

The El Dorado City Commission met in a special session on September 6, 2016 at 6:30 p.m. in the Commission Room with the following present: Mayor Vince Haines, Commissioner Chase Locke, Commissioner Gregg Lewis, Commissioner Nick Badwey, Commissioner Kendra Wilkinson, City Manager Herb Llewellyn, City Attorney Jim Murfin, Finance Director Tammy Schaffer, Assistant City Engineer Scott Rickard, and City Clerk Tabitha Sharp.

VISITORS

Julie Clements	Butler County Times Gazette	El Dorado, KS
James Cook	719 Fredrick Dr	El Dorado, KS
Katie Henderson	220 E 1 st	El Dorado, KS
Jennifer West	220 E 1 st	El Dorado, KS
Brian Gartland	220 E 1 st	El Dorado, KS
Wade Wilkinson	1100 S Denver	El Dorado, KS
Sherry Hagemeister	206 E Central	El Dorado, KS
Dwight Wernli	205 Post Road	El Dorado, KS
Josh Hall	1707 Post Ct	El Dorado, KS

CALL TO ORDER

Mayor Vince Haines called the September 6, 2016 meeting to order.

INVOCATION

Mark Somerville, Assembly of God, opened the meeting with prayer.

PLEDGE OF ALLEGIANCE

Misty Currier's 3rd Grade Class from Skelly Elementary led the Pledge of Allegiance.

PERSONAL APPEARANCE

Katie Henderson and Jennifer West presented information on their success in collecting past due utility bills and reducing bad debt while increasing customer service.

Brian Gartland, Assistant to the City Manager, presented information on a grant application for an Artscape in El Dorado.

PUBLIC COMMENT

Mayor Vince Haines opened the floor for public comment.

Josh Hall, Willie's, stated that he is concerned about the flooding in the downtown area when we receive large amounts of rain. He stated that before we can talk about beautifying the downtown area, we have to fix the stormwater issues.

Mr. Hall stated that he was willing to donate the basement of his building to build something to help with retention.

Dwight Wernli, 205 Post Rd, stated that he owns several properties on West 1st and can't rent them out because of flooding issues. He stated that he is willing to donate the property at 110 W 1st to help with the problem.

Commissioner Gregg Lewis asked if they put in a retaining wall if it would flood the Heritage Apartments to the west.

Scott Rickard, Assistant City Engineer, stated that it may flood some of it.

Mr. Rickard stated that the inlet grate in that area was covered in grass clippings that night and when they moved it, the water went down. He stated that his staff are going to be doing some surveying work this week.

Commissioner Chase Locke asked if we could get numbers on the holding tank in their basements.

City Manager Herb Llewellyn stated that we have had several discussions and had been holding off in order to only tear up the area one time once the core area master plan had been completed. He stated that he and Mr. Rickard spoke last week and think they can fix this area without having to redo it later.

Commissioner Nick Badwey asked if there was a formula that could help them figure out how big to make the structure.

Mr. Rickard stated that it all depends on how much rain we get in how short of a time.

Mr. Rickard stated that this is only a step, it will not cure the problem.

Commissioner Badwey stated that it couldn't hurt.

Mr. Rickard stated that the last time Main was milled, they took a significant amount of the crown off in order to keep some of the water away from the door to Willies.

Commissioner Locke stated that he was in support of understanding the cost and the potential impact.

Mr. Wernli stated that it goes down quickly after it stops raining, the problem is during the storm.

City Manager Llewellyn stated that this was possibly only the first step and as the master plan is developed, more work may need to be done.

Mr. Hall stated that looking at his cameras, they were able to see it fill up approximately two and a half feet in about ten minutes, but once the pipes began to drain, it was gone in about three minutes.

Commissioner Locke stated that if we start with the numbers to help the problem at his business then we can go from there with the rest.

Mayor Vince Haines stated that he appreciated that the property owners were going to be part of the solution. He stated the next step is for staff to look at some possible solutions and bring them back to the Commission.

Commissioner Locke stated that they would be in touch about the progress.

CONSENT AGENDA

Approval of the City Commission minutes from August 15, 2016 and the Special City Commission minutes from August 17, 2016.

