

CITY OF LA CYGNE MINUTES FOR 2013

JANUARY 2, 2013

REGULAR MEETING:

The La Cygne City Council met on Wednesday, January 02, 2013, at La Cygne City Hall. Council Members present were: Jake Fleming; Linda Meisel; Travis Robbins; Robert Sullivan; and Esther Shields.

Others in attendance included, but not limited to: City Clerk Devona Herrin; City Attorney John Sutherland; Police Chief Tate West; Public Works Superintendent Jim Johnson; Judy Kinder; Robert Turpen; LeRoy Turpen; and Fred Meisel.

Mayor Terry Weitman called the meeting to order at 7:00 p.m. Pledge of Allegiance was led by Council Member Jake Fleming.

MAYOR'S COMMENTS:

- ❖ Informed everyone of the pending 2013 City Election to be held in April. The three positions open at election are currently held by Council Members J. K. Fleming, Travis Robbins, and Esther Shields. Packets for filing are available at La Cygne City Hall and the Linn County Clerks Office in Mound City. The filing deadline is noon on Tuesday, January 22, 2013. The City General Election will be Tuesday, April 2nd and if a Primary Election is required it will be held on Tuesday, March 5th.

CONSENT AGENDA:

✓ ***Motion to Approve Consent Agenda***

Council Member Shields moved to approve the consent agenda which consisted of:

Minutes of December 19, 2012 Regular City Council Meeting;
Minutes of December 21, 2012 Special City Council Meeting; and,
Check Register: December 20, 2012 – January 2, 2012.

Motion seconded by Council Member Meisel, voted on, passed 5-0. Time: 7:02 p.m.

DISCUSSION FROM THE FLOOR:

NONE.

REPORTS OF CITY OFFICERS:

POLICE DEPARTMENT – CHIEF TATE WEST

Reported on the following:

1. Three Citations issued since last meeting
 - i. Two for speeding in school zone, and
 - ii. One driving while suspended.
2. Requested to attend two training courses:

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- a. "Online Data Entry" on January 23rd at KLETC with food and lodging provided; besides time the city cost would be the commute fees.
- b. "KACOP Training" on January 28 – 29, 2013 in Topeka with \$91.60 for lodging and the commute fees.

✓ *Motion To Approve Police Chief West to Attend Two Training Classes*

Council Member Robbins approved Police Chief West to attend the two requested training classes with per diem. Seconded by Council Member Fleming, voted on, passed 5-0. Time: 7:05 p.m.

PUBLIC WORKS DEPARTMENT – SUPERINTENDENT JIM JOHNSON

Reported on the following:

1. A few waters leaks are occurring again.
2. Salt & sanded around midnight on New Years' Eve when the roads started freezing during the bad weather. There is still enough salt & sand for 3 more incidents of bad weather and is available to purchase if needed so will use up the old before purchasing more.
3. The gas meter at the Magellan Plant has been malfunctioning so another one has been ordered for correct readings.

COUNCIL COMMITTEE REPORTS:

NONE

SPECIAL COMMITTEE REPORTS:

NONE

UNFINISHED BUSINESS:

APPOINTMENT OF HOUSING AUTHORITY BOARD MEMBERS

Mayor Weitman recommended the reappointment of Dennis Arnold and Dorothy Erhart as Housing Authority Board Members.

✓ *Motion To Approve Housing Authority Board Member Appointments*

Council Member Shields moved to approve the mayor's recommended reappointments of Dorothy Erhart and Dennis Arnold to the Housing Authority Board. Motion seconded by Council Member Robbins, voted on, passed 5-0. Time: 7:08 p.m.

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NEW BUSINESS:

KANSAS PIPELINE ASSOCIATION ANNUAL SAFETY EMERGENCY RESPONSE PROGRAM

Discussed at least supervisors attending the annual pipeline safety program in Garnett on January 24, 2013. Council Member Meisel also will try to attend if schedule permits.

✓ *Motion to Approve Police and Public Works to Attend Pipeline Safety Program*

Council Member Meisel moved to approve Police Chief West and either Publics Works Jim Johnson or Jerome Moore to attend the Annual Pipeline Safety Program. Motion seconded by Council Member Fleming, voted on, passed 5-0. Time: 7:10 p.m.

KMIT 2013 REGIONAL SUPERVISOR SEMINAR SERIES IN PAOLA, FEB. 21ST FROM 1-4 PM

City Clerk presented the request for city supervisors, and city clerk, to attend the Kansas Municipal Insurance Trust (KMIT) Regional Supervisor Seminar in Paola on Thursday, February 21st from 1 – 4 pm, if the supervisors are interested and available. This training is provided from the city's work comp insurance carrier and is a way to help the departments and city to earn a reduction in the city's work comp rates.

✓ *Motion To Approve City Clerk, Public Works Supervisor, and Chief of Police to Attend WC Seminar*

Council Member Meisel moved to approve the city clerk, the public works supervisor, and the chief of police to attend the work comp seminar if they desire. Motion seconded by Council Member Shields, voted on, passed 5-0. Time: 7:11 p.m.

EXECUTIVE SESSION:

✓ *Motion To Go Into Executive Session*

Council Member Fleming moved to go into executive session for personnel for up to sixty - five (65) minutes. Motion seconded by Council Member Meisel, voted on, passed 5-0. Time: 7:12 p.m.

In addition to the Mayor, Council Members, and City Attorney, others requesting time or invited into portions of the executive sessions included (but not limited to): None.

Open Session Resumed at 8:17 p.m.

OTHER BUSINESS:

NONE

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CITY CLERK'S REPORT:

VERBAL:

- a] Working on the 2012 Year End figures.

NOTES AND COMMUNICATIONS TO COUNCIL:

- a] KCP&L 6 Month Franchise Report as of November 2012
- b] Thank You from Beth Smith for 2012 Christmas Share Program – Read by Mayor Weitman

ADJOURNMENT:

✓ Motion to Adjourn Meeting

There being no further business, **Council Member Fleming moved to adjourn the meeting. Motion seconded by Council Member Meisel, voted on, Passed 5-0.** The Regular meeting was adjourned at 8:20 p.m.

I, _____ La Cygne City Clerk, do hereby
(Devona Herrin) declare the above to be true
and correct, to the best of my
knowledge, and do hereby
subscribe my name this 2nd day of January 2013.

END OF JANUARY 2, 2013 MEETING.

BEGINNING SPECIAL MEETING OF January 9, 2013

SPECIAL MEETING:

The La Cygne City Council met for a Special Meeting on Wednesday, January 09, 2013 at La Cygne City Hall. Council Members present were: Jake Fleming; Linda Meisel; Travis Robbins; Robert Sullivan; and Esther Shields.

Others in attendance included, but not limited to: City Clerk Devona Herrin, City Treasurer Linda Elder, and five interviewees.

Mayor Terry Weitman called the special meeting to order at 5:37 p.m.

The Purpose of the Special Meeting was:

- ❖ Personnel.

Amend Who Attends the Annual Firefighter Relief Seminar

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Mayor Terry Weitman presented request to change personnel who was previously approved to attend the Annual Firefighter Relief Seminar this Saturday, January 12th in Salina. Dan Nasalroad has a work conflict and cannot attend, the fire department is asking for firefighter Scott Stainbrook to attend in his place.

✓ *Motion To Send Scott Stainbrook in Place of Dan Nasalroad to Firefighter Seminar*

Council Member Meisel moved to send Scott Stainbrook in place of Dan Nasalroad to the Annual Firefighter Relief Seminar this Saturday, January 12th, at Salina. Motion seconded by Council Member Shields, voted on, passed 5-0. Time: 5:38 p.m.

EXECUTIVE SESSION:

✓ *Motion To Go Into Executive Session*

Council Member Fleming moved to go into executive session for personnel for up to three (3) hours. Motion seconded by Council Member Meisel, voted on, passed 5-0. Time: 5:39 p.m.

In addition to the Mayor and Council Members, others requesting time or invited into portions of the executive sessions included: City Clerk Herrin, and five interviewees.

EXTEND MEETING AND EXECUTIVE SESSION:

✓ *Motion To Extend Meeting and Executive Session*

Council Member Robbins moved to extend meeting and executive session for personnel for up to thirty (30) minutes. Motion seconded by Council Member Meisel, voted on, passed 5-0. Time: 8:37 p.m.

Open Session Resumed at 9:06 p.m.

ADJOURNMENT:

✓ *Motion to Adjourn Meeting*

There being no further business, **Council Member Meisel moved to adjourn the meeting. Motion seconded by Council Member Shields, voted on, Passed 5-0.** The Special meeting was adjourned at 9:06 p.m.

I, _____ La Cygne City Clerk, do hereby
declare the (Devona Herrin)
above to be true and correct, to the best of my
knowledge, and do hereby subscribe my name
this 9th day of January 2013.

END SPECIAL MEETING FOR January 9, 2013

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BEGINNING MEMETING FOR January 16, 2013

REGULAR MEETING:

The La Cygne City Council met on Wednesday, January 16, 2013, at La Cygne City Hall. Council Members present were: Jake Fleming; Linda Meisel; Travis Robbins; Robert Sullivan; and Esther Shields.

Others in attendance included, but not limited to: City Clerk Devona Herrin; City Attorney John Sutherland; Police Chief Tate West; Public Works Superintendent Jim Johnson; Judy Kinder; Robert Turpen; LeRoy Turpen; Spencer Mitzner, Jerome Mitzner, Charity Keitel, and Fred Meisel.

Mayor Terry Weitman called the meeting to order at 7:00 p.m. Pledge of Allegiance was led by Newspaper Reporter Judy Kinder.

MAYOR'S COMMENTS:

- ❖ Presented the League of Kansas Municipalities annual calendar with the January cover picture being taken by a local individual, Deb Wilson. The city is proud of Deb's photo being distributed throughout the state.
- ❖ Esther Shields expressed appreciation of another photo in the area taken by John Reynolds and now being used world wide on the front cover of a book.

CONSENT AGENDA:

City Clerk Herrin reported the software year end report and the annual report reflect the same final total cash; however, there is currently a difference between payroll clearing and employee benefits that requires a software correction that will be addressed next week for both reports to reflect the same information on the annual report.

✓ ***Motion to Approve Consent Agenda***

Council Member Meisel moved to approve the consent agenda which consisted of:

Minutes of January 02, 2013 Regular City Council Meeting;
Minutes of January 09, 2013 Special City Council Meeting;
Treasurers' Report December 2012;
Budget Report December 2012;
4th Quarter 2012 Financial Statement;
Annual 2012 Financial Statement; and,
Check Register: January 2 - 16, 2013.

Motion seconded by Council Member Fleming, voted on, passed 5-0. Time: 7:05 p.m.

DISCUSSION FROM THE FLOOR:

NONE.

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EXECUTIVE SESSION:

✓ *Motion To Go Into Executive Session*

Council Member Fleming moved to go into executive session for personnel for up to thirty (30) minutes. Motion seconded by Council Member Meisel, voted on, passed 5-0. Time: 7:05 p.m.

In addition to the Mayor, Council Members, and City Attorney, others requesting time or invited into portions of the executive sessions included (but not limited to): City Clerk Herrin.

Open Session Resumed at 7:30 p.m.

SPECIAL BUSINESS:

HIRE EMPLOYEE TO REPLACE CITY TREASURER / COURT CLERK LINDA ELDER

✓ *Motion to Hire Regina Reynolds at \$12.00 per hour for Retiring Linda Elder*

Council Member Meisel moved to hire Regina Reynolds at \$12.00 per hour to be City Court Clerk and Treasurer when Linda Elder retires with her start date to be determined. Motion seconded by Council Member Fleming, voted on, passed 5-0. Time: 7:30 p.m.

REPORTS OF CITY OFFICERS:

POLICE DEPARTMENT – CHIEF TATE WEST

Reported on the following:

1. Ten Citations issued since last meeting.
2. One dog in the pound from Parker.
3. Some vehicles were removed for codes violations.

PUBLIC WORKS DEPARTMENT – SUPERINTENDENT JIM JOHNSON

Reported on the following:

4. The no-parking signs are up on 4th Street.
5. The chlorinator went down at the water plant and a new one was ordered today.
6. Reviewed the two water towers with the new Utility Service's consultant and he guaranteed the repair items pending would be addressed.
7. The snow blade fell off the snow plow during the last snow storm and Jerome Mitzner stopped and helped. Expressed a big thank you to Jerome for his help and will provide compensation for his help.
8. Council Member Robbins asked about the recent maintenance repairs bill. Several vehicles including a diesel had the oil changed and one included replacing an alternator.

FIRE CHIEF – DAN NASALROAD

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Reported on the following:

1. Expressed a thank to Scott Stainbrook for taking his place and attending the FRA Conference with
Jake Fleming.
2. Met with an electrician regarding the need to install an electrical three-phase at the old fire station to
handle the compressor for the air tanks.

COUNCIL COMMITTEE REPORTS:

NONE

SPECIAL COMMITTEE REPORTS:

NONE

UNFINISHED BUSINESS:

AMEND EMPLOYEE TO ATTEND PIPELINE SAFETY PROGRAM ON JANUARY 26TH

The January motion provided for either Jim Johnson or Jerome Moore to attend the meeting if available. The request is to amend for whichever public works employee is available as Dan Nasalroad may be able to go on behalf of public works and the fire department.

✓ *Motion To Amend Attendance to Pipeline Safety Program to be a Public Works Employee*

Council Member Meisel moved to amend previous motion to allow whichever public works employee is available to attend. Motion seconded by Council Member Fleming, voted on, passed 5-0. Time: 7:39 p.m.

NEW BUSINESS:

DATA TECHNOLOGIES ONSITE TRAINING FOR OFFICE STAFF

City Clerk Herrin requested to have a day of training on Monday, January 21st, with Data Technologies trainer Pat Crislip for training on the changes to the program to improve workflow.

✓ *Motion to Approve Onsite Training for \$550.00 Plus Travel Expenses*

Council Member Robbins moved to approve spending \$550.00, plus travel expenses, for onsite training for office staff. Motion seconded by Council Member Fleming, voted on, passed 5-0. Time: 7:43 p.m.

CITY TO HOST A MONTHLY CHAMBER OF COMMERCE MEETING

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The city is a member of the Chamber of Commerce and is requesting to hold a monthly chamber meeting in April.

✓ *Motion To Approve Hosting a Chamber of Commerce Meeting in April*

Council Member Meisel moved to approve hosting a monthly Chamber of Commerce meeting in April. Motion seconded by Council Member Shields, voted on, passed 5-0. Time: 7:44 p.m.

ELECTRONIC WATER CONSUMER CONFIDENCE REPORT (CCR) DELIVERY

Discussed the different ways the Water Consumer Confidence Report could be distributed to the public. Previous years it has been a part of a newsletter sent out by the city. Consensus is to leave the annual water report as part of the newsletter. City Clerk will work with Public Works Jim Johnson in preparation of the report.

EXECUTIVE SESSION:

✓ *Motion To Go Into Executive Session*

Council Member Fleming moved to go into executive session for legal for up to five (5) minutes. Motion seconded by Council Member Shields, voted on, passed 5-0. Time: 7:49 p.m.

EXTEND EXECUTIVE SESSION

✓ *Motion To Extend Executive Session*

Council Member Fleming moved to extend executive session for legal and personnel for up to ten (10) minutes. Motion seconded by Council Member Meisel, voted on, passed 5-0. Time: 7:54 p.m.

In addition to the Mayor, Council Members, and City Attorney, others requesting time or invited into portions of the executive sessions included (but not limited to): Public Works Jim Johnson.

Open Session Resumed at 8:04 p.m.

OTHER BUSINESS:

TRAINING ON FEBRUARY 6TH IN OTTAWA FOR WATER CERTIFICATION CREDIT

Requested Lisa Elmore to attend the KRWA training course on February 6th in Ottawa for water certification credit.

✓ *Motion To Approve Lisa Elmore to Attend KRWA Training in Ottawa on February 6th*

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Council Member Meisel moved to approve Lisa Elmore to attend the February 6th KRWA training in Ottawa for water certification credit with allowed per diem. Motion seconded by Council Member Shields, voted on, passed 5-0. Time: 8:08 p.m.

ATTENDANCE TO ANNUAL KRWA MEETING AS VOTING DELEGATE

Requested Jerome Moore to attend the Annual KRWA Meeting March 26-28, 2013 in Wichita as city's voting delegate. The meetings / training sessions will also provide Jerome needed certification credits.

✓ *Motion To Approve Jerome Moore as City's Voting Delegate when Attending Annual KRWA Meeting*

Council Member Meisel moved to approve Jerome Moore to attend the March annual KRWA Meeting as the city's voting delegate with allowed per diem. Motion seconded by Council Member Shields, voted on, passed 5-0. Time: 8:09 p.m.

ATTENDANCE TO CITY ATTORNEY'S FORUM AT ANNUAL KRWA MEETING IN MARCH

City Attorney Sutherland requested attendance to the City Attorney's Forum part of the Annual KRWA Meeting March 26th in Wichita with per diem.

✓ *Motion To Approve City Attorney Sutherland to Attend Attorney's Forum at the Annual KRWA Meeting*

Council Member Fleming moved to approve City Attorney Sutherland to attend the City Attorney's Forum at the March annual KRWA Meeting in Wichita with allowed per diem. Motion seconded by Council Member Fleming, voted on, passed 5-0. Time: 8:10 p.m.

CITY CLERK'S REPORT:

NONE

NOTES AND COMMUNICATIONS TO COUNCIL:

- a] Minutes of December 6, 2012 La Cygne Park Board Meeting
- b] League News, Volume 17 – Number 1 – January 13, 2013
- c] Minutes of January 2013 La Cygne Chamber of Commerce Meeting
- d] Minutes of January 10, 2013 La Cygne Planning Commission

ADJOURNMENT:

✓ *Motion to Adjourn Meeting*

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There being no further business, **Council Member Shields moved to adjourn the meeting. Motion seconded by Council Member Robbins, voted on, Passed 5-0.** The Regular meeting was adjourned at 8:11 p.m.

I, _____ La Cygne City Clerk, do hereby
declare the (Devona Herrin)
above to be true and correct, to the best of my
knowledge, and do hereby subscribe my name
this 16th day of January 2013.

END OF MEETING ON January 16, 2013

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BEGINNING MEETING ON February 6, 2013

REGULAR MEETING:

The La Cygne City Council met on Wednesday, February 6, 2013, at La Cygne City Hall. Council Members present were: Jake Fleming; Linda Meisel; Travis Robbins; Robert Sullivan; and Esther Shields. Absent: Mayor Terry Weitman.

Others in attendance included, but not limited to: City Clerk Devona Herrin; City Attorney John Sutherland; Police Officer Allen Huggins; Public Works Superintendent Jim Johnson; Wayne Benedick; Judy Kinder; Robert Turpen; LeRoy Turpen; Dave Malone with Capital State Finance; and Fred Meisel.

Council President Robbins called the meeting to order at 7:00 p.m. Pledge of Allegiance was led by Officer Allen Huggins.

MAYOR'S COMMENTS:

- ❖ Read Thank You from Patti Endecott for memorial flowers.

CONSENT AGENDA:

✓ ***Motion to Approve Consent Agenda***

Council Member Shields moved to approve the consent agenda which consisted of:

Minutes of January 16, 2013 Regular City Council Meeting;
Check Register: January 17 – February 06, 2013.

Motion seconded by Council Member Meisel, voted on, passed 5-0. Time: 7:03 p.m.

DISCUSSION FROM THE FLOOR:

DAVE MALONE WITH CENTRAL STATES CAPITAL MARKETS TO DISCUSS THE REFUNDING OF 2009 GAS BONDS

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Dave Malone introduced himself and explained he was present to discuss two proposal options to lower interest rates by redoing the 2009 Gas Revenue Bonds. The change would not change the premiums paid by the city but would possibly shorten a payment on the end. Mr. Malone went on to discuss problems with the long-term call provision on the swimming pool bonds. Then, he went back to the Gas Bonds and said it would be about a \$40,000 savings with the current interest rates available. Council asked various questions including the costs and if there were any other costs not included in his figures. And, then, council discussed reviewing the information further and waiting to make any decision after the mayor returned in March.

✓ *Motion To Table the Request for Refunding of 2009 Gas Bonds*

Council Member Meisel moved to table the refunding of the 2009 Gas Bonds until after review and consideration and then city will contact Mr. Malone when ready. Motion seconded by Council Member Fleming, voted on, passed 5-0. Time: 7:15 p.m.

REPORTS OF CITY OFFICERS:

CITY ATTORNEY – JOHN SUTHERLAND

Presented an Ordinance establishing city School Zones as pertaining to the Traffic Regulations in the City of La Cygne. The Council discussed the wording to add 'east' on Market in Section 2, and some housekeeping spelling changes.

✓ *Motion To Approve Ordinance 1413 to Establish School Zones in Traffic Regulations with Corrections*

Council Member Fleming moved to approve Ordinance 1413 with corrections. Motion seconded by Council Member Shields, voted on, passed 5-0. Time: 7:20 p.m.

POLICE DEPARTMENT – CHIEF TATE WEST (BY OFFICER ALLEN HUGGINS)

Presented the following:

1. Activity Report since the last council meeting.
2. Request to replace 3 Mic's and Intoxilizer Equipment from Galls for \$674.95 plus shipping.

✓ *Motion To Approve the Purchase of Equipment for \$674.95 plus shipping*

Council Member Meisel moved to approve the purchase of the equipment for \$674.95 plus shipping. Motion seconded by Council Member Fleming, voted on, passed 5-0. Time: 7:22 p.m.

3. Request to replace clothing gear from Galls for \$637.85 plus shipping.

✓ *Motion To Approve the Purchase of Clothing Gear for \$637.85 plus shipping*

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Council Member Robbins moved to approve the purchase of clothing gear from Galls for \$637.85 plus shipping. Motion seconded by Council Member Meisel, voted on, passed 5-0. Time: 7:24 p.m.

4. Request to consider purchase of a used Highway Patrol vehicle for \$16,600. Discussed options and the Police Departments Capital Outlay being sufficient to cover the costs. Council Member Meisel asked for someone from the city to inspect the vehicle prior to approving the purchase. Council President Robbins asked the Police to go look at the vehicle and bring the info back to the council at the next meeting.

5. Request for Wayne Benedick to attend the Part-time Police Academy for the March 25 – April 5, 2013 training session. Wayne has been a reserve officer for about eight months. Discussed reimbursement options if the individual leaves the city soon after they complete the training. The cost to the city would be about \$1,200 including wages and mileage.

✓ *Motion To Approve Sending Wayne Benedick to the Part-time Police Academy*

Council Member Robbins moved to approve sending Wayne Benedick to the Part-time Police Academy on March 25th through April 5th with per diem and wages of \$10.00 per hour. Motion seconded by Council Member Fleming, voted on, passed 5-0. Time: 7:35 p.m.

PUBLIC WORKS DEPARTMENT – SUPERINTENDENT JIM JOHNSON

Presented the following:

9. The sewer hook-ups are all done at the south park.
10. The gas meter at Reed Minerals was replaced today. It quit working correctly in January. The old meter is being repaired for \$285 and will be available as a spare for different locations.
11. Two gas leaks were repaired.
12. The 1 Ton Dodge may need a new battery soon.
13. Honey Wagon is now using the city's sewer lagoon as one of their dump sites which will generate about \$200 a week in income.
14. Requested to purchase a used truck. PWS Jim Johnson has been getting prices on used trucks as Public Works need to replace or add another newer vehicle. He presented two used 2WD, V6, pickups from New Century Chrysler Jeep; both were Dodge's with about 35,000 miles on each. He explained he had looked at several other trucks and none were with low mileage. Need a pickup to run around locally; the 1 Ton Diesel gets bogged down with city driving and will use more for winter use; another pickup has over 160,000 miles on it and having some problems, and the old Dodge is not good and not driven out of town.
Discussed Equipment Reserve Fund currently has a total of \$15,084.45. This does not include any possible 2012 Funds that may be available to be added to this fund after the final audit. Discussed part of the vehicle costs being charged to the various utility department funds. Also, discussed if a pickup was purchased now thus reducing funds was other equipment, including lawnmowers, working well enough to not require replacing this year. The two vehicles presented with quotes were each under \$12,000.00.

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✓ *Motion To Purchase a Pickup for up to \$12,000 for Public Works*

Council Member Meisel moved to purchase a pick up for up to \$12,000 for Public Works. Motion seconded by Council Member Shields, voted on, passed 5-0. Time: 7:51 p.m.

Discussed Public Works Superintendent Johnson would make the purchase and City Clerk Herrin would process the payment.

FIRE CHIEF – DAN NASALROAD

Reported on the following:

1. The Compressor approved in 2012 has been ordered and it's a new one. The electrical at the building is already 3 phase and for a nominal fee the electrician will run a line from the breaker to the hook-up for the compressor.

COUNCIL COMMITTEE REPORTS:

WATER:

1. Water Reconnect Fee: Council Member Meisel asked about the city's process for collecting the \$25 reconnect fee after water has been shut off for nonpayment. Currently the \$25 has not been collected until the next billing cycle. The City Codes is written to collect the \$25 fee along with the outstanding amount due that instigated the shut off for nonpayment. Council concurred the city office needs to go back to following the City Codes and collect at the time the outstanding amount due is paid and before services are turned back on. City Clerk Herrin asked to have a billing cycle to alert customers of the change and will also publish in the upcoming newsletter. Council agreed and noted there would still be those that would not read the notices but to change with the March nonpayment customers.

STREET

1. Repair Status: Council Member Sullivan asked if there were any estimates yet on street repairs. PWS Johnson reported the county roads supervisor had not gotten with the mayor yet to his knowledge; and expressed concern about repairing streets and still having old water lines breaking under the roads and the roads are still moving.

SPECIAL COMMITTEE REPORTS:

NONE

UNFINISHED BUSINESS:

NORTH WATER TOWER

PWS Johnson reported Water Utility Services had contacted him and they were going to do all of the repairs on the water towers.

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Council Member Meisel asked if there had been any response as to answers for the North Tower draining properly. PWS Johnson reported KRWA had let him know they could not help anymore than their old previous report since none of the recommendations had been tried; and Dick Klunn thought the telemetry could make it work but it would require spending a few thousand dollars with no guarantee it would work.

STREETS

Previously discussed.

NEW BUSINESS:

REQUEST FOR DONATION FOR LINN COUNTY TWISTERS WRESTLING CLUB'S ANNUAL YOUTH WRESTLING TOURNAMENT

✓ *Motion to Approve \$250 Donation to Linn County Twisters Wrestling Club*

Council Member Fleming moved to approve \$250 donation to Linn County Twisters Wrestling Club. Motion seconded by Council Member Meisel Fleming, voted on, passed 5-0. Time: 8:10 p.m.

REGINA REYNOLDS TO ATTEND 2013 MUNICIPAL COURT CLERKS CONFERENCE

This is the conference the state reimburses the city for except for some food expenses and salary.

✓ *Motion To Approve Regina Reynolds to Attend 2013 Municipal Court Clerks Conference*

Council Member Meisel moved to approve Regina Reynolds to attend the 2013 Municipal Court Clerks Conference with per diem. Motion seconded by Council Member Fleming, voted on, passed 5-0. Time: 8:11 p.m.

REQUEST TO WAIVE BUILDING PERMIT FEE FOR LIBRARY DISTRICT #2 FOR STORAGE SHED

✓ *Motion To Waive Building Permit Fee for Library District #2 for Storage Shed*

Council Member Shields moved to approve waiving the Building Permit fee for the Library District #2 for storage shed. Motion seconded by Council Member Fleming, voted on, passed 5-0. Time: 8:12 p.m.

EXECUTIVE SESSION:

✓ *Motion To Go Into Executive Session*

Council Member Fleming moved to go into executive session for legal and personnel for up to twenty-five (25) minutes following a ten (10) minute break. Motion seconded by Council Member Meisel, voted on, passed 5-0. Time: 8:13 p.m.

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In addition to the Council Members and City Attorney, others requesting time or invited into portions of the executive sessions included (but not limited to): City Clerk Herrin.

Open Session Resumed at 8:46 p.m.

OTHER BUSINESS:

NONE

CITY CLERK'S REPORT:

VERBAL:

1. Reported on attending the quarterly Marais des Cygnes River Water Assurance District No. 2. The Kansas Water Office wants to make a presentation to the MRWAD Board and this is being set up to take place later this month if anyone is interested. Clerk Herrin will be attending the meeting on behalf of the city when the date is set. Also, if there is still a drought situation in April/May the state will be talking further about going to Stage 2 for Water Conservation.

NOTES AND COMMUNICATIONS TO COUNCIL:

a] None

ADJOURNMENT:

✓ *Motion to Adjourn Meeting*

There being no further business, **Council Member Robbins moved to adjourn the meeting. Motion seconded by Council Member Meisel, voted on, Passed 5-0.** The Regular meeting was adjourned at 8:49 p.m.

I, _____ La Cygne City Clerk, do hereby
declare the (Devona Herrin)
above to be true and correct, to the best of my
knowledge, and do hereby subscribe my name
this 6th day of February 2013.

END OF MEETING ON February 6, 2013

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BEGINNING OF MEETING ON February 20, 2013

REGULAR MEETING:

The La Cygne City Council met on Wednesday, February 20, 2013, at La Cygne City Hall. Council Members present were: Jake Fleming; Linda Meisel; Travis Robbins; Robert Sullivan; and Esther Shields. Absent: Mayor Terry Weitman.

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Others in attendance included, but not limited to: City Clerk Devona Herrin; Police Officer Allen Huggins; Public Works Superintendent Jim Johnson; Brian Stainbrook; Judy Kinder; _____ Cowan; Ron Cowan; LeRoy Turpen; and Fred Meisel.

Council President Robbins called the meeting to order at 7:00 p.m. Pledge of Allegiance was led by Council Member Linda Meisel.

MAYOR'S COMMENTS: (By Council President Travis Robbins)

- ❖ Boy Scouts are having their Annual Pinewood Derby on Saturday; March 23rd. Car kits can be purchased from the scouts.
- ❖ Latest weather report indicates a severe storm is headed this way by morning. Everyone be careful and stay in if you can.

CONSENT AGENDA:

✓ Motion to Approve Consent Agenda

Council Member Meisel moved to approve the consent agenda which consisted of:

Minutes of February 06, 2013 Regular City Council Meeting;
Treasurer's Report January 2013;
Budget Report January 2013;
Check Register: February 07 - 20, 2013.

Motion seconded by Council Member Shields, voted on, passed 5-0. Time: 7:03 p.m.

DISCUSSION FROM THE FLOOR:

RON COWAN WITH MINE CREEK AMATEUR RADIO CLUB DONATES COFFEE POT TO COMMUNITY BUILDING

Ron Cowan presented a 60-Cup commercial coffee pot for the community building donated by the Mine Creek Amateur Radio Club in appreciation for the annual use of the community building. The city council expressed their appreciation for their thoughtfulness.

