

MEETING AGENDA
La Cygne City Council
January 15, 2020
Meeting Place: La Cygne City Hall

Thank You for **Not Talking** during the meeting until recognized by the Mayor. If you wish to be scheduled on a future agenda, Please contact the City Clerk by Friday preceding the meeting.

1) CALL REGULAR MEETING TO ORDER:

a] Pledge of Allegiance

2) MAYOR'S COMMENTS:

a] Farewell to Robert Sullivan

3) ANNUAL ORGANIZATION:

1. Official City Newspaper (Recommendation)
2. Council Standing Committee Appointments (Recommendation)
3. Elect Council President
4. Planning Commission Member (1)
5. La Harper Heights/Senior Housing Board Member (1)
6. La Cygne Community Park Board Member (1)

4) CONSENT AGENDA:

Action Item: Motion to approve consent agenda;
Minutes of January 2, 2020 City Council Meeting; (Pages 4-10)
Check Register: January 3 – 13, 2020 (Pages 11-12)
Check Register: January 13 – 15, 2020; (Pages -)

5) DISCUSSION FROM THE FLOOR:

Individuals, not scheduled on the agenda, are afforded an opportunity to participate in the meeting. Individuals may address the Council for a period not to exceed five (5) minutes. The Governing Body is not required to take action on requests and may schedule them for consideration at a future meeting.

✓

6) SPECIAL PROJECTS:

Report by City Clerk Wade
Report from Public Works – Dan Nasalroad

a] USDA Grant/Loan dollars on Water Improvement.

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7) REPORTS OF CITY OFFICERS:

- ✓ City Attorney – Burton Harding
- ✓ Police Chief & Codes Officer – Kurtis West
 - a) Monthly Report (at table)
- ✓ Public Works Department – Dan Nasalroad
- ✓ Fire Chief – Dan Nasalroad
- ✓ City Clerk – Jodi Wade
 - A] Department Supervisors
 - B] Council Committees (Pages 13-14)
 - C] Commissions/Boards
 - D] KORA/KOMA (Kansas Open Records/Meeting Act) training
 - E] Government Handbooks/Codes Books

8) REPORTS OF COUNCIL COMMITTEES:

- a] Water & Gas-----
- b] Street -----
- c] Sewer-----
- d] Park-----
- e] Cemetery-----
- f] Public Safety-----
- g] Community Building-----
- h] Employee Relations & Training-----

9) SPECIAL COMMITTEE REPORTS:

- a] EMERGENCY MANAGEMENT
- b] Swanfest Committee

10) UNFINISHED BUSINESS:

A] Water, Sewer, and Gas Utility sections of the City of La Cygne Codes book. Reviewed by City Attorney Burton Harding. The Council Committees need to do one more final review prior to approval by the Council. We would like to have approval in February 2020 in order to notify the patrons of changes in our upcoming Newsletter. (at the Table)

11) NEW BUSINESS

- a] 2020 Kansas Municipal Courts Conference, March 6, Wichita, KS, (1) Night Hotel room + travel expense, Court Clerk Connie Gore to attend.

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EXECUTIVE SESSION:

a] I move the city council recess into executive session to discuss _____ pursuant to _____ . The open meeting will resume in the city council meeting area at _____ p.m.

12) OTHER BUSINESS

13) NOTES & COMMUNICATIONS TO COUNCIL

- a] KDHE letter regarding Public Water System Samples/Reports not collected/Received on Time will incur a violation courtesy reminder. (Page 15)
- B] Chamber of Commerce January 2020 Meeting minutes (Page 16-17)

14) ADJOURNMENT

Record of the Proceedings of the Governing Body
REGULAR MEETING

Page 1 of 7 Pages

January 2, 2020

REGULAR MEETING:

The La Cygne City Council met on Thursday, January 2, 2020 at La Cygne City Hall. Council Members present were: Danny Curtis; Thomas Capp; James Thies; Jerome Mitzner and Keith Stoker.

