

**MINUTES OF THE COUNCIL MEETING
OF THE CITY OF PAOLA, KANSAS
6:00 O’CLOCK P.M.
March 13, 2018**

**Held in the Municipal Court Room at the Paola Justice Center
806 N Pearl Street in Paola**

The Governing Body of the City of Paola, Kansas, met with Mayor Stuteville presiding.

Council Members present: Mayor Artie Stuteville and Council Members Dave Smail, Leigh House and Aaron Nickelson.

Council Members absent: Gee Gee Wilhoite.

Also present: City Manager Jay Wieland, City Clerk Dan Droste, Assistant City Clerk Stephanie Marler, City Attorney Lee Tetwiler, Chief of Police Don Poore, Public Works Director Kirk Rees, Police Officer Yessenia Rizo, Brian McCauley with the Miami County Republic, and others.

CALL TO ORDER: The regular council meeting was called to order by Mayor Stuteville.

ROLL CALL: Mayor Stuteville and Council Members Smail, House, and Nickelson were all present. Council Member Wilhoite was absent.

INTRODUCTION: Chief of Police Don Poore introduced Police Officer Yessenia Rizo who recently joined the Paola Police Department.

Agenda Item 1 - CONSENT AGENDA

- a. Approval of minutes of the meeting of February 13, 2018.
- b. Approval of Salary Ordinances 18-04 and 18-05.
- c. Approval of Appropriation Ordinances 873, and 874.
- d. Approval of the Pledged Collateral Report for February, 2018.
- e. Approval of the Journal Entries Reports for February, 2018.

Council Member Smail made a motion to approve the Consent Agenda as presented and authorize the Mayor to sign. The motion was seconded by Council Member Nickelson and all voted aye. The motion passed 3 to 0.

Agenda Item 2 - COMMENTS FROM THE PUBLIC – No one addressed the Council.

Agenda Item 3 - UNFINISHED BUSINESS – None.

Agenda Item 4 - NEW BUSINESS

Agenda Item 4a - Consider the renewal of the City’s liability/property/auto insurance policies.

City Clerk Droste reported that the City’s liability, property, and auto insurance package through EMC Insurance Companies renews annually on April 1st. He presented a renewal quote from EMC as follows:

<u>Coverage – EMC Insurance Company</u>	<u>Current Premium</u>	<u>Renewal Premium</u>	<u>Dollar Increase (Decrease)</u>	<u>Percent Increase</u>
Property	\$57,244	\$56,341	(\$903)	-1.58%
General Liability	\$16,899	\$16,888	(\$11)	-0.07%
Linebacker	\$4,319	\$4,319	\$0	0.00%
Law Enforcement	\$7,153	\$7,153	\$0	0.00%
Inland Marine	\$5,810	\$5,810	\$0	0.00%
Auto	\$22,891	\$24,568	\$1,677	7.33%
Umbrella	\$8,641	\$8,704	\$63	0.73%
Data & Cyber	\$921	\$660	(\$261)	-28.34%
Employee Crime	<u>\$0</u>	<u>\$810</u>	<u>\$810</u>	<u>100.00%</u>
Total Premium	\$123,878	\$125,253	\$1,375	1.11%

Clerk Droste reported that currently the City purchases a separate performance bond for the City Treasurer as required by State Statute at a cost of \$1,040.00 annually. The City’s insurance agent is recommending the purchase of Employee Crime Coverage as part of the policy package which will specifically cover the Treasurer and all other City employees, with broader coverage, for a lower premium. A summary of the coverage provided by the Employee Crime coverage is as follows:

- Employee Theft – Blanket per employee: \$100,000 per occurrence limit, \$1,000 deductible.
- Forgery or Alternation: \$100,000 per occurrence limit, \$1,000 deductible.
- Faithful Performance of Duty Coverage: \$100,000 per occurrence limit, \$1,000 deductible.

Clerk Droste confirmed with the City’s Auditor that covering the City Treasurer under the Employee Crime policy instead of a separate performance bond was acceptable under State Statute. Clerk Droste also reported that EMC pays an annual dividend to all cities in their Municipal Insurance Pool. In 2017 the City of Paola received a dividend of \$17,683.40.

After additional discussion, Council Member Nickelson made a motion to approve the renewal bid from EMC Insurance Companies for the City’s liability/property/auto insurance policies in the amount of \$125,253.00, as presented. The motion was seconded by Council Member House and all voted aye. The motion passed 3 to 0.

Agenda Item 4b - Consider bids for a new mower for the Public Works Department.

Public Works Director Rees reported that the Public Works Department is in need of a new mower. He reported that bids were solicited from several dealers and he presented the bids as follows:

<u>Dealer</u>	<u>Equipment Description</u>	<u>Bid</u>
Norris Equipment Co. (Gardner)	2018 Grasshopper 725DT6 with 61" Rear Discharge Deck	\$ 14,137.98
McConnell Machinery Co. (Ottawa)	2017 Grasshopper 725DT6 with 61" Rear Discharge Deck	\$ 14,386.00
Blue Valley Tractor (Stilwell)	2018 Grasshopper 725DT6 with 61" Rear Discharge Deck	\$ 14,389.48

After a discussion, Council Member House made a motion to approve the bid from Norris Equipment Company in the amount of \$14,137.98 for a 2018 Grasshopper 725DT6 mower with a 61" rear discharge deck. The motion was seconded by Council Member Smail and all voted aye. The motion passed 3 to 0.