Approval of Appropriation Ordinance No. 08-16 in the amount of \$2,036,662.42.

Approval of a temporary CMB license for the VFW at 211 N Main.

Commissioner Gregg Lewis moved that the Consent Agenda, as presented, be approved.

Commissioner Chase Locke seconded the motion.

Motion carried 5 – 0.

PROJECT NO. 453 – 2016 KLINK RESURFACING CENTRAL AVE (BOYER-DIAGONAL)

Scott Rickard, Assistant City Engineer, stated that this is the resurface of Central from Boyer to Diagonal. He stated that there have been problems in this area for a while.

Mr. Rickard stated that the Engineer's Estimate was \$231,945 and we received the following bids: APAC-Kansas - \$145,379.48, Kansas Paving - \$162,126.64, Bettis Asphalt & Const. - \$165,600.36 and Cornejo & Sons - \$210,563.16. Staff are recommending APAC Kansas as they have submitted the lowest and best bid.

Mayor Vince Haines asked if we knew why the bid came in so much lower than the Engineer's Estimate.

Mr. Rickard stated that concrete prices have fallen significantly. He stated that staff were concerned about the labor and effort due to the damage in the existing asphalt and the mat that needed to be placed to reduce future damage. He stated that APAC is already in town and felt they could do it for less because there was no movement cost for their employees and equipment.

Mayor Haines asked what the shared ratio was.

Mr. Rickard stated that 50% of the construction cost is reimbursed by the State of Kansas as well as staff time.

Mayor Haines stated that the lower bid is a significant savings.

Mr. Rickard stated that it is a significant savings to the city. The funds will come from the sales tax fund.

Commissioner Chase Locke asked how bids were received because our local company was not included on the bid list.

Mr. Rickard stated that they chose not to bid on this one. He stated that we do an invitation to bid on most of our projects, we request bids from companies we know do good work. He stated that sometimes we also advertise through construction news outlets which is how Bettis became interested in our project.

Commissioner Chase Locke moved that as APAC-Kansas has submitted the lowest and best bid for Project No. 453 of \$145,379.48 and was under the Engineer's Estimate, the City Manager be directed to award the contract to said contractor providing that the company furnish the proper bonds.

Commissioner Gregg Lewis seconded the motion.

Motion carried 5 – 0.

Mayor Haines asked when they anticipate beginning this work.

Mr. Rickard stated that they are working on other projects such as Locust and some mill and overlay over the next few weeks. He stated that they hope to begin in October. He stated that if temperatures drop significantly, the overlay may be pushed through to spring.

RESOLUTION APPROVING A PROFESSIONAL SERVICES AGREEMENT FOR EXECUTIVE RECRUITMENT

Mayor Vince Haines stated that the City Commission is looking for an executive recruitment firm in order to help with the search effort for a new City Manager.

Mayor Haines thanked City Manager Llewellyn for his service, and stated that this was an exciting time for the city.

Mayor Haines stated that we received five proposals today by the close of the RFQ process.

City Manager Herb Llewellyn stated that this motion allows the Mayor to sign documents after a decision has been made by the entire Commission. He stated that staff have offered this Resolution in reaction to the Commission's desire to make a quick decision and to move the process along faster.

Mayor Haines asked about the process to move forward with the RFQ's. He anticipated that the Commission would need to meet soon to discuss them.

City Manager Llewellyn stated that he anticipated that staff would tabulate the Commission's ranking results prior to a meeting.

Commissioner Kendra Wilkinson confirmed the purpose of the Resolution.

Mayor Haines stated that it gave him the ability to sign the contract once the Commission had made a decision.

City Manager Llewellyn stated that if all of the Commissioners came back with the same choice on the RFQ and agree to hire that company, the Mayor can sign the contract without coming back to a regular meeting.

Commissioner Gregg Lewis moved that Resolution No. 2825, a Resolution directing the Mayor to award the contract to the executive search firm receiving the highest ranking as designated by the City Commission, be adopted.

Commissioner Chase Locke seconded the motion.

Motion carried 5 – 0.

City Manager Llewellyn stated that once the Commissioners completed their rankings, they can send them to Suzie Locke for compilation. He stated that all of the companies that applied are reputable companies who will do a good job.