Others in attendance included, but not limited to: City Clerk Jodi Wade; City Attorney Burton Harding; Linn County News Tony Furse; Public Works Superintendent/Fire Chief Dan Nasalroad; Interim Police Chief Kurtis West, and Deb Wilson.

CALL REGULAR MEETING TO ORDER (6:00 P.M.)

Pledge of Allegiance – Interim Police Chief Kurtis West

MAYOR'S COMMENTS:

- Mayor Sullivan expressed his gratefulness for a safe Christmas and New Years holiday in our community. Complemented the wonderful weather we have had thus far in December and January.

NEW YEAR ORGANIZATION:

- Resolution #409 - Authority to pay payroll and certain bills early.

❖ **Motion**

Council Member Mitzner motioned to approve Resolution #409 giving authority to complete payroll checks and certain routine monthly bills early. Motion seconded by Council Member Curtis, voted on, passed 5-0.

- Resolution #410 – Waiver from certain accounting procedures.

❖ **Motion**

Council Member Mitzner motioned to adopt Resolution #410 giving authority to waiver from GAAP-prescribed statements and general fixed assets accounting. Motion seconded by Council Member Stoker, voted on, passed 5-0.

CONSENT AGENDA:

❖ **Motion to approve Consent Agenda:**

Council Member Stoker motioned to accept the Consent Agenda as presented.

Minutes of December 18, 2019 City Council Meeting;
Check Register: December 19, 2019 – January 2, 2020

Motion seconded by Council Member Thies, voted on, passed 5-0.

DISCUSSION FROM THE FLOOR:

- NONE

SPECIAL PROJECTS:

Report from Public Works Superintendent (PWS) – Dan Nasalroad

Report from City Clerk (CC) – Jodi Wade

WATER TREATMENT PLANT

- Public Works Superintendent (PWS) Nasalroad reviewed some items in the Water Plant that need to be addressed. Shelley Electric has asked PWS Nasalroad to submit a written punch list.
- Water Salesman is back in operation. Posting has been put on Facebook and the City's website.
- Rapid Mixer was installed after repairs were performed by the manufacturer. Still sounds loud and rough. PWS Nasalroad let Shelley Electric know.
- City Clerk Wade has submitted totals to Mike Billings for pay applications received from BG Consultants, Shelley Electric, Maguire Iron, Orr-Wyatt Streetscapes and draw downs from USDA. CC Wade has not heard back from Mike to date.

REPORTS OF CITY OFFICERS:

CITY ATTORNEY –BURTON HARDING –NONE

POLICE OFFICER –KURTIS WEST

- Reviewed Report at the table.
- Interim Chief West reviewed the totals on Dog tags (277 for 2019).
- Working on a new report from the state regarding Forfeitures.

PUBLIC WORKS DEPARTMENT – PUBLIC WORKS SUPERINTENDENT (PWS) DAN NASALROAD

- PWS Nasalroad reported USDI came last Thursday and repaired a valve on the odorizer at a cost of \$1525. We had several calls over the weekend of people smelling gas. USDI returned on Monday to adjust the level of odorizer. They will be back to check it again on Friday or Monday (Jan 6).

❖ **Motion**

Council Member Mitzner motioned to approve the expenditure of \$1525 to repair the valve on the gas odorizer. Motion seconded by Council Member Stoker, voted on, passed 5-0.

- Water Treatment Plant has been throwing some fits the past couple of weeks in reaction to the new automation. PWS Nasalroad received assistance from Hach support to resolve some of the issues. The condition of the water was maintained at the proper permitted levels while issues were resolved.
- Patron located to the North of Syd's Market was having issues with their service line. Against his best judgement, PWS Nasalroad stated he went ahead and called Reddi Services to come jet the lines. No issue in our main, problem was on the owner's service line.

REPORTS OF CITY OFFICERS CONT:

FIRE DEPARTMENT – FIRE CHIEF DAN NASALROAD –

None

CITY CLERK (CC) – JODI WADE –

- CC Wade reviewed the salary amounts for the 2020 budget and advised the Council of either a 1.6% or 2% COLA increase could be managed. Wage charts for all full-time employees was given to the Council to review. CC Wade indicated the Federal COLA was 1.6% for 2020.

