

Minutes of the Independence City Commission's July 9, 2020 Meeting

The Independence City Commission met for a regular meeting on July 9, 2020 at 5:30 P.M. at the Memorial Hall. Mayor Leonhard Caflisch, Commissioner Louis Ysusi and Commissioner Dean Hayse were present. Others present included:

City Staff

Jeff Chubb, City Attorney
Kelly Passauer, Assistant City Manager/Zoning Administrator
David Schwenker, City Clerk/City Treasurer
David Cowan, Director of Safety/ADA Coordinator
Shawn Wallis, Fire/EMS Chief
Terry Lybarger, Director of Utilities
Jerry Harrison, Police Chief
Barb Beurskens, Park and Zoo Director
April Nutt, Director of Housing Authority
Brian McHugh, Memorial Hall Supervisor
Lacey Lies, Director of Finance by phone

Visitors

Larry McHugh
Taina Copeland
Jerry Bright
Tabatha Snodgrass
Ned Stichman
Dorcus Sutton
Shawn Turner
Cody Westerhold
Gayle Holum
Julie Voelker

I. REGULAR SESSION

A. Call to Order

Mayor Caflisch called the meeting to order.

B. Pledge of Allegiance to the United States of America C. Adoption of Agenda

Motion:

On the motion of Commissioner Ysusi, seconded by Commissioner Hayse the Commission adopted the agenda.

**Aye: Ysusi, Caflisch, Hayse
Nay: None**

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II. APPOINTMENTS

A. Park Board – Three terms expiring July 1, 2020 (All eligible for reappointment)

Motion:

On the motion of Mayor Caflisch, seconded by Commissioner Hayse the Commission reappointed Mark Coder, Todd Young and Alix Oreck to the Park Board.

Aye: Ysusie, Caflisch, Hayse

Nay: None

B. Board of Examiners – Plumbers – One term expiring August 15, 2020 (Eligible for Reappointment)

Motion:

On the motion of Mayor Caflisch, seconded by Commissioner Ysusie the Commission reappointed Chris Fry to the Board of Examiners - Plumbers.

Aye: Ysusie, Caflisch, Hayse

Nay: None

C. Historic Preservation and Resource Commission (IHPRC) – Two terms expired January 1, 2020 (All eligible for reappointment)

Motion:

On the motion of Mayor Caflisch, seconded by Commissioner Hayse the Commission reappointed Mark Easter and Thomas Hoffert to the Historic Preservation and Resource Commission Board.

Aye: Ysusie, Caflisch, Hayse

Nay: None

D. Tree Board – One term expired June 1, 2020 – Applications are due by August 7, 2020

III. PRESENTATIONS

A. Main Street 2021 Budget Request

Tabatha Snodgrass presented the Main Street budget request and they did not ask for an increase in their request.

IV. CONSENT AGENDA

(Consent is that class of Commission action that requires no further discussion or which is

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routine in nature. All items on the Consent Agenda are adopted by a single motion unless removed from the Consent Agenda.)

- A. Appropriations
 - 1. A-1866
 - 2. P-1839
- B. Consider a request from Main Street to authorize blocking the 200 block of North Penn from Myrtle to Laurel on the First Thursday of each month from August 6th to September 3rd from 5 – 8 PM.
- C. Consider approval of blocking off the Park Oval just North of Well's Drive on the East Side and South of the Playground Restrooms on the West Side for Indy Goes Back to School Event between 4:30 p.m. to 7:30 p.m. on Tuesday, August 11th, 2020.
- D. Consider a request from the Chamber of Commerce to block Pennsylvania Avenue from the south edge of the parking lot located at 125 N. Pennsylvania Ave (Community National Bank and Trust) north to the south edge of Myrtle from 5:00 pm to 11:30 pm on August 29th and September 26th, for the purpose of hosting Downtown Movie Nights.

Motion:

On the motion of Commissioner Ysusi, seconded by Commissioner Hayse the Commission adopted the Consent Agenda.

