

To: Mayor and City Council
From: Adam Ledford, City Administrator
Re: Agenda Description
Date: March 20, 2017

Call to Order
Public Comments

Business Agenda

I. Approval of Minutes 2/20/17 Council & 3/1/17 Special Council Meetings

Description:

A council member does not have to be present at the previous meeting in order to approve the minutes for that meeting. A copy of the minutes is included in your packet.

II. Councilperson Appointment

Description:

Pursuant to Jared Byford's resignation on March 1 of his council seat, the Council now has 30 days to fill the open seat. Candidates must be nominated by a standing council member. A copy of KRS 83A.040 explains the rules for filling the position. If council fails to fill the position tonight, the council will need to schedule a special council meeting before the end of the month in order to avoid turning this issue over to the governor.

III. AirMedCare Network to Address the Council

Description:

A representative from AirMedCare Network will be on hand to suggest the council expand their support of the program by offering to pay for the service for their staff. Currently about 50% of the City staff is paying (pre-tax payroll fee) for coverage by the program. A copy of the program and how it works is in your packet. The representative will explain proposed fee structure and how the program works for employees that leave or are added on after the program would be started.

IV. Resolution to Sign the Loan for a Fire Truck

Description:

Most banks requested a resolution of the legislative body recognizing someone has the authorization to assign the governmental body to debt/loans. The fire department has found a truck they wish to purchase which will result in activating the recently approved capital expenditure plan (approved in February, 2017). The loan terms are expressed within the resolution which a copy is provided in your packet. Ron will be on hand if any council member would wish to learn more details about the truck being purchased.

V. Intro & 1st Reading of Junked or Unused Mobile or Manufactured Home Ordinance

Description:

Included in your packet is a copy of a proposed amendment to the city's nuisance ordinance (Chapter 92). You might remember this amendment is being proposed by the Marion Code Enforcement Board. The current ordinances do not address concerns related to mobile or manufactured homes that are abandoned, left vacant for long periods of time, or simply in a state of disrepair. Terri Hart recently address that over 200 homes fall into this style of home in Marion, and that over 50 are currently long-term vacant as described by the state laws. This amendment is roughly a word-for-word inclusion of RKS 381.770. The Mayor will request a council member to introduce the bill in order to open the discussion.

VI. Consideration of Downtown Telephone Pole Re-route

Description:

(Previous Memo): There have been plans working on the possible removal of the telephone poles which currently run down Main Street from the City Hall to the County Courthouse. The lines would be re-routed around the area leading to a cleaner, more approachable downtown vision. This project would include the County, the City, Farm Bank & Trust, ATT&T, DOT, and Mediacom.

The program is projected to cost roughly \$74,000 and will result in the additional beautified lighting to match that found on the adjacent side of the street. It is being proposed that the cost be shared between the bank, City, and County at roughly \$25,000 each. The bank has offered to provide the City a short-term loan (3 to 5 years) to cover the upfront cost of the City's portion, thus easing the burden.

ATT&T's cost would be the largest portion of the project. They have currently provided an estimate for the work. The offer to perform the work is good for 60 days which gives the partners until April 7, 2017 to respond to the quote. This would cost the City \$5,000 annual for 5 years and result in the removal of all wood poles along the 2-block downtown strip.

In your packet are a number of documents associated with this project including quotes and agreements from ATT&T, and quotes from Medicom. As of the time of creating this packet DOT has not returned our calls about this project.

Update:

Tuesday of last week the Tourism Commission approved paying for \$17,000 of the proposed \$75,000 project if the County and City agreed to take part in the project. Previously Farmers Bank has committed to paying \$25,000 of the \$75,000 project in addition to providing the loan to cover payments to the other partners over 5 years to aid in softening the blow of the cost in 1 fiscal year.

This left the County & City in a position to final approval of the remaining roughly \$33,500 of the project. On Thursday morning, the County voted 5-2 in rejection of the proposal thus eliminating the possibility of their involvement in the project. The City is left with a few options:

- 1) Agree to cover the remaining \$33,500 project with payments over the proposed 5-year period. This would also require requesting the Tourism Commission consider altering the terms of their support at their upcoming meeting Thursday night.

- 2) Propose Altering the pathway of the project to just include the block currently housing the bank, tourism, and the City. The project would need to take a step back to possibly take a step forward.
- 3) Eliminate further consideration of this project for current discussion.

VII. Discussion on Pool at the Marion Country Club

Description:

The Mayor wanted the council updated on an issue which has recently been the subject of conversation. In late January of this year, the City was contacted by Nathan King to discuss the future of the country club pool. Representatives of the City (Mrs. Sykes, Mr. J Byford, Mr. Alexander, and myself) discussed the issue with Mr. King. The City offered to assist Mr. King with:

- potential bench marking opportunities with other publicly ran pools to learn best practices for operations, fee structure, and staffing.
- identifying companies that assist with locating leaks within the piping system of pools using helium technology.
- reviewing the City's billing system to make sure a previous error was properly corrected and that any overbilling was appropriately refunded.
- reviewing and assisting in the movement of 1 of the 3 meters for the company currently located on a neighbor property.
- suggesting deepening the club's relationship and seeking assistance from the local chamber & tourism organizations pertaining to advertising technics.
- suggesting reaching out to the hospital to aid in summer programs to offer aquatic based physical therapy.

At the writing of this memo, I tried to follow-up with Mr. King on 2/7 & 2/14 on the initial information offered to him, but have not received response communication. Additionally, the benchmark locations and leak detection company have confirmed they have not received communication from our local club. If the council wishing to discuss alternative options or plans the Mayor would like to hear them. Currently, I continue to await a response from Mr. King to proceed with our previously agreed to steps.

VIII. Review of Preliminary 2017-18 Budget

Description:

In your February packet, I provided a copy of the initial proposal for the budget. At this time, it is incomplete as the City has not yet received update insurance data. My hope is that since then you have reviewed the information and may have developed some questions or suggestions. My goal to submit a proposed final budget in March with a final approval of the budget at the April meeting has been delayed by the insurance issue. This issue will take priority of my time over the next week. I may ask the Mayor for a special meeting early just for this issue if the information is timely received.

IX. Mayor/Council/Staff Forum

- The new City website developed by Sophicity is currently in the process of being organized to include all the data and forms required to go live.
- I attended several meetings over the last few weeks discussing the upcoming eclipse in August. County Emergency Management is working to keep all the governmental bodies aware of the details and plans. Chamber is planning events located at the park.
- The City staff is still working with me on an update to the employee handbook. While close to ready, it's presentation of the Council has been delayed until the April meeting.
- After 2 weeks of the 2-month process, the city employees are well ahead of the LMI survey process. We need 163 of the 350-survey sample group to qualify for the CDBG program. To date, the City has received 140 surveys back.
- The City has been approached by a few residences concerned about erosion or flooding issues adjacent to their properties, I have discussed this issue with engineers and legal representation. The City continues to investigate these issues for further consideration.
- I am still awaiting contact from the Rogers family to arrange a water test at the property where a leak may exist. The family was going to coordinate with a plumber to be on hand and then contact the City for a day and time.
- I have been delaying the results of the liaison system until the elected position seats are finalized. Once the current opening on the council is resolved I will move quickly to present a final draft to the Mayor and submit results to the members so they can begin the process.
- The Mayor and I attended the Crittenden County Conservation Annual Banquet last week on behalf of the City.
- Paperwork for the potential summer goal setting event are being developed.
- Craig Morris has met with and is organizing plans with Marion Planning Board for Updates to the Comprehensive Plan and Zoning Map.

VI. Adjournment