

CITY OF LEBANON.  
CITY COUNCIL WORK SESSION MINUTES  
May 3, 2018

BE IT REMEMBERED that the Council of the City of Lebanon, Missouri, met in Work Session on May 3, 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, Jim White, LeAnn Mather, Randy Wall, Chuck Jordan, and Mayor Carr. Absent: Ken Eldridge, Sheila Mitchell, and Bob Garner.

A quorum was declared.

Staff members and others in attendance: City Administrator Mike Schumacher, Public Works Director Richard Shockley, Fire Chief Sam Schneider, Finance Director Kat Gill, Human Resource Director Kathy Milliken, MIS Coordinator Jarrad Schomaker, and City Clerk Laina Starnes.

TOTH AND ASSOCIATES ELECTRIC COST OF SERVICE STUDY PRESENTATION AND IMPLEMENTATION ORDINANCE

Craig Woycheese, CPA and Senior Rate Analyst again presented the results of the cost of service study completed by his firm. Woycheese stated the study was a 20-year projection which reflected changes to the rate structure and rates. He shared notes on revenue and expense projections and used a 1% inflation rate on customer billing per year. During his presentation, Woycheese said the study proposed the removal of summer/winter rates and implementation of service availability fees. He further stated that generally cost of service studies were good for 5 years.

FIRE RADIO (MOSWIN AGREEMENT)

Fire Chief Sam Schneider reported his department currently ran on a simplex system, the equipment was 10-15 years old, and no longer supported. He stated he was proposing to switch to MOSWIN, a statewide system with large antennas. Schneider said a local tower was located behind Missouri Eagle and shared all the benefits of switching to this system, to include improved coverage. His proposal included spreading \$104,500 over two budget years and reported a 48% discount on equipment if his proposed purchase was approved. Schneider also shared the purchase would be sole source through the state bid.

INSURANCE RENEWAL INFORMATION

Bruce Meckem, a representative from the City's insurance broker of record, provided the Council with information regarding the City's group health insurance. Meckem talked about the City's partially self-funded plan, administration, claims, and reinsurance. After shopping several carriers, Meckem said he recommended the City stay with Meritain, its current carrier. He reported Meritain was one of the largest 3<sup>rd</sup> party administrators. During his presentation, Meckem also reported on expected and

maximum costs and said the City was having a good year so far, and good years grow fund balances. To conclude the discussion, Finance Director Kat Gill reported the City was not proposing any premium increases in the FY2019 budget.

#### FUTURE TAX ELECTIONS

The Mayor and Council discussed the possibility of placing the capital improvement and/or use tax on the upcoming August election. The discussion concluded with the Council requesting an ordinance be brought forward to place use tax on the August 2018 election ballot and tentatively planned to take the capital improvement tax to the voters in April 2019.

#### BUDGET DISCUSSION MEETING DATE SET

The special work session to discuss the FY2019 budget was set for May 15<sup>th</sup> at 5:00 pm.

#### ROUND TABLE DISCUSSION

Councilman Adkins- requested that the last meeting in June be moved to Tuesday, June 26<sup>th</sup> to accommodate attendance to MSU Night scheduled for Monday, June 25<sup>th</sup>.

Councilman White- stated the bids for the new phone system were not reflected properly on the bid tab and the one Council approved in April from Rayfield Communications was not the best value for the City. MIS Coordinator Jarrad Schomaker reported there was a clerical error on the bid tab, but a correction would not have changed the outcome.

Councilwoman Mather- stated she wasn't knowledgeable about the technical aspects of phone systems, so she relied on City Administrator Mike Schumacher's and MIS Coordinator Jarrad Schomaker's direction. Mather asked if a rebid was warranted. Schumacher replied he hadn't seen anything with the process or information provided that caused him pause.


Mayor Carr reported he and City Administrator Mike Schumacher were working through some procurement issues which might possibly result in some changes to the FY2019 budget.

#### ADJOURNMENT

Jordan moved and Adkins second that the meeting be adjourned. Motion passed unanimously. Meeting adjourned.

ATTEST:

  
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City Clerk Laina Starnes

  
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Mayor Jared Carr

Minutes Approved July 23, 2018