Agenda Item 4c - Consider the purchase of an automated monitoring system for 4 of the City's sanitary sewer lift stations.

Public Works Director Rees reported that he would like to pursue the purchase and installation of 4 Sensaphone Sentinal auto dialing units for the sanitary sewer lift stations located around Lake Miola. These units will monitor the lift stations and automatically contact our personnel before a malfunction becomes a major issue. He also recommended the purchase of 3 additional units in 2019 for the remaining sanitary sewer lift stations so that all of the City's lift stations will be electronically monitored. The 2019 additional purchase will be presented to the City Council at that time. He presented a bid from Enviro-Line Company, Inc. as follows:

4 Sensaphone Sentinal Units with 1 year communication service:	\$7,977.60
4 Enclosures for each autodialer:	\$6,754.29
Installation:	<u>\$1,853.42</u>
Total:	\$16,585.31

After additional discussion, Council Member Smail made a motion to approve the purchase of 4 Sensaphone Sentinal Units, enclosures, and installation in the amount of \$16,585.31 from Enviro-Line Company, Inc. The motion was seconded by Council Member Nickelson and all voted aye. The motion passed 3 to 0.

Agenda Item 4d - Consider an Ordinance extending the Residential Construction Incentive Program.

Manager Wieland reported that the new housing incentive program that was adopted by the Council last year has expired. It resulted in 10 new homes being constructed. By comparison, during the two years that we previously offered the incentive, 11 new homes (in total) were constructed. Given the remaining concerns of increasing the housing stock in Paola, encouraging continued new home construction and broadening the City's tax base, he recommend giving consideration to renewing the program.

He presented an ordinance would extend the program through December 31, 2018 and the incentive will be consistent throughout the city providing a reduction of 65% of the build permit fee, 65% of the plan review fee, 50% of the sewer fee, and 50% of the water fee.

After discussion, Council Member Nickelson made a motion to approve AN ORDINANCE ADOPTING A RESIDENTIAL CONSTRUCTION INCENTIVE PROGRAM, AND REPEALING ORDINANCE NO. 3120. The motion was seconded by Council Member House and all voted aye. The motion passed 3 to 0 and the Ordinance was assigned number 3122.

Agenda Item 4e - Consider a Resolution of Support for the Osawatomie State Hospital.

Manager Wieland presented a Resolution of Support for the Osawatomie State Hospital for consideration. The purpose of the Resolution is to encourage Kansas leaders to maintain and expand the hospital's operations on its current campus; and to improve the operation's facilities thus improving the care provided to patients.

After discussion, Council Member House made a motion to approve A RESOLUTION OF SUPPORT FOR THE OSAWATOMIE STATE HOSPITAL CAMPUS. The motion was seconded by Council Member Nickelson and all voted aye. The motion passed 3 to 0 and the Resolution was assigned number 2018-004.

Agenda Item 5 - COMMITTEE REPORTS – None.

Agenda Item 6 - STAFF REPORTS

Police Chief Poore reported that a “walk out” is planned at the Paola High School tomorrow morning in support of new regulations pertaining to school gun violence.

Public Works Director Rees reported that Mr. T.J. Slyter who owns a pressure washing business offered to clean the rock walls at the entrance to Wallace Park. Mr. Slyter completed the project over the weekend and he did a really nice job.

City Manager Wieland reported that the water plant will be using “free chlorine” in the water system thru April 2nd as part of regular distribution system maintenance. The water is completely safe for consumption and cooking, however, some may notice a chlorine taste or smell.

City Manager Wieland reported that the contract for the sale of 18 E Wea Street will be ready for the Mayor's signature soon. The sale is set to close on April 30th or at the end of the PHS Robotics Team season, whichever comes first.

City Manager Wieland reported that there is a business that is interested in acquiring a lot in the Paola Industrial Park. More information will be forthcoming.

City Manager Wieland reported that he will be meeting with the party who is interest in purchasing the old water treatment plant to continue negotiations.

City Manager Wieland reported that KwiKom is in the process of installing their equipment on the MDCPUA Water Tower. The installation is expected to be completed by the end of March or early in April.

Agenda Item 7 - MISCELLANEOUS MATTERS FROM THE COUNCIL

Council Member Nickelson asked about SuddenLink and if the City has talked with any other cable TV services. Manager Wieland reported that he has visited with other service providers but has been unsuccessful due to the size of the Paola market. He is continuing to seek other providers who might be interested in our market.

Agenda Item 8 - MISCELLANEOUS MATTERS FROM THE MAYOR – The Mayor had no other issues to discuss.

Agenda Item 9 – ADJOURNMENT

With no additional business to come before the Council, Council Member Smail made a motion to adjourn. The motion was seconded by Council Member House and all voted aye. The motion passed 3 to 0.

Artie Stuteville, Mayor

ATTEST: [seal]

Daniel G. Droste, City Clerk