BRAIN STAINBROOK REQUEST TO PLACE PROPANE TANK FOR GARAGE ON RESIDENTIAL PROPERTY

Brian Stainbrook asked if the city rule for no propane tanks could be reconsidered for his shop at his residence that sits on a two acre site. Mr. Stainbrook explained he had already bought a tank and did not realize he could not have one as he had had one at a previous location in town. He realized now the other tank was grandfathered but asked if the possibility for him to have one at his new location could be discussed. Mr. Stainbrook did not feel he could spend \$1,000 to run a gas line. Discussed the city codes did not allow for propane tanks in town. Council President Robbins said they could look at the city requirements and let him know. Mr. Stainbrook thanked them for their consideration.

REPORTS OF CITY OFFICERS:

CITY OF LA CYGNE MINUTES FOR 2013

POLICE DEPARTMENT – CHIEF TATE WEST (BY OFFICER ALLEN HUGGINS)

Presented the following:

1. Activity Report since the last council meeting.
2. Request to purchase KHP used vehicle – 2011 Ford Crown Victoria with light bar – for \$16,600.00.

The vehicle was inspected by city personnel last week and found to be in above average condition.

The current inoperable police vehicle is ready for surplus. Expense will be from police budget.

✓ *Motion To Approve the Purchase of 2011 Ford Crown Vic from KHP for \$16,600.00*

Council Member Robbins moved to approve the purchase of the 2011 Ford Crown Vic from the KHP for \$16,600.00. Motion seconded by Council Member Fleming, voted on, passed 5-0. Time: 7:13 p.m.

3. Request to purchase a radio and cage for the 2011 Ford Crown Vic. These are the only items still needed for the above vehicle, the police department has the rest of the items in storage.

✓ *Motion To Approve the Purchase of Radio and Cage for up to \$1,000.00*

Council Member Robbins moved to approve the purchase of a radio and cage for the new vehicle for a cost of up to \$1,000.00. Motion seconded by Council Member Fleming, voted on, passed 5-0. Time: 7:14 p.m.

PUBLIC WORKS DEPARTMENT – SUPERINTENDENT JIM JOHNSON

Presented the following:

15. City equipment is ready for the coming storm.
16. The 2009 Dodge just purchased has the orange light bar installed and is awaiting the radio.
17. Council President Robbins asked about the status of the old black dodge truck and to start thinking what dollar amount to spend in the future. PWS Johnson agreed they were just doing the routine maintenance and will keep using it at the water plant until it dies.

FIRE CHIEF – DAN NASALROAD

Reported on the following:

2. Asked everyone to be careful during the upcoming storm.
3. Council Member Sullivan asked if the Compressor was in use. FC Nasalroad is expecting it to arrive next week and be up and running by the next city council meeting.
4. Council Member Meisel thanked Dan, Jim and Jerome for getting the generator ready at the community building in case needed for electrical outages in the area during the upcoming storm.

CITY OF LA CYGNE MINUTES FOR 2013

COUNCIL COMMITTEE REPORTS:

WATER:

2. City Clerk Herrin reported the Consumer Confidence Report had been received that day and would be out to the public next week with the city's newsletter.

SPECIAL COMMITTEE REPORTS:

NONE

UNFINISHED BUSINESS:

NONE

NEW BUSINESS:

REQUEST FOR TWO TO ATTEND KPERS DESIGNATED AGENT WORKSHOP

City Clerk Herrin asked to attend the annual KPERS Designated Agent Workshop and also for Regina Reynolds to attend to help Regina become familiar with KPERS requirements as the future alternate KPERS designated agent.

✓ *Motion To Approve Herrin and Reynolds to Attend KPERS Workshop*

Council Member Shields moved to approve Devona Herrin and Regina Reynolds to attend the KPERS Designated Agent Workshop on March 12th, or an alternate date if needed, with per diem. Motion seconded by Council Member Sullivan, voted on, passed 5-0. Time: 7:21 p.m.

EXECUTIVE SESSION:

✓ *Motion To Go Into Executive Session*

Council Member Fleming moved to go into executive session for personnel for up to five (5) minutes. Motion seconded by Council Member Robbins, voted on, passed 5-0. Time: 7:22 p.m.

EXTEND EXECUTIVE SESSION

✓ *Motion To Extend Executive Session*

Council Member Meisel moved to extend executive session for personnel for up to five (5) minutes. Motion seconded by Council Member Fleming, voted on, passed 5-0. Time: 7:27 p.m.

In addition to the Council Members, others requesting time or invited into portions of the executive sessions included (but not limited to): None.

CITY OF LA CYGNE MINUTES FOR 2013

Open Session Resumed at 7:32 p.m.

OTHER BUSINESS:

NONE

CITY CLERK'S REPORT:

NONE

NOTES AND COMMUNICATIONS TO COUNCIL:

a] None

ADJOURNMENT:

✓ *Motion to Adjourn Meeting*

There being no further business, **Council Member Meisel moved to adjourn the meeting. Motion seconded by Council Member Fleming, voted on, Passed 5-0.** The Regular meeting was adjourned at 7:34 p.m.

I, _____ La Cygne City Clerk, do hereby
declare the (Devona Herrin)
above to be true and correct, to the best of my
knowledge, and do hereby subscribe my name
this 20th day of February 2013.

END OF MEETING ON February 20, 2013

.....
BEGINNING OF MEETING ON March 6, 2013

REGULAR MEETING:

The La Cygne City Council met on Wednesday, March 6, 2013, at La Cygne City Hall. Council Members present were: Jake Fleming; Linda Meisel; Travis Robbins; Robert Sullivan; and Esther Shields.

Others in attendance included, but not limited to: City Clerk Devona Herrin; City Attorney John Sutherland; Police Officer Allen Huggins; Public Works Superintendent Jim Johnson; Fire Chief Dan Nasalroad; Judy Kinder; LeRoy Turpen; Danny Curtis; Jerome Mitzner; Jerry Boone; Rod Benson; Jason Hightower; Scott and Dawn Waisner; and, Fred Meisel.

Mayor Terry Weitman called the meeting to order at 7:00 p.m. Pledge of Allegiance was led by Public Works Superintendent Jim Johnson.

MAYOR'S COMMENTS:

CITY OF LA CYGNE MINUTES FOR 2013

- ❖ Daylight Savings Time this coming weekend.
- ❖ Thanked City Crew for the snow removal; and received several good individual comments about the City Crew's efforts towards the streets during the storms.
- ❖ Boy Scouts' Pinewood Derby on March 23rd at the Grade School.
- ❖ Boy Scouts' selling ice cream this Friday.
- ❖ "Get Healthy Lecture Series" on March 14th at the Library.
- ❖ Letter of appreciation from Linn County Sheriff and Undersheriff regarding Officer Allen Huggins' extra help and professionalism during the storm.

CONSENT AGENDA:

✓ Motion to Approve Consent Agenda

Council Member Robbins moved to approve the consent agenda which consisted of:

Minutes of February 20, 2013 Regular City Council Meeting; and,
Check Register: February 21 – March 6, 2013.

Motion seconded by Council Member Fleming, voted on, passed 5-0. Time: 7:04 p.m.

DISCUSSION FROM THE FLOOR:

CUB SCOUTS REQUEST FOR USE OF COMMUNITY BUILDING FOR GARAGE SALES.

Dawn Waisner, with the local Boy Scouts, presented the following:

1. A challenge to the mayor and council to purchase derby cars and participate in the Pinewood Derby race on March 23rd.
2. Come and enjoy the ice cream on Friday with proceeds to go to the Boy Scouts.
3. Would like to use the Community Building again this year for the two big city garage sale weeks; the first period would be from Sunday, April 28th thru Sunday, May 5th, and, the second would be from Sunday, September 1st thru Sunday, September 8th. Would the city consider waiving the fees again this year with proceeds going to the Boy Scouts?

✓ Motion To Waive Community Building Fee for Boy Scouts Two Garage Sales

Council Member Robbins moved to waive the Community Building fees for the dates requested for the Boy Scouts' garage sales. Motion seconded by Council Member Shields, voted on, passed 5-0. Time: 7:09 p.m.

APPRECIATION OF PUBLIC WORKS' DOCUMENTATION AND RWD #1 HELP DURING STORM ISSUES

Mayor Weitman noted the documentation of the storm events from Public Works was very much appreciated and also expressed appreciation to RWD #1 for helping the city out with water concerns.

CHAMBER OF COMMERCE REGARDING CITY COUNCIL FORUM, MARCH 13TH

CITY OF LA CYGNE MINUTES FOR 2013

Jason Hightower, with the La Cygne Chamber of Commerce, invited everyone to attend the City Council Candidate Forum on March 13th at 7:00 p.m. at the La Cygne Library. All of the candidates have been invited to participate. The Chamber looks forward to seeing everyone there.

THE OPENED WARMING SHELTER DURING THE STORM

Council Member Meisel noted they had opened the warming shelter during the storm when the electricity was off. Expressed a special thanks to Jim and Dan for setting up the generator in the Community Building. This also kept the election officers warm who were there for the voting process taking place that day. And, the County Firefighters hooked up a generator at the Senior Center providing a location for about a dozen people during the storm. A special thanks to all who helped.

REPORTS OF CITY OFFICERS:

POLICE DEPARTMENT – CHIEF TATE WEST BY OFFICER ALLEN HUGGINS

Reported on the following:

1. Four Citations issued since last meeting.
2. Two arrests.
3. One dog in the pound from Parker.

PUBLIC WORKS DEPARTMENT – SUPERINTENDENT JIM JOHNSON

Reported on the following:

18. Have handled several water plant issues caused by the storm recently.
19. Need to rebuild or replace the second river pump. There is a two year warranty if we rebuild the existing motor for \$4,100 and only a one year warranty on a new motor for \$7,450.
20. A sewer lift station was not working correctly and a rag was found in the sewer system by the repairmen.
21. The east interceptor generator is not turning off when the electricity comes back on after an outage. The generator just keeps running and the repairmen are coming back out to look at it.
22. Would like to attend a KMU workshop "Planning for a Water System Emergency" on March 13th at Iola, and will ride with RWD #1 employees.

✓ *Motion To Approve Jim Johnson to Attend KMU Workshop*

Council Member Shields moved to approve Jim Johnson to attend the workshop in Iola on March 13th. Motion seconded by Council Member Meisel, voted on, passed 5-0. Time: 7:17 p.m.

✓ *Motion To Approve Purchase of Rebuilt Motor*

Council Member Shields moved to approve the rebuilt motor. Motion seconded by Council Member Meisel, voted on, passed 5-0. Time: 7:18 p.m.

23. Thanked RWD #1 for the 30,000 gallons of back-up water; the County and City Fire Departments; Leslie and Jerome Mitzner who helped and brought

CITY OF LA CYGNE MINUTES FOR 2013

food; Linda and Fred Meisel, and stayed in touch with Linda throughout the event; Council President Robbins for his help while he was working at his own job too; Peoples' Telecommunication's for helping clean part of Broadway; the public for allowing us through and understanding the plowing past driveways; and, to all of public works employees for getting the jobs done.

FIRE CHIEF – DAN NASALROAD

Reported on the following:

1. Attendance for four firefighters to the Annual Firefighter Conference, April 25 – 27, at Topeka. The city can have up to four voting delegates and there are several issues of concern this year so would like to take the full number allowed.

✓ *Motion To Approve Fire Chief Nasalroad to Choose Four to Attend Annual Conference*

Council Member Robbins moved to approve Dan to choose four firefighters to attend the Annual Firefighter Conference in April at Topeka. Motion seconded by Council Member Meisel, voted on, passed 4-0. (Fleming abstained) Time: 7:21 p.m.

2. The compressor for the air tanks was delivered. Page Electric has done the wiring and the tech hooked the equipment up today. Had to get some different hose as it was a different fit so will be getting a bill for that. Council Member Sullivan asked what the total cost would be. Dan responded he was not sure but felt after the first \$13,000 already spent the overall total cost would be around \$13,700.

COUNCIL COMMITTEE REPORTS:

WATER

- ✓ Council Member Meisel reported she had been in contact with Attorney Shultz who has been sick and will continue to contact him to pick up the water files from him.

PARK

- ✓ Council Member Sullivan inquired about purchasing more equipment for the north park as it appears there are more children playing in the area. Will look at some equipment for the younger youth.

CEMETERY

- ✓ Council Member Meisel inquired if the city needed to advertise for summer mowing or if Angela was holding the position again this year. PWS Johnson said he thought she was returning, but would check with her. Also discussed the need to maybe look at a summer person to help with the weed-eating again this year.

CITY OF LA CYGNE MINUTES FOR 2013

PUBLIC SAFETY

- ✓ Council Member Sullivan inquired about the safety for other vehicles traveling on North Broadway when a couple of vehicles are being parked on the side of the street north of the library.
- ✓ Discussed the condition of the Railroad Crossing on Market and to contact KDOT and the railroad for when to expect repairs.
- ✓ Discussed safety issues where the railroad is moving railroad ties and leaving hazardous messes in the road traffic area.

COMMUNITY BUILDING

- ✓ Ceiling is leaking again and a ceiling tile has fallen from the excess water.
- ✓ The toilet in the women's restroom has been replaced.

SPECIAL COMMITTEE REPORTS:

NONE

UNFINISHED BUSINESS:

TAX ABATEMENT FOR 101 N. BROADWAY IMPROVEMENTS

Council Member Shields reported she had been making inquiries with other cities for ideas to help the property owners continue to restore the historic building. She has also contacted Dennis Arnold and he is checking for resources. Noted the Revitalization program had expired. Council Member Shields said she would keep looking about a historic tax credit and see if the state may have something for older buildings.

INTERCONNECT WITH RWD #3

Mayor Weitman informed council KDHE was inquiring as to a targeted completion date for the Interconnect project with RWD #3. KDHE has issued their permit and now needs the city to go forward and complete the project. PWS Johnson and Mayor Weitman will review and report.

NEW BUSINESS:

REQUEST TO WAIVE COMMUNITY BUILDING FEE FOR GOOD SAMARITANS GROUP, APRIL 27TH

Council Member Shields moved to allow the Good Samaritan Group to use the Community Building without a fee. --- The motion was withdrawn.

- ✓ *Motion to Waive Community Building Fee for Good Samaritans Group on April 27th*

Council Member Sullivan moved to waive the Community Building fee for the Good Samaritans Group on April 27th for a fundraiser. Motion seconded by

CITY OF LA CYGNE MINUTES FOR 2013

Council Member Robbins, voted on, passed 4-0 (Abstain – Shields). Time: 7:38 p.m.

PRAIRIE VIEW HIGH SCHOOL AFTER PROM DONATION REQUEST

✓ *Motion To Approve \$150 Donation to PVHS After Prom*

Council Member Meisel moved to approve \$150 donation to PVHS After Prom Party. Motion seconded by Council Member Fleming, voted on, passed 5-0. Time: 7:40 p.m.

PVMS EIGHTH GRADE CLASS DANCE DONATION REQUEST

Request was received for a donation to parents of PVMS for a dance for the eighth grade class since there was no longer a graduation. No action was taken.

EXECUTIVE SESSION:

✓ *Motion To Go Into Executive Session*

Council Member Fleming moved to go into executive session for personnel for up to fifteen (15) minutes following a ten minute break. Motion seconded by Council Member Robbins, voted on, passed 5-0. Time: 7:42 p.m.

EXTEND EXECUTIVE SESSION

✓ *Motion To Extend Executive Session*

Council Member Robbins moved to extend executive session for personnel for up to ten (10) minutes. Motion seconded by Council Member Fleming, voted on, passed 5-0. Time: 8:07 p.m.

In addition to the Mayor, Council Members, and City Attorney, others requesting time or invited into portions of the executive sessions included (but not limited to): City Clerk Herrin.

EXTEND EXECUTIVE SESSION

✓ *Motion To Extend Executive Session*

Council Member Fleming moved to extend executive session for personnel for up to ten (10) minutes. Motion seconded by Council Member Robbins, voted on, passed 5-0. Time: 8:18 p.m.

Open Session Resumed at 8:28 p.m.

OTHER BUSINESS:

NONE

CITY CLERK'S REPORT:

CITY OF LA CYGNE MINUTES FOR 2013

VERBAL

- ✓ City Clerk Herrin reported attendance to the MCRWAD and Kansas Water Office meeting held today in Ottawa. There are still water conservation concerns. If the area receives rain in the next few months will not meet with KWO again until June, if the area continues without rain will move the date up to earlier in the spring. Will keep the council informed.

NOTES AND COMMUNICATIONS TO COUNCIL:

a] Minutes of the MRWAD #2 Board of Directors Annual Meeting, Feb. 6, 2013

ADJOURNMENT:

- ✓ *Motion to Adjourn Meeting*

There being no further business, **Council Member Fleming moved to adjourn the meeting. Motion seconded by Council Member Robbins, voted on, Passed 5-0.** The Regular meeting was adjourned at 8:31 p.m.

I, _____ La Cygne City Clerk, do hereby
declare the (Devona Herrin)
above to be true and correct, to the best of my
knowledge, and do hereby subscribe my name
this 6th day of March 2013.

END OF MEETING ON MARCH 6, 2013.

.....
BEGINNING OF MEETING ON March 20, 2013.

REGULAR MEETING:

The La Cygne City Council met on Wednesday, March 20, 2013, at La Cygne City Hall. Council Members present were: Jake Fleming; Linda Meisel; Robert Sullivan; and Esther Shields. Absent: Travis Robbins.

Others in attendance included, but not limited to: City Clerk Devona Herrin; City Attorney John Sutherland; Police Officer Allen Huggins; Public Works Superintendent Jim Johnson; Robert Turpen; LeRoy Turpen; Jerome Mitzner; Jane Wade; Linda Sylva; Karri Barker; and Fred Meisel.

Mayor Terry Weitman called the meeting to order at 7:00 p.m. Pledge of Allegiance was led by Fred Meisel.

MAYOR'S COMMENTS:

- ❖ Boy Scouts Pinewood Derby is this Saturday night, March 23rd, with a supper and auction.

CITY OF LA CYGNE MINUTES FOR 2013

❖ April 2nd is local elections. Everyone please get out and vote.

CONSENT AGENDA:

✓ ***Motion to Approve Consent Agenda***

Council Member Meisel moved to approve the consent agenda which consisted of:

Minutes of March 6, 2013 Regular City Council Meeting;
Treasurers' Report February 2013;
Budget Report February 2013; and,
Check Register: March 7 - 20, 2013.

Motion seconded by Council Member Fleming, voted on, passed 4-0. Time: 7:04 p.m.

DISCUSSION FROM THE FLOOR:

INFORMATION ABOUT SCHOOL BOND ISSUE PRESENTED BY KARRI BARKER.

Karri Barker presented information on the School Bond Issue to be voted on the April 2nd Election Ballot. The presentation included a handout of School Bond Issue Details, basic facts to a Yes vote versus a No vote, frequently asked questions topics, and diagrams of proposed school additions to both the Parker and La Cygne Elementary Schools. Questions from the floor were covered and Ms. Barker responded they would try to get the answers to the questions covered by the local newspapers prior to the election date.

REPORTS OF CITY OFFICERS:

POLICE DEPARTMENT – CHIEF TATE WEST BY OFFICER ALLEN HUGGINS

Reported on the following:

1. Activity Report:

i. Sixteen Citations issued since last meeting, with seven of them in the school zone.

ii. Two dogs in the pound, and both returned.

iii. Two arrests.

2. Hire Part-Time Officers Shawn West and Wayne Benedick.

✓ ***Motion to Hire Shawn West and Wayne Benedick as Part-time Officers at \$10.00 per hour***

Council Member Fleming moved to hire Shawn West and Wayne Benedick at \$10.00 per hour for part-time police officer with effective start date of March 11, 2013. Motion seconded by Council Member Meisel, voted on, passed 4-0. Time: 7:18 p.m.

PUBLIC WORKS DEPARTMENT – SUPERINTENDENT JIM JOHNSON

Reported on the following:

CITY OF LA CYGNE MINUTES FOR 2013

24. The March 13th training about "Planning for a Water System Emergency" was good training. Thank you for allowing me to attend with Council Member Linda Meisel.
25. The River Pumps are both in and running now. Have sent a 10hp pump to be determined if it is any good to use as a stand-by.
26. The pump was pulled at the park lift station and a check valve clog was located at that time.
27. Angie Sloan is working half-days this week, getting ready for mowing at the cemetery.
28. Public Works is ready for the snow storm.
29. Would like to have both Jerome and Jim attend the 2013 Spring Mosquito Workshop, April 4th in Ottawa. This will give Jim a chance to learn how to run and maintain the equipment too. Last year the report indicated the sprayer has seen most of its' usefulness. Will see what the report says this year. May have to decide if going to purchase another one or discontinue.

✓ *Motion for Jim and Jerome to Attend Mosquito Workshop, April 4th, in Ottawa, KS*

Council Member Meisel moved to approve Jim and Jerome to attend the Mosquito Workshop on April 4th, in Ottawa. Motion seconded by Council Member Fleming, voted on, passed 4-0. Time: 7:21 p.m.

FIRE CHIEF – DAN NASALROAD

Reported on the following:

1. No report.

COUNCIL COMMITTEE REPORTS:

COMMUNITY BUILDING

Council Member Shields inquired about getting started on the needed repairs for the Community Building. Discussed working on a spreadsheet to include rough estimated costs and then get together and prioritize a list approved by the council.

SPECIAL COMMITTEE REPORTS:

EMERGENCY MANAGEMENT

Council Member Meisel reported La Cygne and Linn County Emergency Management would be having a quarterly tabletop exercise of the La Cygne area on April 2nd, at 6:00 p.m. at the Fire Station on Hazardous Materials, a Hazmat Situation.

UNFINISHED BUSINESS:

SLUDGE REMOVAL FROM WASTEWATER SYSTEM AT WATER TREATMENT PLANT

Mayor Weitman and Public Works Superintendent Johnson discussed getting with the water committee to put a plan together to present to the council. They will set a date to get together when all the water committee members are available.

CITY OF LA CYGNE MINUTES FOR 2013

ADVERTISE FOR 2013 SUMMER PART-TIME / SEASONAL CEMETERY AND STREET WORKERS

Public Works Superintendent Johnson reported the cemetery would need summer help for weed eating this year. In the past two positions for summer help had been provided and last year both worked on the cemetery. This year public works will need to have one for public works' summer extra duties. Would like to advertise for summer help.

✓ *Motion To Advertise for Summer Help for Public Works / Cemetery*

Council Member Meisel moved to advertise for summer help for public works. Motion seconded by Council Member Shields, voted on, passed 4-0.

Time: 7:33 p.m.

Discussed who would review the received applications. Mayor Weitman appointed Council Members Meisel and Shields to review the applications.

NEW BUSINESS:

DATA TECHNOLOGIES ONSITE TRAINING FOR OFFICE STAFF

City Clerk Herrin requested to have a day of onsite training on Thursday, April 18th, with Data Technologies trainer Pat Crislip for training on the budget software program and for Regina Reynolds initial training from a Data Tech trainer. The last training total cost was just under \$600.00.

✓ *Motion to Approve Onsite Training on April 18th*

Council Member Shields moved to approve expenses for onsite training for office staff. Motion seconded by Council Member Fleming, voted on, passed 4-0. Time: 7:37 p.m.

DISCUSS CITY ADOPTING A CODE OF ETHICS AS PART OF CITY CODES

Council Member Meisel reported on learning about cities' having a Code of Ethics for elected officials and appointed boards/committees as part of city codes. City Clerk Herrin reported she had failed to include the draft Council Member Meisel had worked on with the final agenda. Discussion included having the city attorney review and to discuss further at a workshop. Mayor Weitman noted there were several topics to consider for a workshop. No further action taken.

CONSIDER CLOSING COMPACTOR ON EASTER SUNDAY, MARCH 31ST

✓ *Motion To Close Compactor on Easter Sunday, March 31st*

Council Member Meisel moved to close the Compactor on Easter Sunday, March 31st. Motion seconded by Council Member Shields, voted on, passed 4-0. Time: 7:40 p.m.

EXECUTIVE SESSION:

CITY OF LA CYGNE MINUTES FOR 2013

NONE

OTHER BUSINESS:

SCHEDULE WORKSHOP

Council discussed having a workshop and what dates would possibly be available for all members. Determined getting started to just make a list of what topics to cover first could be done just prior to the regular April 3rd City Council Meeting.

✓ *Motion for Council Workshop on April 3rd Beginning at 5:30 p.m.*

Council Member Meisel moved to hold a city council workshop on April 3rd beginning at 5:30 p.m. Motion seconded by Council Member Fleming, voted on, passed 4-0. Time: 7:45 p.m.

CITY CLERK'S REPORT:

VERBAL

Reported on the following:

1. Annual Property and Casualty Insurance Premiums – Presented the Annual Invoice with another increase in premiums and an option for a higher property deductible. Discussed the savings between the current \$500 deductible and a \$1,000 property deductible was an annual estimate of \$2,500 saved. Concurred to change to the higher deductible for property coverage. Discussed reviewing older vehicles to change to liability only and a review of the inland marine property to determine if some of the smaller items could be deleted from specific coverage. City Clerk will alert the agent of the deductible change, pay the adjusted premiums, and go over the list of items with the departments for recommendations of other changes to help with changes at the renewal. Any other reduction changes will create a refund to the city.
2. Purple Wave Auction Service for a City Auction – Presented information received from the Clerk's Conference regarding the Service and how the basic process works to determine if any interest from the council. Will contact Purple Wave for more details and public works department may have more items to place in the auction. Public Works and the Clerk will bring back more information to the council.
3. LKM Webinar Topic "City Elections" – Presented a flyer on the webinar being presented by LKM next Tuesday morning. Anyone interested is welcome.
4. 2014 Budget Preparation Process – Noted it is time to start thinking about what the city would like to see included in the 2014 budget and how to budget expenses with revenues. At the next meeting will include information on the employees' health insurance and how the employees have committed to helping to attempt to reduce those costs.

WRITTEN

Reported on the following:

**CITY OF LA CYGNE MINUTES
FOR 2013**

1. Thank you for Approving Attendance to Clerk's Conference.

NOTES AND COMMUNICATIONS TO COUNCIL:

a] Unapproved March 14, 2013 Planning Commission Minutes

ADJOURNMENT:

✓ *Motion to Adjourn Meeting*

There being no further business, **Council Member Fleming moved to adjourn the meeting. Motion seconded by Council Member Sullivan, voted on, passed 4-0.** The Regular meeting was adjourned at 8:07 p.m.

I, _____ La Cygne City Clerk, do hereby
declare the _____ (Devona Herrin)
above to be true and correct, to the best of my
knowledge, and do hereby subscribe my name
this 20th day of March 2013.

END OF MEETING ON March 20, 2013.

.....
BEGINNING OF MEETING ON April 3, 2013

REGULAR MEETING:

The La Cygne City Council met on Wednesday, April 3, 2013, at La Cygne City Hall. Council Members present were: Jake Fleming; Linda Meisel; Travis Robbins; Robert Sullivan; and Esther Shields.

Others in attendance included, but not limited to: City Clerk Devona Herrin; City Attorney John Sutherland; Police Officer Shawn West; Public Works Superintendent Jim Johnson; Fire Chief Dan Nasalroad; Judy Kinder; LeRoy Turpen; Danny Curtis; Robert Turpen; and, Fred Meisel.

Mayor Terry Weitman called the meeting to order at 7:00 p.m. Pledge of Allegiance was led by Mayor Terry Weitman.

MAYOR'S COMMENTS:

- ❖ Thanked everyone that had an interest and ran for public office, the voters who got out and voted. And, congratulations to the three elected council members.

CONSENT AGENDA:

✓ *Motion to Approve Consent Agenda*

CITY OF LA CYGNE MINUTES FOR 2013

Council Member Meisel moved to approve the consent agenda which consisted of:

Minutes of March 20, 2013 Regular City Council Meeting; and,
Check Register: March 6 – April 3, 2013.

Motion seconded by Council Member Fleming, voted on, passed 5-0. Time: 7:02 p.m.

DISCUSSION FROM THE FLOOR:

NONE.

REPORTS OF CITY OFFICERS:

POLICE DEPARTMENT – CHIEF TATE WEST

Reported on the following: No Report.

PUBLIC WORKS DEPARTMENT – SUPERINTENDENT JIM JOHNSON

Reported on the following:

30. Experiencing an increase in homes/residents with sewer problems (5 this week). With the increase in rain the ground is shifting again. The city sewer lines are doing ok.

FIRE CHIEF – DAN NASALROAD

Reported on the following:

1. Thanked everyone who attended the Emergency Management tabletop training last night. Had a good mix of the different departments in attendance.

COUNCIL COMMITTEE REPORTS:

NONE

SPECIAL COMMITTEE REPORTS:

EMERGENCY MANAGEMENT

Council Member Meisel reported the Emergency Management tabletop training went well and thought it was well managed too. Thanked everyone who helped.

UNFINISHED BUSINESS:

TAX ABATEMENT FOR 101 N. BROADWAY IMPROVEMENTS

Council Member Meisel presented a rough draft of a resolution for tax rebates and incentives for economic development with an application form for property tax rebate. Council will review and put on a future workshop list.

CITY OF LA CYGNE MINUTES FOR 2013

INTERCONNECT WITH RWD #3

Mayor Weitman reported the bid paperwork was ready.

✓ *Motion to Proceed with Bid Process for the Interconnect with RWD #3*

Council Member Meisel moved to proceed with the bid process for the interconnect with RWD #3. Motion seconded by Council Member Fleming, voted on, passed 5-0. Time: 7:08 p.m.

Discussion: Will discuss with RWD #3 and then put it out to bid with the acceptable bid deadline.

NEW BUSINESS:

LKM "MUNICIPAL FINANCE" Course, Saturday, April 27th, Louisburg

Discussed attendance by city employees and / or City Council Members.

✓ *Motion For Any Office Employee &/or Any Council Member to Attend LKM Course on April 27th*

Council Member Sullivan moved to allow anyone in the office or council to attend the LKM Course on April 27th in Louisburg with city incurring costs. Motion seconded by Council Member Robbins, voted on, passed 5-0. Time: 7:11 p.m.

Noted Council Member Meisel is attending the LKM Strategic Planning Meeting in KCK.

EMPLOYEE HEALTH PLAN PREMIUM INCENTIVE DISCOUNT FOR 2014

Discussion: The Employee Health Plan Premium Incentive Discount for 2014 allows a \$480 reduction in annual premiums for each employee if the employee participates in the Healthquest Rewards Program. This is a \$40 a month savings per participant. The current employees are planning to participate. A motion from the council that the city will not be responsible for the \$40 a month premium if an employee does not participate also leaves any participant with the choice of participating or withstanding the cost themselves.

✓ *Motion To Allow Employee Option to Participate in Health Insurance Rewards Program or Withstand the \$40 a Month Cost of Not Participating (\$480 annually)*

Council Member Robbins moved to allow each employee the option to participate in the Health Insurance Rewards Program or withstand the \$40 a month cost of not participating effective 2014. Motion seconded by Council Member Meisel, voted on, passed 5-0. Time: 7:13 p.m.

Mayor Weitman reported the employees would be allowed access to a computer and time needed to complete the Rewards Program process.

CITY OF LA CYGNE MINUTES FOR 2013

PROPERTY INSURANCE CHANGES FOR 2013 RENEWAL

Mayor Weitman reported the inland marine coverage's and the vehicle deductibles had been reviewed in the workshop and discussion had taken place to change some coverage's as a way to reduce premium costs. City Clerk Herrin reported the discussion included deleting physical damage coverage on vehicle units numbers 2, 3, 5, and review with the police department for number 12; and, to delete coverage on inland marine units 1, 2, 3, 4, 5, 6, 7, 8, 9, 14, 18, 21, and 24, and, to add a uniloader.

