



City Council Meeting Minutes

July 24, 2023
6:00 p.m.

Mayor: Carolyn Caiharr
Councilmember Camila Adcox Mark Bishop Garrett Mellott
Greg Scott Margaret Shriver

Please stand for the **Pledge of Allegiance**

Call meeting to order and consideration of the evening's agenda

1. **Requests or Comments from the public**
 - No comments were heard
2. **Consider approval of consent agenda items**
 - a) **Approve minutes of July 10, 2023**
 - b) **Statement of bills paid in the amount of \$324,165.01**
 - **Motion:** Councilmember Mellott made the motion to approve the consent agenda
 - **Second:** Councilmember Shriver seconded the motion
 - **Vote:** Passes, 5-0
3. **Consider Resolution 2023-07 authorizing the reimbursement of funds for professional services for design improvements and other related expenses for the 98th Street Project (Phase II)**
 - Assistant City Manager (ACM) Zach Daniel explained that we have entered into this process before when we are starting to incur project costs. We were awarded 4.1 million dollars (\$4,100,000.00) in STP funds in total and the City's match will be 2.7 million (\$2,700,000.00). The reimbursement resolution will allow us to receive bond funding up to the amount the City will match. This will give us the authorization to begin incurring costs for the Phase II of the 98th St project.
 - **Motion:** Councilmember Bishop made the motion to authorize the reimbursement of funds for professional services.
 - **Second:** Councilmember Scott
 - **Vote:** Passes, 5-0
4. **Consider authorizing the Interim City Manager to enter into a contract with BHC for professional services for design improvements for the 98th Street Project (Phase II)**
 - Public Works Director CE Goodall reviewed this item, noting that we will be beginning Phase I in September and are ready to start the survey work for Phase II. Staff recommends moving forward and keeping concity in the project with BHC Rhodes to keep the project running clean and smoothly.
 - **Motion:** Councilmember Bishop made the motion to authorize the Interim City Manager to enter into a contract with BHC Rhodes for this project.
 - **Second:** Councilmember Shriver seconded the motion.
 - **Vote:** Passes, 5-0

5. Consider authorizing the acquisition of an ambulance for the Edwardsville Fire Department

- Fire Chief Tim Whitham reviewed this item, the Fire Department is wanting to replace the 2014 Osage Ambulance that was purchased in 2014 when Edwardsville begin the EMS program. The price is \$274,610.00, we are not requesting funding at this time. We would like to be able to place our order with HGAC and lock in at the price of \$274,610.00 since it will take 24-30 months to build the ambulance. We are better to lock in at the purchase price now. We will come back to City Council when we are 6 months out from delivery to request financing. We don't want to begin making payments on a rig that we won't have for at least 2 years.
- Councilmember Shriver asked which Fire Department vehicles have been purchased with the Special Sales Tax.
- Chief Whitham answered that we have purchased the last ambulance in March of 2020 for EMS and received in 2023. For Fire we have purchased the 2011 Pierce Pumper, 2018 Quint and the 2016 multi-purpose Wild & Fire.
- Mayor Caiharr asked for the life expectancy for an ambulance and Chief Whitham answer 5 to 7 years before in will need a rebuild which includes the cab and chassis.
- **Motion:** Councilmember Mellott made the motion to approve the acquisition of the Road Rescue Ambulance and lock in the price of \$274,610.00.
- **Second:** Councilmember Scott seconded the motion
- **Vote:** Passes, 5-0

6. Hear presentation regarding Quarter 2 Budget Review for 2023 and hear staff presentation regarding the development of the 2024 Annual Budget

