

**MEETING AGENDA**  
**La Cygne City Council**  
**November 15, 2023**  
**Meeting Place: La Cygne Community Building**

**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 (7:00 P.M.)**

Pledge of Allegiance by Mayor Debra Wilson

**2) MAYOR'S COMMENTS:**

a] Thank you to those who came out to vote in the November 2023 elections. La Cygne has a small number of register voters participate (approximately 131). It would be nice to see more participants in the next election.

b] I would like to invite everyone to the Community Thanksgiving Dinner this Saturday, November 18, 2023 from 11am – 2:00pm at the La Cygne Christian Church. Free Will Donations will be accepted to help cover the cost of the meal.

**3) CONSENT AGENDA:**

Action Item: Motion to approve consent agenda;

Minutes of the October 18, 2023 Council Meeting; (Pages 5-9)

Minutes of November 2, 2023 Special City Council Meeting; (Pages 10-11)

October 2023 Budget Report; (Page 12-14)

October 2023 Treasurer's Report; (Page 15)

Check Register: October 14, 2023 – November 10, 2023; (Page 16-19)

CMB License 2023-1 Casey's General Store #3397 (Page 20)

CMB License 2023-2 Dollar General Store #13598 (Page 21)

**4) 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.*

**5) REPORTS OF CITY OFFICERS:**

**6) SPECIAL PROJECT REPORTS:**

**SEWER REHABILITATION PROJECT (NOWAK CONSTRUCTION/BG CONSULTANTS):**

SAK Construction is offering a (1) year extended warranty which will commence at the end of the contract warranty period. SAK has agreed to CCTV the following lines prior to the final month of the 1-year extended warranty: 13-12, 14-13, 103-102, and 110-109 (Page 23-25)

Action needed: Motion from the council to accept the extended 1-year warranty.

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**6) SPECIAL PROJECT REPORTS CONTINUED:**

**SEWER REHABILITATION PROJECT (NOWAK CONSTRUCTION/BG CONSULTANTS):**

BG Consultants Invoice in the amount of \$1080.00 for Resident Project Observation work for the month of October 2023.(Page 26)

*Action needed: Motion to approve payment of the invoice.*

**KDOT CCLIP KS HWY 152 & INDUSTRIAL ROAD IMPROVEMENT PROJECT:**

No updates at this time.

**WATER PLANT IMPROVEMENT ANALYSIS**

CC Wade is reviewing the KWO Water Project fund application for grant which was released at the end of last week. Application is due by December 29, 2023. CC Wade is also reaching out to review the KS State Revolving Loan Fund and USDA grants/loans.

**WATER PLANT SETTLING POND IMPROVEMENT PROJECT**

Project is complete. Payment schedules have been reviewed and all payments are complete to Starbucks Trucking and Midwest Engineering Group.

**NEW FIRE STATION 2022:**

Construction continues forward.

**SEWER LAGOON DESLUDGING:**

No update at this time.

**STORMWATER MASTER PLAN**

CC Wade reviewed the stormwater master plan information with Abby Mills, BG Consultants. Abby will present the information at the December 6, 2023 Council meeting.

BG Consultants Invoice in the amount of \$5060.00 for service performed during the month of October 2023 on the Stormwater Master Plan.(Page 27)

*Action needed: Motion to approve payment of the invoice.*

**7) REPORTS OF COUNCIL COMMITTEES:**

- a] Water & Gas----- Danny Curtis----- Keith Stoker
  - ✓ Draft ordinance regarding Solid Waste (trash) service on accounts that have been shut-off due to non-payment for a period longer than one billing cycle. (Page 28-29)
  - ✓ Draft ordinance adding deceased Account holder and amending the returned checks procedure and policy for Water Utility Accounts. (Pages 30-31)
  - ✓ Draft ordinance adding deceased account holder and amending the returned checks procedure and policy for Gas Utility Accounts. (Pages 32-33)
  