✓ *Motion To Approve Insurance Changes Listed by City Clerk Herrin*

Council Member Robbins moved to approve insurance changes listed by City Clerk. Motion seconded by Council Member Fleming, voted on, passed 5-0.

Time: 7:15 p.m.

MAINTENANCE CONTRACT FOR THE CITY'S SIREN SYSTEM

City Clerk Herrin presented a maintenance agreement from Blue Valley Public Safety, Inc. along with a maintenance check requirement prior to a mutual agreement that included the purchase of eight new batteries. Blue Valley Public Safety is the entity the two newest sirens were purchased from about ten years ago. The agreement does not include the older siren behind City Hall. Discussion included: 1. the option to just continue to monitor the sirens with the monthly tests and repair on an as needed basis; 2. obtaining maintenance agreement prices from other businesses. Tabled until later and Council Member Meisel will check into other options.

EXECUTIVE SESSION:

✓ *Motion To Go Into Executive Session*

Council Member Fleming moved to go into executive session for personnel for up to fifteen (15) minutes. Motion seconded by Council Member Meisel, voted on, passed 5-0. Time: 7:21 p.m.

In addition to the Mayor, Council Members, and City Attorney, others requesting time or invited into portions of the executive sessions included (but not limited to): City Clerk Herrin.

Open Session Resumed at 7:31 p.m.

OTHER BUSINESS:

RESIGNATION OF PART-TIME OFFICE EMPLOYEE PATTI ENDECOTT

Mayor Weitman reported Patti Endecott had given him her verbal resignation for personal and health reasons with her last day being April 19th.

✓ *Motion to Accept the Resignation of Part-Time Office Employee Patti Endecott*

CITY OF LA CYGNE MINUTES FOR 2013

Council Member Meisel moved to accept the resignation from Patti Endecott as of April 19th. Motion seconded by Council Member Shields, voted on, passed 5-0. Time: 7:33 p.m.

CITY CLERK'S REPORT:

VERBAL

- ✓ Have made contact with Railroad Roadmaster about the crossing on Market Street and they will try to smooth out the crossing by the end of April. They have several in worse condition on their list they are trying to address.
- ✓ Provided brief update from information provided at the 'City Elections' webinar. The city officials are to be sworn in at the first regular meeting of the governing body following certification of the election results. Therefore, the newly elected city officials will be sworn in at the next regular April meeting. Additional recommendations will be included in later meetings.
- ✓ The 2012 Work Comp Audit reflected some charges that should not have been included and have been addressed with the carrier. The audit also included some charges for self-employed contractors as they did not have work comp coverage and the city did not have any waivers signed by them. Now have the state waiver form and will have self-employed contractors sign the form for a reduction in costs to the city for 2013.

OTHER BUSINESS: (Continued)

COMMUNITY BUILDING

Council Member Shields inquired about addressing improvements at the community building. Mayor Weitman responded they would include this as a workshop topic.

WORKSHOP APRIL 17TH

Discussed holding a workshop prior to the next regular meeting on Wednesday, April 17th.

✓ *Motion for City Council Workshop at 5:30 p.m. on Wednesday, April 17th*

Council Member Meisel moved for City Council to hold a workshop at 5:30 p.m. on Wednesday, April 17th. Motion seconded by Council Member Fleming, voted on, passed 5-0. Time: 7:38 p.m.

NOTES AND COMMUNICATIONS TO COUNCIL:

a] None

ADJOURNMENT:

✓ *Motion to Adjourn Meeting*

CITY OF LA CYGNE MINUTES FOR 2013

There being no further business, **Council Member Shields moved to adjourn the meeting. Motion seconded by Council Member Sullivan, voted on, Passed 5-0.** The Regular meeting was adjourned at 7:39 p.m.

I, _____ La Cygne City Clerk, do hereby
(Devona Herrin) declare the above to be true and correct, to the best of my knowledge, and do hereby subscribe my name this 3rd day of April 2013.

END OF MEETING ON April 3, 2013.

.....
BEGINNING OF MEETING ON April 17, 2013

REGULAR MEETING:

The La Cygne City Council met on Wednesday, April 17, 2013, at La Cygne City Hall. Council Members present were: Jake Fleming; Linda Meisel; Robert Sullivan; and Esther Shields. Absent: Travis Robbins.

Others in attendance included, but not limited to: City Clerk Devona Herrin; City Attorney John Sutherland; Police Chief Tate West; Public Works Superintendent Jim Johnson; Fire Chief Dan Nasalroad; City Treasurer Linda Elder; LeRoy Turpen; Dr Jeff Fulk; Brad Barrett, Regina Reynolds; Dawn Waisner; Danny Curtis; Mr. & Mrs. Herb Pemberton; and Fred Meisel.

Mayor Terry Weitman called the meeting to order at 7:00 p.m. Pledge of Allegiance was led by Fred Meisel.

MAYOR'S COMMENTS:

- ❖ Good Samaritans Fundraiser on April 27th, with comments from Council Member Shields.
- ❖ World Day of Prayer on May 2nd at 7:00p.m., with comments from Dr. Jeff Fulk.
- ❖ Friday will be Patti Endecott's last day with the city and will include lunch with employees.
- ❖ Tuesday, April 30th will be Linda Elder's last day with all day retirement events.
- ❖ May 4th is the City Wide Garage Sale.

CONSENT AGENDA:

✓ ***Motion to Approve Consent Agenda***

Council Member Meisel moved to approve the consent agenda which consisted of:

Minutes of April 03, 2013 Regular City Council Meeting;
Treasurers' Report March 2013;

CITY OF LA CYGNE MINUTES FOR 2013

Budget Report March 2013;
1st Quarter, 2013 Financial Statement; and,
Check Register: April 4 - 17, 2013.

Motion seconded by Council Member Fleming, voted on, passed 4-0. Time: 7:05 p.m.

***** CITY TREASURER / COURT CLERK:**

Mayor Weitman made recommendation to appoint Regina Reynolds as City Treasurer / Court Clerk.

✓ *Motion to Appoint Regina Reynolds as City Treasurer / Court Clerk*

Council Member Meisel moved to accept the appointment of Regina Reynolds as City Treasurer / Court Clerk. Motion seconded by Council Member Shields, voted on, passed 4-0. Time: 7:06 p.m.

OATH OF OFFICE: Regina Reynolds accepted the Oath of Office for City Treasurer / Court Clerk by City Clerk Herrin.

DISCUSSION FROM THE FLOOR:

DAWN WAISNER, WITH THE BOY SCOUTS, REGARDING TRASH PICK UP AND ADDITIONAL MAIN STREET BENCHES.

Dawn Waisner reported the Boy Scouts would be picking up trash on Monday, April 22nd, for Earth Day. They will begin at 4:15 p.m. The police will watch for traffic and Public Works will pick up the trash bags after they are done around 6 p.m. If the city can supply trash bags it would be nice, if not the Boy Scouts will.

Dawn Waisner also reported the Boy Scouts are taking on a Service Project about town and were considering more benches. She asked if the city had any preferences as they would be using the fundraisers they are working on this summer. Asked the council if they would contact them and let them know if benches would work or do something else; and, if there was any process for approval?

JUDY KINDER, RETIRING IN MAY

Judy Kinder announced she was retiring in May and the May 15th meeting would be her last meeting with the city.

COUNTY COMMISSIONER HERB PEMBERTON REGARDING POSSIBILITY OF A STREET CLOSING.

Commissioner Pemberton asked the city council if they would consider closing the portion of unimproved Commercial Street between Sycamore south to 5th Street. Years ago part of the County's Public Works structure was built in the south end of the platted street. After group discussion, Commissioner Pemberton will get a written request for the city to consider closing said street.

CITY OF LA CYGNE MINUTES FOR 2013

COUNTY COMMISSIONER HERB PEMBERTON REGARDING REBUILDING SPACE FOR COLLAPSED COUNTY WORKS BUILDING.

Commissioner Pemberton reported the county is considering rebuilding the county building that collapsed from the heavy snow earlier this year. It was also originally built just over the property lines on both the east and west sides. Commissioner Pemberton inquired if there were any options for the county to rebuild in the same space which would have it again in the street. He said they were also looking at the lot across the street to the east of the existing location. After discussion no action was taken.

BRAD BARRETT'S REQUEST TO WAIVE COMMUNITY FEE FOR FUNDRAISER

Brad Barrett announced he was one of two high school students who had qualified for National Competition in Impromptu Speaking. The school group is having a fundraiser to help with the expenses on May 11th and Brad asked the council if they would consider waiving the community building fees for the event.

✓ *Motion to Waive Community Building Fee for Impromptu Speaking Fundraiser*

Council Member Fleming moved to waive the community building fees for the Impromptu Speaking National Competition fundraiser on May 11th.

Motion seconded by Council Member Meisel, voted on, passed 4-0. Time: 7:31 p.m.

REPORTS OF CITY OFFICERS:

POLICE DEPARTMENT – CHIEF TATE WEST

Reported on the following:

1. The recent cemetery vandalism is being investigated. Thirteen headstones were recently displaced from the bases. Reminded everyone the cemetery is closed after dark.
2. Activity Report: Reports will begin again at the next meeting.
3. Police Chief West thanked everyone for the food and help from everyone while he was out, including public works and the County Sherriff's personnel.

PUBLIC WORKS DEPARTMENT – SUPERINTENDENT JIM JOHNSON

Reported on the following:

31. Presented a quote to repair a spare 10 horse VHS motor for emergency replacement for the river pumps. This would help if there was ever a time both pumps got hit again to keep minimum flow going. It would still require a company to come down and switch out the pumps, but with this spare one would now be available. The cost to repair the bearings is \$1,490 and then there is a fee for adjusting the stem to have it ready to make it work for the back-up. Discussed if any warranty, but since not totally rebuilding may not have one.

✓ *Motion to Repair the Motor and Adjust the Stem for a Cost Not to Exceed \$1,600*

CITY OF LA CYGNE MINUTES FOR 2013

Council Member Meisel moved to approve the repair of the motor and the adjusting of the stem for an emergency back up for a cost not to exceed \$1,600.00. Motion seconded by Council Member Fleming, voted on, passed 4-0. Time: 7:38 p.m.

CITY CLERK – DEVONA HERRIN

Reported on the following:

1. Kiewit Leadership Program: A representative from Kiewit has contacted the city about taking on a project for city improvements through their Leadership Program. They will be in the area for the next two years and part of the program includes becoming active with the community they are residing in. Several different topics, and non profit entities, were covered including the community building, all the parks, and the cemetery. They are to get back with the city after reviewing the various options; and, if anyone has any other options they can be considered too.
2. Rural Water Districts' Annual Payments: One has been received and the other is in the mail.

COUNCIL COMMITTEE REPORTS:

PARK

Council Member Sullivan asked if anyone knew when the current basketball court was built in the north park and how much it cost. He had received a request to consider a bigger court area and wondered if anyone had any idea as to the cost. Discussed the excavation and grading costs for that area would be a cost as well as the concrete costs.

CEMETERY

Council Member Shields announced the Memorial Day Program would be held at the cemetery on May 27th at 10 a.m. And, on May 26th the Historical Museum would be serving hot dogs.

SPECIAL COMMITTEE REPORTS:

NONE

UNFINISHED BUSINESS:

TAX REBATE FOR 101 N. BROADWAY IMPROVEMENTS

Council Member Shields reported she was making contact with the property owner about historical building improvement options.

CITY OF LA CYGNE MINUTES FOR 2013

NEW BUSINESS:

CONTRACT WITH DIEHL BANWART BOLTON CPA FIRM FOR 2012 FINANCIAL STATEMENTS

✓ *Motion to Approve Diehl Banwart Bolton Firm for 2012 Financial Statements*

Council Member Meisel moved to approve Diehl Banwart Bolton firm for 2012 Financial Statements for a cost not to exceed \$5,795.00. Motion seconded by Council Member Shields, voted on, passed 4-0. Time: 7:46 p.m.

REQUEST FOR DONATION TO ULTIMATE HORSEMENS CHALLENGE ASSOCIATION EVENT ON MAY 4TH

No action taken.

REQUEST TO DONATE THE CITY'S ONE ACRE IN THE INDUSTRIAL PARK TO THE INDUSTRIAL PARK

Mayor Weitman reported he was asked by Dennis Arnold, Linn County Economic Development, if the city would be interested in donating the approximately one acre the city owns in the Industrial Park to the Industrial Park. Mr. Arnold did not provide a reason other than to make it part of the available area. The ground was donated by the Hudson Estate several years ago to the city for a fire station. No action was taken.

ADVERTISE FOR PART-TIME OFFICE EMPLOYEE

Discussed how many hours a year would be the maximum for a part-time employee. Council asked for the total hours worked last year by Patti Endecott. City Clerk Herrin will pull the information while council is in executive session. No further action.

CITY DELEGATE FOR ANNUAL KMGGA BOARD OF DIRECTORS MEETING, MAY 8TH, IN WICHITA

Discussed how KMGGA is a board comprised of the cities who participate and the need for a quorum for the board to be able to continue to do business. A city delegate will not attend this year unless it is absolutely necessary for a quorum.

✓ *Motion To Authorize City Clerk Herrin or Council Member Shields to Attend Annual KMGGA Meeting*

Council Member Meisel moved to authorize City Clerk Herrin or Council Member Shields to attend the Annual KMGGA meeting on May 8th in Wichita. Motion seconded by Council Member Fleming, voted on, passed 4-0. Time: 8:06 p.m.

Noted Council Member Shields would be going as an alternate.

CITY OF LA CYGNE MINUTES FOR 2013

- ✓ *Amend Previous Motion To Authorize Council Member Shields as an Alternate*

Council Member Meisel moved to amend Council Member Shields to attend the Annual KMGMA meeting on May 8th in Wichita as an alternate. Motion seconded by Council Member Fleming, voted on, passed 4-0. Time: 8:07 p.m.

CHANGE IN AGENT FOR CITY'S AFLAC CAFETERIA PLAN

City Clerk Herrin asked the council to approve the requested change in agent for the city's AFLAC coverage to agent Al Hurt in Mound City. He is located closer to the city for contact purposes.

- ✓ *Motion To Change Agent for City's AFLAC Cafeteria Plan*

Council Member Fleming moved to approve the request to change the city's AFLAC agent to Al Hurt in Mound City. Motion seconded by Council Member Meisel, voted on, passed 4-0. Time: 8:08 p.m.

EXECUTIVE SESSION:

- ✓ *Motion For Executive Session for Legal and Personnel up to Thirty Minutes*

Council Member Fleming moved to go into executive session for up to twenty minutes for legal and personnel following a ten minute break. Motion seconded by Council Member Sullivan, voted on, passed 4-0. Time: 8:09 p.m.

OTHER BUSINESS:

ADVERTISING FOR PART-TIME OFFICE EMPLOYEE

Council discussed concern for any part-time employee to work less than 1,000 hours a year; and, that previous part-time employee worked less than 700 hours last year. Also wanted to make sure any person hired had some accounting background to help with the monthly reports and other like routine duties. Did not want to set a definite time frame to hire.

- ✓ *Motion to Advertise for Part-time Office Help*

Council Member Shields moved to advertise for applicants for part-time office help. Motion seconded by Council Member Sullivan, voted on, passed 4-0. Time: 8:47 p.m.

NOTES AND COMMUNICATIONS TO COUNCIL:

a] None

CITY OF LA CYGNE MINUTES FOR 2013

ADJOURNMENT:

✓ *Motion to Adjourn Meeting*

There being no further business, **Council Member Fleming moved to adjourn the meeting. Motion seconded by Council Member Shields, voted on, passed 4-0.** The Regular meeting was adjourned at 8:48 p.m.

I, _____ La Cygne City Clerk, do hereby
declare the (Devona Herrin)
above to be true and correct, to the best of my
knowledge, and do hereby subscribe my name
this 17th day of April 2013.

END OF MEETING ON April 17, 2013.

.....
BEGINNING OF MEETING ON May 01, 2013

OATH OF OFFICE:

Prior to opening the meeting, City Clerk Devona Herrin administered the Oath of Office to newly elected Council Members John K Fleming, Travis Robbins, and Esther E Shields.

REGULAR MEETING:

The La Cygne City Council met in regular session Wednesday, May 01, 2013 at the La Cygne City Hall. Council Members present were: Jake Fleming; Linda Meisel; Travis Robbins; Robert Sullivan; and Esther Shields.

Others in attendance included, but not limited to: City Attorney John Sutherland; City Clerk Devona Herrin; Police Chief Tate West; Public Works Superintendent Jim Johnson; Fire Chief Dan Nasalroad; Judy Kinder; Robert Turpen; LeRoy Turpen; Linn County Sheriff Paul Filla; Danny Curtis; Charity Keitel; Linn County Economic Development Dennis Arnold; and Fred Meisel.

Mayor Terry Weitman called the meeting to order at 7:02 p.m. Pledge of Allegiance was led by Paul Filla.

MAYOR'S COMMENTS:

- ❖ City Wide Garage Sale is this Saturday, May 4th
- ❖ Tomorrow, May 2nd, is the World Day of Prayer Breakfast at 7:00 a.m.
- ❖ PVHS Graduation Ceremonies this year include
 - Baccalaureate on May 15th

CITY OF LA CYGNE MINUTES FOR 2013

✓ *Motion to Accept Annual Standing Committee Appointments*

Council Member Robbins moved to accept the annual appointments of Standing Committee appointments as presented. Motion was seconded by Council Member Shields, voted on, passed 5-0. Time: 7:09 p.m.

Resolution #360 – Waiver from Certain Accounting Procedures

✓ *Motion to Approve Resolution No. 360*

Council Member Fleming moved to approve Resolution No. 360. Motion was seconded by Council Member Meisel, voted on, passed 5-0. Time: 7:10 p.m.

Resolution #361 – Authority to Pay Payroll and Certain Bills Early

✓ *Motion to Approve Resolution No. 361*

Council Member Shields moved to approve Resolution No. 361. Motion was seconded by Council Member Robbins, voted on, passed 5-0. Time: 7:10 p.m.

Elect Council President

✓ *Motion to Appoint Travis Robbins Council President*

Council Member Fleming moved to appoint Travis Robbins as Council President. Motion was seconded by Council Member Meisel, voted on, passed 4-0-1. (Abstained: Robbins) Time: 7:11 p.m.

CONSENT AGENDA:

✓ *Motion to Approve Consent Agenda*

Council Member Meisel moved to approve the consent agenda which consisted of:

Minutes for April 17, 2013 Regular City Council Meeting;
Check Register: April 18 thru May 01, 2013;

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

Time: 7:12 p.m.

DISCUSSION FROM THE FLOOR: (Occurred between Police & Public Works Reports)

CITY OF LA CYGNE MINUTES

FOR 2013

DENNIS ARNOLD, LINN COUNTY, REGARDING AREA AROUND COUNTY BUILDINGS ON SOUTH 5TH STREET

- ❖ Presented a formal letter of request for closing Commercial Street where it intersects 5th Street at the County Barn. Part of the building was built in the platted street area and would like to close that area.
- ❖ Also asked the council to think about the one acre the city owns in the Industrial Park, and if the city would consider releasing that acre back as part of the Linn County Industrial Park for future use. Comments from Dennis Arnold:
 - Would allow the county to contract for mowing – City responded if this is now a problem the city will take care of mowing it
 - County would reimburse for any past expenses by the city for the acre
 - Discussion at county about county putting up more shops at this north shop location
 - The city's access to the one acre is small
 - If the city relinquishes, the county has asked if 5th Street could be closed to the edge of the county owned property, vacating the last 175 feet of south 5th Street
 - Could discuss the 5 year agreement with the fire station that is up this year. – City responded the contract is for 10 years and there are still 4 years plus left.
 - Think County would be very open to any length of time for the Fire Station agreement extension.
 - The intent is for future Economic Development growth in the Industrial Park
 - Thanked the city for their time and consideration

REPORTS OF CITY OFFICERS:

POLICE DEPARTMENT – CHIEF TATE WEST

- ❖ Activity Report
- ❖ 2013 Dog Tags are Due
- ❖ Have resolved cause of recent damages to the cemetery
- ❖ Thanked emergency personnel who responded to the shots fired in the city on April 29th

PUBLIC WORKS DEPARTMENT – SUPERINTENDENT JIM JOHNSON

- ❖ Addressed a sewer issue by the county barn. The problem was on the city side and the city will be receiving bills from McElreath Excavation for digging and from the auger company for clearing the main.
- ❖ A gas line was hit at a residential sewer line repair.
- ❖ Cemetery stones have been put back except for one large stone that will need a monument company's equipment to place back on the base and reseal the base and stone. There is potential restitution for the cost.

CITY OF LA CYGNE MINUTES FOR 2013

- ✓ *Motion To Approve Jim Johnson to Contact a Monument Company to Have Stone Repaired*

Council Member Meisel moved to approve Jim Johnson to contact a monument company and have them make the repairs on the large stone. Motion seconded by Council Member Fleming, voted on, passed 5-0. Time: 7:31 p.m.

Discussed if there should be any cost restrictions and concurred Jim's authority is \$500 and if the cost is more than that would have to bring back to the council.

- ✓ *Motion To Amend Prior Motion and Contact Schneider's for Repairs*

Council Member Shields moved to amend the prior motion and to contact Schneider's for repairs and for a cost of..... Discussed the cost would be under \$500 with current motion. Amended motion withdrawn.

FIRE CHIEF DAN NASALROAD

- ❖ Annual State Conference was very informative this year. They provided new training methods the fire department will use.

CITY CLERK – DEVONA HERRIN

- ❖ EMC Dividend FY 2012 in the amount of \$2,133.74.
- ❖ EMC has processed the claim for the storm related river pump damages and \$17,855.00 payment was received.
- ❖ The 3-mile gas rate change letters were mailed to the applicable residents in preparation of the rate change. This is to continue the process of attaining rates equal to city residents.

COUNCIL COMMITTEE REPORTS:

EMPLOYEE RELATIONS & TRAINING

- ❖ Discussed cemetery employee working as weather allows maintaining the cemetery. The committee is reviewing the seasonal applications for additional help.

SPECIAL COMMITTEES:

NONE

UNFINISHED BUSINESS:

NONE

CITY OF LA CYGNE MINUTES FOR 2013

NEW BUSINESS:

RESOLUTION No. 362 – ELEMENTARY PLAY DAY CLOSING

✓ *Motion To Approve Resolution No. 362 – Elementary Play Day Closing*

Council Member Fleming moved to approve Resolution No. 362 for La Cygne's Elementary Play Day. Motion seconded by Council Member Meisel, voted on, passed 5-0. Time: 7:38 p.m.

CAAK SPRING CONFERENCE, JUNE 14TH, IN KANSAS CITY

City Attorney Sutherland requested attending the City Attorneys Association of Kansas Conference held this year in Kansas City on June 14th.

✓ *Motion To Approve City Attorney Sutherland Attend the CAAK Conference*

Council Member Robbins moved to approve City Attorney Sutherland attend the Attorney's Conference in Kansas City on June 14th. Motion seconded by Council Member Fleming, voted on, passed 5-0. Time: 7:39 p.m.

STOP SIGNS AT 9TH AND SYCAMORE

Council Member Shields asked the council to consider removing all four stop signs placed previously at 9th and Sycamore when there was a day care in one of the homes on the corner. Mayor Weitman referred the review of the request to the Street Committee.

POT HOLES ON HWY 152 / MARKET STREET AT COMMERCIAL DRIVEWAY ENTRANCES

Mayor Weitman reported he had contacted the local Kansas Department of Transportation and they arrived Tuesday to talk with him and before they met they had patched the primary pot holes at the driveway entrances on HWY 152. He also reported the he had been informed in the future these pot holes are the property owners' responsibility when the pot hole starts at their entrance. The mayor thanked the state employees for their help this time, as well as their quick response.

KRWA'S TRAINING SESSION CONCERNING "THE STAGE 2 DISINFECTION BY PRODUCTS RULE AND DEVELOPING YOUR SYSTEM'S MONITORING PLAN", JUNE 4TH, IOLA, KS

✓ *Motion To Approve Lisa Elmore to Attend KRWA Stage 2 Disinfection Training Session*

CITY OF LA CYGNE MINUTES FOR 2013

Council Member Robbins moved to send Lisa Elmore to the KRWA training for Stage 2 Disinfection on June 4th in Iola, Ks. Motion seconded by Council Member Meisel, voted on, passed 5-0. Time: 7:44 p.m.

FUTURE CITY COUNCIL WORKSHOP

❖ Discussed future workshop to discuss pending topics and 2014 Budget. Everyone eat before arriving.

✓ *Motion for City Council Workshop for Wednesday, June 5th at 5:30 p.m.*

Council Member Shields moved to have a City Council workshop on Wednesday, before the first council meeting in June at 5:30 p.m. Motion seconded by Council Member Fleming, voted on, passed 5-0. Time: 7:46 p.m.

CONSIDER CANCELLING OR RESCHEDULING THE SECOND JUNE COUNCIL MEETING (JUNE 19TH)

❖ Discussed cancelling or rescheduling the June 19th regular council meeting as the mayor and clerk will be absent. Regina Reynolds is still learning city government process. Council will go ahead with regular meeting and will set up time prior to this meeting for Regina to attend other meetings for reporting on a city council meeting.

KRWA'S TRAINING SESSION CONCERNING "TOP TEN THINGS YOU SHOULD KNOW ABOUT OFFICE SOFTWARE", MAY 16TH, COLONY, KS

✓ *Motion To Approve Regina Reynolds to Attend KRWA Office Software Training Session*

Council Member Robbins moved to send Regina Reynolds to the KRWA training for Office Software on May 16th in Colony, Ks. Motion seconded by Council Member Shields, voted on, passed 5-0. Time: 7:51 p.m.

EXECUTIVE SESSION:

✓ *Motion To Go Into Executive Session*

Council Member Fleming moved to go into executive session for legal and personnel for up to forty-five (45) minutes following a ten minute break. Motion seconded by Council Member Meisel, voted on, passed 5-0. Time: 7:53 p.m.

**CITY OF LA CYGNE MINUTES
FOR 2013**

In addition to the Mayor, Council Members, and City Attorney, others requesting time or invited into portions of the executive sessions included (but not limited to): Fire Chief Dan Nasalroad and City Clerk Devona Herrin.

Executive Session Extended

✓ *Motion To Extend Executive Session*

Council Member Fleming moved to extend the executive session by fifteen (15) minutes for personnel. Motion seconded by Council Member Robbins, voted on, passed 5-0. Time: 8:48 p.m.

Open Session Resumed at 9:03 p.m.

OTHER BUSINESS:

NONE

NOTES AND COMMUNICATIONS TO COUNCIL:

a] HB 2128 – Exempts all Information regarding residential utility customers from disclosure under KORA

ADJOURNMENT:

✓ *Motion to Adjourn Meeting*

There being no further business, **Council Member Fleming moved to adjourn the meeting. Motion seconded by Council Member Shields, voted on, Passed 5-0.** The Regular meeting was adjourned at 9:05 p.m.

I, _____ LaCygne City Clerk, do hereby
declare the (Devona Herrin)
above to be true and correct, to the best of my
knowledge, and do hereby subscribe my name this 1st day of
May 2013.

END OF MEETING ON May 01, 2013.

.....
BEGINNING OF MEETING ON May 15, 2013

REGULAR MEETING:

CITY OF LA CYGNE MINUTES FOR 2013

The La Cygne City Council met on Wednesday, May 15, 2013, at La Cygne City Hall. Council Members present were: Jake Fleming; Linda Meisel; Travis Robbins; Robert Sullivan; and Esther Shields.

Others in attendance included, but not limited to: City Clerk Devona Herrin; City Attorney John Sutherland; Police Chief Tate West; Fire Chief Dan Nasalroad; LeRoy Turpen; Allyson James; Judy Kinder; Marvin Clements; and Fred Meisel.

Mayor Terry Weitman called the meeting to order at 7:00 p.m. Pledge of Allegiance was led by Fire Chief Dan Nasalroad.

MAYOR'S COMMENTS:

- ❖ Reminded everyone the high school graduation is this Sunday.
- ❖ Presented Reporter Judy Kinder with a retirement card and cake to eat later; thanked her for her 13 years of coverage for the city. Judy thanked everyone in return and introduced the new reporter Allison James.

CONSENT AGENDA:

✓ Motion to Approve Consent Agenda

Council Member Meisel moved to approve the consent agenda which consisted of:

Minutes of May 01, 2013 Regular City Council Meeting;
Treasurers' Report April 2013;
Budget Report April 2013; and,
Check Register: May 1 - 15, 2013.

Motion seconded by Council Member Shields, voted on, passed 5-0. Time: 7:05 p.m.

DISCUSSION FROM THE FLOOR:

MARVIN CLEMENTS REGARDING THE THAYER PARK PROJECT.

Marvin Clements reported the Thayer Park Development Team had met the previous evening and outlined items for the park to be completed in the following order:

1. Construction of a fence,
2. Concrete Pads for Event Pavilion,
3. Then Landscaping.

Marvin asked if the Building Permit fees could be waived for the construction. City Attorney John Sutherland reminded everyone they would still have to submit building permit applications.

✓ Motion to Waive Any Building Permit Fees for Thayer Park Construction Improvements

Council Member Shields moved to waive the building permit fees for the Thayer Park developments. Motion seconded by Council Member Sullivan, voted on, passed 5-0. Time: 7:08 p.m.

CITY OF LA CYGNE MINUTES FOR 2013

Discussed: Filed for tax exempt property, consider rezoning to Public Use in the future, and, the Committee is planning for some setbacks from adjoining properties.

REPORTS OF CITY OFFICERS:

POLICE DEPARTMENT – CHIEF TATE WEST

Reported on the following:

4. Activity Report:
 - a. About 12 citations since the last meeting
 - b. 21 letters for grass and other codes violations, with about 6 more to be sent
 - c. No animals at this time
 - d. Discussed the signs for the time frame for school zones to be put up prior to the next school year.

PUBLIC WORKS DEPARTMENT – SUPERINTENDENT JIM JOHNSON (ABSENT)

Council discussed the following:

- ✓ **WATER TREATMENT PLANT SLUDGE PONDS (2)**

Discussed Public Works Superintendent Johnson was gathering information regarding the removal of sludge from the water treatment plant ponds. Was tabled until the June 5th meeting and Johnson would be available.

- ✓ **HIRE SEASONAL CEMETERY / PUBLIC WORKS EMPLOYEES**

Council Member Meisel discussed hiring Wade Middleton and Daniel Kratzberg at \$9.00 per hour as seasonal employees for public works and cemetery. The effective date for Middleton would be May 13th and for Kratzberg would be May 14th.

- ✓ *Motion to Hire Two Seasonal Cemetery / Public Works Employees at \$9.00 per hour*

Council Member Meisel moved to hire Wade Middleton and Daniel Kratzberg as seasonal employees at \$9.00 per hour for public works and cemetery; effective May 13th for Middleton, and May 14th for Kratzberg. Motion seconded by Council Member Shields, voted on, passed 5-0. Time: 7:14 p.m.