❖ **Motion**

Council Member Mitzner motioned to approve a 2% COLA increase for all full-time employees effective with the first payroll of 2020. Motion seconded by Council Member Capp voted on, passed 5-0.

- CC Wade informed the Council of the new W-4 form and the new I-9 form being released January 2020. Employees will be required to complete a W-4 if they are changing their withholdings. All employees must complete a new I-9 form to be put in their file.
- CC Wade advised the Council and patrons in regards to the double lines on Broadway. In the past there were double lines from KS HWY 152 up to the south side of the intersection of Broadway and Walnut and continued starting from the North side of the intersection of Broadway and Walnut. They were not repainted after the street had been overlaid. Costs will be researched for getting the lines repainted.
- CC Wade reminded the Council about the meeting scheduled for January 13th to swear in the new Mayor and Council members. CC Wade asked the Council members to come prepared to have a new photo done for the website.

COUNCIL COMMITTEE REPORTS:

WATER & GAS –NONE

STREET –NONE

SEWER-NONE

PARK-NONE

CEMETERY –NONE

PUBLIC SAFETY -NONE

COMMUNITY BUILDING-

EMPLOYEE RELATIONS & TRAINING - NONE

SPECIAL COMMITTEE REPORTS:

EMERGENCY MANAGEMENT –

Dian Dotts has scheduled a meeting for January 7th at 4:30pm at the City Hall to go over emergency action information.

SWANFEST COMMITTEE -

Volunteers need to attend the Chamber of Commerce meetings or contact Lindsay Jaccard if interested in helping with the 2020 Swanfest scheduled for July 11th.

UNFINISHED BUSINESS:

USDI CONTRACT AGREEMENT

CC Wade and City Attorney Burton Harding confirmed their reviews of the contract agreement. USDI added the items requested by City Attorney Harding. Discussion was held regarding the show-up time in emergency situations or leaks. Council member Curtis inquired about locates. PWS Nasalroad and CC Wade advised to the Council that USDI has similar contracts with other small communities like ours, they are familiar with the requirements and responsibilities of making sure the system operates and meets the standards required by KCC. Council member Curtis requested emergency numbers and an operation plan for USDI.

❖ **Motion**

Council Member Mitzner motioned to approve the USDI Contract Agreement. Motion seconded by Council Member Stoker voted on, passed 3-2. (Nay – James Thies and Thomas Capp.

DUMP TRUCK FOR PUBLIC WORKS DEPARTMENT

PWS Nasalroad reviewed the details for a 2007 International Dump truck, Detroit 466 diesel with Allison automatic, 5-7yd bed, and 93,000 miles. Owner will put on (2) new inside tires and all new fuel filters. No plow package but easy to install on this truck. Price \$25,000. PWS Nasalroad spoke to a local truck driver regarding the year and make of the truck and was advised it was a good machine mechanically. Council discussed the purchase and pricing.

❖ **Motion**

Council Member Capp motioned that upon Council Member Stoker's review of pricing and if all is good the approval for PWS Nasalroad to purchase the 2007 International dump truck. Motion seconded by Council Member Thies voted on, passed 5-0.

NEW BUSINESS:

KANSAS RURAL WATER ASSOCIATION VOTING DELEGATES AND CONFERENCE

CC Wade reviewed the KRWA conference dates of March 24-26, 2020 in Wichita. Voting delegates/alternate need to be determined. PWS Nasalroad would like to be named the voting delegate with Codee Blanchett being the alternate. PWS Nasalroad would like for he and Codee Blanchett to attend the conference. CC Wade advised the Council (2) rooms were already booked at the end of last years conference for this year. Information for the conference will be released in the next week.

❖ **Motion**

Council Member Mitzner motioned to appoint Dan Nasalroad as the Voting Delegate and Codee Blanchett as the alternate. Motion seconded by Council Member Stoker voted on, passed 5-0.