Commissioner Locke asked if they needed to set a due date for the ranking.

Mayor Haines stated that he would like the scoring to be completing so that they can review them at the work session on the 14th.

The Commission agreed to turn them in by noon on Friday.

City Manager Llewellyn stated that we will compile them and return the results to the Commission by five that day.

SALES TAX TASK FORCE FOR PARKS AND RECREATION MASTER PLAN

City Clerk Tabitha Sharp stated that the Commission met with the Parks and Recreation board on August 17th at which the Commission directed staff to move forward with appointing a Sales Tax Task Force. She stated that the last task force had approximately 20 people on it, they already have nine members from the Parks and Recreation Board, and so each Commissioner will need to bring back at least two names.

Commissioner Gregg Lewis asked if they had to live within the city limits.

Ms. Sharp stated that it was up to the Commission. She stated that two of the Parks and Recreation board members live outside of the city limits.

Mayor Vince Haines stated that he felt if we are discussing affecting the citizens' taxes, he felt they should be representative of the city.

Ms. Sharp stated that these individuals will be asked to go around and talk to people about voting for the sales tax. She stated that someone who lives outside of town might have less time to do that.

LEAGUE OF KANSAS MUNICIPALITIES VOTING DELEGATE REGISTRATION

City Clerk Tabitha Sharp stated that each year we appoint delegates for the League meetings in order to participate in the League Policy meeting.

Commissioner Nick Badwey moved to appoint Mayor Vince Haines, Commissioner Chase Locke, and Commissioner Gregg Lewis to be named voting delegates at the annual business meeting of the Kansas League of Municipalities and that City Engineer Scott Rickard, City Clerk Tabitha Sharp, and City Manager Herb Llewellyn be named alternates.

Commissioner Kendra Wilkinson seconded the motion.

Motion carried 5 – 0.

NEW BUSINESS

Commissioner Kendra Wilkinson asked if Emprise moved their bank because of flooding.

Scott Rickard, Assistant City Engineer, stated that they wanted to continue to utilize their existing bank while the new one was under construction.

City Manager Herb Llewellyn stated that there were some issues.

Commissioner Wilkinson asked if we could use that for retention.

Mr. Rickard stated that it was possible, but they need to get further from the pipe in order to get more volume. He stated that something in the parking lot along Gordy would be optimal.

Commissioner Wilkinson stated that her advisory boards had not met yet this month.

Commissioner Badwey stated that Prairie Trails had a meeting last Monday, they are going to be working on clean up over the next few months in order to catch up on things that they have been behind on since the greens project began. They will also be bringing a new rate structure soon.

Commissioner Badwey stated that the day after the last meeting, the Commission received information on work that has to be done at the stadium that the City will be responsible for a third of. This work will be around \$28,000. He stated that he was going to make a motion to reconsider the decision from the last meeting to donate money to the sign project.

Commissioner Badwey stated that Ms. Connell and Ms. Clennan were unable to be reached for tonight's meeting, so he was asked to wait to vote until the next meeting.

Commissioner Chase Locke asked if this would come before the EFABC.

City Manager Llewellyn stated that this would likely be placed in the annual assessment for each entity.

Commissioner Gregg Lewis asked if a user fee could be assessed to the three entities, such as a dollar per ticket, so that we can address these ongoing maintenance issues.

Commissioner Locke stated that the board is made up of individuals from each entity. He stated that they have concerns about maintenance and how to address that and will have to discuss that soon.

Commissioner Badwey stated that the city has paid maintenance for ten years already.

City Manager Llewellyn stated that the fee is a possibility, but has not been discussed.

Commissioner Lewis stated that there will need to be money to keep the facility going eventually.

Commissioner Locke stated that he appreciates waiting to have the discussion until the volunteers for Haverhill Beautification could come back and discuss the issue.

Commissioner Locke asked if Mr. Rickard had received a phone call about the intersection by the Court House.

Mr. Rickard stated that they had.

Commissioner Locke stated that the CVB will be doing a craft show at the Farmer's Market on November 19th and are looking for vendors now.

Commissioner Locke stated the Youth Commission just began meeting again with the new school year. He stated that they are looking at projects for the new school year.