FIRE CHIEF – DAN NASALROAD

Reported on the following:

1. Enbridge Grant for \$1,000 was received and is very much appreciated. The actual check will be delivered later this week by the Enbridge representative.

CITY CLERK – DEVONA HERRIN

Reported on the following:

CITY OF LA CYGNE MINUTES FOR 2013

3. 2012 Financial Audit, May 28th – 30th: Terry Sercer, CPA, will be present to gather information for the city's 2012 Financial Audit from May 28th through the 30th.

COUNCIL COMMITTEE REPORTS:

STREET

- ✓ Stop Signs at 9th and Sycamore: Mayor Weitman asked if there was any discussion about the stop signs as brought up for consideration at the last meeting. Council Member Meisel commented she felt the signs should be left there; Mayor Weitman agreed it had slowed traffic in the area. No further discussion.

PARK

- ✓ Light Out Again on Basketball Court: The same light is out again at the basketball court in the north park. Discussed replacing the light fixture with the same as used last year to replace the center light fixture. City Clerk Herrin will try to find out where the fixture was purchased from.
- ✓ Enlarge Basketball Court at North Park: Council Member Meisel reported prices had been checked for just the concrete costs for a full basketball court and it was in the area of \$16,000 - \$18,000 for 200 cu ft with the depth at 4". Discussed even making it smaller would be too expensive.

CEMETERY

- ✓ Council Member Shields reported the Oak Lawn Cemetery Society had met and agreed to pay for mulch around the trees. They were unable to put the mulch around the trees, but public works helped in doing this and it is very much appreciated.

PUBLIC SAFETY

- ✓ Council Member Meisel inquired about street signs in the south park. Noted the primary north and south street south of 1st Street currently continues the name of 1st Street for pool address. Discussed naming the streets to help identify area for emergency information; and, who would be naming them. Will check with the Park Board; and cost of signs to be discussed later.

NOTES AND COMMUNICATIONS:

THANK YOU CARD FROM LINDA ELDER

Mayor Weitman acknowledged a Thank You card from Linda Elder expressing her appreciation of the day long activities for her retirement and her many years of enjoying working with everyone.

SPECIAL COMMITTEE REPORTS:

CITY OF LA CYGNE MINUTES FOR 2013

NONE

UNFINISHED BUSINESS:

NONE

NEW BUSINESS:

HIRE PART-TIME OFFICE EMPLOYEE

✓ *Motion to Hire Leslie George-Mitzner as Part-time Office Employee for \$10.00 per hour*

Council Member Fleming moved to hire Leslie George-Mitzner as part-time office employee for \$10.00 per hour. Motion seconded by Council Member Robbins, voted on, passed 5-0. Time: 7:26 p.m.

LA CYGNE HOUSING AUTHORITY MEMBER RESIGNATION AND NEW APPOINTMENT

Mayor Weitman informed the council Dorothy Earhart had resigned from the Housing Authority Board and the Housing Authority had recommended Barbara Pemberton as her replacement; and, he was also making that recommendation.

✓ *Motion To Appoint Barbara Pemberton to the Housing Authority Board*

Council Member Robbins moved to appoint Barbara Pemberton to the Housing Authority Board. Motion seconded by Council Member Fleming, voted on, passed 5-0. Time: 7:28 p.m.

PEOPLES SERVICES, LLC, VIDEO SERVICES

I. VIDEO SERVICE PROVIDER AGREEMENT

II. FRANCHISE / VIDEO PROVIDER FEE

City Clerk Herrin presented the state statutes applicable for Video Service Provider Agreements. City Attorney Sutherland noted it was also governed by federal law. Discussed any franchise fee could be discussed / determined later. Video Service provides a service to the community.

✓ *Motion To Approve Peoples Services' Video Service Provider Agreement*

Council Member Meisel moved to approve the Video Service Provider Agreement with Peoples Services LLC. Motion seconded by Council Member Shields, voted on, passed 5-0. Time: 7:33 p.m.

EXECUTIVE SESSION:

NONE

OTHER BUSINESS:

CITY OF LA CYGNE MINUTES FOR 2013

NONE

NOTES AND COMMUNICATIONS TO COUNCIL:

- a] Workshop Scheduled on June 5th at 5:30 p.m.
- b] KRWA Renewal Membership Certificate

ADJOURNMENT:

✓ *Motion to Adjourn Meeting*

There being no further business, **Council Member Meisel moved to adjourn the meeting. Motion seconded by Council Member Robbins, voted on, passed 5-0.** The Regular meeting was adjourned at 7:36 p.m.

I, _____ La Cygne City Clerk, do hereby
declare the (Devona Herrin)
above to be true and correct, to the best of my
knowledge, and do hereby subscribe my name
this 15th day of May 2013.

END OF MEETING ON May 15, 2013.

.....
BEGINNING OF MEETING ON June 05, 2013

REGULAR MEETING:

The La Cygne City Council met on Wednesday, June 5, 2013, at La Cygne City Hall. Council Members present were: Jake Fleming; Linda Meisel; Travis Robbins; Robert Sullivan; and Esther Shields.

Others in attendance included, but not limited to: City Clerk Devona Herrin; City Attorney John Sutherland; Police Chief Tate West; Fire Chief Dan Nasalroad; City Treasurer Regina Reynolds; LeRoy Turpen; Allyson James; and Fred Meisel.

Mayor Terry Weitman called the meeting to order at 7:00 p.m. Pledge of Allegiance was led by City Attorney John Sutherland.

MAYOR'S COMMENTS:

- ❖ Read Judy Kinder's card of thanks.
- ❖ Acknowledged Public Works' Superintendent Jim Johnson's birthday this week.

CONSENT AGENDA:

✓ *Motion to Approve Consent Agenda*

Council Member Robbins moved to approve the consent agenda which consisted of:

CITY OF LA CYGNE MINUTES FOR 2013

Minutes of May 15, 2013 Regular City Council Meeting;
Treasurers' Report May 2013;
Budget Report May 2013; and,
Check Register: May 16 – June 5, 2013.

Motion seconded by Council Member Meisel, voted on, passed 5-0. Time: 7:03 p.m.

DISCUSSION FROM THE FLOOR:

BOY SCOUTS REQUEST TO WAIVE COMMUNITY BUILDING FEE ON NOV. 9TH FOR VETERANS BREAKFAST.

✓ *Motion to Waive Community Building Fee for Nov. 9th Veterans Breakfast by Boy Scouts*

Council Member Robbins moved to waive the Community Building fee for the Boy Scouts to hold a Veterans Breakfast on Nov. 9th. Motion seconded by Council Member Fleming, voted on, passed 5-0. Time: 7:04 p.m.

REPORTS OF CITY OFFICERS:

POLICE DEPARTMENT – CHIEF TATE WEST

Reported on the following:

5. Activity Report:

- a. Seventeen citations since the last meeting
- b. Letters sent for Business Call Out List
- c. 57 letters sent for codes violations, and two properties had to be mowed by city works at the expense of the owner
- d. Three dogs handled through animal control

6. Taser for Department

Police Chief West asked the Council to consider tasers as a tool for the department employees to use as another method to keep an officer safe and less potential injury to an adverse patron. Taser, the company, defends the product should a patron file for harm from use of a taser when used correctly. The officers have to be certified and there is about a \$300 cost in cartridges during training. Presented costs for a single shot for a cost of \$999.00 and for an X2 Defender for \$1,399.99. The Department would like to purchase one this year and then budget for another next year. The Police Policies would also have to be changed to include the use of them. Appreciate the council's review.

7. Name Changes to Park Roads

Council Member Sullivan reported the Park Board was considering and discussing names for the Park Roads.

PUBLIC WORKS DEPARTMENT – SUPERINTENDENT JIM JOHNSON

- ✓ **TWO TO ATTEND KRWA 'CHLORINE SAFETY: OPERATION & MAINTENANCE OF CHLORINATORS'**

CITY OF LA CYGNE MINUTES FOR 2013

Public Works Superintendent Johnson asked for two employees, Lisa Elmore and Dan Nasalroad, to attend the KRWA training class for cross-training in water plant operations.

✓ *Motion for Lisa Elmore & Dan Nasalroad to Attend KRWA Training, June 18th*

Council Member Meisel moved to send Dan Nasalroad and Lisa Elmore to the KRWA Chlorine training on June 18th in Chanute. Motion seconded by Council Member Shields, voted on, passed 5-0. Time: 7:13 p.m.

✓ **TWO TO ATTEND KMU'S 2013 NATURAL GAS DISTRIBUTION WORKSHOP, AUGUST 1ST**

Public Works Superintendent Johnson asked for two employees, Jerome Moore and himself, to attend the KMU gas training on August 1st in Osage City for cross-training in the gas operations. Discussed currently just Lisa and Jerome are water certified and Jerome has been the primary gas but all are currently certified for gas.

✓ *Motion for Jim Johnson and Jerome Moore to Attend KMU Gas Training August 1st*

Council Member Fleming moved to send Jim Johnson and Jerome Moore to the KMU Gas Training Workshop on August 1st in Osage City. Motion seconded by Council Member Meisel, voted on, passed 5-0. Time: 7:14 p.m.

✓ **WATER TREATMENT PLANT SLUDGE PONDS (2)**

Public Works Superintendent Johnson reported they are preparing two sites for a contractor to work from to remove the sludge and public works is 95% completed. The state has been contacted and ok with the project.

✓ **MAINTENANCE REPORT**

- i. The control panel at the park sewer lift station has gone out and is being replaced at a cost of about \$5,000
- ii. The generator at the water plant did not automatically come on when the electricity last went off in the city, do not know why, but it is working now.
- iii. The sewer mains are experiencing large infiltration during the heavy rains, filling the mains.

FIRE CHIEF – DAN NASALROAD

Reported on the following:

2. Preparing for getting some fireman trained as EMTs. AMR is looking at holding a class in September for around \$800 per student. The area colleges want about \$1,500 per student. Department is looking at 4-5 to attend at first; it does take some time and commitment from the firefighter. Also looking at Emergency Responder program for some.

CITY CLERK – DEVONA HERRIN

CITY OF LA CYGNE MINUTES FOR 2013

Reported on the following:

4. Codes Book Updates in Paper Form – Discussed codes book now available on the web site and only maintaining the office’s official copy, the police departments, judges, and city attorney’s hard copy. Council concurred they would use the internet &/or come into the office for codes book information.
5. The refund from EMC for the Changes made to the city annual Property and Casualty policy created a refund of \$1,856.00.
6. The Community Building’s hot water heater had to be replaced; and, the light switch in the women’s restroom and the toilet insides in the men’s restroom. Council Member Shields asked if the electrical outlet on the east side of the sink could be replaced as it is not working either.

COUNCIL COMMITTEE REPORTS:

PARK

- ✓ Light Concerns on North Basketball Court: City Clerk Herrin provided information where the last light fixture was purchased from. Discussed light wattage. Council Member Robbins reported he was talking to an individual who deals in light fixtures for different types of lighting and did not have all of the information at the time of the meeting. Concurred there were enough extra bulbs already purchased to continue to keep lighting there until it could be determined the best lighting for the area.

CEMETERY

- ✓ Tree Removal: Council Member Meisel presented a bid from Carl’s Tree Service to remove six trees and grind the stumps, and trim big dead limbs in two other trees and remove for a total cost of \$2,800.00
- ✓ Tree Planting: Council Member Meisel asked if there was anyone looking at planting additional trees? Anything in the city budget for this? Noted information provided indicates more trees will die in the next 2-3 years caused from last years’ excessive drought.

✓ *Motion to Hire Carl’s Tree Service to Remove Trees and Trim for \$2,800.00*

Council Member Shields moved to hire Carl Marrs to remove six trees and trim two for \$2,800.00. Motion seconded by Council Member Sullivan, voted on, passed 5-0. Time: 7:29 p.m.

Noted; Notice to proceed would be with a signed Work Comp release.

PUBLIC SAFETY

- ✓ Council Member Meisel reported the committee would look at doing a six-month evaluation on the Police Chief, who took over last fall.
- ✓ Council Member Robbins inquired as to whose responsibility it was to cleanup and/or any signage as to maintaining the area around the recycling bins at the trash compactor. They had recently been overflowing and when they were

CITY OF LA CYGNE MINUTES FOR 2013

picked up the person picking up the bins did not clean up the excess around the area. Discussed finding out who should be responsible.

SPECIAL COMMITTEE REPORTS:

EMERGENCY MANAGEMENT

Council Member Meisel reported she had met with Linda at the County Emergency Management and the city will need a written 'Shelter in Place' policy.

SWAN FEST

Council Member Sullivan reported the committee is going to try to add a Classic Car show for Saturday afternoon of the Swan Fest.

UNFINISHED BUSINESS:

PREVIOUS CITIZEN REQUEST TO CONSIDER APPLYING WINTER WATER USAGE AVERAGE FOR SEWER CHARGES

Mayor Weitman reported the sewer department has fixed costs and if the charge was changed from the current water usage base rate to a winter water usage rate it would have an increase in the base rate effecting the lower users the most. Concurred those who use more water should continue to bare the cost of potential more sewer usage also and will leave the current base rate as established.

NEW BUSINESS:

TREASURER REGINA REYNOLDS TO ATTEND LKM COURSE JUNE 28TH IN ROELAND PARK

✓ *Motion for Regina Reynolds to Attend LKM Course on June 28th in Roeland Park*

Council Member Robbins moved for Regina Reynolds to attend the LKM Course on June 28th in Roeland Park. Motion seconded by Council Member Fleming, voted on, passed 5-0. Time: 7:41 p.m.

WAIVE COMMUNITY BUILDING FEE FOR CHAMBER MEETING ON JUNE 12TH

City Clerk Herrin reported the usual meeting places are not available to the Chamber for their regular meeting on June 12th and they have asked to use the front of the Community Building which is available.

✓ *Motion To Waive Community Building Fee for Chamber Meeting on June 12th*

CITY OF LA CYGNE MINUTES

FOR 2013

Council Member Shields moved to waive the Community Building fee for the June 12th Chamber Meeting. Motion seconded by Council Member Sullivan, voted on, passed 5-0. Time: 7:42 p.m.

ORDINANCE #1414 RELATING TO NATURAL GAS RATES FOR CUSTOMERS OUTSIDE THREE MILE TERRITORIAL LIMITS

Mayor Weitman noted this is currently an annual ordinance until these customers obtain the same rate as the city customers.

✓ *Motion To Approve Ordinance #1414*

Council Member Fleming moved to approve Ordinance #1414. Motion seconded by Council Member Robbins, voted on, passed 5-0. Time: 7:42 p.m.

HACH COMPANY ANNUAL SERVICE AGREEMENT FOR WATER PLANT EQUIPMENT

Council discussed if would be possible to train an employee to certify this equipment. Equipment includes a lot of circuit boards and state requires certification. It is Hach equipment being used at the water plant.

✓ *Motion To Approve Hach Company Annual Service Agreement*

Council Member Robbins moved to approve the Hach Company Annual Service Agreement for a cost of \$6,019.00. Motion seconded by Council Member Fleming, voted on, passed 5-0. Time: 7:45 p.m.

CITY PROPERTY SOUTH OF LA HARPER HEIGHTS

Mayor Weitman reported he had been approached regarding the city property between La Harper Heights and the Industrial Park about the city knocking down the tall grass. It is about two feet tall and once it is cleared for a yard mower La Harper Heights will mow. Noted this is just for info and is being taken care of.

LEGISLATURE HB 2052, CHANGES IN CONCEALED CARRY

Discussed firearms open or concealed in government buildings. A letter can be submitted to the state that will allow the continuance of the 'No Firearms' notice to remain in the window through January 1, 2014 to let the city determine if prepared to meet the requirements to continue, or the signs will have to be removed on January 1, 2014. Or, do not send a letter and remove the signs on July 1, 2013. The signs only pertain to concealed carry.

✓ *Motion To Approve Submitting Letter to Kansas Attorney General for Exemption to Jan. 1, 2014*

Council Member Meisel moved to approve mayor signing letter to AG as presented. Motion seconded by Council Member Shields, voted on, passed 5-0. Time: 7:56 p.m.

✓ *Motion To Include Every City Building to Above Letter to Ag*

CITY OF LA CYGNE MINUTES FOR 2013

Council Member Meisel moved to include every city building to the AG letter. Motion seconded by Council Member Shields, voted on, passed 5-0. Time: 7:57 p.m.

EXECUTIVE SESSION:

✓ *Motion For Executive Session for Personnel up to Thirty-Five Minutes following Ten Minute Break*

Council Member Fleming moved to go into executive session for up to thirty-five (35) minutes for personnel following a ten minute break. Motion seconded by Council Member Robbins, voted on, passed 5-0. Time: 7:58 p.m.

In addition to the Council Members and City Attorney, others requesting time or invited into portions of the executive sessions included (but not limited to): None.

Open Session Resumed at 8:43 p.m.

OTHER BUSINESS:

MOWING VIOLATION CHARGES

Discussed:

1. The current charges for city employee labor and equipment for mowing violation charges.
2. Council Member Meisel felt last years rates were too cheap.
3. Codes Officer West noted for the current incidents using hourly rate of employees and machine's hourly rate to rent.
4. Possibly establish by ordinance.
5. Establish a set flat fee with cost of labor and equipment added.
6. Also look at dog boarding fees, a vet boarding fee is considerably more.
7. FEMA has reimbursement chart for equipment costs.
8. Establish labor fee as one hourly rate no matter what employee(s) does the work.
9. Mayor asked Codes and Public Works to come up with some numbers.

NOTES AND COMMUNICATIONS TO COUNCIL:

a] Unapproved La Cygne Park Board Meeting Minutes, April 25, 2013.

b] Unapproved La Cygne Park Board Meeting Minutes, May 30, 2013 – Discussed if the Council

Member was a voting member of the Park Board or not. City Attorney Sutherland said they

needed to locate the Park bylaws and see what they say before he could make a determination.

c] *KMU Dispatch*, "2013 Legislative Session Ends", State Sales Tax Change Effective July 1st

ADJOURNMENT:

CITY OF LA CYGNE MINUTES FOR 2013

✓ *Motion to Adjourn Meeting*

There being no further business, **Council Member Fleming moved to adjourn the meeting. Motion seconded by Council Member Meisel, voted on, passed 5-0.** The Regular meeting was adjourned at 8:53 p.m.

I, _____ La Cygne City Clerk, do hereby
declare the _____ (Devona Herrin)
above to be true and correct, to the best of my
knowledge, and do hereby subscribe my name
this 5th day of June 2013.

END OF MEETING ON June 05, 2013.

.....
BEGINNING OF MEETING ON June 19, 2013

REGULAR MEETING:

The La Cygne City Council met on Wednesday, June 19, 2013, at La Cygne City Hall. Council Members present were: Jake Fleming; Linda Meisel; Travis Robbins; Robert Sullivan; and Esther Shields.

Others in attendance included, but not limited to: City Attorney John Sutherland; Police Chief Tate West; Fire Chief Dan Nasalroad; Public Works Superintendent Jim Johnson; City Treasurer Regina Reynolds; LeRoy Turpen; Allyson James; and Fred Meisel.

Council President Travis Robbins called the meeting to order at 7:00 p.m. Pledge of Allegiance was led by Jake Fleming.

MAYOR'S COMMENTS:

❖ None

CONSENT AGENDA:

✓ *Motion to Approve Consent Agenda*

Council Member Robbins moved to approve the consent agenda which consisted of:

Minutes of June 5, 2013 Regular City Council Meeting;
Check Register: June 6 – June 19, 2013.

Motion seconded by Council Member Fleming, voted on, passed 5-0. Time: 7:01 p.m.

DISCUSSION FROM THE FLOOR:

NONE

CITY OF LA CYGNE MINUTES FOR 2013

REPORTS OF CITY OFFICERS:

POLICE DEPARTMENT – CHIEF TATE WEST

Reported on the following:

8. Activity Report:

- a. Four Citations issued since last meeting
- b. Thirty, Business Call out List Letters have been returned.
- c. 74 letters sent for codes violations, and four properties had to be mowed by city works at the expense of the owner
- d. Three dogs handled through animal control since last meeting

PUBLIC WORKS DEPARTMENT – SUPERINTENDENT JIM JOHNSON

✓ WATER TREATMENT PLANT SLUDGE PONDS(2)

Council Member Robbins checked on status of the Water Treatment Plant Sludge Ponds and how they are going. Public Works Superintendent Johnson advised that the rain has caused delay and when weather cooperates they will be able to proceed. Council Member Sullivan questioned if bids have been received at this time. Public Works Superintendent Johnson advised that bids have not been acquired at this time.

FIRE CHIEF – DAN NASALROAD

3. None

CITY CLERK – DEVONA HERRIN/CITY TREASURER REGINA REYNOLDS

Reported on the following: None

COUNCIL COMMITTEE REPORTS:

PARK

- ✓ Light Concerns on North Basketball Court: Council Member Robbins reported he continues to talk to an individual who deals in light fixtures for different types of lighting. The individual advised Council Member Robbins that the bulbs could be burning as the fixtures may not be level. The individual is putting together items for council to review and his recommendations to help with the situation. Concurred there were enough extra bulbs already purchased to continue to keep lighting there until it could be determined the best lighting for the area.

SPECIAL COMMITTEE REPORTS:

NONE

**CITY OF LA CYGNE MINUTES
FOR 2013**

UNFINISHED BUSINESS:

NONE

NEW BUSINESS:

IT WAS BROUGHT TO PUBLIC WORKS SUPERVISOR JIM JOHNSON'S ATTENTION THAT MOON'S GROCERY WOULD LIKE TO REPAIR HOLES IN PARKING LOT BUT WOULD LIKE CITY TO LOOK INTO ASSISTANTING WITH THE HOLES THAT GO INTO THE CITY STREET.

✓ *Motion for City Of La Cygne to look into entering into a cost share agreement with Moon's Grocery to repair holes that are located in Moon's Grocery parking lot and connect to Fourth Street.*

Council Member Shields moved for Public Works Supervisor Jim Johnson and Police Chief Tate West to look into entering into a cost share agreement with Moon's Grocery to repair holes that are located in Moon's Grocery parking lot and connect to Fourth Street. Motion seconded by Council Member Fleming, voted on, passed 5-0. Time: 7:19 p.m.

EXECUTIVE SESSION:

NONE

OTHER BUSINESS:

NONE

NOTES AND COMMUNICATIONS TO COUNCIL:

NONE

ADJOURNMENT:

✓ *Motion to Adjourn Meeting*

There being no further business, **Council Member Meisel moved to adjourn the meeting. Motion seconded by Council Member Shield, voted on, passed 5-0.** The Regular meeting was adjourned at 7:25 p.m.

I, _____ La Cygne City Treasurer, do hereby declare the _____ (Regina M Reynolds) above to be true and correct, to the best of my knowledge, and do hereby subscribe my name this 19th day of June 2013.

END OF MEETING ON June 19, 2013.

.....

CITY OF LA CYGNE MINUTES FOR 2013

BEGINNING OF MEETING ON July 03, 2013

REGULAR MEETING:

The La Cygne City Council met on Wednesday, July 03, 2013, at La Cygne City Hall. Council Members present were: Jake Fleming; Linda Meisel; Robert Sullivan; and Esther Shields. Absent: Travis Robbins.

Others in attendance included, but not limited to: City Clerk Devona Herrin; City Attorney John Sutherland; Police Chief Tate West; Public Works Superintendent Jim Johnson; Allyson James; LeRoy Turpen; Dustin Cross, Sara Royalty, Gabe Pfefferkorn, PE with Pfefferkorn Design & Construction; Terry Sercer, CPA; and Fred Meisel.

Mayor Terry Weitman called the meeting to order at 7:00 p.m. by leading the Pledge of Allegiance.

MAYOR'S COMMENTS:

❖ None

CONSENT AGENDA:

✓ ***Motion to Approve Consent Agenda***

Council Member Shields moved to approve the consent agenda which consisted of:

Minutes of June 19, 2013 Regular City Council Meeting; and,
Check Register: June 20, - July 3, 2013.

Motion seconded by Council Member Fleming, voted on, passed 4-0. Time: 7:03 p.m.

DISCUSSION FROM THE FLOOR:

KEVIN MORGAN REGARDING 107 E MARKET STREET PROPERTY NOTICE AND COMPLAINT FOR ABATEMENT OF CITY CODES VIOLATION/NUISANCE.

Mr. Morgan introduced himself as residing in Fontana, Kansas and owning the city property at 107 E Market Street. Mr. Morgan expressed his dislike of the city mowing the property after the lady he had had failed to maintain due to equipment troubles. Through discussion with the mayor Mr. Morgan agreed the time limit was exceeded and they had not contacted the codes officer over any delays. Mr. Morgan then wanted to address other violations throughout the city other than his and felt the city should call them, not they call the city.

Mayor Weitman wrapped up by concurring anyone in the city, including himself, would need to maintain their property as the codes apply to everyone. Mr. Morgan left.

CITY OF LA CYGNE MINUTES FOR 2013

SPECIAL BUSINESS:

INTRODUCTION OF GABE PFEFFERKORN, P.E., WITH PFEFFERKORN DESIGN & CONSTRUCTION

Mr. Pfefferkorn, P.E., introduced himself and what professional engineering services his firm provided. Their services included roads, bridges, culverts, water, and wastewater systems. Pfefferkorn Design and Construction also provides turnkey engineering services including inventory and assessment of current infrastructure, cost/benefit analysis of future investment, design, contract preparation, and bid solicitation as well as construction inspection and materials testing. They will work with grant applications and tailor the projects to work within a city's budget. The goal tonight was to introduce them and see if the city would be interested in their services.

Mayor Weitman agreed the city does have a need for these services and would like to set up a time later to have a committee meet with them. Gabe Pfefferkorn thanked the mayor and council for their time.

2012 AUDIT REPORT FROM TERRY SERCER, CPA, WITH DIEHL, BANWART, BOLTON, P.A.

- ❖ Copies of the 2012 Audit of Financial Statements were distributed to Council Members
- ❖ Terry Sercer reported his findings on the annual audit of 2012 financial statements
 - Good report - No violations
 - Felt the sales tax being up was the large reason for the increase in ending balance. However, he was cautious the higher sales tax was a continuing true picture as the city had experienced other prior years where there would be a large increase and then it would drop back the next.
 - Reviewed letters of management
 - Continued to recommend that unusual expenses or revenues be noted in the minutes
 - Recommended the council, or designated committee/mayor, review any write-offs of outstanding utility accounts
 - Explained reason for city to annually waive Generally Accepted Accounting Principles
 - Explained the city could, by ordinance, set up a Street Improvement Fund if they wanted. This should be discussed and established prior to having excess funds. Since the city wanted to address street improvements, \$50,000 of the 2012 excess funds was left in the General Street Fund for the 2014 Budget.

REPORTS OF CITY OFFICERS:

POLICE DEPARTMENT – CHIEF TATE WEST

Reported on the following:

1. Activity Report:
 - e. Citations issued
 - f. Codes Enforcement
 - g. Animal Control.

CITY OF LA CYGNE MINUTES FOR 2013

2. Council Member Meisel asked if the back door on the building by Casey's was fixed. Answer: not yet.

PUBLIC WORKS DEPARTMENT – SUPERINTENDENT JIM JOHNSON

Reported on the following:

1. Sludge Ponds at Water Plant – Have contacted some local contractors and asked for estimates for cleaning out the ponds.
2. Mosquito Sprayer – The mosquito sprayer is 18 years old and now needs some repairs. The mechanic who came to repair it was unable to. Since then city employees found a carburetor for \$107 and it has been ordered. The sprayer is now so old they are no longer making parts for it; you just have to find someone who happens to have some extra. May need to consider replacing.
3. Lights at North Basketball Court – The bulbs are continuing to go out quickly. The city has one bulb left and will need to move forward to have the lighting desired at the basketball court.
4. Sewer Lift Station at Park – Continuing to have some electrical problems at the lift station.

CITY CLERK – DEVONA HERRIN

Reported on the following:

1. The KCP&L Franchise Payment was received in June and will be reflected on the July revenues.

COUNCIL COMMITTEE REPORTS:

CEMETERY

Council Member Shields reported on the following:

1. Tree and Stump Removal Update – There were still some stumps remaining due to weather; however, would be removed soon.
2. Mower – Cemetery mowing employee, Angela Sloan, would like the city to consider a new mower since the existing mower has 1500 hours. She would also like to be included in the choice of the next mower's design. Council Member noted she had asked Angela to come to the council meeting to discuss in person. Noted the cemetery mower is a three year old Grasshopper without any current problems. The city has many other mowers with many more hours than this one and they are all working ok. No action.

PARK

Reported on the following:

1. Sewer Dump Site at City Park – Public Works has moved the dump site to avoid unpleasantness for the campers.
2. Frisbee Golf – Nine baskets and additional equipment have arrived to set up the Frisbee Golf in the park.

SPECIAL COMMITTEE REPORTS:

CITY OF LA CYGNE MINUTES FOR 2013

EMERGENCY PREPAREDNESS

Council Member Meisel reported the city has to have a detailed 'Shelter in Place' policy for emergencies or FEMA will not help the city if such an emergency does occur. She will work on it with help on the information needed.

UNFINISHED BUSINESS:

NONE

NEW BUSINESS:

REQUEST FOR DONATION TO MIAMI HIGH SCHOOL 'AMATEUR SPORTS PROMOTION'

No action taken.

RESIGNATION OF ELDRED WHITLEY, BACK UP FOR TRASH COMPACTOR, EFFECTIVE JUNE 25, 2013

✓ *Motion to Approve Resignation of Eldred Whitley for Part-Time Trash Compactor*

Council Member Meisel moved to accept the resignation of Eldred Whitley as Part Time at the Trash Compactor. Motion seconded by Council Member Fleming, voted on, passed 4-0. Time: 7:33 p.m.

Discussed:

1. Mr. Whitley resigned for health reasons.
2. Cemetery Employee, Angela Sloan, has been covering during the unexpected interim.
3. Advertise. Angela may be interested, as well as others.

✓ *Motion to Approve Advertising for Part-Time Trash Compactor Position*

Council Member Meisel moved to approve advertising for the Part Time Trash Compactor. Motion seconded by Council Member Shields, voted on, passed 4-0. Time: 7:36 p.m.

Discussed:

1. Untidiness of Compactor area. Public Works has done some clean up in the area; and thought Bill (Trash Compactor Employee) would do the rest.
2. Mayor Weitman reported on his discussion with the Linn County Landfill supervisor about the cardboard recycling and was told by the supervisor that if the container was full Bill was to tell the individual not to recycle but to use the regular compactor. This does not work as the trash is dumped before they see Bill. Was unable to get any help from the county.
3. Public Works does have consent from the metal recycling contractor business to put the metal in that container with city equipment when the item is too big for an individual to lift and they do that.

CITY OF LA CYGNE MINUTES FOR 2013

RESOLUTION #363, REGARDING SALE OF SURPLUS EQUIPMENT

A. REQUEST TO WITHDRAW THE JOHN DEERE MOTOR GRADER/MAINTAINER FROM LIST

Public Works Superintendent Jim Johnson asked the council to withdraw the motor grader / maintainer from the surplus list and consider an offer from Tanglewood Lakes Association for \$16,500.