NEW BUSINESS CONT:

KANSAS RURAL WATER ASSOCIATION VOTING DELEGATES AND CONFERENCE CONTINUED

❖ **Motion**

Council Member Mitzner motioned to make reservations for (2) positions to attend the KRWA Conference in March 2020 in Wichita. Motion seconded by Council Member Stoker voted on, passed 5-0.

CCMFOA ANNUAL SPRING CONFERENCE

CC Wade would like to attend the spring conference for clerks in Manhattan, KS March 11-13, 2020. Early registration fee \$325, Hotel \$99/night.

❖ **Motion**

Council Member Mitzner motioned to approve CC Wade to attend the CCMFOA conference in Manhattan, KS, March 11-13, 2020. Motion seconded by Council Member Curtis voted on, passed 5-0.

DISTRIBUTION SYSTEM RULES, JANUARY 27 2020, CHANUTE, KS

PWS Nasalroad would like to attend this training hosted by KMU in Chanute, KS. No charge and lunch provided.

❖ **Motion**

Council Member Mitzner motioned to approve PWS Nasalroad to attend the Distribution System Rules in Chanute KS, January 27, 2020. Motion seconded by Council Member Stoker voted on, passed 5-0.

SURFACE WATER TREATMENT, JANUARY 28TH, 2020, EMPORIA, KS

PWS Nasalroad would like for Codee Blanchett to attend this class hosted by KMU. Codee may need hotel for (1) night depending on start time.

❖ **Motion**

Council Member Mitzner motioned to approve Codee Blanchett to attend the Surface Water Treatment session in Emporia, KS on January 28, 2020 and to make lodging arrangements if necessary. Motion seconded by Council Member Thies voted on, passed 5-0.

CONTRACT CERTIFIED WATER PLANT OPERATOR AGREEMENT

Original agreement was for a 3-month period. The City needs to renew the contract for our Certified Water Plant operator.

❖ **Motion**

Council Member Mitzner motioned to renew the agreement for Independent Contractor services for the La Cygne Water Treatment facility until June 2020. Motion seconded by Council Member Stoker voted on, passed 5-0.

NEW BUSINESS CONT:

GIFTED SURPLUS ITEM:

The City of La Cygne would like to present to prior Police Chief Tate West his active duty weapon used during his time of duty as Chief of Police for the City of La Cygne.

❖ **Motion**

Council Member Capp motioned to approve the release of a Glock-Model 22-gen IV to Tate West, his official service weapon during his period of duty with the City of La Cygne, upon completion of transfer paperwork signed by approving authority and the city not enduring any expenditure during transfer. Motion seconded by Council Member Mitzner voted on, passed 5-0.

EXECUTIVE SESSION:

❖ **Motion**

Council Member Mitzner motioned to go into executive session for 8-minutes for discussion of employer-employee negotiations following a 5-minute break. Motion seconded by Council Member Capp voted on, passed 5-0. 7:08pm

Others in attendance included, but not limited to: City Clerk Wade, and City Attorney Harding.

Open Session resumed at 7:26pm

❖ **Motion**

Council Member Capp motioned to go into executive session for 8-minutes for non-elected personnel matter an individual employee's performance. Motion seconded by Council Member Curtis voted on, passed 5-0. 7:27pm

Others in attendance included, but not limited to: City Clerk Wade.

Open Session resumed at 7:35pm

OTHER BUSINESS

❖ **Motion**

Council Member Curtis motioned approve a \$.50 raise for City Treasurer Connie Gore for completion of her third year of Municipal Institute training. Motion seconded by Council Member Stoker voted on, passed 5-0.

NOTES AND COMMUNICATIONS TO COUNCIL:

Record of the Proceedings of the Governing Body
REGULAR MEETING

Page 7 of 7 Pages

January 2, 2020

ADJOURNMENT:

❖ **Motion**

Council Member Curtis moved to adjourn the meeting. Motion seconded by Council Member Stoker, voted on, passed 5-0. Time 7:36 pm.

I, _____ La Cygne City Clerk, do hereby declare
(Jodi Wade) the above to be true and correct, to the best of
my knowledge, and do hereby subscribe my name
on this 2nd of January 2020.