- Assistant City Manager Zach Daniel gave a brief overview of the first 2 quarters budget in 2023. Property and Sales tax numbers are on target for 2023 goals. Franchise fees are coming in stronger than anticipated. Gaming revenue is at 51%. Court fines are at 65% of our adopted estimate. Ambulance fees are currently at 37%, this may be due to switching to a new billing company and taking time to catch up. Motor vehicle is at 48%, so not substantial shortages. General Fund revenue is ahead at 67%. General Fund Expenses are at 50%.
- We had a lot of front-loaded costs at the beginning on the year that were not budgeted. All other Special Fund accounts are all on track for the goals for 2023.
- ACM did give credit to Elizabeth Leir (Billing Clerk) for working very hard to get the trash and sewer bills current since she has been given the time to really work on it and catch a \$50,000.00 mistake made by Wyandotte Co. billing.
- FY 24 Budget Priorities by Staff are to continue to make investments in critical City infrastructure, City facilities, public spaces, employee retention, recruitment, adjustments to the City's compensation plans and appropriate tax burden relief for residents if possible.
- The City is expecting around \$375,000.00 in CiFi contributions from Wyandotte County in 2024. These funds are not guaranteed until WyCo finalizes it's FY24 Budget. Our projects in 2024 are not defendant on it, we will just be able to plan more if we receive the funds.
- ACM Zack Daniel discussed the possibility of using ARPA funds to give some direct relief to the residents through their trash bill. If we use \$30,000.00 in ARPA fund it will flatten out the increases to residents and the increase would only be \$0.25.
- Mayor Caiharr asked if this would affect the residents in the trailer park. Zach explained that the trailer parked opted too not use the same trash company as the City.

- Mayor Caiharr asked if we knew how many citizens were not on sewer since this would not be helpful to them.
- ACM Zach Daniel answered that we have around 660 sewer customers and 440 that are not on sewer services.
- ACM Zach Daniel presented that ARPA considerations are to upgrade our technology system. The estimate of the upgrade is \$270,000.00. We would be able to operate a lot more efficiently. We would be able to offer to pay bills online and use the same system for the Admin and Court services. These are necessary upgrades due to the system being a dinosaur. We will be able to move these upgrades to the new facilities. We are running into update problems with the new server due to the system being so old.
- ACM Zach Daniel stated that we can look at other ways to use the ARPA funds on some projects such as sidewalks. The fund has to be spent by 2026.
- Mayor Carolyn Caiharr said it would be nice to use the funds that are long represented in our City.
- Councilmember Mellott said it would be great for the community if we could get sidewalk access to Dollar General. Discussion ensued.
- ACM Zach Daniel gave an update of the future for FY24 Budget Planning for August 14th and 28th.
- Mayor Carolyn Caiharr said would it be great if we could keep the taxes from going up for our residents. Discussion ensued.
- Councilmember Scott is concerned with a major Mill Levy decrease. He feels it is important to make sure we take care of staff and retain the employees we have and be competitive with recruitment. Discussion ensued.
- No official action was requested as part of this presentation.

7. City Manager Report

- Interim City Manager Mark Mathies introduced Chantal Frierson the new City Clerk and Captain Jeff Short to City Council. Captain Short will be taking over the operations of the Police Department to give some relief to Interim City Manager Mark Mathies. He thanked ACM Zack Daniel for all his work through the years and how well he performs his job as ACM. Now with a City Clerk it should relieve ACM Zach Daniel and now he can focus on the more Executive side of his job.
- Interim City Manager Mark Mathies introduced the new Project Manager report to keep everyone informed of the status on all projects.
- Interim City Manager Mark Mathies gave an update on the Public Works facilities and different ideas for the facilities. He introduced Councilmember Bishop and his construction background.
- Councilmember Bishop stated he has done some research on the current facilities and it is not zoned properly and asked if as a body would they rezone for the City and not someone else. He gave an estimate of the fencing quotes that he received. We need to have facilities that will allow us to park all of our equipment inside to protect them from the weather.
- Mayor Carolyn Caiharr stated that she has had feedback from residents that live near the current Public Works facilities and they have no issues with the location. The neighbors are concerned that if we sell the land what will happen to the location if it becomes private property. She believes the most important thing is to do it right and do it well. Discussion ensued.
- Interim City Manager Mark Mathies confirmed that it sounds like City Council is requesting that staff do some research on upgrades to the Public Works facilities.