✓ *Motion To Sell the John Deere Maintainer for \$16,500 to Tanglewood Lakes*

Council Member Meisel moved to sell the maintainer for \$16,500 to Tanglewood Lakes. Motion seconded by Council Member Fleming, voted on, passed 4-0. Time: 7:43 p.m.

Discussed changes to Resolution #363 as presented:

1. Correct spelling of word 'GEVERNING' to 'GOVERNING'.
2. Delete Item #4, Grader/Maintainer and move #5 to #4.
3. Change sale through Purple Wave Auction Service to sell by 'Sealed Bids' at Aug. 7th regular council meeting with all sealed bids to be received prior to 7:00 p.m. on Aug. 7th. All items are to be sold 'as is'. The Council reserves the right to reject any and all bids.

✓ *Motion to Approve Resolution No. 363 with Above Listed Changes*

Council Member Meisel moved to approve Resolution #363, Regarding Sale of Surplus Equipment, with the above listed changes. Motion seconded by Council Member Shields, voted on, passed 4-0. Time: 7:48 p.m.

2014 BUDGET DRAFT #1

City Clerk Herrin reported the first Draft at the table covered the General and Employee Benefit Funds, the two funds income is balanced out with Ad Valorem Taxes. The budget is being prepared with the basis of maintaining the 2013 mill levy and, except for the street fund, holding costs to the 2013 Budget.

EXECUTIVE SESSION:

✓ *Motion For Executive Session for Personnel up to Fifteen Minutes*

Council Member Fleming moved to go into executive session for up to fifteen minutes for personnel. Motion seconded by Council Member Meisel, voted on, passed 4-0. Time: 7:51 p.m.

EXTEND EXECUTIVE SESSION:

✓ *Motion to Extend Executive Session for Personnel up to Ten Minutes*

Council Member Meisel moved to extend executive session for up to ten minutes for personnel. Motion seconded by Council Member Fleming, voted on, passed 4-0. Time: 8:07 p.m.

CITY OF LA CYGNE MINUTES FOR 2013

In addition to the Council Members and City Attorney, others requesting time or invited into portions of the executive sessions included (but not limited to): City Clerk Herrin and Public Works Superintendent Johnson.

Open Session Resumed at 8:17 p.m.

OTHER BUSINESS:

WORKSHOP SCHEDULED FOR JULY 17TH AT 5:30 P.M. AT CITY HALL

✓ *Motion for Council Workshop on July 17th at 5:30 p.m. at City Hall*

Council Member Meisel moved to have a workshop at 5:30 p.m. on July 17th for Budget and other items on workshop list. Motion seconded by Council Member Sullivan, voted on, passed 4-0. Time: 8:19 p.m.

NOTES AND COMMUNICATIONS TO COUNCIL:

- a] Unapproved Planning Commission Meeting Minutes, June 13, 2013
- b] EPA Termination of Administrative Order Letter
- c] KCP&L Franchise Receipts Notice
- d] Council Member Shields announced July 15th the city will celebrate being 144 years old.
La Cygne became a city on July 15, 1869.

ADJOURNMENT:

✓ *Motion to Adjourn Meeting*

There being no further business, **Council Member Fleming moved to adjourn the meeting. Motion seconded by Council Member Shields, voted on, passed 4-0.** The Regular meeting was adjourned at 8:20 p.m.

I, _____ La Cygne City Clerk, do hereby
(Devona Herrin) declare the above to be true and correct, to the best of my knowledge, and do hereby subscribe my name this 3rd day of July 2013.

END OF MEETING ON July 3, 2013.

.....
BEGINNING OF MEETING ON July 17, 2013

REGULAR MEETING:

The La Cygne City Council met on Wednesday, July 17, 2013, at La Cygne City Hall. Council Members present were: Jake Fleming; Linda Meisel; Travis Robbins; and Esther Shields. Absent: Robert Sullivan.

CITY OF LA CYGNE MINUTES FOR 2013

Others in attendance included, but not limited to: City Clerk Devona Herrin; City Attorney John Sutherland; Police Chief Tate West; Public Works Superintendent Jim Johnson; Fire Chief Dan Nasalroad; Allyson James; LeRoy Turpen; Randy Hardwick; and Fred Meisel.

Mayor Terry Weitman called the meeting to order at 7:00 p.m. with Council Member Shields leading the Pledge of Allegiance.

MAYOR'S COMMENTS:

- ❖ Read letter from La Cygne Christian Church regarding the City Fire Department's quick response to smoke in the church on a Sunday morning. The mayor also expressed appreciation.

CONSENT AGENDA:

✓ ***Motion to Approve Consent Agenda***

Council Member Meisel moved to approve the consent agenda which consisted of:

Minutes of July 3, 2013 Regular City Council Meeting; and,
Check Register: July 4 – 17, 2013.

Motion seconded by Council Member Shields, voted on, passed 4-0. Time: 7:04 p.m.

DISCUSSION FROM THE FLOOR:

NONE.

REPORTS OF CITY OFFICERS:

POLICE DEPARTMENT – CHIEF TATE WEST

Reported on the following:

1. Activity Report Included:
 - h. Citations issued
 - i. Codes Enforcement
 - j. Animal Control.
2. City of Parker Animal Control Agreement – Police Chief West presented the Animal Control Agreement already approved and signed by the City of Parker for approval by the city council.

✓ ***Motion to Approve Animal Control Agreement with the City of Parker***

Council Member Meisel moved to approve the Animal Control Agreement with the City of Parker for the impoundment and related services for dogs.

Motion seconded by Council Member Fleming, voted on, passed 4-0. Time: 7:07 p.m.

CITY OF LA CYGNE MINUTES

FOR 2013

3. Administrative Policy No. 25, Racial & Other Biased-Based Policing Policy, for La Cygne Police Dept. – Police Chief West presented Administrative Policy No. 25 as written by the state with changes in Section VI. B., to fit the city’s criteria. City Attorney Sutherland concurred.

✓ *Motion to Approve Administrative Policy No. 25, "Racial & Other Biased-Based Policing Policy"*

Council Member Meisel moved to approve the Administrative Policy No. 25, "Racial & Other Biased-Based Policing Policy". Motion seconded by Council Member Shields, voted on, passed 4-0. Time: 7:08 p.m.

PUBLIC WORKS DEPARTMENT – SUPERINTENDENT JIM JOHNSON

Reported on the following:

1. Sludge Ponds at Water Plant – Have contacted some local contractors and asked for estimates for cleaning out the ponds, but have had no response yet.
2. Commercial Companies Dumping Raw Sewage in Sewer are Shut Down – The three commercial companies dumping raw sewage in the city’s sewer system have been discontinued. Rags and other large items have been the cause of recent damages to the sewer lift station. The expenses to repair exceed the revenue from the commercial companies. Have received a cost estimate of \$7,000 to rebuild the motor again so also getting a price for a new motor to see which is the best option.
3. Heavy Water Usage – Both Rural Water Districts are using water from the city and the city is pulling hard on the water plant. It is a struggle but the plant is maintaining.
4. High Electrical Voltage Issues with River Pumps – Last Saturday night the river pumps were again not working. After exhausting known possibilities the employees turned the electricity off and let the generator turn on to see what would happen. The river pumps began to work using the generator. Called KCP&L and they responded to find the city was experiencing very high voltage of which there is protection in place on the pumps to shut down to protect themselves when this happens. When KCP&L lowered the voltage to normal they began working again.
5. Lights at North Basketball Court – The last bulb has been used. Does council want more bulbs ordered? The timer switch was also broken and had to be repaired. Council Member Robbins reported he will be getting the information on the appropriated lights in the next couple of days, so should have some information soon.

FIRE CHIEF – DAN NASALROAD

Reported on the following:

1. July 4th Fire Reports – This was a nice year with only minor calls.
2. Purchase SCBA Containment Box – Received a \$1,000 grant from Enbridge. Would like to apply this grant to the requested purchase of an SCBA Containment Box. The total purchase cost for one is \$3,450.00 plus \$250.00 for shipping.

CITY OF LA CYGNE MINUTES FOR 2013

- ✓ *Motion to Approve Purchase of SCBA Containment Box for total not to exceed \$3,700.00*

Council Member Meisel moved to approve the purchase of the SCBA Containment Box for a total cost not to exceed \$3,450.00 and \$250.00 for shipping. Motion seconded by Council Member Robbins, voted on, passed 3-1-0. (Abstain: Fleming) Time: 7:33 p.m.

CITY CLERK – DEVONA HERRIN

Reported on the following:

1. City Hall Building Maintenance – The north wall of the city hall appears to be experiencing water problems from behind a picture on the inside. A preliminary investigation from Rob George with Legacy Contractors recommended beginning with contacting a Masonry Contractor to secure the outside block stone structure from further moisture damage. Consensus was to go ahead and get a bid.
2. Enbridge Pre-Construction Open House Invitation – The closest open house invitation was the same night as the council meeting. There was another meeting the following Thursday night in Iola. No one had any questions over the information being provided, will stay with the information being provided by mail.
3. Community Building AC Units Update – All three units are going to be replaced by the insurance company. Currently working on some bids for final estimates. The one unit at city hall, suffering from storm damage, will also be replaced.

COUNCIL COMMITTEE REPORTS:

PARK

Reported on the following:

1. Switch Broke at North Basketball Court – Council Member Robbins asked how the switch broke on the light pole. Public Works Superintendent Johnson said by someone continually slamming on it and broke the whole box off the pole.

SPECIAL COMMITTEE REPORTS:

EMERGENCY MANAGEMENT

Council Member Meisel reported Emergency Management had also received a \$1,000.00 grant from Enbridge for additional radios and a charger.

UNFINISHED BUSINESS:

NONE

CITY OF LA CYGNE MINUTES FOR 2013

NEW BUSINESS:

CONSIDER BIDS FOR EMERGENCY WATER SUPPLY CONNECTION PROJECT

Discussed:

1. One bid was received prior to 2:00 p.m. bid deadline and was opened at the designated time.
2. Another bid was received after the 2:00 p.m. deadline and was not opened.
3. Determined irregularities with the bid received and opened.
4. A choice to the council would be to re-let the bids.

✓ *Motion to Rebid the Emergency Water Supply Connection Project*

Council Member Meisel moved to rebid the Emergency Water Supply Connection Project to include publishing in next week's paper, and to have bids turned in by 3:00 p.m. on Monday August 19th to City Hall. Motion seconded by Council Member Robbins, voted on, passed 4-0. Time: 7:30 p.m.

Discussed:

1. Adding completion date information to the RFP.
2. Need complete line item bid information for easier review.
3. Will not mail out the detailed bid information again to the responding contractors.
4. Contractor McElreath asked Council to look at a Winwater Page to answer questions. Upon determining it was part of the contractors bid, council declined.

2014 BUDGET REVIEW

City Clerk Herrin reported the following items had been discussed in the workshop:

1. Health Insurance Rates are not increasing next year for the city.
2. KPER's rates for the employer are increasing by 1% and rates have been adjusted to reflect change.
3. The General Street Fund has a larger than normal amount reflected for 2014 as the city has been carrying over the last two years' funds for a major street project as well as held over another \$50,000 from last year. This amount will not continue once the project is addressed and moneys spent down.
4. The Police and Fire Funds have a slight increase but they are from increased revenues other than the mill levy &/or by some carry over from moneys not spent the previous year.
5. The other funds have been held at the current budget levels as requested previously from the council.
6. To stay within state publication requirements and to hold the budget hearing at a regular meeting the council will need to hold the 2014 Budget Public Hearing on Wednesday, August 7th. Once the budget is published the only changes that can be made would be to reduce amounts, there cannot be any increases. The budget does not have to be approved on the August 7th meeting, the council can defer until the August 21st meeting if a decision is made to continue to consider additional reductions.

CITY OF LA CYGNE MINUTES FOR 2013

✓ *Motion To Publish the 2014 Budget for an August 7th Public Hearing*

Council Member Meisel moved to publish the 2014 Budget for an August 7th Public Hearing. Motion seconded by Council Member Fleming, voted on, passed 4-0. Time: 7:32 p.m.

LA HARPER HEIGHTS DRAINAGE CONCERN LETTER

Mayor Weitman acknowledged an email he had received from Dennis Arnold, Chairman, of the La Cygne Housing Authority regarding on-going drainage concerns and questioned if the mayor understood the exact location of the drainage concern from previous discussion with others working with the Housing Authority. Mayor reported he had looked at the area previously and commented about the problem being the low point further down is blocked on the property where the natural drainage has always been; and, had been unable to get anyone from the Housing Authority there when he had asked previously. He would like to again try to get with the Chairman and Board Members in a combined meeting to include the city's street committee and Public Works Superintendent Johnson. Mayor Weitman questioned how there could be a soil build up and erosion at the same place as the letter indicated. Mayor Weitman asked the city clerk to try to set up another meeting with the Housing Authority Chairman and Board Members, and the city's street committee and Public Works Superintendent after he is available on August 1st.

EXECUTIVE SESSION:

✓ *Motion For Executive Session for Personnel up to Twenty-Five Minutes*

Council Member Fleming moved to go into executive session for up to twenty-five minutes for personnel. Motion seconded by Council Member Robbins, voted on, passed 4-0. Time: 7:38 p.m.

EXTEND EXECUTIVE SESSION:

✓ *Motion to Extend Executive Session for Personnel up to Five Minutes*

Council Member Meisel moved to extend executive session for up to ten minutes for personnel. Motion seconded by Council Member Robbins, voted on, passed 4-0. Time: 8:03 p.m.

In addition to the Council Members and City Attorney, others requesting time or invited into portions of the executive sessions included (but not limited to): Public Works Superintendent Johnson.

Open Session Resumed at 8:08 p.m.

OTHER BUSINESS:

CITY OF LA CYGNE MINUTES FOR 2013

BACK-UP PERSON FOR PART-TIME TRASH COMPACTOR POSITION

Council reviewed seven applications. Mayor Weitman reported would have some interviews set for after August 1st.

WORKSHOP SCHEDULED FOR AUGUST 7TH AT 5:30 P.M. AT CITY HALL

✓ *Motion for Council Workshop on August 7th at 5:30 p.m. at City Hall*

Council Member Meisel moved to have a workshop at 5:30 p.m. on August 7th for items on workshop list. Motion seconded by Council Member Shields, voted on, passed 4-0. Time: 8:10 p.m.

NOTES AND COMMUNICATIONS TO COUNCIL:

- a] Unapproved Planning Commission Meeting Minutes, July 11, 2013
- b] Thank You Letter from La Cygne Christian Church to Fire Department

ADJOURNMENT:

✓ *Motion to Adjourn Meeting*

There being no further business, **Council Member Fleming moved to adjourn the meeting. Motion seconded by Council Member Meisel, voted on, passed 4-0.** The Regular meeting was adjourned at 8:11 p.m.

I, _____ La Cygne City Clerk, do hereby declare the
(Devona Herrin) above to be true and correct, to the best of my
knowledge, and do hereby subscribe my name
this 17th day of July 2013.

END OF MEETING ON July 17, 2013.

.....
BEGINNING OF MEETING ON August 7, 2013

REGULAR MEETING:

The La Cygne City Council met on Wednesday, August 7, 2013, at La Cygne City Hall. Council Members present were: Jake Fleming; Travis Robbins; Robert Sullivan; and Esther Shields. Absent: Linda Meisel.

Others in attendance included, but not limited to: City Clerk Devona Herrin; City Attorney John Sutherland; Police Chief Tate West; Public Works Superintendent Jim Johnson; Fire Chief Dan Nasalroad; Allyson James; LeRoy Turpen; Danny Curtis; Danny McElreath; Jerry Boone; Sandra Styles; and Randy Hardwick.

CITY OF LA CYGNE MINUTES FOR 2013

Mayor Terry Weitman called the meeting to order at 7:00 p.m. The Pledge of Allegiance was lead by Allyson James.

MAYOR'S COMMENTS:

- ❖ None

CONSENT AGENDA:

✓ *Motion to Approve Consent Agenda*

Council Member Robbins moved to approve the consent agenda which consisted of:

Minutes of July 17, 2013 Regular City Council Meeting;
June 2013 Treasurers' Report;
June 2013 Budget Report;
2nd Quarter 2014 Financial Statement; and,
Check Register: July 18 – August 7, 2013.

Motion seconded by Council Member Fleming, voted on, passed 4-0. Time: 7:03 p.m.

PUBLIC HEARING:

2014 BUDGET HEARING

Mayor Weitman opened the 2014 Budget Hearing at 7:04 p.m.

- ❖ Council holding the city costs relatively flat with the 2014 Budget.
- ❖ Open for any comments or questions from the floor.
- ❖ There were no comments or questions.

Mayor Weitman closed the 2014 Budget Hearing at 7:08 p.m.

✓ *Motion To Approve 2014 City Budget*

Council Member Shields moved to approve the City of La Cygne 2014 Budget. Motion seconded by Council Member Fleming, voted on, passed 4-0.

Time: 7:07 p.m.

DISCUSSION FROM THE FLOOR:

JERRY BOONE REGARDING REQUEST FOR "KIDS PLAYING" SIGN ON SOUTH 1ST STREET.

Jerry Boone inquired about the city placing "Kids Playing" signs on south 1st Street. There are currently a lot of kids playing in the area and a lot of traffic. Recently there was a large truck on the street that had to put on his jake brakes hard due to children in the area.

Mayor Weitman asked the Safety Committee to give the request consideration and report back to council. He then thanked Jerry for his concerns.

REPORTS OF CITY OFFICERS:

POLICE DEPARTMENT – CHIEF TATE WEST

CITY OF LA CYGNE MINUTES FOR 2013

1. Tabled until later in the meeting. (Chief West had to leave on a call out.)

PUBLIC WORKS DEPARTMENT – SUPERINTENDENT JIM JOHNSON

Reported on the following:

1. Sludge Ponds at Water Plant – Jim has discussed the clean out of the backwash ponds with three contractors and considering putting the work specifications in writing. Mayor Weitman reported council needs to decide on a time and date; and, not to put how to do the project in writing since it was a relatively small project, but to let the contractors bid on how they will get to the desired finished stage. Discussed maybe fall being the best time for the work to be completed; and, the expense will fit within the budget. Jim will get a date and bids.
2. Sewer Lift Station at Park – The cost to rebuild the Flygt Pump at the lift station is \$11,379 while a new ABS pump is \$10,247 with an average 10-15 year life span. Discussed difference in two pumps and how Douglas Pump is using more ABS pumps now as easier to get parts and having good luck with them. The budget is ok to purchase one this year and another one next year.

✓ *Motion To Approve Purchase of New ABS Pump for Lift Station for \$10,247 Plus Freight*

Council Member Robbins moved to go with Jim's recommendation to buy the ABS Pump for a total cost of \$10,247.00 plus freight. Motion seconded by Council Member Sullivan, voted on, passed 4-0. Time: 7:17 p.m.

3. Public Works Training –
 - a. Jim and Jerome both attended a KMU Gas Certification Course of which they are both now certified to train others to get gas certified.
 - b. Jim requested to attend a KRWA Wastewater Training Session on August 15th in Girard, Kansas, for no charge; and,
 - c. Jim requested to attend a KRWA Trenching and Excavation Course on September 11th in Gardner, Kansas, for no charge.

✓ *Motion To Approve Jim Johnson to Attend Two KRWA Training Sessions*

Council Member Robbins moved to send Jim to the KRWA Wastewater Training Session on August 15th in Girard; and, to the KRWA Trenching and Excavation Training on September 11th in Gardner. Motion seconded by Council Member Fleming, voted on, passed 4-0. Time: 7:20 p.m.

- d. Ft. Scott Community College has a 16 week wastewater class on Mondays; however, there are existing constraints making this time frame unavailable for Lisa, Dan, and Jim.
- e. Learned there are certified operators available through KDHE website should the city find themselves without a certified operator to hire by contract until the city could have someone on the payroll certified. Mayor noted the city would rather have city employees qualified.

CITY OF LA CYGNE MINUTES FOR 2013

COUNCIL COMMITTEE REPORTS:

WATER

Mayor Weitman reported on the following:

1. Engineering Consultants – The Mayor, City Clerk, and Public Works Superintendent had met with B.G. Consultants for an initial inquiry request from them last Friday, August 2nd. The firm presented a report on what they could offer to the city to include obtaining sources for grant monies to help with costs for water improvements. B.G. Consultants has asked to make a presentation to the entire City Council at the next meeting, August 21st. And, then the Mayor, Water Committee Council Member Fleming, and City Clerk met last Tuesday, August 7th, with Gabe Pfefferkorn of Pfefferkorn Design to go over how Gabe's firm would compile information to help determine how to approach needed water distribution improvements. Will listen to both entities.

PARK

Reported on the following:

1. Lights on North Basketball Court – There are no more bulbs for the one light pole. Council Member Robbins should have some information at the next meeting.

STREET

Inquired on the following:

1. Weeds in Gutter on Main Street – Council asked about the weeds growing in the gutters on the main street (Broadway). Public Works responded they would be addressing it.

COMMUNITY BUILDING

Inquired on the following:

1. Recommendations on Improvements – Council Member Shields asked about status for working on recommendation on deficiencies in the building. Mayor Weitman responded they needed to discuss the problems and work on a plan to begin during a council workshop.

STREET

Inquired on the following:

1. Closing Streets During Swanfest – Council Member Sullivan asked about the process to close Highway 152 and necessary city streets on September 14th for Swanfest. City Clerk Herrin reported Police Chief West was working on the state's permit and a resolution would be at the next meeting for the city's approval.

SPECIAL COMMITTEE REPORTS:

CITY OF LA CYGNE MINUTES FOR 2013

NONE

UNFINISHED BUSINESS:

LA HARPER HEIGHTS DRAINAGE CONCERNS

Mayor Weitman reported the city had not heard back from the La Harper Board to set up a time to meet as expected so will wait to hear from them. In the mean time he had been monitoring the drainage area during the last three different rain episodes and the drainage seems to be maintaining as previously reported.

NEW BUSINESS:

OPEN BIDS FOR SALE OF SURPLUS EQUIPMENT

The following bids were opened and read by City Attorney John Sutherland:

<u>Name</u>	<u>'99 Crown Vic</u>	<u>'86 Harley</u>	<u>'96 Taurus</u>
<u>'94 Trencher</u>			
George Huffman McElreath Excavation		\$2,500	
\$505			
Pemberton Const			
\$1,050			
Sandra Styles	\$500	\$400	
Brandon Stoner			\$450
Nichole Williams	\$500		
Rich Dodge		\$2,500	\$400
Mark Patience	\$100	\$2,000	\$100
\$500			
Tim Ross		\$3,000	
Tom Stump	\$125	\$2,750	\$125
\$300			
Ray Cummings		\$375	
\$1,375			
Dale McIntosh		\$1,750	
\$550			
Mike Gilliland		\$1,205	
\$876			
J J Isenhour	\$154		\$104
Clint McCammon		\$550	
Bill Craven	\$225		\$180

Noted the apparent high bidders were:

1999 Crown Vic – Sandra Styles and Nichole Williams for \$500

1986 Harley-Davidson – Tim Ross for \$3,000

1996 Ford Taurus – Brandon Stoner for \$450

1994 Ditchwitch Trencher – Ray Cummings for \$1,375

CITY OF LA CYGNE MINUTES FOR 2013

Discussed two equal bidders for the 1999 Crown Vic and how to handle. Determined a common way is the 'first read' will be the choice as chance of 'first read' is no different than a coin flip or draw.

Discussed the value of the 1994 Ditchwitch Trencher and determined it would be in the best interest for the city to retain this item.

✓ *Motion to Authorize the Sell of the 1999 Crown Vic for \$500 to 'First Read' Bidder*

Council Member Robbins authorized to sell the 1999 Crown Vic for \$500 to the 'first read' bidder Sandra Styles. Motion seconded by Council Member Fleming, voted on, passed 4-0. Time: 7:47 p.m.

✓ *Motion to Amend Prior Motion to Include Authorizing the Mayor to Sign Titles*

Council Member Robbins moved to add authorizing the mayor to sign the necessary paperwork to the above motion. Motion seconded by Council Member Fleming, voted on, passed 4-0. Time: 7:48 p.m.

✓ *Motion to Authorize the Sell of the 1986 Harley-Davidson for \$3,000 to Tim Ross*

Council Member Robbins moved to sell the 1986 Harley-Davidson for \$3,000 to Tim Ross and authorizing mayor to sign necessary paperwork. Motion seconded by Council Member Fleming, voted on, passed 4-0. Time: 7:48 p.m.

✓ *Motion to Authorize the Sell of the 1996 Ford Taurus for \$450 to Brandon Stoner*

Council Member Robbins moved to sell the 1996 Ford Taurus for \$450 to Brandon Stoner and authorizing mayor to sign necessary paperwork. Motion seconded by Council Member Fleming, voted on, passed 4-0. Time: 7:49 p.m.

✓ *Motion to Retain the 1994 Ditchwitch Trencher Due to Low Values on Bids*

Council Member Robbins moved to retain the 1994 Ditchwitch Trencher due to low value bids. Motion seconded by Council Member Fleming, voted on, passed 4-0. Time: 7:50 p.m.

HEALTH PLAN OPEN ENROLLMENT TRAINING, SEPT 12TH, CHANUTE, KS

✓ *Motion to Approve City Clerk and City Treasurer to Attend Health Plan Training Sept 12th*

Council Member Shields moved to approve City Clerk Herrin and City Treasurer Reynolds to attend the Health Plan Enrollment Training on September 12th in Chanute. Motion seconded by Council Member Sullivan, voted on, passed 4-0. Time: 7:51 p.m.

KACM FALL CONFERENCE AT HUTCHINSON, KANSAS

✓ *Motion for Court Clerk Reynolds to Attend KACM Fall Conference in Hutchinson*

CITY OF LA CYGNE MINUTES FOR 2013

Council Member Shields moved for Regina Reynolds to attend the KACM Fall Conference in Hutchinson, Kansas on September 26 – 27, 2013. Motion seconded by Council Member Sullivan, voted on, passed 4-0. Time: 7:52 p.m.

LKM KOMA/KORA COURSE, SATURDAY, AUGUST 24TH, MERRIAM, KS

✓ *Motion to Approve City Clerk and City Treasurer to Attend LKM KOMA/KORA Course*

Council Member Shields moved to approve City Clerk Herrin and City Treasurer Reynolds to attend the LKM KOMA/KORA Course on Saturday, August 24th, at Merriam, Kansas. Motion seconded by Council Member Sullivan, voted on, passed 4-0. Time: 7:53 p.m.

AC UNIT PRICES FOR DAMAGED CITY HALL AND COMMUNITY BUILDING UNITS

City Clerk Herrin reported two bids had been received; one from Bradley Heating and Cooling, and one from Kershner Heating and Cooling. They are not exactly the same. Council reviewed warranty and existing service standards.

✓ *Motion to Approve Kershner Heating & Cooling to Replace Damaged AC Units*

Council Member Robbins moved to select Kershner Heating & Cooling for a total cost of \$15,485.76 based on warranty and prior service to replace the Community Building AC units and one City Hall unit damaged by storms. Motion seconded by Council Member Fleming, voted on, passed 4-0. Time: 8:02 p.m.

REPAIR REPORT FOR MAINTENANCE OF CITY HALL EXTERIOR NORTH WALL

City Clerk Herrin reported the report had not been received prior to the meeting and would have to be tabled until the next meeting.

SCHEDULE WORKSHOP

✓ *Motion to Set Date for Next Council Workshop*

Council Member Sullivan moved to set the next City Council Workshop for September 4th at 5:30 p.m. Motion seconded by Council Member Shields, voted on, passed 4-0. Time: 8:03 p.m.

EXECUTIVE SESSION:

✓ *Motion For Executive Session for Personnel and Legal for up to Thirty Minutes Following a Ten Minute Break*

Council Member Fleming moved to go into executive session for up to thirty minutes for personnel and legal following a ten minute break. Motion seconded by Council Member Robbins, voted on, passed 4-0. Time: 8:04 p.m.

CITY OF LA CYGNE MINUTES FOR 2013

In addition to the Council Members and City Attorney, others requesting time or invited into portions of the executive sessions included (but not limited to): City Clerk Herrin and Fire Chief Dan Nasalroad.

Open Session Resumed at 8:40 p.m.

OTHER BUSINESS:

HIRE BACK-UP PERSON FOR PART-TIME TRASH COMPACTOR POSITION

Mayor Weitman expressed his appreciation of interest from Cecil Blevins and Randy Hardwick to help out at the Trash Compactor on an as needed basis when the regular operator Bill Craven is unavailable. With both individuals' consent it was Mayor Weitman's recommendation to hire both individuals to help on an as needed basis at \$8.00 per hour.

✓ *Motion to Hire Cecil Blevins and Randy Hardwick for Back-Up Person to Trash Compactor Position*

Council Member Shields moved to hire Cecil Blevins and Randy Hardwick, both, as a Back-Up person for Part-Time Trash Compactor position. Motion seconded by Council Member Robbins, voted on, passed 4-0. Time: 8:41 p.m.

NOTES AND COMMUNICATIONS TO COUNCIL:

- a] KMU Gas Operator Evaluator Training Certificate for Jim Johnson
- b] KMU Gas Operator Evaluator Training Certificate for Jerome Moore

POLICE DEPARTMENT – CHIEF TATE WEST

Reported on the following:

1. Activity Report:
 - a. Citations issued
 - b. Codes Enforcement
 - c. Animal Control – 141 dogs tagged to date this year
2. The dunk tank has been delivered to the Linn County Fair Grounds; and, will have several officers participating.

ADJOURNMENT:

✓ *Motion to Adjourn Meeting*

There being no further business, **Council Member Fleming moved to adjourn the meeting. Motion seconded by Council Member Robbins, voted on, passed 4-0.** The Regular meeting was adjourned at 8:45 p.m.

I, _____ La Cygne City Clerk, do hereby declare the
(Devona Herrin) above to be true and correct, to the best of my
knowledge, and do hereby subscribe my name
this 7th day of August 2013.

CITY OF LA CYGNE MINUTES FOR 2013

END OF MEETING ON August 7, 2013.

.....
BEGINNING OF MEETING ON August 21, 2013

REGULAR MEETING:

The La Cygne City Council met on Wednesday, August 21, 2013, at La Cygne City Hall. Council Members present were: Jake Fleming; Linda Meisel; Travis Robbins; Robert Sullivan; and Esther Shields.

Others in attendance included, but not limited to: Public Works Superintendent Jim Johnson; City Clerk Devona Herrin; City Attorney John Sutherland; Police Chief Tate West; Fire Chief Dan Nasalroad; LeRoy Turpen; Allyson James; Randy Hardwick; Danny Curtis; Brad Barrett; Scott Stainbrook; and Fred Meisel.

Mayor Terry Weitman called the meeting to order at 7:00 p.m. Pledge of Allegiance was led by City Clerk Devona Herrin.

MAYOR'S COMMENTS:

- ❖ Expressed sympathy to all of the families in the surrounding area who have recently suffered the loss of a youth due to tragic accidents; including the son of our Part-time Police Officer Wayne Benedick.