TRANSACTION REGISTER

BANK NO	NAME	OTHER	DEPOSITS	CHECKS AND	VOIDED	CLEARED				
MOD CODE	NUMBER	DATE	PERIOD	VEND/EMPL	NUMBER	DEPOSITS	CHECKS AND	WITHDRAWALS	VOIDED	CLEARED
1 Labette Bank (Gold)(Linn Co)										
UB DEP	12155566	1/02/20	01/20	UB DEPOSIT		153.41				
UB DEP	12155567	1/02/20	01/20	UB DEPOSIT		352.84				
BK DEP	12155568	1/03/20	01/20	rm 1557		10,644.60				
UB DEP	12155572	1/03/20	01/20	UB DEPOSIT		287.26				
BK DEP	12155574	1/06/20	01/20	rm-1562		7,051.19				
UB DEP	12155575	1/07/20	01/20	UB DEPOSIT		1,206.74				
UB DEP	12155576	1/07/20	01/20	UB DEPOSIT		425.88				
BK DEP	12155577	1/07/20	01/20	court		50.00				
GL DEP	12155578	1/03/20	01/20	DEPOSIT		584.00				
BK DEP	12155579	1/08/20	01/20	rm1577		9,923.70				
UB DEP	12155580	1/09/20	01/20	UB DEPOSIT		20.86				
UB DEP	12155581	1/10/20	01/20	UB DEPOSIT		319.82				
UB DEP	12155582	1/10/20	01/20	UB DEPOSIT		200.00				
UB DEP	12155583	1/10/20	01/20	UB DEPOSIT		1,069.33				
BK DEP	12155584	1/10/20	01/20	court		73.00				
BK DEP	12155585	1/10/20	01/20	rm1589		8,324.28				
UB DEP	12155586	1/13/20	01/20	UB DEPOSIT		300.00				
BK DEP	12155587	1/13/20	01/20	RM	1595	4,031.82				
AP CHK	1028164	1/02/20	01/20	ADVANTAGE COMPUTER ENTERP				52.50		
AP CHK	1028165	1/02/20	01/20	CARUTHERS, AURELIA R.				75.00		
AP CHK	1028166	1/02/20	01/20	CCMFOA OF KANSAS				100.00		
AP CHK	1028167	1/02/20	01/20	CINTAS CORPORATION #430				77.98		
AP CHK	1028168	1/02/20	01/20	CITY OF LA CYGNE				1,594.84		
AP CHK	1028169	1/02/20	01/20	CITYCODE FINANCIAL LLC				950.00		
AP CHK	1028170	1/02/20	01/20	COMMERCE BANK				1,839.92		
AP CHK	1028171	1/02/20	01/20	CORE & MAIN				268.47		
AP CHK	1028172	1/02/20	01/20	FAMILY CENTER OF PAOLA				59.67		
AP CHK	1028173	1/02/20	01/20	HAWKINS INC				3,437.18		
AP CHK	1028174	1/02/20	01/20	KANSAS ASSOC FOR COURT MN				50.00		
AP CHK	1028175	1/02/20	01/20	KANSAS CITY POWER & LIGHT				3,962.97		
AP CHK	1028176	1/02/20	01/20	KANSAS ONE CALL SYSTEM IN				9.60		
AP CHK	1028177	1/02/20	01/20	NAVRAT'S				162.66		
AP CHK	1028178	1/02/20	01/20	PEOPLES TELECOMMUNICATION				409.71		
AP CHK	1028179	1/02/20	01/20	STAINBROOK'S				510.46		
AP CHK	1028180	1/02/20	01/20	U.S. CELLULAR				706.52		
AP CHK	1028181	1/02/20	01/20	VERIZON				80.02		
AP CHK	1028182	1/03/20	01/20	MERILL CROSE				25,000.00		
PR CHK	1028183	1/10/20	01/20	BAILEY, ROBERT				55.41		
PR CHK	1028184	1/10/20	01/20	BENSON, RODNEY				83.11		
PR CHK	1028185	1/10/20	01/20	BLANCHETT, CODE				1,063.20		
PR CHK	1028186	1/10/20	01/20	CAPP, THOMAS W				203.17		
PR CHK	1028187	1/10/20	01/20	CHAPLIN, JEFFER				1,289.43		
PR CHK	1028188	1/10/20	01/20	CRAVEN, CLARENC				515.23		
PR CHK	1028189	1/10/20	01/20	CURTIS, DANNY				203.17		
PR CHK	1028190	1/10/20	01/20	GORE, CONNIE				1,376.54		
PR CHK	1028191	1/10/20	01/20	HARDWICK, RANDY				27.93		
PR CHK	1028192	1/10/20	01/20	MICK, ARLENE R				351.05		
PR CHK	1028193	1/10/20	01/20	NASALROAD, DANI				2,490.97		
PR CHK	1028194	1/10/20	01/20	NASALROAD, JACO				27.70		
PR CHK	1028195	1/10/20	01/20	STOKER, KEITH L				46.17		