Aye: Ysusi, Caflisch, Hayse

Nay: None

V. ITEMS FOR COMMISSION ACTION

- A. Consider an agreement with TranSystems for engineering services relating to an EDA Grant Application for Whiskey Creek Drainage Improvements from Sycamore to the Union Pacific Railroad.

On May 28, 2020 the City Commission authorized City staff to solicit qualifications for engineering services. On June 25, 2020 the City Commission selected TranSystems to perform such services. TranSystems has prepared an engineering agreement and wishes to highlight the following:

1. The preliminary engineering report (PER) is being prepared at no cost to the City.
2. Paragraph 4 of Page 1 states that the contract shall be null and void if the EDA grant is not received. If the City wants to move forward with the project with other funding, the contact can be voided or re-negotiated.
3. The fee for Design is \$72,000 and the fee for inspection is \$110,000. They are based on the scope of work for the construction cost estimate that is attached. The attached cost estimate is what will be in the PER.

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Motion:

On the motion of Commissioner Hayse, seconded by Commissioner Ysusi the Commission authorized the Mayor to sign an agreement with TranSystems for engineering services relating to an EDA Grant Application for Whiskey Creek Drainage Improvements from Sycamore to the Union Pacific Railroad, subject to the City Attorney's approval.

Aye: Ysusi, Caflisch, Hayse

Nay: None

- B. Consider an Administration Agreement with Southeast Kansas Regional Planning Commission to prepare the application and provide administrative services for the EDA grant for Whiskey Creek Drainage Improvements from Sycamore to the Union Pacific Railroad.

The City Commission previously authorized staff to pursue an EDA grant for Whiskey Creek Drainage Improvements that would reduce potential flooding of businesses. Although the disaster funding will likely have been exhausted, there is a potential for a second round. Even if the disaster funds are exhausted, this could then be rolled over into the Fall EDA funding round of their regular program.

The Whiskey Creek drainage improvement project was developed due to the repeated occurrences of flooding in that area. Specific instances of water entering the nearby businesses have occurred. Due to the impact on the businesses, this project is eligible for application to the EDA Disaster Assistance program. EDA grant administration services would be needed if the project is awarded. The Southeast Kansas Regional Planning Commission will prepare the application for free and, if awarded, the grant would pay for the grant administration fees. If the grant is not awarded the contract is null and void. This will show "project readiness" by having the required professional services (engineer/administration) hired and ready to go once the project is awarded.

Motion:

On the motion of Commissioner Ysusi, seconded by Commissioner Hayse the Commission authorized the Mayor to sign an agreement with Southeast Kansas Regional Planning Commission to prepare the application and provide administrative services for the EDA grant for Whiskey Creek Drainage Improvements from Sycamore to the Union Pacific Railroad, subject to the City Attorney's approval.

Aye: Ysusi, Caflisch, Hayse

Nay: None

- C. Consider authorizing Leadership Independence to place temporary parking stanchions

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downtown and to accept responsibility of the stanchions after their placement.

Our local businesses have been deeply affected by the COVID-19 Pandemic, and we would like to support the downtown restaurants/retailers and overall community by creating a more attractive way to designate restaurant to-go parking/curbside pickup. By building and donating 20 portable reserved parking stanchions to the City of Independence, we will replace the police barricade eyesores that are currently littered across our downtown blocks. These movable stanchions will be used to designate curbside pickup spaces for downtown businesses or reserved parking at venues such as parades, Neewollah, and other functions.

Each stanchion stands approximately 4.5 feet tall and meets all ADA requirements. The post will be constructed of an aluminum fence post, painted black, to which we will attach an aluminum sign, and a black cap at the top providing a finished look. The post will be secured to the base and the top cap by a durable adhesive. The signage will be printed on a vinyl sticker, created at the Fab Lab ICC, matching the shape of the stanchion. The back of the signage portion will be painted black and have our Leadership Independence logo etched in the aluminum. The vinyl sign design will be general and not specific to individual businesses and will hold the City and the Chamber of Commerce logos.

