

CITY OF LEBANON  
CITY COUNCIL WORK SESSION MINUTES  
April 5, 2018

BE IT REMEMBERED that the Council of the City of Lebanon, Missouri, met in Work Session on April 4, 2018 at 6:00 p.m. in the Council Chambers at City Hall located at 401 South Jefferson.

ROLL CALL AND DECLARATION OF A QUORUM

Upon roll call, the following Officers were present: Gib Adkins, Ken Eldridge, Sheila Mitchell, Jim White, LeAnn Mather, Randy Wall, Chuck Jordan, Bob Garner, and Mayor Carr. Absent: None.

A quorum was declared.

Staff members and others in attendance: Assistant City Administrator Ben DeClue, Public Works Director Richard Shockley, Interim Community Development Director Noel Massey, Code Administrator Joe Berkich, Finance Director Kat Gill, MIS Coordinator Jarrad Schomaker, and City Clerk Laina Starnes.

AMEND AGENDA

Wall moved and Adkins seconded that the discussion of Fire Radios (MOSWIN AGREEMENT) be removed. Motion carried as follows: Yea: (8) Adkins, Eldridge, Mitchell, White, Mather, Wall, Jordan, and Garner; Nay: (0) None; Abstain: (0) None; Absent: (0) None.

CODE CHANGE FOR CONNECTION/IMPACT FEES

A draft ordinance was distributed to Council which proposed an amendment to connection and impact fees. Public Works Director Richard Shockley began the conversation by explaining impact fees were charges assessed to capture the costs of providing the service. He stated it was being proposed to reduce impact fees and increase connection fees to include material costs. Code Administrator Joe Berkich then took the floor and went through a list of current connection and impact fees and reported on the changes being proposed by staff.

Subdivision development was then discussed where Berkich stated developers would be required to pay engineering fees (1/2 up front and 1/2 at the end of construction). Potential benefits to having an in-house engineer was also mentioned during this time.

PHONE SYSTEM UPGRADE

MIS Coordinator Jarrad Schomaker reported the City's current phone system was an old Mitel System which operated as VOIP (Voice Over IP). He then shared his bid language provided that a vendor could bid an on-premise or cloud-based system. During his report, Schomaker stated he had budgeted \$48,450 for a new system and went through the submitted bid options with the Council. He concluded by saying that, out of those who bid, staff was proposing to go with Rayfield Communications.

### SWITCHES AND FIREWALL

MIS Coordinator Jarrad Schomaker reported that January 31<sup>st</sup> was the last day of support/updates for the current equipment and software and he had received an end of life notification from the vendor. Schomaker stated he bid out new equipment but initiated a rebid because he didn't think he received enough competitive bids the first time. He stated he was expecting more competition and better pricing with the second round of bids.

### SECURITY ACCESS AND CONTROL FOR THE POLICE DEPARTMENT

MIS Coordinator Jarrad Schomaker reported the Police Department's interrogation rooms and cells had direct cameras with no voice recordings. Schomaker said the City was under contract with Federal Protection but he was considering working on in-house should the bid prices come in too high.

### CODE CHANGE FOR TREE CITY REQUIREMENTS

Assistant City Administrator Ben DeClue presented a draft ordinance pertaining to the establishment of a City Tree Board and then went through the board and membership requirements. He stated the ordinance was pretty straight forward and then shared over 100 Missouri cities were recognized as part of the Tree City USA program through the National Arbor Day Foundation. He further stated that in order to be recognized as a Tree City it was required to establish a Tree Board.

Rotarian Don Allen addressed the Council and stated the International Rotary President challenged each Rotarian to plant a tree. He then reported that Assistant Parks Director Elliot Wilburn, Councilman Bob Garner, and himself had put together a plan for 139 trees to be planted on Harbor Day. As a part of this plan, the City would dig the holes and maintain the trees. Allen announced a formal ceremony was scheduled for April 27<sup>th</sup>.

### FUTURE TAX ELECTIONS

Assistant City Administrator Ben DeClue started the dialogue pertaining to upcoming tax issues needing addressed. He spoke of the possibility of imposing a use tax which would extend our current sales tax rate to online purchases. Passage of this tax would allow the City to continue collecting tax on out of state vehicle purchases as the vehicle sales tax was scheduled to be discontinued in November. Other taxes discussed were the capital improvements tax scheduled to sunset January 1, 2020, and the tourism lodging tax. DeClue expressed a plan needed to be made to address future tax elections.

### ROUND TABLE DISCUSSION

Prior to adjourning, the Mayor opened the floor for the Council to speak about topics of concern.

Councilwoman Mitchell expressed she was displeased with the work session format and felt the meetings should be Council driven. She further stated she felt the airport needed to be discussed in a future work session.

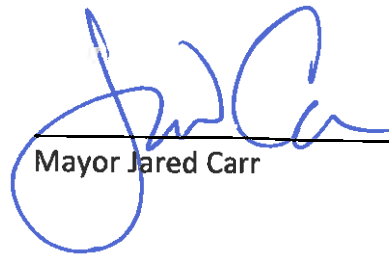
Councilman Wall- asked about the status of the ag barn. Assistant City Administrator Ben DeClue replied he would be bringing information forward in a few weeks.

ADJOURNMENT

Mayor Carr declared the meeting adjourned at 8:00 pm.

ATTEST:

  
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City Clerk Laina Starnes

  
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Mayor Jared Carr

Minutes Approved July 23, 2018