M=MANUAL CHECK * =RECONCILING

TRANSACTION REGISTER

MOD CODE	BANK NO	NAME	DATE	PERIOD	VEND/EMPL	OTHER NUMBER	DEPOSITS	CHECKS AND WITHDRAWALS	VOIDED	CLEARED
PR	CHK	1028196	1/10/20	01/20	STONE, STEPHANI			594.47		
PR	CHK	1028197	1/10/20	01/20	SULLIVAN, ROBER			230.87		
PR	CHK	1028198	1/10/20	01/20	THIES, JAMES			92.35		
PR	CHK	1028199	1/10/20	01/20	WADE, JODIANN K			1,500.00		
PR	CHK	1028200	1/10/20	01/20	WARREN, CLAUDE			210.87		
PR	CHK	1028201	1/10/20	01/20	WEST, KURTIS A			1,250.49		
AP	CHK	1028202	1/10/20	01/20	BG CONSULTANTS, INC.			295.00		
AP	CHK	1028203	1/10/20	01/20	BILL ROSS			315.60		
AP	CHK	1028204	1/10/20	01/20	CARUTHERS, AURELIA R.			75.00		
AP	CHK	1028205	1/10/20	01/20	CASEY'S BUSINESS MASTERCA			406.44		
AP	CHK	1028206	1/10/20	01/20	COMPLIANCE ONE			33.00		
AP	CHK	1028207	1/10/20	01/20	DIVISION OF HEALTH & ENVI			469.00		
AP	CHK	1028208	1/10/20	01/20	GERKEN RENT-ALL INC			100.00		
AP	CHK	1028209	1/10/20	01/20	HACH COMPANY			885.52		
AP	CHK	1028210	1/10/20	01/20	HAWKINS INC			2,691.58		
AP	CHK	1028211	1/10/20	01/20	KANSAS MUNICIPAL INSURANC			13,877.00		
AP	CHK	1028212	1/10/20	01/20	KANSAS PEACE OFFICER ASSO			25.00		
AP	CHK	1028213	1/10/20	01/20	KANSAS RURAL WATER ASSOC			75.00		
AP	CHK	1028214	1/10/20	01/20	KDOR-MISCELLANEOUS TAX			335.11		
AP	CHK	1028215	1/10/20	01/20	LINN COUNTY NEWS			85.00		
AP	CHK	1028216	1/10/20	01/20	MIKE HILTON			1,100.00		
AP	CHK	1028217	1/10/20	01/20	REDDI SERVICES KC			980.00		
AP	CHK	1028218	1/10/20	01/20	SEK REGIONAL PLANNING COM			50.00		
AP	CHK	1028219	1/10/20	01/20	STEWART KASPER			732.00		
AP	CHK	1028220	1/10/20	01/20	UNIFIRST CORPORATION			143.24		
AP	CHK	1028221	1/10/20	01/20	UTILITY SERVICE CO, INC			18,063.37		
AP	CHK	1028222	1/10/20	01/20	WASTE MANAGEMENT OF PAOLA			2,006.01		
AP	ETR	1237841	1/10/20	01/20	KANSAS WITHHOLDING TAX			517.72		
AP	ETR	1237842	1/10/20	01/20	BLUE CROSS BLUE SHIELD OF			3,791.36		
AP	ETR	1237843	1/10/20	01/20	KPERS			2,169.04		
AP	ETR	1237844	1/10/20	01/20	IRS			3,528.44		
AP	ETR	1237845	1/10/20	01/20	VISION SERVICE PLAN			152.29		

BANK TOTAL							45,018.73	103,861.35	.00	.00
BALANCE							4,465,132.19			

ARTICLE 6. BOARDS AND COMMISSIONS

1-601. Committees established.

