

Minutes of the Independence City Commission's June 19, 2019 Special Meeting

The Independence City Commission met for a special meeting on June 19, 2019 at 9:00 A.M. in the Veterans Room at the Memorial Hall. Mayor Louis Ysusi, Commissioner Gary Hogsett and Commissioner Leonhard Cafilisch were present. Others present included:

City Staff

Craig Whitehead, City Manager
Lacey Lies, Director of Finance
Jeff Chubb, City Attorney
David Schwenker, City Clerk/City Treasurer
April Nutt, Director of Housing Authority
Barb Beurskens, Park and Zoo Director
Terry Lybarger, Director of Utilities
David Cowan, Director of Public Safety
Shawn Wallis, Fire Chief
Jerry Harrison, Police Chief
Barry Beurskens, Maintenance

Visitors

Ellie Davis
Larry McHugh
Anthony Royse
Dean Hayse
Jon Risner
Lisa Richard

I. SPECIAL SESSION

A. Call to Order

Mayor Ysusi called the meeting to order at 9:00 A.M.

II. WORKSESSION

A. Procurement Policy Discussion.

Dean Hayse requested to speak.

Mr. Hayse discussed what the policy should be designed to do and how to measure the success of that policy.

The Commission decided to go through each item in the procurement policy and offer their thoughts on changes if any that they would like to see be made.

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Finance Director Lies stated that as we go over these items, we should keep in mind what is the goal of this policy and we don't want to take a step back and become less efficient.

Commissioner Cafilisch stated that the Commissioners should go through their comments and evaluate them

City Manager Whitehead noted that the need for this policy arose out of the 2016 audit which said the City needed a written financial policy.

Mayor Ysusi stated that he had talked with the City Clerk in Coffeyville as their policy was used as a guideline in drafting the City of Independence's policy and had asked her how things were working with their policy and she replied that the hardest part was getting the Commissioners to feel comfortable with the dollar amounts in the approval process.

Individual items that were addressed are as follows:

Definition of a City employee as an individual drawing a salary or wages from the City.

Definition of a contract as a legally binding promise enforceable by law.

Approval of dollar amounts was left unchanged.

Omit language for bid removal 24 hours in advance of bid opening.

Bid Requirements were left unchanged.

Add language to allow low bidder to correct a mistake within 48 hours of low-bidder notification.

Motion:

Mayor Ysusi moved to adjourn for a three-minute recess with the meeting resuming at 10:55 A.M. Commissioner Hogsett seconded.

Aye: Ysusi, Cafilisch, Hogsett

Nay: None

The meeting resumed at 10:55 A.M.

Raise the minimum performance bond requirement from \$40,000 to \$100,000

Add language to include the avoidance of nepotism in section 3.3 and 17.1

B. Open Items/Brainstorming.

Mayor Ysusi asked the other Commissioners if they had received a list of possible condemnations.

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Director Lies reported that the list has been updated and refined and staff has been out accessing these properties. Director Lies suggested that the Commission take this up at another worksession to give staff time to prepare.

Mayor Ysusi asked what percentage of the citations the Code Enforcement Officer has issued have responded and cleaned up the property.

Director Cowan reported that those citizens who have been issued citations and did not clean up the property have been sent to the City Attorney's office and they are in the process of issuing summons to Municipal Court.

Director Nutt reported that currently IHA and City staff are conducting housing assessments.

Mayor Ysusi asked if the Housing Authority had received any grants this year for housing rehabilitation.

Director Nutt replied that no grant monies have been received this year for that purpose and the housing assessment they are currently working on is part of that process to get grants in the future.

Commissioner Hogsett stated that he learned the Library is moving to 24-hour access for members and wondered if the Commissioners should be involved in that discussion since that is still City owned property.

City Attorney Chubb said the Commissioners have no authority to be involved in those discussions because it goes back to day to day operations which falls under the Library board.

Commissioner Hogsett stated that he had gotten a call asking him how much the City wanted to sell the temporary City hall building for and he would like to keep moving forward with that.

Commissioner Caflich asked if the City needs to look for another way to keep empty lots mowed.

City Manager Whitehead replied that contracting out for mowing services is expensive and with the amount of rain and with the staff shortage in the street department it has been very hard to keep up with this year.

III. ADJOURNMENT

A. Adjournment

Motion:

Mayor Ysusi moved to adjourn. Commissioner Hogsett seconded.

Aye: Ysusi, Caflich, Hogsett

Nay: None

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Louis Ysusi, Mayor

Leonhard Caflisch, Commissioner

Gary Hogsett, Commissioner

Attest:

City Clerk/Treasurer