted that the expansion project involves a 48,000 sq. ft. expansion to the existing Herff Jones facility. The ordinance before the City Council authorizes the issuance of the industrial revenue bonds for the project and authorizes the Mayor to sign the indenture, base lease, lease, and performance agreement. The performance agreement contains the PILOT scheduled previously outlined in the Resolution of Intent. The abatement term is for 10 years from 2017 to 2026. Mr. Anderson reminded the Council that the abatement would only apply to the new portions of the building and not the portion that was recently put back on the tax roll. He also noted that this was the first abatement to operate under the base lease/lease agreement structure, a change that was recently allowed by Kansas law. Councilmember Shriver asked how many jobs are expected to result for the proposed expansion. Staff noted they will confirm the number, but they believed the number was between 10 and 20.

Councilmember Adams made the motion to adopt Ordinance No. 964. Councilmember Gillam seconded. Mayor McTaggart requested a roll call vote, which passed unanimously.

CONSIDER RECOMMENDATION OF APPROVAL FROM THE PLANNING COMMISSION REGARDING THE FINAL PLAT (RE-PLAT) AND ACCEPTANCE OF EASEMENTS/RIGHTS-OF-WAY AT 201 N. 4TH ST.

City Planner Dave Knopick introduced this item and summarized the public hearing on the re-plat that took place at the May Planning Commission meeting. He noted that none of the public comments directly opposed the re-plat of the property. He did note that one resident brought up a protest petition for the zoning designation which occurred in 2004. After review by the City Planner and the City Attorney, it was determined that the protest petition filed was not valid due in part failing to meet the threshold of petitioning property owners. It is staff's view that the C-2 Commercial zoning is valid. Mr. Knopick also added that future development of the property would be subject to additional public review involving a future public hearing and plan review process. There was additional discussion on the tax ramifications of the re-plat.

Councilmember Adams asked if there was an easement in the middle of the property running north-south, which Mr. Knopick confirmed there was not. Councilmember Mellott asked how this area became 11 lots after being a school and a post office in the past. Mr. Knopick answered that much of the town was platted before K-32 was installed and many of the lot sizes were considerably smaller. Mr. Webb also noted that the tax office has the area listed as two tax parcels. Councilmember Stites asked a question relating to the number of eligible properties in the protest area which is 200ft. from the outer edge of the property line. Mr. Knopick clarified how the protest threshold was determined. Mr. Knopick again reminded the group that any development in the future would be subject to future public review and possible protest.

Councilmember Adams made the motion to approve the recommendation of the Planning Commission for the final plat (re-plat) for 201 N. 4th subject to the three conditions outlined in



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the agenda memo. Councilmember Gillam seconded. Before a vote could happen, Councilmember Stites asked what purpose the re-plat serves without a development plan for the area. Mr. Knopick clarified that sometimes re-plats serve to clean up legal descriptions, are for mortgage or finance issues, or are done to assist with a sale of a piece of land. At this point, Mayor McTaggart requested a roll call vote, which passed unanimously.

CONSIDER AUTHORIZING CITY MANAGER TO ENTER INTO A CONTRACT WITH SMITH & LOVELESS, INC. FOR THE PURCHASE OF THE LTC LIFT STATION

Mr. Webb noted that the construction contract for the new LTC lift station is currently in the bidding phase. When preparing the bid specifications, City staff and engineers determined it would be logical to pursue a sole purchase for the pump station. The benefit is that the unit will be processed during the construction period. There is a cost savings as there will be no additional markups if the City can buy directly. The lift station would be purchased from Smith & Loveless for the amount of \$83,993 and includes all of the necessary items except for an auto-dialer, which the City is currently exploring pricing for. The City Attorney also concurred with staff's findings regarding this purchase. Councilmember Adams confirmed that all of the materials will be covered under warranty. Mr. Webb noted that the item will essentially be ready to operate upon delivery.

Councilmember Stites made the motion to authorize the City Manager to enter into a contract with Smith & Loveless, Inc. for the purchase of the LTC Lift Station. Councilmember Adams seconded the motion. Mayor McTaggart requested a roll call vote, which passed unanimously.

Mr. Webb noted that for this item and the next item, the order will not be placed until the completion of the construction bid process.