The city hereby establishes the following standing committees to perform those duties as more particularly described in this article:

- (a) Waterworks and Natural Gas Committee
- (b) Sewage System Committee;
- (c) Streets and Alleys Committee;
- (d) Parks Committee;
- (e) Public Safety Committee;
- (f) Cemetery Committee;
- (g) Community Building Committee;
- (h) Employee Relations & Training Committee.

(Ord. 1205; Ord. 1219; Code 2017)

1-602. Areas of responsibility.

Each committee shall have as its primary area of concern that portion of the city services which its name suggests.

(Code 1988)

1-603. Appointment of members.

The mayor of the city shall appoint the members of the committees at the first meeting of the newly elected council following each city election. Whenever a council person has been appointed to fill a vacancy he/she shall be appointed to those committees on which the previous councilman serviced whose vacancy he/she filled.

(Code 1988)

1-604. Purpose and duties of the council committees.

The purpose of each committee is to, within its area of concern, gather information, make studies, make recommendations, and oversee the conduct of certain city business for the benefit of the council. Further, each committee within its capacity as the "supervising committee" of its particular area of concern has specific duties and authorities as is more particularly described in other sections of the city code of the City of La Cygne, Kansas. In addition to these other grants of specific duty or authority the members of the supervising committee shall have the right to oversee, directly, the employees who perform tasks within that committee's concern and direct said employees to perform said city functions in the best interest of the city unless otherwise prohibited by this code, statute, or custom.

(Code 1988)

1-605. Ultimate responsibility of council.

Although the overall purpose and duty of each supervising committee is to ensure that the city's motions, resolutions and city ordinances are implemented and abided by, the city council shall conduct the city's business affairs and committees should make reports and request instructions and authority, and the governing body should direct what is to be done and by whom said work should be performed.

(Code 1988)

1-606. Public building commission.

(a) Under the authority of the Act there is hereby created by the Governing Body a municipal corporation to be known as the "City of La Cygne, Kansas Public Building Commission" (the "PBC").

(b) Composition. The PBC shall be composed of five (5) members (the "Members") all appointed by the Governing Body. Two Members shall have an initial term expiring on January 1, 2011; and three Members shall have an initial term expiring on January 1, 2012. Terms of office for Members, after the expiration of the initial terms, shall be for terms of four (4) years. In the event that the PBC provides buildings or structures that are leased to governmental entities other than the City, (a) the composition of the PBC shall be modified by subsequent ordinance of the Governing Body to conform to the requirements of the Act and (b) the Governing Body shall approve such buildings or structures.

(c) Purpose, Powers and Functions. The PBC is created for the purposes of, and shall have the powers and shall perform the functions set forth in, the Act, as may be amended or supplemented, including by home rule action of the City. The Governing Body, by ordinance or charter ordinance hereafter taking effect, shall have the authority to limit; expand or otherwise alter the purposes, powers functions of the PBC.

(d) Support Services. Unless otherwise approved by the Governing Body, the City administrative staff shall provide administrative services to the PBC and the City's bond counsel and City Attorney shall provide legal services to the PBC.

(e) Further Action. The PBC shall have the authority to adopt bylaws, resolutions or other official actions authorized by the Act and not inconsistent with the provisions of this Ordinance to govern its actions.

(Ord. 1377; Code 2017)

Division of Environment
Curtis State Office Building
1000 SW Jackson St., Suite 400
Topeka, KS 66612-1367



Phone: 785-296-1535
Fax: 785-559-4264
www.kdheks.gov

Lee A. Norman, M.D., Secretary

Laura Kelly, Governor

January 2, 2020

It is important that the person in your organization responsible for collecting public water system compliance samples and/or sending reports to KDHE receives this information.