The stanchions will benefit the overall community and City of Independence, and this project will complement and enhance the beauty of the downtown area. Local business will be able to continue offering designated curbside pickup/to go parking for their customers, and customers will be able to continue to support local establishments more easily. These aesthetically pleasing stanchions will be able to serve additional community needs for signage as needed and will allow for the stanchions to be relocated to various other events and will last for several years to come.

Motion:

On the motion of Commissioner Hayse, seconded by Commissioner Ysusí the Commission allowed Leadership Independence to place 20 temporary parking stanchions downtown and to accept the 20 stanchions as a donation from Leadership Independence.

Aye: Ysusí, Caflisch, Hayse

Nay: None

- D. Consider an engineering design services agreement with H.W. Lochner, Inc. for re-marking Runway 17-35 at the Independence Municipal Airport as part of a Kansas Airport Improvement Program (KAIP) grant.

On September 13, 2018 the City Commission authorized City staff to apply for a grant from the Kansas Department of Transportation (KDOT) - Kansas Airport Improvement Program (KAIP) for FY2020. The grant was not selected by KDOT for FY2020, and the City reapplied

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which was approved by KDOT for FY2021. The purpose of this grant is to remark Runway 17-35 which is the primary runway at the City's airport. The grant will fund removal of existing markings which will be replaced with reflectorized markings.

Motion:

On the motion of Commissioner Ysus, seconded by Commissioner Hayse the Commission authorized the Mayor to sign an engineering design services agreement with H.W. Lochner, Inc. for re-marking Runway 17-35 at the Independence Municipal Airport as part of a Kansas Airport Improvement Program grant.

Aye: Ysus, Caflisch, Hayse

Nay: None

E. Consider renewing health insurance with Blue Cross/Blue Shield.

Currently the City contracts with Blue Cross/Blue Shield (BC/BS) to provide employee health insurance. BC/BS has provided a proposal to renew the City's contract for the upcoming contract year (September 1 through August 31). The Blue Cross/ Blue Shield proposal provides for a 10.32% increase in premiums at the same level of benefits. The following tables compare previous and current rates to renewal rates:

Option	Coverage	2018-2019		2019-2020		2020-2021	
		Rates	Rates	Rates	Renewal	Employees	
1	Single	\$463.52	\$403.87	\$445.70		41	
1	Family	\$1,446.61	\$1,246.54	\$1,375.90		22	
2	Single	\$453.08	\$394.46	\$434.49		6	
2	Family	\$1,413.96	\$1,217.46	\$1,341.23		8	
3	Single	\$444.10	\$386.84	\$425.98		13	
3	Family	\$1,385.89	\$1,193.89	\$1,314.91		12	
Optional Dental		Single	\$13.03	\$12.40	\$13.87	51	
Optional Dental		Family	\$39.88	\$37.94	\$42.45	37	

Option	Coverage	2019-2020		2020-2021		Current Annual	Renewal Annual	% Increase
		Monthly	Monthly	Monthly	Annual			
1	Single	\$16,558.67	\$18,273.70	\$198,704.04	\$219,284.40	10.36%		
1	Family	\$27,423.88	\$30,269.80	\$329,086.56	\$363,237.60	10.38%		
2	Single	\$2,366.76	\$2,606.94	\$28,401.12	\$31,283.28	10.15%		
2	Family	\$9,739.68	\$10,729.84	\$116,876.16	\$128,758.08	10.17%		
3	Single	\$5,028.92	\$5,537.74	\$60,347.04	\$66,452.88	10.12%		
3	Family	\$14,326.68	\$15,778.92	\$171,920.16	\$189,347.04	10.14%		
Optional Dental	Single	\$632.40	\$707.37	\$7,588.80	\$8,488.44	11.85%		
Optional Dental	Family	\$1,403.78	\$1,570.65	\$16,845.36	\$18,847.80	11.89%		
Totals		\$77,480.77	\$85,474.96	\$929,769.24	\$1,025,699.52	10.32%		

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Motion:

On the motion of Commissioner Hayse, seconded by Commissioner Ysusi the Commission approved the renewal rates for the 2020/2021 contract year (September 1 through August 31) with Blue Cross/Blue Shield and authorize staff to sign any related documents.

