

CITY OF LEBANON  
CITY COUNCIL WORK SESSION MINUTES  
May 02, 2019

BE IT REMEMBERED that the Council of the City of Lebanon, Missouri, met in Work Session on May 2, 2019 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, Jonathan Reagan, Randy Wall, Chuck Jordan, and Mayor Carr. Absent: Sheila Mitchell, LeAnn Mather and Bob Garner.

A quorum was declared.

Staff members and others in attendance: Public Works Director Richard Shockley, Fire Chief Sam Schneider, Tourism Director Nicole McGinnis, IT Director Jarrad Schomaker, Human Resource Director Kathy Milliken, and Assistant City Administrator/City Clerk Laina Starnes.

Code Administrator Joe Berkich joined the meeting at 7:05 pm.

TOURISM WEBSITE

Tourism Director Nicole McGinnis presented the City's new tourism website ([www.visitlebanonmo.org](http://www.visitlebanonmo.org)) with the City Council. She went through the website's features and how they and the information found on the site were intended to promote tourism while also providing event information for locals as well.

TRANSMISSION FEASIBILITY STUDY

Public Works Director Richard Shockley shared that the City Council approved a transmission and feasibility study with Toth & Associates at the first of the year. Shockley stated the study took what was done in 2000 and further communicated transmission alternatives. The floor was then given to Louis Toth who shared the results of the study. The focus of the study was generation, transmission, substations, distribution and energy sources, etc. During the presentation, line ownership, wheeling power, and the possibility of the City constructing and owning 69 kV lines to 161 kV locations; then building substations to step power to 69 kV, thereby potentially eliminating the annual 69 kV wheeling charges. Toth stated the preliminary analysis showed a possibility existed for reducing or eliminating annual 69 kV wheeling costs from others such that cost reduction outweighed annual costs related to a new plant necessary to achieve the outcome. A discussion commenced where several questions were posed. It concluded with Shockley reporting that Sho-Me Power, the City's 69 kV "wheeling supplier" had contacted the City to discuss the possibility of working together.

#### COUNCIL GOALS- GROUP 4, INTERNAL SERVICES

The Internal Services Group, which consisted of Finance, HR, IT, Facilities, and City Clerk presented a status update related to their Council goals. The group shared their goal statement and reported how they were striving to meet their goals. IT Director Jarrad Schomaker spoke about the implementation of Work Straight for work tickets and how staff was using it for matrix purposes. Information related to the Finance Department was shared which indicated staff was exploring new budgeting software that would aid in developing the financial forecast. Tourism Director Nicole McGinnis spoke of the recent changes made with regard to Facilities due to the retirement of Director of Operation Deryl Wilson. McGinnis said some of his responsibilities would fall under her and shared they were striving to decrease turn-around time between events and offer expanded services. Among other topics discussed by the group, Assistant City Administrator/City Clerk Laina Starnes spoke about making the licensing process more efficient, cleaning up City Code related to various licensing, and creating application to place online. Human Resource Director Kathy Milliken reported her department had implemented exit interviews and was rolling out an employee survey to gauge employee satisfaction.

#### FIRE EXTINGUISHER DEMONSTRATION

Fire Chief Sam Schneider demonstrated the new Bulleye Fire Training Prop which was purchased following City Council's approval in March. Schneider reported the prop would be used to train people on how to properly use a fire extinguisher without having to use real fire and without having to be outside.

#### ROUND TABLE DISCUSSION

Councilman Jordan- said his brother-in-law wanted him to extend his thanks to the Electric Department for a job well done during the recent storm event.

Councilman Adkins- announced that former Councilman Bob Mitchell had passed away and requested prayer for his wife and family. Suggested that an acquired First Edition of Harold Bell Wright be displayed at City Hall. Tourism Director Nicole McGinnis shared they were trying to theme the reception area at the Civic Center and felt it would be a perfect fit. Adkins concluded his comments by suggesting another Council retreat in the fall.

Mayor Carr- showed the Council the display that was put together to hold the flag presented to the City which flew over the Wall that Heals in Ava.

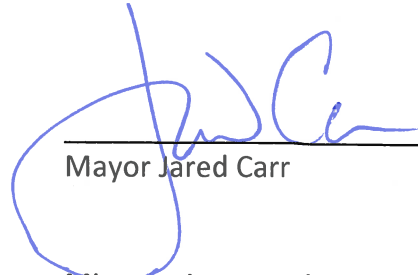
#### CLOSED SESSION PURSUANT TO RSMO 610.021 (2), REAL ESTATE

Adkins moved and Eldridge seconded that the Council move into Closed Session Pursuant to RSMo 610.021 (2) to discuss real estate matters. Motion carried as follows: Yea: (5) Adkins, Eldridge, Reagan, Wall, and Jordan; Nay: (0) None; Abstain: (0) None; Absent: (3) Mitchell, Mather and Garner.

Council moved into Closed Session at 7:50 pm and returned to Regular Session at 8:27 pm.


ADJOURNMENT

Mayor Carr declared the meeting adjourned at 8:27 pm.

  
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Mayor Jared Carr

Minutes Approved June 10, 2019

ATTEST:

  
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City Clerk Laina Starnes