- b] Street ----- Tommy Capp ----- Jerome Mitzner
  
- c] Sewer----- Keith Stoker ----- Thomas Capp
  
- d] Cemetery----- Danny Curtis----- David Brenneman
  
- e] Public Safety-----Jerome Mitzner----- Keith Stoker
  
- f] Community Building----- David Brenneman ----- Tommy Capp

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**7) REPORTS OF COUNCIL COMMITTEES CONTINUED:**

- g] Employee Relations & Training----- Danny Curtis ----- Jerome Mitzner
  - ✓ Return to Work Form (Page 34)
  - ✓ Light Duty Request Form (Page 35)
  
- h] Park ----- Keith Stoker ----- Tommy Capp

**8) SPECIAL COMMITTEE REPORTS:**

- a] **Emergency Management** – 3<sup>rd</sup> Quarter Report (Linn County Emergency Mgmt.) (Page 36)
- b] **Chamber of Commerce** – None
- c] **Planning & Zoning Commission** – IBTS virtually attended the November 8, 2023 Planning Commission meeting. The Commission will begin to work through each Article of the Zoning Regulations to insure the language correlates with the 2023 Comprehensive Plan, to review current zoning districts and discuss future district zones, and to review the zoning map.

**9) NEW BUSINESS:**

- a] Ordinance No. \_\_\_\_\_ Amending Chapter X, Article 1, Section 10-101 of the code of the City of La Cygne, KS to incorporate by reference the "Uniform Public Offense Code for Kansas Cities, 39<sup>th</sup> Edition of 2023. (Page 37)

*Action Needed: Motion to approve the Ordinance.*

- b] Ordinance No. \_\_\_\_\_ Amending Chapter XIII, Article 1, Section 13-101 of the Code of the City of La Cygne, Kansas, to incorporate by reference the Standard Traffic Ordinances for Kansas Cities 50<sup>th</sup> Edition, 2023. (Page 38)

*Action Needed: Motion to approve to Ordinance.*

- c] Blue Cross and Blue Shield of Kansas Renewal Summary Page January 2024. Group total for 2024 is \$10,517.77/month. There will be some adjustments to employees effective immediately and in January. Total Health Insurance Budget for 2024 was \$130,000. BCBS does not include vision. CC Wade has not received VSP pricing for 2024 to date. CC Wade will meet with BCBS in March 2024 to review different plans in preparation for the 2025 Budget.

*Action needed: Motion to approve renewal of Health Insurance Group Plan for 2024.*

**10) UNFINISHED BUSINESS:**

- a] 528 N. 6<sup>th</sup> Street – No updates at this time.

- b] 402 S. Broadway – Contract agreement to proceed with a title review and quit claim deed, at the owner's cost. Response from Property Owner. (Page 39)

*Action: Proposed agreement was sent to the property owner of 402 S. Broadway.*

- c] 209 N Broadway – Water standing at the corner of Chestnut and Broadway after rain.

*Action: Council will proceed with action upon review of the stormwater survey and an engineers opinion.*

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**10) UNFINISHED BUSINESS CONTINUED:**

d] Draft Article 3. Work-site Utility Vehicles, Golf Carts, and All Terrain Vehicles.

*Action: CC Wade needs assistance from Chief Fenoughty and Interim Chief LeSturgeon to prepare a draft.*

**EXECUTIVE SESSION: (See Examples at Table)**

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.

**11) POLICY REVIEW IN PROGRESS:**

a] *Article 22 DRAFT Off-Street Parking Regulations (At the table)*

b] *Draft Landlord Registration Article*

**12) NEW POLICY REVIEW:**

a] *Article 5. Parking*

b] *Ethics and Customer Service Training.*

c] *Social-Media Policy.*

d] *BNSF Quiet Zone*

e] *Company Vehicle Use*

**12) NOTES & COMMUNICATIONS TO COUNCIL**

**13) GOVERNING BODY REMARKS**

**14) ADJOURNMENT**