- Interim City Manager Mark Mathies presented the discussion of Economic Development. We want to be prepared for the future. Community Improvement District Policy is the tool we have been using and tapping into our resources. Would it be beneficial to add an Economic Development Director to the City may it be by employment or contracted. That way we have someone advocating 100% for the City. This has been presented in the past and now seems to be the time to implement it. He explained the benefits of having someone to represent us with all the land we have to development.
- ACM Zach Daniels reminded everyone that the bulky item pick up is on Saturday August 5, 2023.
- ACM Zach Daniels stated that over the next few weeks and months we will be passing out fliers on the Special Sales Tax renewal and different events through the community. We need to use all the resources that we have to spread the word.
- City Attorney Ney requested an Executive Session at the next meeting to have follow up discussion on legal correspondence.
- Captain Short gave a brief description of the recent Water Fest put on by the Police Department. He estimates that we had around 100 guests. The event was very successful.

8. Council and Mayor Comments

Councilmember Scott thanked Interim City Manager Mark Mathies for his presentation and told him he did a great job for his first day. He thanked ACM Zach Daniel for staying up with the budget numbers and making them so easy to understand. He suggested that everyone help spread the work on the Special Sales Tax through social media, if possible, to help with the awareness of its use. He congratulated Captain Dave Mellen for his promotion. He congratulated Captain Short for being here. He welcomed Chantal Frierson.

Councilmember Shriver welcomed Chantal Frierson. She thanked ACM Zack Daniel for his valuable presentations. She agreed that we should use the \$270,000.00 in ARPA funds immediately to upgrade the outdated technology. She also asked Chief Whitham to verify that all the Fire/EMS vehicles are funded through the Special Sales Tax on the record and he did. She again emphasized the importance of making everyone aware of the importance of the Special Sales Tax. She expressed the importance of staff increases as well as helping residents save money on taxes. The Council has made that happen the last 5 years so she would like this to happen with the next Budget meeting. If we can't cut them, she would hope that we can at least not raise them. She is relying on ACM Zach Daniel to do his magic and bring the Council options.

Councilmember Mellott thanked the Police Department for the Water Fest. He thanked Captain Short for stepping into the position he is in. He gave credit to Zach for all of his hard worked and great presentations he presented at the Chamber Luncheon and expressed what an asset he is to the City. He thanked Interim City Manager Mark Mathies. He also thanked Chantal for being in her position. He feels it is excellent for Chantal to take over as City Clerk so that it will take some of the pressure off of ACM Zach Daniel. He requested a speed trailer on 102nd St. due to all the recent traffic with the recent increase in population in the area. He thanked Chief Whitham for his due diligence in shopping around for the best ambulance price. He is calling for two (2) Executive Sessions at the next Council meeting. First for non-personnel discussions and the other to discuss Public Works Facilities with the City Attorney, C.E. Goodall, the Public Works Director and the City Manager.

Councilmember Bishop recommended that we look at updating our City Seal. He thought it would be a good idea to ask the local High School students to draft art work and he would be willing to talk to the High School Art teacher to incorporate the River Front Park possibly. He thanked ACM Zach Daniel for his speech at the Chamber Luncheon. He told Zach he would host the Emmy's he did such a great job. noted his recent interactions with EPD and EFD, and commended their professionalism. He also thanked Public Works for recent sign installation on Kansas Ave.

Councilmember Adcox thanks ACM Zach Daniel and Captain Short. She congratulated City Clerk Chantal Frierson for her new position. She asked Fire Chief Tim Whitham how many calls the Fire Department ran in 2022. She asked him how many part-time and full-time employee's the Fire Dept has. She wanted to know who we use for our Dispatch Service. She wants to do what's right for the crews and the Community.

Mayor Caiharr stated she is really excited to see CiFi coming up in the proposed budget. She wanted to thank the Police Department for the Water Fest and thought it was a great community policing event. She welcomed City Clerk Chantal Frierson and Captain Short.

ADJOURNMENT

The meeting was adjourned at 8:38 p.m.
Chantal Frierson
City Clerk