Mayor Vince Haines asked for an update on the disc golf course.

Mr. Rickard stated that the group will meet this Thursday at 7 p.m. at the Engineering building to discuss the two RFQ's that were received.

Mayor Haines asked about the anticipated schedule.

Mr. Rickard stated that he will hear the committee's opinions on Thursday, but he would like to move quickly.

City Manager Llewellyn stated that based on funding, the designer in Emporia would probably be more feasible and quicker.

Mayor Haines stated that El Dorado Inc. met last week and focused on the housing report.

Mayor Haines stated that Main Street is working on some long range goals and will hopefully have something to report soon.

Mayor Haines stated that he will leave for the city-to-city tour with REAP on Monday the 19th.

Mayor Haines stated that the Housing Committee had received three applications for the MIH grant and the committee will be at the work session on the 14th to provide their recommendations.

CITY MANAGER'S REPORT

City Manager Herb Llewellyn stated that this Saturday at 2 p.m. there will be a free showing of the ballet Alice in Wonderland at Forest Park.

Mayor Vince Haines asked how we got them to come to El Dorado.

City Manager Llewellyn stated that staff asked that they come.

City Manager Llewellyn stated that recycle revenues have gone down since we have been unable to sell our recycle materials. He stated that overall our expenses and revenues have followed the market and have gone up and down accordingly.

City Manager Llewellyn stated that the Commission can begin to charge for the cardboard service now which is currently free, but what he thought was possibly a crisis has been managed properly and there is not a problem. He stated that if the market for selling recyclables was still there, we would be making money.

Brad Meyer, Public Works Director, stated that recycle and trash collections mirror each other. He stated that those trends along with our financial trends are showing that we are not having a problem in this area.

Commissioner Nick Badwey confirmed that it was \$15 for them to pick up and \$31 for us to take it to the dump.

Mr. Meyer confirmed that he was correct.

Mayor Haines confirmed that there was \$150,000 in expenses each year.

Mr. Meyer stated that he was correct.

Mayor Haines stated that we were potentially saving \$150,000 in landfill fees at a cost of \$31 per ton.

Mr. Meyer stated that he was correct and another cost we are saving is the potential cost in building more cells for the landfill.

Mayor Haines stated that he just wanted to make sure he was capturing the difference in the two methods.

Mr. Meyer stated that costs figured in those expenses are operations at the building, the compost site, and the commercial cardboard service. He stated that if we wanted to do more to close the \$150,000 gap, we could charge for the cardboard service.

Mayor Haines stated that he wanted to keep the incentive for keeping waste down.

City Manager Llewellyn stated that he was only worried initially because he thought that expenses were still high while revenues were going down, but seeing them mirror each other caused him to be less concerned.

Mayor Haines stated that this isn't a reflection on the consumer use of the recycle program. Citizens are still using it.

Mr. Meyer stated that there is less material, but it is in conjunction with the residents producing less trash. When they produce less trash, they produce less recycle material. He stated that our community has a much larger participation rate from what we can see than others.

Mayor Haines asked if residents can still place boxes on the side of their cart.

Mr. Meyer stated that they can.

Mayor Haines confirmed the recycle center is now closed on the weekends.

Mr. Meyer stated that he was correct, business did not reflect a need to be open on the weekend.

EXECUTIVE SESSION

Commissioner Nick Badwey moved to recess into Executive Session for the purpose of discussing acquisition of real estate and matters related to non-elected personnel and to reconvene the regularly scheduled meeting at 9:00 p.m.

Commissioner Chase Locke seconded the motion.

Motion carried 5 – 0.

Mayor Vince Haines called the meeting back to order at 9:00 p.m.

Commissioner Nick Badwey moved to authorize the City Manager to sign a contract for property acquisition on South Griffith and East 10th.

Commissioner Kendra Wilkinson seconded the motion.

Motion carried 5 – 0.

ADJOURNMENT

Commissioner Chase Locke moved to adjourn the meeting at 9:05 p.m.

Commissioner Gregg Lewis seconded the motion.

Motion carried 5 - 0.

City Clerk Tabitha D. Sharp

Mayor Vince Haines