CONSENT AGENDA:

✓ ***Motion to Approve Consent Agenda***

Council Member Shields moved to approve the consent agenda which consisted of:

Minutes of August 7, 2013 Regular City Council Meeting;
Treasurers' Report July 2013;
Budget Report July 2013; and,
Check Register: August 8 - 21, 2013.

Motion seconded by Council Member Robbins, voted on, passed 5-0. Time: 7:04 p.m.

DISCUSSION FROM THE FLOOR:

BRIAN KINGSLEY, P.E. WITH BG CONSULTANTS, INC.

Brian Kingsley passed out handouts and presented options for the city council to consider when choosing an engineer for design services for the city municipal improvements. A Preliminary Engineering Report on Water System Improvements would have a design services fixed fee of \$6,500.00 if the city chooses BG Consultants, Inc. Discussed the best time to begin the design process would be now to allow time to identify process and needs ahead of deadline dates to meet the state funding process. Mr. Kingsley thanked the city council for their time and consideration.

REPORTS OF CITY OFFICERS:

CITY OF LA CYGNE MINUTES FOR 2013

POLICE DEPARTMENT – CHIEF TATE WEST

Reported on the following:

1. Activity Report:
 - k. 26 citations since the last meeting
 - l. Addressing yards next week
 - m. Five animals with 2 currently in the kennel
 - n. Kids back in school, please slow down

2. Ordinance No. 1415 – Standard Traffic Ordinance for Kansas Cities

✓ *Motion to Approve Ordinance No. 1415 – Standard Traffic Ordinance for Kansas Cities*

Council Member Robbins moved to approve Ordinance No. 1415 – Standard Traffic Ordinance for Kansas Cities. Motion seconded by Council Member Fleming, voted on, passed 5-0. Time: 7:47 p.m.

3. Ordinance No. 1416 – Uniform Public Offense Code for Kansas Cities

✓ *Motion to Approve Ordinance No. 1416 – Uniform Public Offense Code for Kansas Cities*

Council Member Robbins moved to approve Ordinance No. 1416 – Uniform Public Offense Code for Kansas Cities. Motion seconded by Council Member Fleming, voted on, passed 5-0. Time: 7:48 p.m.

4. Travel Request to Attend Funeral in Plainville for Officer Benedick's Son

✓ *Motion to Approve Travel with Police Vehicle & Fuel to Represent City at Funeral*

Council Member Robbins moved to approve travel with police vehicle and fuel to represent city in attending Officer Benedick's son's funeral in Plainville, Kansas. Motion seconded by Council Member Shields, voted on, passed 5-0. Time: 7:49 p.m.

PUBLIC WORKS DEPARTMENT – SUPERINTENDENT JIM JOHNSON

Reported on the following:

1. Attended the Wastewater Lagoon Seminar and making some changes from information learned from the seminar. Appreciated being allowed to attend.

FIRE CHIEF – DAN NASALROAD

Reported on the following:

1. No report.

CITY CLERK – DEVONA HERRIN

Reported on the following:

CITY OF LA CYGNE MINUTES FOR 2013

1. Reminder the next Council Workshop is Wednesday, September 4th at 5:30 p.m.
2. Need to amend the last meeting's motion for Jim Johnson to attend the KRWA Trenching/Excavation, September 11th to include a \$90.00 fee.

✓ *Motion to Approve Including Fee for KRWA Trenching/Excavation Course*

Council Member Meisel moved to approve KRWA course to include the \$90 fee for the KRWA Trenching Course. Motion seconded by Council Member Shields, voted on, passed 5-0. Time: 7:51 p.m.

COUNCIL COMMITTEE REPORTS:

PARK

- ✓ Light on Basketball Court: Council Member Robbins reported he had received the information for an LED light for this type of use. The company has one they will loan us and will need to have an electrician to install the light to see how it works. KCP&L has rebates to help with change over that the city may qualify for.

✓ *Motion to Borrow Light for Trial and Jim Johnson get with Electrician to Install*

Council Member Robbins moved to borrow the discussed light for a trial period and to have Jim Johnson get with the electrician to wire it. Motion seconded by Council Member Fleming, voted on, passed 5-0. Time: 7:53 p.m.

CEMETERY

- ✓ Public Works Superintendent reported they had helped the cemetery crew to get caught back up after the rains.

PUBLIC SAFETY

- ✓ Council Member Sullivan inquired about the old 20 mph sign on 7th Street north of the Chestnut intersection in the middle of the block. The sign is very faded. Police Chief West reported that area is consistently 20 mph due to being near the school area. The sign is a very old sign, and not the newer reflective style.

SPECIAL COMMITTEE REPORTS:

SWANFEST

1. Resolution 364 – Providing Temporary Street Closing for Swanfest

✓ *Motion to Approve Resolution 364 – Providing Temporary Street Closing for Swanfest*

CITY OF LA CYGNE MINUTES FOR 2013

Council Member Sullivan moved to approve Resolution 364 providing Temporary Street closing for the 2013 Swanfest. Motion seconded by Council Member Shields, voted on, passed 5-0. Time: 7:57 p.m.

UNFINISHED BUSINESS:

NONE

NEW BUSINESS:

CONSIDER BIDS FOR EMERGENCY WATER SUPPLY CONNECTION PROJECT

Mayor Weitman reported two bidders participated in the Monday, August 19th bid opening for the Water Supply Connection Project with RWD #3. Lathrop Construction bid a total of \$14,200.00 and Diversified Supply bid a total of \$14,900.00. All bids appear to be in order. Both firms have worked in the area on other projects.

Discussion during motion included: Length of time of project – Four weeks; and, Damages if not completed within the four weeks was not included in the original bid request.

✓ *Motion to Approve Signing with Lathrop Construction for \$14, 200 for Interconnect Project*

Council Member Robbins moved to approve signing notice of award with Lathrop Construction for \$14,200 for the Interconnect Project. Motion seconded by Council Member Fleming, voted on, passed 5-0. Time: 8:01 p.m.

KRWA "RATES" TRAINING SESSION, TUESDAY, SEPTEMBER 17, LAWRENCE, KS

✓ *Motion To Approve City Clerk to Attend KRWA "Rates" Training Session, September 17th*

Council Member Shields moved to approve City Clerk Herrin to attend the KRWA "Rates" Training Session, September 17th at Lawrence, KS. Motion seconded by Council Member Robbins, voted on, passed 5-0. Time: 8:02 p.m.

KMU "RATE SETTING & FINANCIAL PLANNING" TRAINING, NOVEMBER 14TH, OTTAWA, KS

✓ *Motion To Approve City Clerk to Attend KMU "Rate Setting & Financial Planning" Training*

Council Member Shields moved to approve City Clerk Herrin to attend the KMU "Rate Setting & Financial Planning" Training, November 14th at Ottawa, KS. Motion seconded by Council Member Shields, voted on, passed 5-0. Time: 8:04 p.m.

REPAIR COST REPORT FOR MAINTENANCE OF CITY HALL EXTERIOR WALLS

City Clerk Herrin reported on the two bid submissions from Superior Masonry & Restoration, Inc. regarding maintenance of three of the exterior walls of city hall.

CITY OF LA CYGNE MINUTES FOR 2013

One bid is for the north wall and the north half of the west wall for \$2,450.00; and, the other bid is for the south wall and the south half of the west wall for \$1,500.00. The north portion is in the worst shape.

- ✓ *Motion To Approve Both Bids for Maintenance to All Three Walls (North, West, & South)*

Council Member Robbins moved to approve both bids the north part for \$2,450.00 and the south part for \$1,500.00. Motion seconded by Council Member Fleming, voted on, passed 5-0. Time: 8:07 p.m.

UNCLAIMED SURPLUS EQUIPMENT

Police Chief West reported there were two vehicles that had not been claimed from the Surplus Equipment Bids of August 7th. The two vehicles were the 1999 Crown Vic and the 1996 Ford Taurus. The recommendation is to go to the next highest bidder on each item, allow 10 days to purchase, and then proceed down the list until claimed.

- ✓ *Motion To Approve Offering Surplus to Next Highest Bidder Until Sold*

Council Member Robbins moved to approve the recommendation to move forward as stated until sold. Motion seconded by Council Member Shields, voted on, passed 5-0. Time: 8:10 p.m.

EXECUTIVE SESSION:

- ✓ *Motion For Executive Session for Legal and Personnel up to Twenty-Five Minutes Following a Ten Minute Break*

Council Member Fleming moved to go into executive session for up to twenty-five minutes for legal and personnel following a ten minute break. Motion seconded by Council Member Robbins, voted on, passed 5-0. Time: 8:11 p.m.

Open Session Resumed at 8:29 p.m.

OTHER BUSINESS:

NONE

NOTES AND COMMUNICATIONS TO COUNCIL:

- a] Notice of Public Hearing to Consider a Street Closing
- b] Unapproved June 2013 Park Board Meeting Minutes
- c] Unapproved July 2013 Park Board Meeting Minutes
- d] KRWA "Wastewater Lagoons" Certificate of Attendance for Jim Johnson

ADJOURNMENT:

CITY OF LA CYGNE MINUTES FOR 2013

✓ *Motion to Adjourn Meeting*

There being no further business, **Council Member Fleming moved to adjourn the meeting. Motion seconded by Council Member Shields, voted on, passed 5-0.** The Regular meeting was adjourned at 8:30 p.m.

I, _____ La Cygne City Clerk, do hereby declare the
(Devona Herrin) above to be true and correct, to the best of
my knowledge, and do hereby subscribe
my name this 21st day of August 2013.

END OF MEETING ON August 21, 2013.

.....
BEGINNING OF MEETING ON September 4, 2013

REGULAR MEETING:

The La Cygne City Council met on Wednesday, September 4, 2013, at La Cygne City Hall. Council Members present were: Jake Fleming; Linda Meisel; Robert Sullivan; and Esther Shields. Absent: Travis Robbins.

Others in attendance included, but not limited to: City Clerk Devona Herrin; City Attorney John Sutherland; Police Chief Tate West; Public Works Superintendent Jim Johnson; Allyson James; LeRoy Turpen; Danny Coltraine and Holly Powers with Shafer, Kline & Warren Engineering; Danny Curtis; and Fred Meisel.

Mayor Terry Weitman called the meeting to order at 7:00 p.m. The Pledge of Allegiance was lead by Fire Chief Dan Nasalroad.

MAYOR'S COMMENTS:

- ❖ Read a thank you card from the Wayne Benedick family.
- ❖ Announced City Wide Garage Sale on Saturday, September 7th.
- ❖ Announced Swanfest on Saturday, September 14th.

CONSENT AGENDA:

✓ ***Motion to Approve Consent Agenda***

Council Member Shields moved to approve the consent agenda which consisted of:

Minutes of August 21, 2013 Regular City Council Meeting; and,
Check Register: August 22 – September 4, 2013.

Motion seconded by Council Member Meisel, voted on, passed 4-0. Time: 7:05 p.m.

CITY OF LA CYGNE MINUTES FOR 2013

DISCUSSION FROM THE FLOOR:

REQUEST FROM LINN COUNTY TWISTERS TO WAIVE COMMUNITY BUILDING FEE FOR BENEFIT ON OCTOBER 12TH FOR THE BENEDICK FAMILY.

Police Chief West described the benefit to be held for the Benedick family to include serving a meal to help raise funds.

✓ *Motion to Approve Waiving Community Building Fee for Benedick Family Benefit*

Council Member Fleming moved to approve waiving the Community Building fee for the Linn County Twisters to have a benefit on October 12th for the Benedick family. Motion seconded by Council Member Shields, voted on, passed 4-0. Time: 7:06 p.m.

SPECIAL BUSINESS:

INTRODUCTION OF DANNY COLTRANE AND HOLLY POWERS WITH SHAFER, KLINE & WARREN, INC ENGINEERING & DESIGN

Holly Powers introduced herself as the individual working on projects in the area with other entities as well as finishing the Interconnect with RWD #3 Project the city is currently working on. The Transmittal Letters have been done and the plan is for Lathrop Construction to begin as soon as the ordered parts are received.

Holly also introduced SKW Water Resource Division Manager Dan Coltrane. Dan presented what professional engineering services his firm provided; to include roads, bridges, culverts, water, and wastewater systems. SKW also provides turnkey engineering services including inventory and assessment of current infrastructure, cost/benefit analysis of future investment, design, contract preparation, and bid solicitation as well as construction inspection and materials testing. They will work with grant applications and tailor the projects to work within a city's budget. The goal tonight was to introduce them and see if the city would be interested in their services.

Dan discussed with mayor and council the immediate needs of the city for the water distribution system to improve water supply balance between the north and south water towers to the city system. Cost would depend on how detailed a plan the city wanted to include a Comprehensive Program with mapping of the entire distribution system, or just to set the one goal of equalizing the two towers. Noted On-Call Contracts work best on 'Target Tasks'.

REPORTS OF CITY OFFICERS:

POLICE DEPARTMENT – CHIEF TATE WEST

Reported on the following:

9. Activity Report:
 - a. Citations issued
 - b. Codes Enforcement
 - c. Animal Control.

CITY OF LA CYGNE MINUTES FOR 2013

10. Intoxilizer Training, Tuesday, September 10th, in Johnson County, with no fee for training. Requested attendance for both Officer Huggins and himself.

✓ *Motion to Approve Intoxilizer Training on September 10th in Johnson County for Two Officers*

Council Member Shields moved to approve Intoxilizer Training on September 10th in Johnson County for Officer Huggins and Police Chief West. Motion seconded by Council Member Meisel, voted on, passed 4-0. Time: 7:35 p.m.

11. Bar Light on 2008 Chev Pickup: The bar light was damaged and it shattered internal parts. A replacement bar light has been ordered for a cost of \$1, 049 and should be installed later this week.
12. The Surplus Crown Vic has been picked up and moving to the next person for the Ford Taurus. Should have both gone by the end of the week.

PUBLIC WORKS DEPARTMENT – SUPERINTENDENT JIM JOHNSON

Reported on the following:

32. Sludge Ponds at Water Plant – Still trying to set up a time to get with all of the contractors.
33. Vandalism at North Water Tower – The north water tower has been spray painted recently; and a camera placed in the area for repeat activity has been stolen. May need to consider putting up a chain link fence as added prevention.
34. Henson Gas Line Inspection – Due to heat and other interruptions the gas inspection has not been completed yet. May wait until fall to complete as would also be easier to see area for leaks without the foliage.
35. Staff – As of this Friday will be down to three full time employees.
36. KRWA Training Seminars, September 17-19, at Lawrence, Kansas: There are three training sessions for water &/or wastewater credits, *Basic Water Analysis*, and *Operation, Calibration and Performance Verification of Analyzers*, and *Simplified Wastewater Analysis*. Asking for Dan Nasalroad to attend the training. There is a \$50 charge per class and then hotel fees, etc.

✓ *Motion to Approve Dan Nasalroad to Attend KRWA Training Classes in Lawrence*

Council Member Shields moved to approve Dan Nasalroad to attend the three KRWA training classes September 17 – 19th at Lawrence, Kansas with allowed per diem. Motion seconded by Council Member Fleming, voted on, passed 4-0. Time: 7:41 p.m.

CITY CLERK – DEVONA HERRIN

Reported on the following:

7. Community Building Update: The AC units have been installed; two more tables were found that are broken; the previous broken ones the Historical Society has taken to use the tops for their artifacts; and, the front of the building next to the City Hall has been found to be holding water between the bricks so will ask

CITY OF LA CYGNE MINUTES FOR 2013

- Superior Masonry to look at this area when they are here for the other sides of city hall and report back with the findings.
8. Tax Exemption confirmation was received from the State for the property known as Thayer Park handled by the Chamber of Commerce.
 9. Inquiry made about Kiewit Leadership Program regarding any volunteer time to the city. City Clerk reported the city had not heard back and did not know if they had taken on any other project in the area. Will contact Kiewit for a follow up.

COUNCIL COMMITTEE REPORTS:

PARK

Reported on the following:

3. Lights on North Basketball Court – Council Member Robbins has reported to City Clerk he would be meeting with the individual with the light this weekend and would get it to Public Works for them to get with the electrician.

CEMETERY

Reported on the following:

3. Seasonal Cemetery – Public Works Superintendent Johnson reported Angie Sloan had reached the maximum 1,000 hours in a twelve month period and the Part-Time Summer help's season ends the end of this week. Public Works has done some work on the cemetery this week, but the weed eating was not in good shape. Discussed possibly looking at other help during this time to help out public works. Mayor Weitman will check with the two individuals that help with the compactor when needed and see if they would be interested even a few hours a day.

COMMUNITY BUILDING

Reported on the following:

1. Inquire to Public Regarding Interest in Refurbishing Building – Council Member Shields offered to put out inquires to the public regarding community interest in refurbishing the existing community building as it has a good solid structure base and though costly would be less than building the same comparable structure in the park. Consensus was to see what kind of feedback she received.

EMPLOYEE RELATIONS AND TRAINING

Reported on the following:

1. Personnel Policies and Guidelines – Council Member Meisel noted the city was ready to review and update the existing Personnel Policies and Guidelines and would begin with a workshop.

CITY OF LA CYGNE MINUTES FOR 2013

- ✓ *Motion for Council Workshop on October 9th from 6:00 to 9:00 p.m. at City Hall*

Council Member Meisel moved to have a workshop from 6:00 to 9:00 p.m. on October 9th to go over the Personnel Policies and Guidelines. Motion seconded by Council Member Fleming, voted on, passed 4-0. Time: 7:51 p.m.

SPECIAL COMMITTEE REPORTS:

NONE

UNFINISHED BUSINESS:

NONE

NEW BUSINESS:

LETTER OF SUPPORT FOR LA CYGNE LIBRARY'S APPLICATION TO THE KANSAS HUMANITIES COUNCIL FOR A SPECIAL KANSAS TOUR OF HOMETOWN TEAMS IN 2015

- ✓ *Motion for Mayor to Sign Letter of Support for La Cygne Library's Application*

Council Member Meisel moved to authorize the mayor to sign the letter of support for La Cygne Library's Application to the Kansas Humanities Council for a Special Kansas Tour of *Hometown Teams* in 2015. Motion seconded by Council Member Shields, voted on, passed 4-0. Time: 7:56 p.m.

LKM 2013 ANNUAL CONFERENCE, OCTOBER 12-14, OVERLAND PARK, WITH VOTING DELEGATION

- ✓ *Motion to Approve Council Member Sullivan to Attend LKM 2013 Annual Conference as Delegate*

Council Member Shields moved to approve Council Member Sullivan to attend the LKM 2013 Annual Conference and be the city's delegate and attend the pre-conference training session. Motion seconded by Council Member Fleming, voted on, passed 4-0. Time: 7:58 p.m.

CITY ATTORNEY'S FORUM AT LKM 2013 ANNUAL CONFERENCE

City Attorney Sutherland requested to attend the City Attorney's Forum portion of the LKM 2013 Annual Conference on Friday, October 11th, with a fee of \$65.00.

- ✓ *Motion To Approve City Attorney Sutherland to Attend City Attorney's Forum at LKM Conference*

Council Member Sullivan moved to approve City Attorney Sutherland to attend the City Attorney's Forum portion of the LKM Annual Conference on Friday, October 11th for a cost of \$65.00. Motion seconded by Council Member Fleming, voted on, passed 4-0. Time: 7:59 p.m.

CITY OF LA CYGNE MINUTES FOR 2013

CONTRACT AGREEMENT WITH LATHROP CONSTRUCTION FOR INTERCONNECT WITH RWD #3

City Clerk Herrin reported this was the form to go with the Notice of Award handled at the last meeting. Lathrop Construction has ordered the materials and has items that may take over three weeks to receive; however, they will begin work as soon as the materials are here. Lathrop Construction would also like to meet with Paula from RWD #3 and Public Works Superintendent Johnson about a week before beginning the project.

✓ *Motion to Authorize Mayor to Sign Contract Agreement with Lathrop Construction*

Council Member Meisel moved to authorize the mayor to sign the contract agreement with Lathrop Construction for the Interconnect with RWD #3. Motion seconded by Council Member Shields, voted on, passed 4-0. Time: 8:01 p.m.

RESIGNATION OF PUBLIC WORKS EMPLOYEE LISA ELMORE

✓ *Motion to Accept Lisa Elmore's Letter of Resignation*

Council Member Fleming moved to accept Lisa Elmore's letter of resignation effective September 6th. Motion seconded by Council Member Sullivan, voted on, passed 4-0. Time: 8:02 p.m.

EXECUTIVE SESSION:

✓ *Motion For Executive Session for Personnel and Legal for up to Thirty Minutes following a Ten Minute Break*

Council Member Fleming moved to go into executive session for up to thirty minutes for personnel legal following a ten minute break. Motion seconded by Council Member Meisel, voted on, passed 4-0. Time: 8:03 p.m.

In addition to the Council Members and City Attorney, others requesting time or invited into portions of the executive sessions included (but not limited to): City Clerk Herrin and Police Chief West.

Open Session Resumed at 8:39 p.m.

OTHER BUSINESS:

HIRE PART-TIME POLICE OFFICER GREG LEVOTA FOR \$10.00 PER HOUR, EFFECTIVE SEPTEMBER 5TH

✓ *Motion to Hire Greg LeVota as a Part-Time Police Officer for \$10.00 per hour*

Council Member Fleming moved to hire Greg LeVota as a part-time police officer for \$10.00 per hour effective tomorrow. Motion seconded by Council Member Meisel, voted on, passed 4-0. Time: 8:40 p.m.

**CITY OF LA CYGNE MINUTES
FOR 2013**

NOTES AND COMMUNICATIONS TO COUNCIL:

a] None

ADJOURNMENT:

✓ *Motion to Adjourn Meeting*

There being no further business, **Council Member Fleming moved to adjourn the meeting. Motion seconded by Council Member Shields, voted on, passed 4-0.** The Regular meeting was adjourned at 8:41 p.m.

I, _____ La Cygne City Clerk, do hereby declare the
(Devona Herrin) above to be true and correct, to the best of my
knowledge, and do hereby subscribe my name
this 4th day of September 2013.

END OF MEETING ON September 4, 2013.

.....
BEGINNING OF MEETING ON September 18, 2013

REGULAR MEETING:

The La Cygne City Council met on Wednesday, September 18, 2013, at La Cygne City Hall. Council Members present were: Jake Fleming; Linda Meisel; Travis Robbins; Robert Sullivan; and Esther Shields.

Others in attendance included, but not limited to: City Clerk Devona Herrin; City Attorney John Sutherland; Police Chief Tate West; Public Works Superintendent Jim Johnson; Allyson James; LeRoy Turpen; Brad Sylva; Jerome Mitzner; Robert Spencer; and Fred Meisel.

Mayor Terry Weitman called the meeting to order at 7:00 p.m. The Pledge of Allegiance was lead by Council Member Esther Shields.

MAYOR'S COMMENTS:

- ❖ Reminded everyone of the Council Workshop on October 9th to review Personnel & Guidelines and would like input from employees during the process.
- ❖ Gave positive credit to the part-time trash compactor operators for the clean-up done around the trash compactor.
- ❖ Thanked the volunteers for the successful Annual Swanfest; and not one negative comment was heard this year. Council Member Shields reported she had researched for when the first festival was held and found info back to 1962; she is still looking.

CITY OF LA CYGNE MINUTES FOR 2013

CONSENT AGENDA:

✓ Motion to Approve Consent Agenda

Council Member Shields moved to approve the consent agenda which consisted of:

Minutes of September 4, 2013 Regular City Council Meeting;
August 2014 Treasurer's Report;
August 2014 Budget Report; and,
Check Register: September 4 - 18, 2013.

Motion seconded by Council Member Fleming, voted on, passed 5-0. Time: 7:06 p.m.

DISCUSSION FROM THE FLOOR:

REQUEST TO WAIVE COMMUNITY BUILDING FEE FOR MONTHLY MEETINGS FOR UNITED SPECIAL FAMILIES, BY SARA ROYALTY.

Council Member Shields responded Ms. Royalty's idea is good; however feels the city needs more information before making any decision. Appears to have the potential to get quite involved and would like to take under consideration. Mayor Weitman asked the Community Building Committee to review the information and contact Ms. Royalty. Council Member Sullivan asked if cleaning could be a concern.

REPORTS OF CITY OFFICERS:

POLICE DEPARTMENT – CHIEF TATE WEST

Reported on the following:

13. Activity Report:

- a. Citations issued
- b. Codes Enforcement
- c. Animal Control – Appear to have more strays lately in poor condition when they appear.

14. Council Member Sullivan asked if there were any issues for the department during Saturday's events. Police Chief West said there were none.

PUBLIC WORKS DEPARTMENT – SUPERINTENDENT JIM JOHNSON

Reported on the following:

37. KCC Gas Inspection – KCC Inspector met with city employees last week and all but one of the violations has been corrected. The past two years the city's gas line to the city has been losing cathodic protection and city employees have been unable to locate the reason. This KCC inspector wants the problem corrected in the next 30 days and recommended the city hire an outside source. Could be the anode field and the age of the field is unknown. Also, two of the three leak sensor machines did not work and failed state inspection. The one has been sent back to Heath to see if it is repairable of needs to be replaced as it is quite old and was just returned by Heath from its regular inspection prior to this malfunction.

CITY OF LA CYGNE MINUTES FOR 2013

38. Hudson Farms Oversize Gas Meter – Appears the ground around the meter settled and cracked breaking the \$340 seal on the meter. A new seal has been ordered as Clark's want to keep the meter ready to use if they would need it.
39. Low Hanging Limbs Hitting School Buses – Limbs along 5th, 6th, and Grand Streets have been trimmed.
40. Sludge Ponds at Water Plant – Hope to meet with the contractors next week to look at ponds; no date set yet.
41. Cemetery: Part-time Cemetery Worker is maxed on annual hours to work and will not be able to return until the end of the month. Part-time compactor operators were not interested. Not looking as good as it was.
42. Salt Bed on Truck – Need to address the bed of truck by either painting it annually or putting on a truck bed coating. Plan to keep the truck another 4-5 years. Will check into which would be cheaper over the 5 year period.

CITY CLERK – DEVONA HERRIN

Reported on the following:

10. KDHE Public Notice Water Pollution Control Permit: The city has received another notice for a Linn County Farm facility. The notice will be available to the public for comments for 30 days.

COUNCIL COMMITTEE REPORTS:

PARK

Reported on the following:

4. Lights on North Basketball Court – Council Member Robbins reported he was still attempting to get with the guy with the light.

CEMETERY

Reported on the following:

4. Bees on Cemetery Stone – Public Works Superintendent Johnson reported a request had reported about bees on George Artzberger's stone and the city does not spray for bees.

COMMUNITY BUILDING

Reported on the following:

2. Broken Tables – Council Member Sullivan reported there were a couple of more broken tables identified during the Swanfest.

SPECIAL COMMITTEE REPORTS:

EMERGENCY MANAGEMENT

Reported on the following:

2. Purchase of Portable Radios – Council Member Meisel requested to purchase two more Motorola Portable Radios, eight speaker microphones with earjack, eight replacement batteries to be prepared for a long period of no electricity,

CITY OF LA CYGNE MINUTES FOR 2013

and a multi-unit charger. A \$1,000 grant from Enbridge was received earlier this year to go towards the purchase and the difference will be from this budget.

✓ *Motion to Purchase Two Radios, Replacement Batteries, and Equipment*

Council Member Fleming moved to approve the purchase of the radios, and replacement batteries, for a total of \$2,022.10. Motion seconded by Council Member Sullivan, voted on, passed 4-0-1 Abstain (Meisel). Time: 7:26 p.m.

3. New Hazard Mitigation Plan – Council Member Meisel reported the government is doing away with the county plan and now going to regions of which each city and county have to have their plans updated by October 5th. There are several parts to the new plan and hope to have them done by the next city council meeting.

UNFINISHED BUSINESS:

NONE

NEW BUSINESS:

ORDINANCE NO. 1417, VACATING A PORTION OF SOUTH COMMERCIAL STREET WEST OF 5TH STREET

✓ *Motion to Approve Ordinance No. 1417, Vacating a Portion of South Commercial Street*

Council Member Fleming moved to approve Ordinance No. 1417, vacating a portion of South Commercial Street west of 5th Street as described. Motion seconded by Council Member Shields, voted on, passed 4-0-1 Abstain (Meisel). Time: 7:30 p.m.

DISCUSS ENGINEERING & DESIGN FIRMS PREVIOUSLY PRESENTED

Mayor Weitman asked the council if they were ready to discuss the three engineering firms who had made previous presentations: Gabe Pfefferkorn with Pfefferkorn Design & Construction; Brian Kingsley, P.E. with BG Consultants, Inc.; and, Holly Powers, with Shafer, Kline & Warren, Inc. There was no discussion. Mayor asked everyone to think about it.

CHRISTMAS APPRECIATION DINNER FOR EMPLOYEES AND VOLUNTEERS

Council discussed a date for the Christmas Appreciation Dinner and chose December 7th at the Community Building. Will work out further details later.

KRWA TRAINING 'BEING BETTER PREPARED FOR THE NEXT EMERGENCY', OCTOBER 23RD, CHANUTE

✓ *Motion to Approve Jerome Moore to attend KRWA Training for Certification Renewal Credits*

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Council Member Fleming moved to approve Jerome Moore attending the KRWA Training in Chanute on October 23rd. Motion seconded by Council Member Meisel, voted on, passed 5-0. Time: 7:39 p.m.

PUBLIC WORKS EMPLOYEE APPLICATIONS

Mayor Weitman noted the city is still looking at applications for the open Public Works position.

EXECUTIVE SESSION:

✓ *Motion For Executive Session for Personnel and Trade Secrets for up to Fifty Minutes following a Ten Minute Break*

Council Member Fleming moved to go into executive session for up to fifty minutes for personnel and trade secrets following a ten minute break. Motion seconded by Council Member Shields, voted on, passed 5-0. Time: 7:41 p.m.

In addition to the Council Members and City Attorney, others requesting time or invited into portions of the executive sessions included (but not limited to): City Clerk Herrin.

EXTEND EXECUTIVE SESSION:

✓ *Motion To Extend Executive Session for Personnel for up to Fifteen Minutes*

Council Member Meisel moved to extend executive session for up to fifteen minutes for personnel. Motion seconded by Council Member Fleming, voted on, passed 5-0. Time: 8:41 p.m.

Open Session Resumed at 8:58 p.m.

OTHER BUSINESS:

PUBLIC WORKS EMPLOYEE APPLICATIONS (CONTINUED)

Mayor Weitman reported they had reviewed the received public works' applications and had selected some for the interview process. Those selected will be contacted to begin interviews on Friday and Monday evening as they can be scheduled. Those interviewing will be Council Members Robbins and Shields, Public Works Superintendent Johnson, and Mayor Weitman.

NOTES AND COMMUNICATIONS TO COUNCIL:

a] Unapproved Minutes of September 11, 2013 Chamber of Commerce Meeting

ADJOURNMENT:

CITY OF LA CYGNE MINUTES FOR 2013

✓ ***Motion to Adjourn Meeting***

There being no further business, **Council Member Fleming moved to adjourn the meeting. Motion seconded by Council Member Meisel, voted on, passed 5-0.** The Regular meeting was adjourned at 9:02 p.m.

I, _____ La Cygne City Clerk, do hereby declare the
(Devona Herrin) above to be true and correct, to the best of my
knowledge, and do hereby subscribe my name
this 18th day of September 2013

END OF MEETING ON September 18, 2013.