CONSIDER AUTHORIZING CITY MANAGER TO ENTER INTO A CONTRACT WITH MARC/KCPRC AND HGAC BUY FOR THE PURCHASE OF A GENERATOR FOR THE LTC LIFT STATION

Mr. Webb stated that the LTC Lift Station will require backup power provided by a generator. After reaching out to MARC's purchasing cooperative, staff has determined the proposed generator is appropriate for the City's use. Mr. Webb noted that this item went through a competitive bidding process through MARC. Councilmember Stites asked if it made sense to purchase a larger generator now to service a possible second lift station in the future. Mr. Webb noted that a second lift station will be installed in the future, but not knowing how far in the future that is it would be best to move forward with the staff recommendation.

Councilmember Adams made the motion to authorize the City Manager to enter into a contract with MARC/KCPRC and HGAC Buy for the purchase of a generator for the LTC Lift Station. Councilmember Gillam seconded the motion. Mayor McTaggart requested a roll call vote, which passed unanimously.



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At this point, there was a brief break to correct technical difficulties related to the laptop and projector

PRESENTATION OF PRELIMINARY BUDGET INFORMATION ADVISORY REPORTS

Mr. Webb began his presentation by noting that this presentation is meant to offer insight into the financial indicators as staff begins to prepare for the 2017 Budget. Mr. Webb reviewed the vision statement for the community as well as the six critical success factors that were developed by the Council at a 2015 Strategic Planning session. Mr. Webb then highlighted 2016 goals and enhancements which are in various stages of implementation. Next, Mr. Webb reviewed assessed property value and how it has fluctuated coming out of the recent recession. He pointed out that the mill levy has remained at 47.367 for the last three years. Mr. Webb then reviewed PILOTs (payments in lieu of taxes), including the properties that have recently been added back onto the tax rolls. He highlighted the potential for return on investment that is offered by some of these opportunities. Mr. Webb then reviewed sales tax revenue. He also highlighted some of the items that special sales tax funds have used to purchase including equipment and vehicles for the Fire Department, residential street overlays, and parks & recreation upgrades. Finally, Mr. Webb reviewed debt service and outstanding issues for the remainder of 2016.

Councilmember Adams made the comment that he'd like to see as much funds as possible dedicated to the streets.

CITY MANAGER

Mr. Webb updated the Council on the Kansas Ave. project and the ongoing construction of the futsal courts at the City Park. Councilmember Adams asked that there be some indication that Kansas Ave. will no longer have stop signs at certain places. Councilmember Stites asked that staff look into lighting options for the futsal courts. Mr. Webb also reviewed the progress of the K-32 Corridor Study as well as the Blight Study related to the north end development.

Assistant to the City Manager Zack Daniel provided updated figures related to the City-Wide Clean Up. He also noted that there have been recent applications for some of the City's citizen advisory boards. Finally, he reminded the group that there is a video on the City's YouTube channel highlighting recent training activity.

CHIEFS (POLICE & FIRE)

Police Chief Mathies updated the Council on ongoing recruitment and hiring activity. He also reminded the group that night court has been eliminated, which effects bailiff scheduling. Fire Chief Whitham also provided updates on hiring activity. He also shared details on the multi-purpose attack truck

CITY ATTORNEY

No comments from the City Attorney

COUNCIL AND MAYOR COMMENTS

Councilmember Adams inquired about potential public transit options for Edwardsville.



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Councilmember Gillam thanked staff for their efforts which lead to a clean audit.

Councilmember Mellott thanked Dave Knopick for his summary of the tonight's planning item.

Councilmember Shriver echoed the earlier Council comments and thanked Parks & Rec Supervisor Mike Martin for his efforts during Gold Glove Week. She also congratulated Zack Daniel on his upcoming baby and wished him luck.

Councilmember Stites congratulated Chief Whitham on the new fire apparatus. He inquired on the status of a new Public Works Director, which Mr. Webb provided a summary of the City's efforts to this point and challenges to the process. Finally, Councilmember Stites asked that the City review options related to tree trimming in certain areas of town.

Mayor McTaggart stated he was looking forward to the upcoming budget preparation.

ADJOURNMENT

The meeting was adjourned at 9:04 pm

Zachary Daniel

City Clerk