ROBERT SULLIVAN, MAYOR
LACYGNE, CITY OF WATER SYSTEM
206 COMMERCIAL
PO BOX 600
LA CYGNE, KS 66040

Re: Public Water System Samples/Reports Not Collected/Received on Time Will Incur a Violation
Federal ID #: KS2010703

Every public water system has been sent this courtesy reminder.

Sample Collections:

Compliance samples must be collected within the required time frame. Samples collected one day or more too early or too late may possibly incur a violation that will require public notice. Enclosed with this letter is a table that can be used as a general guide for required time frames of different sample types. The table is not exhaustive, but does list several routine samples that are required for many water systems. Not all water systems are required to collect all sample types listed in the table.

Submitting Reports:

Required monthly reports must be **received** by KDHE by the 10th day following the end of each month (the 10th of each month). Required quarterly reports must be received by KDHE the 10th day of the month following the end of each quarter (April 10th, July 10th, October 10th, and January 10th). Reports that arrive to KDHE on the 11th day of a month or after will be marked as late, and the water system will incur a violation that will require public notice.

If you have any questions regarding this courtesy reminder letter, please contact me at (785) 368-8336 or by e-mail at dianne.sands@ks.gov.

Dianne Sands
Public Water Supply Section
Bureau of Water

Cc: e-file

January 8th 2020 Chamber of Commerce Meeting

- Members Present: Lindsey Jaccard, Deb Wilson, Jodi Wade, Jennifer Leach, Russell Pope, Rex Bollinger, Janet Reynolds, Stella Thompson.
- Treasurer Report
 - General Fund: \$ 4268.47
 - Project Fund: \$ 2344.57
 - First Option CD: \$3395.38
 - First option CD: \$ 3557.57
 - Labette CD: \$2810.00
- Membership payment of \$50 is due by March 31· 2020 please.
 - Membership Renewal form is attached to e-mail
- February Chamber Meeting
 - At this time a representative of the Teammates Program (a new school mentoring program) will attend to discuss in detail the program.
 - At this time the February meeting will be on Wednesday, February 12, 2020 at noon. The meeting will be held at the La Cygne Library in the Swan Room. Retia Grant will cook us lunch, please bring a monetary donation to help cover her costs for this wonderful service. In the future Retia will continue to provide lunch for our meetings.
 - We will be getting back to par-law methods of running meetings.
 - 2019 Chamber of Commerce Officers were as follows
 - President: Dr Lindsey Jaccard- Jaccard Chiropractic
 - Vice President: Russel Pope- First Option
 - Treasurer: Stella Thompson- First Option
 - Secretary: None, at this time

- During next meeting an official officer election will take place to determine 2020 officers for the La Cygne Chamber of commerce. If you are interested in becoming an officer, please let one of the current officers know.
 - We will discuss/vote on forming committees for Swanfest and the Annual Easter Egg Hunt.
- Tax-AIDE: an AARP Tax aid program for the elderly and low- income families is currently at the La Cygne Library and are seeking non- CPA certified volunteers. If interested, please contact Janet at the La Cygne Library. Volunteers will be required to do a small amount of training before they are able to help.
- Swanfest 2020 will be on Saturday July 11
 - We will plan on having a Swanfest meeting on February 24th at 6pm (location and further details to be announced).
 - There are a lot of planning to be done.
- Annual Chamber Easter Egg Hunt will be Saturday April 11 beginning at 10am
- Thayer Park:
 - Seeking volunteers to help with weeding
 - \$200 out of the Project Fund will be used to pay for a 4 x 4 Quilt square that will be mounted to the pavilion. This will be dedicated to all those who helped via donations, etc to help Thayer park to be established
 - Another barn quilt section will be added to the existing one.
 - Plans are being discussed for Underground Railroad barn quilt blocks to be placed along the park fence to represent/commemorate the Buffalo Soldiers in the local Cemetery.