

**City of Pomona
Regular City Council Meeting Minutes
December 6 , 2011
7:00 p.m. City Hall**

Meeting Called to Order at 7:00 p.m.

Roll Call

Present: Richard Adler, Don Lockaby, Rick Smith, Jerry Johnson

Not in Attendance: Jay Meador

Others Present: Julie Spielman, Jim Robinson, Stan Lantis, Jane Creighton, Seth Mettling, Bill Lloyd, and several interested citizens

Pledge of Allegiance

Amend Agenda

Mayor Seneca suggested amending the agenda to include a Library Proposal as the first subject in Action Items and the inclusion of a New Bucket truck as the last item to act on. A motion to approve amendments was made by Mr. Lockaby, second by Mr. Johnson, motion passed 4-0.

Approve Minutes of Previous Meeting

November 1, 2011 Regular City Council Meeting – A motion made by Mr. Smith, second by Mr. Lockaby, motion passes 4-0.

Financial Reports/Action on Bills

Motion to approve all bills present made by Mr. Lockaby, second by Mr. Smith, motion passes 4-0.

Registered Citizen Comments

No citizens present requested time for comments.

Departmental Reports

Mayor – Nothing to report at this time.

City Beautification – The holiday decoration are up.

Library – The library has been investigating its space needs. Its current space is of critical concern. The library board will research and come up with facts and figures concerning the space needs and proposals for possible avenues to consider. This will be addressed later under Action Items.

Fire Department – Nothing to report at this time.

Sheriff – There are currently three deputy spots to fill. The Deputy Fredricks made suggestions that if anyone present knew of someone interested in law enforcement, that the Franklin County Sheriff's Department is looking for applicants. The deadline to apply for testing is

December 16, 2011, and testing will be the following day December 17, 2011. Following testing, training is required which lasts between six and eight months.

Mr. Lockaby thanked the deputy for the increase in visual patrolling in the Pomona area.

Deputy Fredricks also wanted to draw citizen's attention to the trend of increased break-ins during the holiday season. He suggested not leaving empty boxes from gifts, such as TVs, among household refuse. He mentioned that these boxes are advertisements for home invasions.

The Franklin County Deputy informed the council that there will be a spring program which will instruct citizens how best to protect their homes from break-ins. The program will invite companies and consulting firms. One subject covered will be the consideration of an exterior alarm as well as an interior one. The exterior alarm would inform neighbors of a possible break-in.

Planning and Zoning – will be addressed later in the meeting.

Council Reports

Water Department – Currently there are three contractors on the site which has meant a hectic environment. The next two to three weeks will remain similarly hectic as each contractor tries to complete their respective assignments and train personnel.

The engineering firm for the projects presented payment requests to the PWWSD #12 members, all of which were approved for payment.

Five bids were received for the sale of a used Grazer lawn mower which was advertised. The highest bid was for \$165.00, this bid was accepted.

Electric Department – An agreement on the utility account #0077-2 had been resolved amicably and a letter of agreement and payment was sent out to all parties.

Electric poles have been ordered. These polls will replace deteriorating ones around the city.

The option of a new bucket truck will be discussed later on during the meeting.

Parks and Cemetery Department – The curbs, fabric for play ground, and mulch have all been delivered to the park.

Street Department – Nothing to report.

Discussion Items

Replacement for Elo Larsen - The Mayor informed the council that Mr. Larsen's term had expired, that he had not resigned. Mayor Seneca suggested the generation of a letter of

interest be made so that truly interested applicants could fill the Planning and Zoning Board position and could bring something to the table.

Setoff – A document was provided to the council which would be sent to citizens who have delinquent fees owed to the city. The program is from the state and is used to recoup funds owed to cities and municipalities. A motion was made by Smith to accept the letter as an official document and to move forward with the program, second by Mr. Lockaby, motion passed 4-0

2012 Audit May or June? – Mr. Mettling suggested that the audit occur in May or June. This would coincide after the tax season, but before the budgets were due in August. In past years the budgets have been compiled using one actual budget (audited) and two estimated budgets (pre-audit). Having the audit in May or June would give the auditors time to finish the previous year's audit report. Having this done would allow for the use of two actual budgets (audited) and one estimated budget (pre-audit), and could result in more accuracy during the budget process.

Mr. Smith state concerns on the current 2010 audit and suggested that Mr. Mettling contact the auditor for progress and to have the auditors produce the audit report by the January 3, 2012 Regular City Council Meeting.

A motion for Mr. Mettling to contact the auditors was made by Mr. Adler, second by Mr. Lockaby, motion passed 4-0.

Fire Scholarship – Mrs. Spielman informed the council that with the Mayor's approval, she had contacted the auditors. The issue discussed was how best to apply the scholarship so it did not affect any budget. The suggestion offered by the auditors was that an ordinance needed to be created. This ordinance should include the following: Create a separate non-budgeted fund; State specifically what subjects the scholarship would cover; Create a selection committee for the examination and selection of a candidate or candidates; Determine the number of committee members; State the criteria for candidate selection; Create an application.

Mr. Lantis suggested that he and Mr. Mettling could work together on the ordinance and entire process. He also asked that the scholarship be open to individuals wishing to study fire science and emergency medicine including EMT and nursing.

A motion for Mr. Mettling to write the ordinance was made by Mr. Lockaby, second by Mr. Adler, motion passed 4-0.