.....
BEGINNING OF MEETING ON October 2, 2013

REGULAR MEETING:

The La Cygne City Council met on Wednesday, October 2, 2013, at La Cygne City Hall. Council Members present were: Linda Meisel; Travis Robbins; Robert Sullivan; and Esther Shields. Absent: Jake Fleming.

Others in attendance included, but not limited to: City Clerk Devona Herrin; City Attorney John Sutherland; Police Chief Tate West; Public Works Superintendent Jim Johnson; Allyson James; LeRoy Turpen; Danny Curtis; and Fred Meisel.

Mayor Terry Weitman called the meeting to order at 7:00 p.m. The Pledge of Allegiance was lead by Public Works Superintendent Jim Johnson.

GENERAL COMMENTS:

- ✓ Council Member Shields asked if there were still bees at the cemetery by the grave previously mentioned. Public Works Superintendent Johnson responded they were not doing anything.

MAYOR'S COMMENTS:

- ❖ Welcomed PWS Johnson back after his recent surgery.

CONSENT AGENDA:

✓ ***Motion to Approve Consent Agenda***

Council Member Robbins moved to approve the consent agenda which consisted of:

Minutes of September 18, 2013 Regular City Council Meeting; and,
Check Register: September 19 – October 2, 2013.

Motion seconded by Council Member Shields, voted on, passed 4-0. Time: 7:02 p.m.

CITY OF LA CYGNE MINUTES FOR 2013

DISCUSSION FROM THE FLOOR:

FRANKIE ELDER REGARDING GRADY'S KIDS FUNDRAISER.

Not present. Mayor Weitman noted they would return when Frankie Elder arrived.

Frankie Elder arrived during the Reports of City Officers. City Council returned to Grady's Kids Fundraiser between Public Works Department and the Fire Chief.

Frankie Elder announced the Fall Fund Raiser for Grady's Kids was going to be a Horseshoe Tournament (beginning at noon) and Hillbilly Olympics (beginning 1:00 P.M.) on Saturday, October 26th. There will be food at the end of the festivities. Frankie invited everyone to participate either individually or as a team; or, as a helper/volunteer.

There is also a raffle for a quilt that is currently displayed at the Library and tickets can be bought there or from Linda or Frankie Elder.

Grady's Kids is currently helping three families with children's health needs in the area. Donations can be dropped off at Frankie's, or contact her at 913-749-2377.

REPORTS OF CITY OFFICERS:

POLICE DEPARTMENT – CHIEF TATE WEST

Reported on the following:

15. Activity Report:

- a. 18 Citations issued, three Criminal reports, & 1 arrest.
- b. Codes Enforcement – 2 Yards mowed at owners expense & 2 vehicles to be towed
- c. Animal Control – one dog since last meeting with none currently in kennel.

16. Continuing to be pro-active in the school zones and also addressing the pedestrian crossings in the school zones to include the crossing where there is no guard.

PUBLIC WORKS DEPARTMENT – SUPERINTENDENT JIM JOHNSON

Reported on the following:

43. Thank you – Expressed appreciation for the card and caring from council and fellow employees while off work.

44. Light at North Basketball Court – Now have the light and will try to get it installed this week.

45. Cathodic Protection Troubleshooting Assessment Estimate by MESA Products – Requested approval to have MESA Products perform CP System Cathodic Protection Assessment to investigate low potentials on the gas distribution system as to whether the issue is poor isolation, ground-bed failure, rectifier failure, or another issue for a total cost of \$4,685.00. MESA will remediate the problem if possible; or, if a major problem MESA will report back to the city with the additional costs and details. The KCC Inspector will be back the 15th and the city is to show what is being done by the city to protect the gas lines.

CITY OF LA CYGNE MINUTES FOR 2013

- ✓ *Motion to Approve MESA Products to Perform Cathodic Protection Assessment for \$4,685.00*

Council Member Meisel moved to approve MESA Products to perform the Cathodic Protection Assessment as per proposal for a cost of \$4,685.00. Motion seconded by Council Member Robbins, voted on, passed 4-0. Time:

7:08 p.m.

46. Gas Leak Detection Survey Estimate by MESA Products – Presented estimate from MESA Products for a Gas Leak Detection Survey on approximately 35 miles of gas distribution pipeline, assuming 75% will be driven by ATV and 25% walked, for a total cost of \$6,635.00. There was no action taken.

FIRE CHIEF – DAN NASALROAD

Reported on the following:

5. SCBA Self Containment for Air Tanks – The Containment has been installed in the fire truck.
6. Firefighter Training – Training is scheduled for later this month.

CITY CLERK – DEVONA HERRIN

Reported on the following:

11. City Hall Exterior Repairs Update: Superior Masonry called and is scheduled to be here for the repairs mid-month. They will look at the front of the building and the front of the Community Building while they are here for estimates.
12. Requested permission to get an estimate from Carl Brown Consulting to a water rate analysis as now have the information they worked up for the city in 2011. Concurred to get an estimate.
13. Council Member Sullivan asked if the city had any interlocal plan such as Miami County had with Linn Valley. Discussion included: 1. did not believe there was any current interlocal plan; 2. was discontinued several years ago; and, 3. the clerk will research prior years notes and report back.

COUNCIL COMMITTEE REPORTS:

COMMUNITY BUILDING

Reported on the following:

3. Waive Community Building Fee for United Special Families – Council Member Sullivan reported Mayor Weitman, Council Member Shields, and he had met earlier today with Sara Royalty about waiving the fee for the use of the Community Building for United Special Families meetings. After gathering further information the committee agreed she could use the community building without charge for her first three meetings, October 3rd, November 7th, and December 15th. After that time they will see what her response is to this project.

- ✓ *Motion to Waive Community Building Fee for United Special Families for Three Meetings*

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Council Member Sullivan moved to waive the community building fee in support of the United Special Families for three meetings, October 3rd, November 7th, and December 15th. Motion seconded by Council Member Shields, voted on, passed 4-0. Time: 7:25 p.m.

SPECIAL COMMITTEE REPORTS:

EMERGENCY MANAGEMENT

1. *New Hazard Mitigation Plan* – Council Member Meisel reported the city council had to decide tonight if they were going to approve the presented *Hazard Mitigation Plan*. If the council did not approve and there was a FEMA qualified disaster in the city the city would not be able to apply for any funds to help with the costs of the disaster. Mayor Weitman expressed appreciation for the time Council Member Meisel has spent preparing the plan for the city.

✓ *Motion to Approve Hazard Mitigation Plan as Presented*

Council Member Shields moved to approve the Hazard Mitigation Plan as presented. Motion seconded by Council Member Sullivan, voted on, passed 4-0. Time: 7:29 p.m.

UNFINISHED BUSINESS:

NONE

NEW BUSINESS:

HIRE ROBERT SPENCER AS PUBLIC WORKS EMPLOYEE FOR \$11.00 PER HOUR AS OF SEPTEMBER 30, 2013

✓ *Motion to Hire Robert Spencer for Public Works at \$11.00 per hour Effective September 30, 2013*

Council Member Robbins moved to finalize the hire of Robert Spencer for Public Works at \$11.00 per hour. Motion seconded by Council Member Meisel. Council Member Robbins amended motion to add effective date of September 30, 2013. Amended motion seconded by Council Member Meisel, voted on, passed 4-0. Time: 7:30 p.m.

LETTER OF SUPPORT FOR TRI-KO, INC. REGARDING KDOT, SECTION 5317

✓ *Motion to Authorize Mayor to Sign Letter of Support for TRI-KO regarding KDOT, Section 5317*

Council Member Robbins moved to authorize the mayor to sign the Letter of Support for TRI-KO regarding KDOT, Section 5317. Motion seconded by Council Member Shields, voted on, passed 4-0. Time: 7:31 p.m.

CITY OF LA CYGNE MINUTES FOR 2013

LETTER OF SUPPORT FOR TRI-KO, INC. REGARDING KDOT, SECTION 5310

- ✓ *Motion To Authorize Mayor to Sign Letter of Support for TRI-KO regarding KDOT, Section 5310*

Council Member Robbins moved to authorize the mayor to sign the Letter of Support for TRI-KO regarding KDOT, Section 5310. Motion seconded by Council Member Shields, voted on, passed 4-0. Time: 7:32 p.m.

KPERS EMPLOYER FALL WORKSHOP, NOVEMBER 6TH, OLATHE, KS

City Clerk Herrin requested attending the KPERS fall workshop on November 6th in Olathe and Regina Reynolds to also attend if the office schedule allows.

- ✓ *Motion to Approve City Clerk & City Treasurer to Attend KPERS Fall Workshop on November 6th*

Council Member Shields moved to approve City Clerk Herrin and City Treasurer Reynolds attending the KPERS Fall Workshop on November 6th in Olathe. Motion seconded by Council Member Sullivan, voted on, passed 4-0. Time: 7:34 p.m.

EXECUTIVE SESSION:

- ✓ *Motion For Executive Session for Personnel and Legal for up to Forty-Five Minutes following a Ten Minute Break*

Council Member Sullivan moved to go into executive session for up to forty-five (45) minutes for personnel and legal following a ten minute break. Motion seconded by Council Member Shields, voted on, passed 4-0. Time: 7:37 p.m.

In addition to the Council Members and City Attorney, others requesting time or invited into portions of the executive sessions included (but not limited to): Fire Chief Nasalroad.

Open Session Resumed at 8:24 p.m.

OTHER BUSINESS:

LEASE AGREEMENT WITH LARRY REYNOLDS FOR MOWING CITY PROPERTY AT INDUSTRIAL PARK

- ✓ *Motion to Approve Mayor Signing One Year Lease Agreement with Larry Reynolds*

Council Member Robbins moved to approve mayor to sign the one year lease agreement for mowing hay on the city's property in Industrial Park with Larry Reynolds. Motion seconded by Council Member Meisel, voted on, passed 4-0. Time: 8:25 p.m.

CHANGE IN DATE OF ACETIN BENEDICK BENEFIT AT COMMUNITY BUILDING

CITY OF LA CYGNE MINUTES FOR 2013

City Clerk Herrin reported the individuals handling the Acetin Benedick Benefit found it necessary to change the original date of Saturday October 12th to November 12th.

✓ *Motion to Approve Change of Date on Community Building for Benedick Family Benefit*

Council Member Robbins moved to approve waiving the Community Building fee for the Linn County Twisters to have a benefit on November 12th instead of October 12th for the Benedick family. Motion seconded by Council Member Shields, voted on, passed 4-0. Time: 8:26 p.m.

NOTES AND COMMUNICATIONS TO COUNCIL:

a] None

ADJOURNMENT:

✓ *Motion to Adjourn Meeting*

There being no further business, **Council Member Sullivan moved to adjourn the meeting. Motion seconded by Council Member Shields, voted on, passed 4-0.** The Regular meeting was adjourned at 8:27 p.m.

I, _____ La Cygne City Clerk, do hereby declare the
(Devona Herrin) above to be true and correct, to the best of my
knowledge, and do hereby subscribe my name
this 2nd day of October 2013.

END OF MEETING ON October 2, 2013.

.....
BEGINNING OF MEETING ON October 16, 2013

REGULAR MEETING:

The La Cygne City Council met on Wednesday, October 16, 2013, at La Cygne City Hall. Council Members present were: Jake Fleming; Linda Meisel; Travis Robbins; and Esther Shields. Absent: Robert Sullivan.

Others in attendance included, but not limited to: City Clerk Devona Herrin; City Attorney John Sutherland; Police Chief Tate West; Public Works Superintendent Jim Johnson; Fire Chief Dan Nasalroad; Allyson James; LeRoy Turpen; Danny Curtis; and Fred Meisel.

Mayor Terry Weitman called the meeting to order at 7:02 p.m. The Pledge of Allegiance was lead by Allyson James.

MAYOR'S COMMENTS:

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- ❖ La Cygne Christmas Sharing Project sponsored by Royal Neighbors of America Chapter 2451 and the La Cygne Volunteer Fire Department is Saturday evening, October 19th. The Ham & Beans, and soup supper is a free will donation. The Boy Scouts will also be helping.
- ❖ Also, on October 19th at 7am the Chamber will be meeting for a 'clean-up' of the highway.
- ❖ October 20th is the Fall Tea at the Library at 2pm; and, at 5pm is the 5K Breast Cancer Walk out at the high school.

CONSENT AGENDA:

✓ Motion to Approve Consent Agenda

Council Member Fleming moved to approve the consent agenda which consisted of:

Minutes of October 2, 2013 Regular City Council Meeting
(Amend Date for Benedick Benefit to November 16th);
September 2013 Treasurer's Report;
September 2013 Budget Report;
3rd Quarter, 2013 Financial Statement; and,
Check Register: October 3 - 16, 2013.

Motion seconded by Council Member Robbins, voted on, passed 4-0. Time: 7:05 p.m.

DISCUSSION FROM THE FLOOR:

NONE

REPORTS OF CITY OFFICERS:

POLICE DEPARTMENT – CHIEF TATE WEST

Reported on the following:

17. Activity Report:

- a. 21 Citations issued, one Criminal report, 1 arrest, & 1 accident report.
- b. Codes Enforcement – One vehicle removed.
- c. Animal Control – None currently in kennel.

18. Portable Radio Repairs – There have been increasing problems using the existing portable radios. The current system is no longer in production and parts are only available as long as what is in stock lasts. The current system can be repaired by Commenco for \$2,126.75. Two other options were offered by Commenco. One would be a new solid state repeater for an approximate cost of \$6,000 and would require a new FCC license that could take up to 6 months for approval and the system will not work outside the city. The other option is to install in car repeaters and would cost approximately \$6,000 - \$7,500 and the repeaters would follow the officer even if they went out into the county to help with a call. This is the most flexible option, outfits all three cars, and can be installed in about three weeks. Discussed county's tower and banding options and investing in new costs versus

CITY OF LA CYGNE MINUTES FOR 2013

cost of maintenance. The Police Department budget has enough funds at this time to handle the costs to replace.

✓ *Motion to Approve Purchase of In Car Repeaters for Mobile Radios for up to \$7,500*

Council Member Robbins moved to approve option C to install the in car repeaters for a cost of up to \$7,500.00. Motion seconded by Council Member Meisel, voted on, passed 4-0. Time: 7:16 p.m.

19. Intruderlolgy Training – Police Chief West reported on training he received while attending this training on Tuesday, October 15th in Olathe. The training was part of a phase of Emergency Management and gave the department insight for the process of protecting in these circumstances.
20. KHP Seminar “School Violence Awareness & Active Shooter” – Requested attendance for both full time officers to attend this seminar in Pittsburg, Kansas on October 28th. The session does not have a fee, just employees’ time and travel.

✓ *Motion to Approve Both Officers to Attend Seminar on October 28th in Pittsburg, KS*

Council Member Robbins moved to approve both West and Huggins to attend the training seminar on October 28th in Pittsburg, Kansas. Motion seconded by Council Member Meisel, voted on, passed 4-0. Time: 7:18 p.m.

21. Officer Training, October 30th, Ft. Scott, KS – Requested both full time officers to attend training being offered by the Fort Scott Police Department covering Stop Stick, Nark II Test Kit, and Taser Certification. The cost would be to reimburse the Fort Scott Police for any equipment consumed by the officer while in training and estimate that cost to be around \$100.00 per officer. Again, these will be annual hours for continued certification.

✓ *Motion to Approve Attending the Ft. Scott Training on October 30th with Necessary Expenses*

Council Member Robbins moved to approve both officers to attend the Ft. Scott training on October 30th with necessary expenses. Motion seconded by Council Member Meisel, voted on, passed 4-0. Time: 7:21 p.m.

PUBLIC WORKS DEPARTMENT – SUPERINTENDENT JIM JOHNSON

Reported on the following:

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47. Kansas Department of Labor Safety Inspection – An inspection was held Tuesday, October 15th and the items noted for public works have already been addressed. The final report was just received and will be included in the next regular meeting info.
48. Water Certification Training for Dan Nasalroad – Have learned of two training classes for Dan; one October 30th & 31st; and, then November 20th & 21st. The cost of either training is unknown. Discussed costs are established and motion can include costs of the class. The classes are KDHE approved classes for the necessary training.

✓ Motion to Approve Dan Nasalroad to Attend Both Classes with Mayor Approval of Costs

Council Member Robbins moved to approve the mayor to approve the final fees and then for Dan Nasalroad to then attend the training classes on October 30th & 31st, and November 20th & 21st. Motion seconded by Council Member Fleming, voted on, passed 4-0. Time: 7:24 p.m.

49. Dodge 1T Truck – Inquired about purchasing tires as current ones are wore out. Concurred part of maintenance.
50. Hire Truck to Haul Backhoe when MESA Checks Cathodic Protection – Discussed hiring a truck to haul the backhoe when MESA is here to check the line for Cathodic protection. MESA does not have a definite date at this time. Determined any cost would be within Jim’s authority. There was no action taken.

FIRE CHIEF – DAN NASALROAD

Reported on the following:

7. Sell Special Oversize Fire Gear to City of Pleasanton – The City of Pleasanton has offered to purchase special oversize fire gear the city originally purchased for a firefighter who now is on Pleasanton Fire Department. The city originally paid \$1,361.99 for the outfit, do not anticipate using again anytime soon, and Pleasanton is offering \$1,021.50 to purchase.

✓ Motion to Approve Sale of Oversize Fire Gear to Pleasanton for \$1,021.50

Council Member Meisel moved to approve the sale of the oversize fire gear to the City of Pleasanton for \$1,021.50. Motion seconded by Council Member Robbins, voted on, passed 4-0. Time: 7:28 p.m.

8. Kids Fire Safety Week – Held “Partners in Safety” for the grade school children and preschool children in La Cygne on Tuesday, October 15th. Thanked everyone who helped and financially supported the program; with a special thank you to Jerome Mitzner, Jeff Day, and Jacob Nasalroad.

CITY CLERK – DEVONA HERRIN

Reported on the following:

14. None.

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COUNCIL COMMITTEE REPORTS:

PARK

Reported on the following:

1. North Park Basketball Light Update – Council Member Robbins reported public works had put up the new light fixture and it appeared to be working with less light reflecting out to the neighbors. The cost is approximately \$300 for each fixture and have discussed with public works about installing two more and then would not be constantly replacing bulbs. Do not have a definite cost to purchase 3 at the same time but should be less than \$1,000.00.

✓ *Motion to Approve Purchasing Three Light Fixtures for a Cost Up To \$1,000*

Council Member Robbins moved to purchase three of the light fixtures, including the one just installed, for up to \$1,000.00. Motion seconded by Council Member Fleming, voted on, passed 4-0. Time: 7:34 p.m.

COMMUNITY BUILDING

Reported on the following:

4. Counter Electric Stove Top Unit – Council Member Shields passed on a request from an individual about replacing the electric counter top cook stove unit. Discussion included: 1. the unit had not been functioning for awhile now; 2. Prices could be obtained for the council to consider but would need electrician prices too; 3. Need to look at all of the repairs needed for the community building before anymore incidental repairs are done; 4. there is a working gas stove; and, 5. Linda gave Esther a previous list of all the current known items needing repaired at the community building.

SPECIAL COMMITTEE REPORTS:

NONE

UNFINISHED BUSINESS:

NONE

NEW BUSINESS:

LETTER OF SUPPORT FOR LINN COUNTY GENERAL PUBLIC TRANSPORTATION PROGRAM, SECTION 5311

✓ *Motion to Authorize Mayor to Sign Letter of Support for Linn County General Public Transportation*

Council Member Meisel moved to authorize the mayor to sign the Letter of Support for Linn County General Public Transportation Program, Section 5311. Motion seconded by Council Member Robbins, voted on, passed 4-0.

Time: 7:43 p.m.

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KMGA BOARD MEETING, FRIDAY, NOVEMBER 8TH, WICHITA, KS

- ✓ *Motion To Approve Clerk Herrin to Attend KMGA Board Meeting on November 8th*

Council Member Robbins moved to approve City Clerk Herrin to attend the KMGA Board Meeting on November 8th in Wichita, Kansas. Motion seconded by Council Member Shields, voted on, passed 4-0. Time: 7:44 p.m.

SUMMIT FALL USER GROUP MEETING, NOVEMBER 20TH, BLUE SPRINGS, MO

City Clerk Herrin requested attending the Summit Fall User Group Meeting on November 20th in Blue Springs, MO., and Regina Reynolds to also attend if the office schedule allows.

- ✓ *Motion to Approve City Clerk & City Treasurer to Attend Summit Meeting on November 20th*

Council Member Robbins moved to approve City Clerk Herrin and City Treasurer Reynolds attending the Summit Fall User Group Meeting on November 20th in Blue Springs, MO. Motion seconded by Council Member Fleming, voted on, passed 4-0. Time: 7:46 p.m.

PROPOSAL FOR WATER (WITH OPTIONS FOR SEWER & GAS) RATE ANALYSIS

Council discussed proposal for Water, Sewer and Natural Gas Rate Analyses by Carl Brown Consulting, LLC. for a total cost of \$12,248.00. Concurred want to review rates, especially water, which alone would be \$4,291; however would like to try a less expensive way to get to the end results. Asked about a program for about \$165 they had heard about previously and if something like that would work with the city employees providing the information. Will continue to review, no action.

COUNCIL WORKSHOP FOR PERSONNEL POLICIES AND GUIDELINES

- ✓ *Motion to Set Workshop for Personnel Policies & Guidelines on November 6th at 6:00 p.m.*

Council Member Meisel moved to set a workshop for Personnel Policies and Guidelines on November 6th at 6:00 p.m. Motion seconded by Council Member Shields, voted on, passed 4-0. Time: 7:55 p.m.

KPERS OPTIONAL GROUP TERM LIFE INSURANCE INTRODUCING SPOUSE COVERAGE

City Clerk Herrin reported the KPERS Optional Group Term Life Insurance coverage is an option available to employees at the employee's expense. KPERS products are now offering Spouse Coverage for those who are interested and willing to pay the premium. There is not cost to the city except for the payroll person to make any additional withholding for a participating employee.

- ✓ *Motion to Approve the KPERS Optional Group Term Life Insurance to Include Spouse Coverage*

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Council Member Meisel moved to approve the KPERS Optional Group Term Life Insurance to include Spouse Coverage at 100% employee cost. Motion seconded by Council Member Shields, voted on, passed 4-0. Time: 7:57 p.m.

EXECUTIVE SESSION:

✓ *Motion For Executive Session for Personnel and Legal for up to Fifty (50) Minutes following a Ten (10) Minute Break*

Council Member Fleming moved to go into executive session for up to fifty (50) minutes for personnel and legal following a ten (10) minute break. Motion seconded by Council Member Shields, voted on, passed 4-0. Time: 7:59 p.m.

In addition to the Council Members and City Attorney, others requesting time or invited into portions of the executive session included (but not limited to): City Clerk Herrin.

Open Session Resumed at 8:59 p.m.

OTHER BUSINESS:

ESTABLISH SPECIAL MEETING DATE FOR PERSONNEL

Council discussed available dates for a Special Meeting regarding Personnel.

✓ *Motion to Set Monday, November 4th, at 5:00 p.m. for Special Meeting for Personnel*

Council Member Meisel moved to hold a Special Meeting regarding Personnel for Monday, November 4th at 5:00 p.m. Motion seconded by Council Member Shields, voted on, passed 4-0. Time: 9:05 p.m.

NOTES AND COMMUNICATIONS TO COUNCIL:

- a] Unapproved Minutes of October 10, 2013 Planning Commission Meeting
- b] Chamber of Commerce September 11, 2013 Meeting Minutes
- c] Rezoning and Ally Vacating Requests' Public Hearing Notices

ADJOURNMENT:

✓ *Motion to Adjourn Meeting*

There being no further business, **Council Member Fleming moved to adjourn the meeting. Motion seconded by Council Member Robbins, voted on, passed 4-0.** The Regular meeting was adjourned at 9:08 p.m.

I, _____ La Cygne City Clerk, do hereby

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(Devona Herrin)

declare the above to be true and correct, to the best of my knowledge, and do hereby subscribe my name this 16th day of October 2013.

END OF MEETING ON October 16, 2013.

.....
BEGINNING OF Special MEETING ON November 4, 2013

SPECIAL MEETING:

The La Cygne City Council met for a Special Meeting on Monday, November 04, 2013, at La Cygne City Hall. Council Members present were: Jake Fleming; Linda Meisel; Travis Robbins; Robert Sullivan; and Esther Shields.

Others in attendance included, but not limited to: City Clerk Devona Herrin, Police Chief Tate West.

Mayor Terry Weitman called the special meeting to order at 5:00 p.m.

The Purpose of the Special Meeting was:

- ❖ Personnel.

EXECUTIVE SESSION:

✓ *Motion To Go Into Executive Session*

Council Member Meisel moved to go into executive session for personnel for up to sixty (60) minutes. Motion seconded by Council Member Robbins, voted on, passed 5-0. Time: 5:01 p.m.

In addition to the Mayor and Council Members, others requesting time or invited into portions of the executive sessions included: None.

EXTEND EXECUTIVE SESSION:

✓ *Motion To Extend Executive Session*

Council Member Meisel moved to extend executive session for personnel for up to thirty (30) minutes. Motion seconded by Council Member Fleming, voted on, passed 5-0. Time: 6:00 p.m.

Open Session Resumed at 6:30 p.m.

ADJOURNMENT:

✓ *Motion to Adjourn Meeting*

CITY OF LA CYGNE MINUTES FOR 2013

There being no further business, **Council Member Meisel moved to adjourn the meeting. Motion seconded by Council Member Shields, voted on, Passed 5-0.** The Regular meeting was adjourned at 6:30 p.m.

I, _____ La Cygne City Clerk, do hereby
declare the (Devona Herrin)
above to be true and correct, to the best of my
knowledge, and do hereby subscribe my name
this 4th day of November 2013.

END OF Special MEETING ON November 4, 2013.

.....
BEGINNING OF MEETING ON November 6, 2013

REGULAR MEETING:

The La Cygne City Council met on Wednesday, November 6, 2013, at La Cygne City Hall. Council Members present were: Jake Fleming; Linda Meisel; Robert Sullivan; and Esther Shields. Absent: Travis Robbins.

Others in attendance included, but not limited to: City Clerk Devona Herrin; City Attorney John Sutherland; Police Chief Tate West; Public Works Superintendent Jim Johnson; Fire Chief Dan Nasalroad; Allyson James; LeRoy Turpen; Danny Curtis; and Fred Meisel.

Mayor Terry Weitman called the meeting to order at 7:00 p.m. The Pledge of Allegiance was lead by Council Member Linda Meisel.

MAYOR'S COMMENTS:

- ❖ Next Monday is Veterans Day and City Hall will be closed.
- ❖ The Community Thanksgiving Dinner, sponsored by the Good Samaritan Group, is Saturday, November 16th.
- ❖ The Mayor's Christmas Tree Lighting with food and music is Sunday, December 1st.

CONSENT AGENDA:

✓ ***Motion to Approve Consent Agenda***

Council Member Meisel moved to approve the consent agenda which consisted of:

Minutes of October 16, 2013 Regular City Council Meeting;
Minutes of November 4, 2013 Special City Council Meeting;
Check Register: October 17 – November 6, 2013;
Annual IDS Agreement #416 for Police Department; and,

CITY OF LA CYGNE MINUTES FOR 2013

Annual Jayhawk Utility Billing Software Contract #30894.

Motion seconded by Council Member Shields, voted on, passed 4-0. Time: 7:033 p.m.

DISCUSSION FROM THE FLOOR:

NONE.

REPORTS OF CITY OFFICERS:

POLICE DEPARTMENT – CHIEF TATE WEST

Reported on the following:

22. Activity Report:
 - a. Citations issued - 35
 - b. Codes Enforcement - None
 - c. Animal Control – None currently.
23. Reviewed the two courses officers attended, “School Violence Awareness and Active Shooter” and Taser training. Chief West appreciated the time allowed for the training and felt it was very worthwhile.
24. Kansas Department of Transportation (KDOT) Safety Traffic Enforcement Program (STEP) Agreement – With the agreement KDOT will reimburse the city for up to \$1,200 annually to promote highway safety improvement. There are campaign work schedules and the city is not obligated if the time schedules do not work out at the time; however, the agreement would allow for reimbursement if the city is able to participate at the scheduled times.

✓ *Motion to Approve Chief West to Sign the KDOT Agreement for the STEP Program*

Council Member Meisel moved to allow Chief West and Mayor Weitman to sign the KDOT Safety Traffic Enforcement Program agreement. Motion seconded by Council Member Fleming, voted on, passed 4-0. Time: 7:06 p.m.

PUBLIC WORKS DEPARTMENT – SUPERINTENDENT JIM JOHNSON

Reported on the following:

51. South Park Hydrants at Camping Sites – With the campsites now open all year round the question has been asked if the city workers or a contractor hired by the park board would be the best solution for handling leaks / repairs. The Park Board can contract this work out. With the other many city duties of public works more emergencies would add to the work load.

✓ *Motion for Maintenance of Campsite Hydrants at Park Board Expense*

Council Member Meisel moved to turn over the maintenance of the south park campsite water hydrants to the park board. Motion seconded by Council Member Fleming, voted on, passed 4-0. Time: 7:07 p.m.

CITY OF LA CYGNE MINUTES FOR 2013

52. Sludge Ponds at Water Plant – Met with three contractors on November 4th to go over cleaning out the backwash ponds. Have asked for prices from each within the next two weeks.
53. Several Major Repairs Recently – a. South Park lift station had a motor short out on 10/22/13; b. Water main on Park blew out on 10/24/13; c. An 8 inch water main by a two inch tap blew out by Beachner’s and then a 2 inch cast iron blew out later that day followed by a shut off valve north of the 2 inch break also breaking, all on 10/25/13. d. All water leaks totally repaired on Saturday, 10/26/13 and a boil advisory was issued due to low flow while addressing shut off valve; e. Sewer main back up on N 7th on Sunday afternoon of 10/27/13; f. Another sewer back up on N 5th on 10/29/30 followed with a suspected back up behind 216 Commercial.
- a. Sewer Back Up on N 7th – Originally appeared to be caused on property owner’s side of the sewer line. Property owner, Mike Rodman, had begun digging before contacting a city employee. After contacting the city a tree root from the city sewer line was found coming into the property’s sewer line. The city workers removed the tree root. Mike Rodman submitted a bill to Jim for \$1,420 for the labor and replacing all of his line. Council discussed what part the city should be responsible for and what the costs of rental prices for equipment were as there was no documentation to back up the amount requested for payment. Jim will get further information from Mr. Rodman and get back with the council.
- b. Sewer Back Up on N 5th – There is a short line involving four houses that has low flow and has been known to back up about every four years. Redi Rooter was called by the city and it was cleaned out.
- c. Sewer Back Up on 216 N Commercial – City was called because sewer was backed up and the property owner, Nick Stradivari, felt it was the city’s responsibility because a city employee had mowed the back of the property previously and broke the riser thus causing the problem. Since Redi Rooter was already here for 5th Street public works asked them to check the line for the broken riser being the culprit. It was found it was not the broken riser but the line’s problem and thus the property owners’ problem. The city has replaced the previously broken riser and Mr. Stradivari said he was satisfied city had taken care of their responsibility. Since that time there have been no further repairs to the non-functioning sewer line.
- d. Code Issues on 216 N Commercial – Discussion to place as to how much of a commercial building was allowed for residence area. Codes Officer West responded he thought it was not more than 50% of the building and from current information it appears this building may be more like 80% residence to commercial store front. The location will have to be inspected.
54. Frozen Turkey from Continental Research – Public Works received a large frozen turkey for appreciation to the city. The turkey was brought to city hall for the city to determine what to do with the turkey. Discussed donating it to the Sr. Center, or Good Samaritans.
55. Kansas Department of Labor Safety Inspection Report of City Workforce Facilities – Public Works has addressed all of the items on the list except the conditions in the compactor building. The compactor building has been cleaned since the inspection and looks better. The mayor will check on the status and review the possibility of adding shelves if need be.