Aye: Ysusi, Caflisch, Hayse

Nay: None

F. Consider ballot language for renewing the special use sales tax.

On June 3, 2020 and June 23, 2020 the City Commission, along with the City Leadership Team, participated in special meetings to discuss the Special Use Sales Tax ballot question. The meetings were facilitated by Chuck Goad. During those meetings, several potential projects were discussed and ultimately refined.

Briefly discussed was the percentage for each bucket of projects: such as Mill Levy/Debt Repayment; Economic Development; Streets, Sidewalks and ADA; and Buildings and Facilities. Options discussed included:

1. Assign a specific percentage for Mill Levy/Debt Repayment (35-40%) and combine the remaining three categories into a second larger percentage (60-65%) to provide flexibility.
2. Assign a specific percentage to each specific bucket, such as 35% to Mill Levy/Debt Reduction; 25% to Economic Development; 25% Buildings and Facilities; and 15% to Streets, Sidewalks and ADA.

Staff is needing a final direction regarding the percentages to provide to the bond attorneys so a resolution may be drafted for Commission consideration before the August deadline.

Motion:

On the motion of Commissioner Hayse, seconded by Commissioner Ysusi the Commission tabled the consideration of ballot language for the renewal of the special use sales tax.

Aye: Ysusi, Caflisch, Hayse

Nay: None

VI. DISCUSSION

A. Discuss programming for City facilities.

The Commissioners discussed getting a true cost benefit analysis of staying at temporary City Hall or remodeling 1916 City Hall.

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VII. REPORTS

A. 223 West Main Street Update

Director Cowan had no new updates.

B. 2020 Census Update

Acting City Manager Passauer reported that Independence is currently first in self reporting out of all the cities in the county.

VIII. CITY MANAGER'S COMMENTS

Director Cowan reported that 412 S. 1st has been determined to be a dangerous and unsafe structure.

Acting City Manager Passauer gave an update on wayfinding signs.

Director Cowan reported that the apparatus bay drive is out of compliance with City code and needs to be hard surfaced.

Director Lybarger gave an update on the water treatment plant project and waterline and water meter replacement project.

Acting City Manager Passauer reported that A. W. O. L. has reopened and the City was awarded a cost share grant for the West Maple Street project.

IX. COMMISSIONERS' COMMENTS

Commissioner Ysusi praised the leadership team for their efforts in getting the West Maple Street grant.

Mayor Caflisch asked for ideas on how to have owners of vacant lots take care of their properties.

X. PUBLIC CONCERNS

There were no public concerns.

XI. EXECUTIVE SESSION

A. For the purpose of reviewing and considering City Manager applications.

Motion:

On the motion of Mayor Caflisch, seconded by Commissioner Ysusi the Commission moved to recess for an executive session for review and discussion of City Manager

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**applications pursuant to the non-elected personnel exception (K.S.A. 75-4319(b)(1).
The open meeting will resume at 7:40 P.M.**

**Aye: Ysus, Caflisch, Hayse
Nay: None**

The meeting resumed at 7:40 P.M. with no action taken.

XII. ADJOURNMENT

Motion:

Mayor Caflisch moved to adjourn. Commissioner Ysus seconded.

**Aye: Ysus, Caflisch, Hayse
Nay: None**

Leonhard Caflisch, Mayor

Louis Ysus, Commissioner

Dean Hayse, Commissioner

Attest:

City Clerk/Treasurer