

CITY OF LEBANON  
CITY COUNCIL WORK SESSION MINUTES  
August 5, 2021

BE IT REMEMBERED that the Council of the City of Lebanon, Missouri, met in Work Session on August 5, 2021, 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: Ken Eldridge, Sheila Mitchell, Randy Wall, Chuck Jordan, and Mayor Carr. Absent: Gib Adkins, Jonathan Reagan, Josh Ray and Bob Garner.

There was no quorum; however, the meeting was held since no action would be taken.

Staff members and others in attendance: City Administrator Mike Schumacher, Code Administrator Joe Berkich, IT Director/Airport Jarrad Schomaker, Finance Director Kat Gill, Human Resource Director Kathy Milliken, Communications Manager Derek Gean, and Assistant City Administrator/City Clerk Laina Starnes.

AMERICAN RESCUE PLAN ACT (ARPA)

City Administrator Mike Schumacher reported that ARPA funds had been requested by the State of Missouri and the City's first installment of its allotted \$2.9 million would be released within 10 days of receipt with the remainder coming 12 months later. He further reported the City had until December 2024 to either have the money spent or under contract and the City would be accountable for every dollar. Schumacher provided the Council with a high-level list of what the money could be used for and said the Treasury kept changing the guidelines. He asked the Council to give it some thought and once the Treasury had finalized the guidelines, the subject would be revisited.

CITY OWNED PROPERTY- 270 E. ELM STREET

City Administrator Mike Schumacher spoke about there being no benefit to the City owning property located at the corner of Washington Avenue and Elm Street which was purchased in 2008 when the City expanded Elm Street. He reported there were several parties interested in the property and it would be beneficial to sell the property and get it back on the tax rolls. After a brief discussion, Schumacher stated he would review the process of selling City property and get started.

DOWNTOWN BUSINESS DISTRICT- ARCHES AND LIGHTS

Mayor Carr spoke about how he and City Administrator Mike Schumacher met with Olsson Associates and requested they engineer pillars and lights crossing all the way down the Downtown Business District, and "Our Town Your Town" arches that would be erected across Commercial Street on each side of Jefferson Avenue. Mayor Carr further shared that the materials used for the arches and fabrication would be donated by Jim Sheldon, CEO of DT Engineering. He closed by reporting an Olsson task order would be presented to Council at the next meeting.

### NEW CITY SEAL DESIGNS

Assistant City Administrator/City Clerk Laina Starnes reported a new City seal was needed because the current seal was very old, worn down and not embossing well. With that said, she expressed she thought it would be a good time to redesign the seal before purchasing a new one. Starnes provided several designs which were created by Matt Decker, a local graphic artist. Mayor Carr suggested making a few minor changes to one of the designs that had the four leaves of the City's logo. Members of the Council present indicated they liked his suggestion. Starnes said she would be presenting a resolution to the Council at the next meeting to officially adopt the newly designed seal.

### TOTH STUDY- ELECTRIC OPERATIONAL REVIEW

City Administrator Mike Schumacher provided information on the proposed electric operational review. He stated that it was a study that focused more on the financial structure and running of the operation; however, the scope of work included electric utility ownership analysis, best practices analysis, and cost of service and rate analysis. The work authorization agreement would be presented to Council at the August 23<sup>rd</sup> meeting.

### GROUP 4 GOALS- INTERNAL SERVICES

The Internal Services Group consisting of IT Director/Airport Jarrad Schomaker, Finance Director Kat Gill, Human Resource Director Kathy Milliken, and Assistant City Administrator/City Clerk Laina Starnes presented a status update of their assigned goals which focused on providing superior customer service to the City's internal and external customers through technology, facilities, resource management, and applied finance best-practices.

### HIRING STATUS- POLICE/FIRE

Human Resource Director Kathy Milliken spoke of the recent changes to the recruitment process of fire fighters which included training for those short of the minimum requirements and pay/benefits while training. She reported the City had hired several for the new public safety facility which were going through the training process. Because the City was having a difficult time recruiting officers for the Police Department, Milliken reported the same logic had been applied to their recruitment process as well. In addition to provided training, she said a \$2,000 signing bonus had been implemented; referrals from employees were also being given \$250. Should an officer give the City three years of service, Milliken reported their training tuition would be paid at 100%. In closing, she said trips to training academies would be made in an effort to spur interest in working for the City of Lebanon and the first trip was being made to Jefferson College near St. Louis.

### ROUND TABLE DISCUSSION

Mayor Carr- again thanked the citizens of Lebanon for passing the Storm Water Control and Local Parks Sales Tax. With that said, he reported the tax would begin being collected in January of 2022 and personal property and real estate tax levies would be rolled back to zero in 2022 as well. He then said there was a desire for the Park Board and the City Council to have a joint work session in September or October to work on a vision for the future of our parks.

Councilman Jordan- reported he spoke with a citizen who gave kudos to the new utility outage phone number and for the quick response of staff.

Councilman Wall- announced there would be a movie at the airport on Saturday, August 7<sup>th</sup>. He said the movie would be the old Top Gun movie and the event was being sponsored by Midway Speedway.

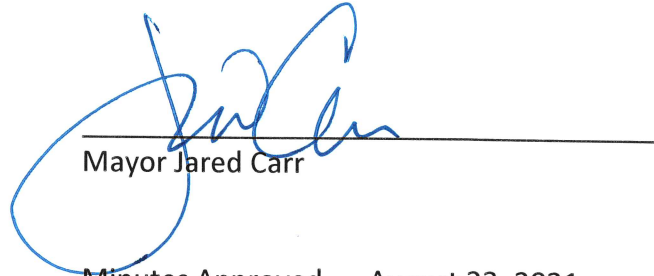
ADJOURNMENT

Mayor Carr declared the meeting adjourned at 7:38 p.m.

ATTEST:



City Clerk Laina Starnes



Mayor Jared Carr

Minutes Approved August 23, 2021