Mr. Johnson asked if it was possible to amend the agenda, to include disciplinary policy. Mayor Seneca stated that the time had passed for amendments.

Action Items

Library Proposal – The Mayor welcomed Judy Stratton and gave her the floor. Mrs. Stratton reported to the council that the library is reaching a critical point with regards to its current space. However, the option of a library building itself is still not feasible at present. Mrs. Stratton asked the council if they would consider closing in a space in the community center with a partial wall. This wall would enclose the West wall up to the second window, and would include a service window and a lockable door. Mr. Smith asked to see a schematic drawing prior to any council action. In addition, Mr. Smith asked if the library would fund the renovation project. The Mayor mentioned that the library was interested in obtaining a feel for the council's opinion on the project. Discussion expanded into other possible options for library space, including expanding the library into the council chambers through a shared wall. The Discussion ended without any resolution, except that further investigation would be considered.

Additional Snow Plow – The cost of the new snow plow would be \$4975 with an additional \$475 for installation. The plow ordering and installation process would take a couple weeks to complete. The new snow plow would replace the current plow which is 20 years old. When needed the plow could be detached and reattached by a single person and the plows controls are by remote operation.

A motion to purchase a new snow plow was made by Mr. Smith, second by Mr. Johnson, motion passed 4-0.

Special Meeting for Year-end Expenses and Transfers – Mrs. Spielman asked if there would be any conflicts with having a morning meeting on the 27th of December. She suggested this would give staff the rest of the day and the two days following to complete the city's business before closing out 2011 and the opening of books for 2012.

Discussion was made as to if all council members would be available for a Special City Council Meeting at 9:00 a.m. on December 27, 2011. All members present would be available.

Motion to schedule the Year-end Special Meeting for December 27, 2011 for 9:00 a.m. was made by Mr. Adler, second by Mr. Smith, motion passed 4-0.

700 Club Occupational Tax for Class "B" Private Club – Motion to approve 700 Club application made by Mr. Adler, second by Mr. Smith, motion passed 4-0.

CMBL Wil-Mart - Motion to approve Wil-Mart's CMBL application made by Mr. Adler, second by Mr. Smith, motion passed 4-0.

Citizen of the Year – There were no new nominations from the council for Citizen of the Year. The Mayor reminded the council of Rhonda Ferguson as her suggestion for the title. Rhonda Ferguson has been involved with the library, as well as instructing sessions on computer literacy and painting.

A motion to approve Rhonda Ferguson for Citizen of the Year was made by Mr. Adler, second by Mr. Lockaby, motion passed 4-0.

Jayhawk Software – A motion to renew the Jayhawk Software contracts for 2012 was made by Mr. Adler, second by Lockaby, motion passed 4-0.

Ribeau and Edgerton Violation Expense Options –How to proceed with the two accounts were discussed. One account requires an additional method for recouping city funds.

Mayor Seneca informed the council that after speaking with the lawyer, the Ribeau case required investigation into who would be inheriting the Ribeau property following Mr. Ribeau's passing. This legal process of investigation would cost 5 hours or \$750.

Mr. Giffin report to the council that JD Meyer is on probate to inherit the property; however it has yet to be deeded. He also identified that this property is expected to come up for tax sale in September 2012. Mr. Giffin has information that a couple neighbors to this property are interested in its purchase. Previously this property has received notice of condemnation, and has been condemned; however they cannot notify the owner until they have been identified.

Mr. Smith and Mr. Lockaby mentioned if the process and paperwork had been initiated it was time to proceed to the next step.

A motion to incur costs not to exceed \$800 into the research of the current owner of the property deeded by Mr. Ribeau and to place a lien on Mrs. Edgerton to be resolved by the end of January was made by Mr. Adler, second by Mr. Lockaby, motion passed 4-0.

Bucket Truck – Mr. Robinson informed the council that at an annual inspection, the older, back-up bucket truck was red tagged as needing to be taken out of service. A mechanic who also examined the truck suggested the truck could be used in an emergency; however he would not give his endorsement for its use. The mechanic did quote the repairs for the truck would run between \$10,000 and \$20,000.

Based on the Capital Assets Report provided to the council, the bucket truck in question is 23 years old and is expected to be retired from service in 2012.

Mr. Robinson provided pictures of a bucket truck he was considering at a location in St. Joseph Missouri. The truck is described as being a 2005 Altec truck with a caterpillar engine having 100,000 miles, a working height of 48 feet, and a freightliner frame. The asking price for the truck is \$49,000. Mr. Robinson and Mr. Adler suggested that the location of the truck allows for the opportunity to inspect it before purchase.

Discussion brought up other considerations for truck options including trucks coming back from the Persian Gulf and Surplus Property.

Mrs. Spielman mentioned that if the council considered the leasing of the truck, the leasing company required a 1 million dollar policy to cover all city equipment. The current city's

policy is insured up \$500,000. With this Mr. Adler and Mr. Robinson mentioned that the last purchase the city made for a vehicle was made outright without a lease.

A motion was made to create a subcommittee to include Mr. Adler, Meador, and Robinson. The purpose of the committee is to purchase a bucket truck, not to exceed \$50,000 by the end of the fiscal year, and to be financed using the electric fund. The motion was made by Mr. Smith, second by Mr. Lockaby, motion passed 4-0.

Adjourn

Motion to adjourn made by Mr. Adler, second by Mr. Lockaby, motion passed 4-0

Adjournment time – 8:09 p.m.