CITY OF LA CYGNE MINUTES FOR 2013

56. Kansas Corporation Commission Annual Gas Inspection Report – Reviewed responses from public works of KCC’s findings. This is the first year the city has had this inspector. Discussed setting a deadline for completing the leak survey before bad weather makes it even harder. Hope to take care of some of the line when MESA is here in a couple of weeks for the cathodic protection check. Council Member Meisel asked for a specific deadline date for the survey to be completed. Discussed the need to start as soon as possible. Council Member Meisel requested the public works make the inspection by the end of this month.

FIRE CHIEF – DAN NASALROAD

Reported on the following:

15. The Christmas Sharing Project the fire department helped with raised \$1,400 and the Royal Neighbors matched for a \$1,000. Thank you for everyone who participated.
16. The hot dogs and chili was a big success this year on Halloween.

CITY CLERK – DEVONA HERRIN

Reported on the following:

1. 2013 KMIT Loss Prevention Certification Program: The City received a Silver Star for the 2013 Loss Prevention Certification Program. Silver-level cities receive a 3% safety discount on the next renewal (2014).
2. Marais des Cygnes River Water Assurance Dist. #2 Resolution No. 02-2013: The MRWAD No. 2 is responding to the state KWA with a resolution regarding options to extend the useful life of reservoirs in the State of Kansas.
3. State Division of Water Resources has sent a letter regarding water flowmeters and will forward further information to the council at the next regular meeting.

COUNCIL COMMITTEE REPORTS:

CEMETERY

Reported on the following:

5. Brush Along West Fence of Old Part of Cemetery – Council Member Shields asked if the city could possibly clean the brush along the fence that is coming through the fence. Concurred to look at it.

COMMUNITY BUILDING

Reported on the following:

5. List of Items for Discussion – Council Member Shields presented a list of options &/or considerations for the City Council to consider regarding any action to repairs to the Community Building. Asked the council to review and would put back on the next agenda for discussion.

EMPLOYEE RELATIONS AND TRAINING

CITY OF LA CYGNE MINUTES FOR 2013

Reported on the following:

4. Personnel Policies and Guidelines – Council Member Meisel noted the mayor was going to work with the committee and get together with the employees for their feedback on the updating of the Personnel Policies and Guidelines.
5. City Newsletters – Council inquired if any city newsletters were pending. City Clerk Herrin reported with all of the training in city hall the fall newsletter did not happen. As for the gas notices that the city publishes for the gas utility discussion had taken place with public works to put notices in the newspapers, both the Linn County News and the Osawatomie Graphic.

SPECIAL COMMITTEE REPORTS:

NONE

UNFINISHED BUSINESS:

PLANS FOR CITY CHRISTMAS DINNER, DECEMBER 7TH

Council Member Meisel will organize the City Christmas Dinner. Discussed an expenses limit for the dinner.

✓ *Motion to Spend Up To \$700.00 for the City Christmas Dinner*

Council Member Fleming moved to spend up to \$700.00 for the Christmas Dinner. Motion seconded by Council Member Shields, voted on, passed 4-0.

Time: 8:12 p.m.

NEW BUSINESS:

ORDINANCE No. 1418, RELATING TO CONNECTION / DISCONNECTION CHARGES

City Clerk Herrin presented Ordinance #1418 with the change from \$25 to \$50 for the reconnection charge after any service is disconnected for nonpayment of a delinquent bill. Also presented discussion about the time listed when reconnection shall be made, if should make any changes to the customer termination and reconnection charge of \$10 each, and added a sentence from the League regarding leaving utilities off at a location until any outstanding bills are paid in full. Council concurred to change the latest time in the day a reconnection shall be requested for the same day; to leave the existing customer termination fees the same; and to leave the added last sentence in ordinance.

✓ *Motion to Approve Ordinance No. 1418, Relating to Nonpayment of Utility Bills*

Council Member Meisel moved to approve Ordinance No. 1418 with the time change from 4:30pm to 3:30pm and leave the last sentence added in.

Motion seconded by Council Member Shields, voted on, passed 4-0. Time: 8:24 p.m.

PURCHASE TWO COMPUTERS AND SOFTWARE INSTALLATION FROM ADVANTAGE COMPUTER

CITY OF LA CYGNE MINUTES FOR 2013

City Clerk Herrin presented prices for two office computers as the police chief's and the treasurer's computer are both making loud noises and are over seven years old, unsure of exact age. Two systems were listed in the quote, one with 4GB of Ram for \$725 each and the other for 8GB of Ram for \$899 each. There was also discussion of possibly being able to use a laptop currently in the police area as one of the primary computers for the office. The funds would be used from the General Capital Outlay Fund for both computers to be able to purchase both now and save on one installation fee.

✓ *Motion to Approve the Purchase of Two Computers for \$899 Each Not to Exceed \$2,100 Total*

Council Member Meisel moved to purchase two computers for \$899 each with the total service and purchase not to exceed \$2,100. Motion seconded by Council Member Shields, voted on, passed 4-0. Time: 8:32 p.m.

PURCHASE TOSHIBA 50" TV FOR MUNICIPAL COURT EVIDENCE, PRESENTATION, ETC.

Police Chief West presented specifications for a 50" Toshiba TV at a cost of \$749.99 for the TV and \$89.99 for the mounting bracket. The purchase would be used for court presentations for photos and videos. It could also be used for safety presentations, vendors' presentations, and webinar training easier for multiple individuals. It is internet ready and will interact with other devices. The funds will be used from the Police Department Funds; the department is still within budget after this purchase.

✓ *Motion To Approve the Purchase of the TV and Mounting Bracket for Cost Not to Exceed \$875*

Council Member Meisel moved to approve the purchase of the TV and mounting bracket for a cost not to exceed \$875.00. Motion seconded by Council Member Fleming, voted on, passed 4-0. Time: 8:37 p.m.

EXECUTIVE SESSION:

✓ *Motion For Executive Session for Legal for up to Five Minutes*

Council Member Fleming moved to go into executive session for up to five minutes for legal. Motion seconded by Council Member Meisel, voted on, passed 4-0. Time: 8:38 p.m.

In addition to the Council Members and City Attorney, others requesting time or invited into portions of the executive sessions included (but not limited to): None.

Open Session Resumed at 8:42 p.m.

OTHER BUSINESS:

NONE

NOTES AND COMMUNICATIONS TO COUNCIL:

CITY OF LA CYGNE MINUTES FOR 2013

- a] MDCRWAD #2 August 12, 2013 Meeting Minutes & November Agenda
- b] Disaster Declaration Kickoff Meeting, Thursday, Nov. 7th
- c] KDHE Request for Project Submittals
- d] Computer Virus Indicators

ADJOURNMENT:

✓ Motion to Adjourn Meeting

There being no further business, **Council Member Meisel moved to adjourn the meeting. Motion seconded by Council Member Shields, voted on, passed 4-0.** The Regular meeting was adjourned at 8:45 p.m.

I, _____ La Cygne City Clerk, do hereby
(Devona Herrin) declare the above to be true and correct, to the best of my knowledge, and do hereby subscribe my name this 6th day of November 2013.

END OF MEETING ON November 6, 2013.

.....
BEGINNING OF Special MEETING ON November 11, 2013

SPECIAL MEETING:

The La Cygne City Council met for a Special Meeting on Monday, November 11, 2013, at La Cygne City Hall. Council Members present were: Jake Fleming; Linda Meisel; Travis Robbins; and Esther Shields. Absent: Robert Sullivan

Others in attendance included, but not limited to: City Clerk Devona Herrin, Police Chief Tate West, Fire Chief Dan Nasalroad.

Mayor Terry Weitman called the special meeting to order at 11:30 a.m.

The Purpose of the Special Meeting was:

- ❖ Fire Department Purchase.

Fire Chief Dan Nasalroad presented a request to make a Special Camera Purchase for a quoted price of \$4,790 plus shipping that the offer expires today. It is a Thermal Imaging Camera to use for multi-search and rescue to help locate a person inside a smoke area, or to locate a fire within a wall that could be hazardous to the fireman and save the possibility of a lot of damage in just looking for the fire location. The camera can also be used for Emergency Management and by the Police Department when needed. The cost of this camera is normally \$10,000 - \$11,000. This deal Jerry

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Ingram / Fire & Rescue has is from them buying right now in a bulk amount for several entities. The county has ordered 3 and Pleasanton has ordered one. If the Council is ok for the city to purchase one it will need to be ordered today to get it for this price.

The camera is \$3,995 and the charge kit to mount the camera in the truck is \$795, and then there is shipping. The fire department budget would be charged for the camera and this purchase is within this year's budget for the department.

✓ *Motion To Purchase Thermal Imaging Camera from Jerry Ingram / Fire & Rescue*

Council Member Meisel moved to purchase the thermal imaging camera kit for \$3,995, the charger kit for \$795, and the shipping costs. Motion seconded by Council Member Robbins, voted on, passed 3-1-0 Abstain:Fleming. Time: 11:35 a.m.

ADJOURNMENT:

✓ *Motion to Adjourn Meeting*

There being no further business, **Council Member Meisel moved to adjourn the meeting. Motion seconded by Council Member Shields, voted on, Passed 4-0.** The Regular meeting was adjourned at 11:35 a.m.

I, _____ La Cygne City Clerk, do hereby
declare the (Devona Herrin)
above to be true and correct, to the best of my
knowledge, and do hereby subscribe my name
this 11th day of November 2013.

END OF Special MEETING ON November 11, 2013.

.....
BEGINNING OF MEETING ON November 20, 2013

REGULAR MEETING:

The La Cygne City Council met on Wednesday, November 20, 2013, at La Cygne City Hall. Council Members present were: Jake Fleming; Linda Meisel; Travis Robbins; Robert Sullivan; and Esther Shields.

Others in attendance included, but not limited to: City Clerk Devona Herrin; City Attorney John Sutherland; Public Works Superintendent Jim Johnson; Fire Chief Dan Nasalroad; Police Officer Allen Huggins; Public Works Jerome Moore; Allyson James; LeRoy Turpen; Dawn Waisner; Gerald 'Skip' Williams; County Sheriff Paul Filla; Marvin Clements; Danny Curtis; and Fred Meisel.

CITY OF LA CYGNE MINUTES FOR 2013

Mayor Terry Weitman called the meeting to order at 7:00 p.m. The Pledge of Allegiance was lead by County Sheriff Paul Filla.

MAYOR'S COMMENTS:

- ❖ Reminded everyone of the following upcoming activities:
 - Dec. 1st is Mayor's Christmas Tree Lighting at 5 p.m. with turkey and noodles, and music.
 - Dec. 5th is Iota Tau's Santa Event.
 - Dec. 7th is city's Christmas Party.
 - Dec. 8th is the Homes Tour.
 - Dec. 11th is the Chamber's Party.
 - Dec. 25th is the Christmas Breakfast at the Library from 7 - 9:30 a.m.
- ❖ Read a letter from Linn County Sheriff Paul Filla thanking Police Chief Tate West and everyone for responding to a shooting on November 12th. The immediate response and joint cooperation is very positive in handling a situation. Was a very positive experience.

CONSENT AGENDA:

✓ ***Motion to Approve Consent Agenda***

Council Member Shields moved to approve the consent agenda which consisted of:

Minutes of November 6, 2013 Regular City Council Meeting;
Minutes of November 11, 2013 Special City Council Meeting;
October 2013 Treasurer's Report;
October 2013 Budget Report;
Check Register: November 7 - 20, 2013; and,
Data Technologies 2014 Support Agreement.

Motion seconded by Council Member Fleming, voted on, passed 5-0. Time: 7:05 p.m.

DISCUSSION FROM THE FLOOR:

UPDATE ON THAYER PARK BY MARVIN CLEMENTS.

Marvin Clements, with the Chamber of Commerce, presented the following update on Thayer Park:

- The cement pad is now set in the corner and targeting next spring for the Pavilion.
- Working on laying sidewalk as the volunteers have time, hope to be done in the next few weeks.
- The fence is up.
- Told the tree just needs more water and will green back up.
- Hopefully plan to have complete by spring for flower planting time.

Esther Shields reported about 40 of the 4th grade class were doing decorations for the tree.

DAWN WAISNER FOR THE BOY SCOUTS

CITY OF LA CYGNE MINUTES FOR 2013

Dawn Waisner made an offer for the Boy Scouts to donate a new deep freeze to the Community Building. From their past use of the community building they thought there would be plenty of storage with a 7.2 cu ft freezer, but that is smaller than the one there now that is rusted on the inside and the seal is leaking. Asked if the city had a preference to size and brand? Discussed and council concurred they were appreciative of any replacement. The city workers will dispose of the old freezer when the new one arrives. Mayor thanked Dawn Waisner and the Boy Scouts for their donation.

REPORTS OF CITY OFFICERS:

POLICE DEPARTMENT – CHIEF TATE WEST (REPORTED BY OFFICER ALLEN HUGGINS)

Reported on the following:

25. Activity Report:
 - a. Citations issued
 - b. Codes Enforcement
 - c. Animal Control
26. Radios from Commenco turned out to cost \$1982.75 less than the approved \$7,500 approved quote.
27. Crawford County Training Session at Pitt State University, January 6th - Requested approval for both Police Chief West and Officer Huggins to attend for a total class cost of \$130.00.

✓ *Motion to Approve Both Officers to Attend Training at Pitt State for Cost of \$130 and Travel*

Council Member Meisel moved to approve both officers Huggins and West to attend the Crawford County Training Session at Pitt State University on January 6th for a training cost of \$130 and travel expenses. Motion seconded by Council Member Sullivan, voted on, passed 5-0. Time: 7:12 p.m.

28. Taser Proposal - Officer Huggins presented a video of Police Chief West requesting the purchase of three tasers' with equipment. The presentation included:
 - The option of a Taser X2 for \$4,100.75, or the Taser Yellow X26 for \$3,302.00.
 - Currently use OC Spray or the piton and requires close contact with aggressive assailant.
 - With taser can stand back and less chance of injury to assailant or officer.
 - Would establish city police policy for use.
 - Reviewed funds and feels department budget supports purchase.Discussed:
 - In the last year there were 5-6 instances it would have been advantageous to have.
 - Pleasanton and Linn Valley have tasers.
 - Use as one more level of defense to avoid injury to officer &/or aggressor.

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- Replacing cartridges would depend on if ever had to deploy the taser. No further discussion, no further action.
5. Vu Camera System - Officer Huggins presented a video of Police Chief West requesting the purchase of three cameras that can be used for both a body camera and stationary in the vehicles with audio ability. The camera can also be brought into the office and used for interviews and any damages to be noted. The shipping cost is unknown, however they can be picked up in Lenexa. Discussed:
- Budget with Police Chief West's figures would still leave \$2,500 for any unexpected costs to the end of the year.
 - Officer Huggins noted Police Chief West wanted both, or the tasers' first.
 - Department looking into grants for assistance of the cameras.
- No further discussion. Mayor Weitman noted since lack of any further action would take under advisement.

PUBLIC WORKS DEPARTMENT – SUPERINTENDENT JIM JOHNSON

Reported on the following:

57. Sludge Ponds at Water Plant – Requested contractors interested in cleaning the back-wash ponds have their proposal turned in by this Friday, November 22, 2013.
58. Dodge Ram Pickup – Have received a recall notice on the vehicle and it will be going in for the updates.
59. North Park Basketball Lights – Have the two new fixtures hung but not wired yet.
60. Gas Leak Survey Status – Have completed the gas leak inspection on the 18 mile stretch of gas line into the city. Still have the city to do.
61. Proposal for Liquid Ammonium Sulfate - Would like to switch from powder ammonium sulfate to liquid ammonium sulfate system for better concentration of the mix, for better storage, no powder dust exposure to employees, and not have to carry the 50lb bags. The change can be installed for \$1,448.90.

✓ *Motion to Approve Changing to Liquid Ammonium Sulfate in the Water Plant*

Council Member Fleming moved to approve the change to liquid Ammonium Sulfate for a cost of \$1,448.90. Motion seconded by Council Member Sullivan, voted on, passed 5 - 1. Time: 7:42 p.m.

Questions asked during motion:

- a. Change more cost effective to use? - Yes.
 - b. Less labor intensive? - Yes.
 - c. Will use existing bags and then install? - Yes.
 - d. Product change is more stable.
62. Cathodic Protection Survey Update – MESA has completed the inspection outside the city limits and 1/4 of the city limits. This has exhausted the amount previously approved. To complete the town they have provided an estimate of \$4,800 - \$5,000 based on the hours currently spent on the first 1/4 of the city limits. If the rest of the town is in better shape it may not take that long. MESA has computers the city does not have to find the areas requiring attention the city cannot afford to purchase. Outside the city limits

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there are five spots that need immediate repair that the city does not have the equipment to do the repairs. In town they have found five areas that need addressed but not immediately and the city workers can handle these repairs. The MESA inspector has kept to a good pace while doing the inspection and been a good instructor.

Discussion took place as to why the original bid was less than half what is actually needed now to cover the inspection. Noted due to the age of the line outside the city limits the areas of concern were not anticipated and ate up the time originally allotted.

✓ *Motion to Approve Up To \$5,000 for MESA to Complete Cathodic Protection Survey*

Council Member Shields moved to approve up to \$5,000 more to go ahead and finish the survey. Motion seconded by Council Member Robbins, voted on, passed 5 - 1. Time: 7:53 p.m.

Discussion: When will the city receive the written report? PWS Johnson said he would find out tomorrow.

7. Sludge Ponds at Water Plant (continued) - Discussed:

- When will proposals be reviewed. Deadline was set for any time Friday to be submitted.
- If all proposals are too high may not do any of them.
- Would like to review prior to next council meeting to make sure necessary requirements are included in proposal.

✓ *Motion to Open Sludge Pond Clean Up Proposals on Monday, November 25th at 4 p.m.*

Council Member Meisel moved that mayor and city clerk publicly open proposals on Monday, November 25th at 2 pm. Discussion took place as to time set. Amended motion to change time to 4 pm. Motion seconded by Council Member Shields, voted on, passed 5 -0. Time: 8:00 p.m.

8. Follow-up on Sewer Back Up at 515 N 7th, Mike Rodman - PWS Johnson reported he had not heard anything back from Mr. Rodman so had no report.

CITY CLERK – DEVONA HERRIN

Reported on the following:

17. The report has been submitted to the State Division of Water Resources for the requested information on the water flowmeter at the river.
18. There is the possibility of a council quorum at the next Planning Commission Meeting on December 12th as there are four public hearings within the city scheduled for that night.
19. Coryell Termite and Pest Control services has been sold to Schendel Pest Services with no change in cost.
20. The year end 2013 budget was reviewed. The Park & Pool Fund is very close to budget as well as the Oaklawn Cemetery budget. However, there are no plans to

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amend those budgets as they should not have much activity through the rest of the year. Will continue to monitor closely. Other budgets reviewed and close to anticipated expenses determined while completing the 2014 budget.

COUNCIL COMMITTEE REPORTS:

CEMETERY

6. Budget – Council Member Meisel noted need to get costs under control; asked for a list of the hours spent at the cemetery the last 3 - 4 years.

COMMUNITY BUILDING

6. List of Improvement Items for Discussion – Council Member Sullivan asked the council if they were ready to decide if they were going to repair the existing building or look at replacing it based on the current known information. Two council members were for repairing and the others were for knowing what would be the best option for the lowest cost to the city first. Discussed the city could only apply for one grant per year and would need to have LMI determined early next year if were going to work on a grant project. Asked to get a cost for a detailed repair workup and report back at the next meeting. Also discussed with only one grant a year would the city be best to work on water first using grant monies. Requested to place discussing engineering firms on the next agenda.

SPECIAL COMMITTEE REPORTS:

NONE

UNFINISHED BUSINESS:

NONE

NEW BUSINESS:

CONSIDER TRASH COMPACTOR DATES OVER CHRISTMAS HOLIDAY

Discussed Christmas Eve and Christmas Day falling on a Tuesday and Wednesday this year, and normal hours would have the compactor closed the following Thursday and Friday.

- ✓ *Motion to Open Compactor on December 26th & 27th (Thursday & Friday) after Christmas*

Council Member Shields moved to have the Compactor be open on the Thursday and Friday following the Christmas Holiday. Motion seconded by Council Member Fleming, voted on, passed 5 - 1. Time: 8:31 p.m.

SET DATE FOR SPECIAL MEETING

- ✓ *Motion to Have a Special Meeting on December 3rd at 5pm for Personnel*

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Council Member Meisel moved for a Special Meeting on December 3rd at 5 p.m. for Personnel. Motion seconded by Council Member Fleming, voted on, passed 5-0. Time: 8:33 p.m.

SET DATE FOR WORKSESSION

✓ *Motion to Have a Worksession on December 4th at 5:30pm*

Council Member Meisel moved for a Worksession on December 4th at 5:30 p.m. Motion seconded by Council Member Shields, voted on, passed 5-0.
Time: 8:35 p.m.

EXECUTIVE SESSION:

None.

OTHER BUSINESS:

GIVE NOTICE WHEN POSSIBILITY OF A COUNCIL QUORUM

Discussed the requirement to give notice whenever there is the possibility of a quorum at another location from a regular meeting.

COUNCIL MEMBER TRAVIS ROBBINS' RESIGNATION

Council Member Robbins announced he was resigning from the council effective immediately due to other commitments. He appreciated everyone's support while he was in office.

✓ *Motion to Accept Resignation of Council Member Robbins*

Council Member Fleming moved to accept Travis Robbins resignation as council member. Motion seconded by Council Member Sullivan, voted on, passed 5 - 0. Time: 8:37 p.m.

APPOINT GERALD 'SKIP' WILLIAMS AS COUNCIL MEMBER

Mayor Weitman recommended the appointment of Gerald Williams to fill the vacancy left of Travis Robbins.

✓ *Motion to Accept the Appointment of Gerald Williams as Council Member*

Council Member Fleming moved to accept the appointment of Gerald Williams as council member. Motion seconded by Council Member Meisel, voted on, passed 4 - 0. Time: 8:38 p.m.

OATH OF OFFICE

CITY OF LA CYGNE MINUTES FOR 2013

Gerald 'Skip' Williams accepted the city's Oath of Office from City Clerk Herrin.

APPOINT COUNCIL PRESIDENT

Mayor Weitman noted with the resignation of Travis Robbins the council would need to appoint another Council President.

✓ *Motion to Appoint Linda Meisel as Council President*

Council Member Fleming moved to appoint Linda Meisel as Council President. Motion seconded by Council Member Shields, voted on, passed 5 - 0. Time: 8:41 p.m.

NOTES AND COMMUNICATIONS TO COUNCIL:

a] Unapproved Minutes of November 14, 2013 Planning Commission Meeting

ADJOURNMENT:

✓ *Motion to Adjourn Meeting*

There being no further business, **Council Member Meisel moved to adjourn the meeting. Motion seconded by Council Member Shields, voted on, passed 5-0.** The Regular meeting was adjourned at 8:42 p.m.

I, _____ La Cygne City Clerk, do hereby
declare the (Devona Herrin)
above to be true and correct, to the best of my
knowledge, and do hereby subscribe my name
this 20th day of November 2013.

END OF MEETING ON November 20, 2013.

.....
BEGINNING OF Special MEETING ON December 3, 2013

SPECIAL MEETING:

The La Cygne City Council met for a Special Meeting on Tuesday, December 3, 2013, at La Cygne City Hall. Council Members present were: Gerald Williams; Linda Meisel; Robert Sullivan; and Esther Shields. Absent: Jake Fleming.

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

Mayor Terry Weitman called the special meeting to order at 5:00 p.m.

The Purpose of the Special Meeting was:

- ❖ Personnel.

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EXECUTIVE SESSION:

✓ *Motion To Go Into Executive Session*

Council Member Meisel moved to go into executive session for personnel for up to sixty (60) minutes. Motion seconded by Council Member Williams, voted on, passed 4-0. Time: 5:01 p.m.

In addition to the Mayor and Council Members, others requesting time or invited into portions of the executive sessions included: None.

EXTEND EXECUTIVE SESSION:

✓ *Motion To Extend Executive Session*

Council Member Meisel moved to extend executive session for personnel for up to thirty (30) minutes. Motion seconded by Council Member Williams, voted on, passed 4-0. Time: 6:00 p.m.

Open Session Resumed at 6:30 p.m.

ADJOURNMENT:

✓ *Motion to Adjourn Meeting*

There being no further business, **Council Member Meisel moved to adjourn the meeting. Motion seconded by Council Member Shields, voted on, Passed 4-0.** The Regular meeting was adjourned at 6:30 p.m.

I, _____ La Cygne City Clerk, do hereby
declare the (Devona Herrin)
above to be true and correct, to the best of my
knowledge, and do hereby subscribe my name
this 3rd day of December 2013.

END OF Special MEETING ON December 3, 2013.

.....
BEGINNING OF MEETING ON December 4, 2013

REGULAR MEETING:

The La Cygne City Council met on Wednesday, December 4, 2013, at La Cygne City Hall. Council Members present were: Jake Fleming; Linda Meisel; Esther Shields; Robert Sullivan; and Gerald Williams.

Others in attendance included, but not limited to: City Clerk Devona Herrin; City Police Chief Tate West; City Attorney John Sutherland; Public Works Superintendent Jim Johnson; Fire Chief Dan Nasalroad; Public Works Jerome Moore; Public Works

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Robert Spencer; Allyson James; LeRoy Turpen; Danny Curtis; Chris Epperson; DeWayne Pemberton; Jim Thompson; Jerome Mitzner; Danny MeElreath; Chris Epperson; and Fred Meisel.

Mayor Terry Weitman called the meeting to order at 7:00 p.m. leading the Pledge of Allegiance.

MAYOR'S COMMENTS:

- ❖ Reminded everyone of the following upcoming activities:
 - Dec. 5th is Iota Tau's Santa Event.
 - Dec. 7th is city's Christmas Party.
 - Dec. 8th is the Homes Tour.
 - Dec. 11th is the Chamber's Party.
 - Dec. 25th is the Christmas Breakfast at the Library from 7 - 9:30 a.m.

CONSENT AGENDA:

✓ ***Motion to Approve Consent Agenda***

Council Member Meisel moved to approve the consent agenda which consisted of:

Minutes of November 20, 2013 Regular City Council Meeting;
Minutes of December 3, 2013 Special City Council Meeting;
Check Register: November 21, - December 4, 2013; and,
Casey's Cereal Malt Beverage License #2014-01.

Motion seconded by Council Member Williams, voted on, passed 5-0. Time:
7:03 p.m.

DISCUSSION FROM THE FLOOR:

THANK YOU TO ALL WHO HELPED WITH LAST NIGHT'S STRUCTURE FIRE.

Council Member Meisel gave a big thank you to Fire Chief Dan Nasalroad for his management of the entire group during the structure fire in the city last night. Also thanked the entire fire department personnel for their response, the police department, and the other fire departments that responded.

REPORTS OF CITY OFFICERS:

POLICE DEPARTMENT – CHIEF TATE WEST

Reported on the following:

29. Activity Report:
 - a. Citations issued
 - b. Codes Enforcement
 - c. Animal Control

30. Tasers and

CITY OF LA CYGNE MINUTES FOR 2013

31. Vu Camera System - Police Chief West explained his request for both the Tasers and the Vu Camera Systems for the officers along with his estimate of his budget to year end to cover the expense of these purchases. Since it took longer to order the tasers' he wanted to get that order placed and then if there was still enough money remaining at the end of the month he would purchase the camera systems as the budget allowed.

✓ *Motion to Purchase Tasers and Vu Camera Systems if Budget Allows*

Council Member Williams moved to approve the purchase of the tasers and cameras if the department funds are available. Motion seconded by Council Member Meisel, voted on, passed 5 - 0. Time: 7:08 p.m.

PUBLIC WORKS DEPARTMENT – SUPERINTENDENT JIM JOHNSON

Reported on the following:

63. Activities – Two water line breaks this week; the town gas leak survey was completed; and, MESA is to be back on the 11th to complete the Cathodic Protection survey and then will give a report.
64. Chris Epperson Request for Payment for Sewer Line – Chris Epperson was not present. Discussed and determined with the information provided there wasn't any liability on the city's part. The people working on the Epperson's sewer line did not stop when they reached the city's main and contact the city prior to breaking the city's sewer main. They did repair the city's sewer main while making repairs.
65. Sewer Pump Repair versus Replacement Pump for City Park – Presented a repair estimate of \$8,153 for the existing damaged Flygt Pump with no warranty; and, an option to purchase a new 15HP ABS pump to replace the worn out Flygt pump for \$8,061 with a warranty.

✓ *Motion to Purchase the 15HP ABS Pump for \$8,061.00 plus freight*

Council Member Meisel moved to purchase the 15HP ABS pump with warranty for \$8,061.00. Motion seconded by Council Member Fleming, voted on, passed 5 - 0. Time: 7:15 p.m.

66. Review Proposals for Sludge Ponds Repairs at Water Plant – Mayor reported three proposals were received for consideration: Pemberton Construction for \$15,500, McElreath Construction for \$15,000; and, Jim Thompson for \$23,500 with addressing extra items in area. Contractors are aware they will need to provide a Certificate of Insurance meeting city requirements. How the work is done was left up to the contractor and the city will work around weather factors.

✓ *Motion to Accept McElreath Construction Proposal for \$15,000*

Council Member Sullivan moved to accept McElreath Construction as the contractor for the water plant sludge ponds for a cost of \$15,000. Motion seconded by Council Member Sullivan, voted on, passed 5 - 0. Time: 7:19 p.m.

FIRE CHIEF - DAN NASALROAD

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7. Firefighter Relief Seminar, January 18, 2014, Salina, KS – Chief Nasalroad asked for two, the fire chief and assistant fire chief, to attend the Annual Firefighter Relief Seminar on Saturday, January 18th in Salina. To be present by 9am they generally leave the night before so have overnight expenses and travel.

✓ *Motion to Approve Fire Chief and Assistant Fire Chief to Attend Seminar with Per Diem*

Council Member Meisel moved to approve the Fire Chief and the Assistant Fire Chief to attend the annual Firefighter Relief Seminar in Salina with per diem. Motion seconded by Council Member Shields, voted on, passed 5 - 0.

Time: 7:20 p.m.

2. Thanked the local police department and the sheriff's department for keeping everyone contained and safe during the handling of the structure fire. Also thanked public works for helping to clear the area after the fire, as well as the explorers, and Linn County and Linn Valley Fire Departments for their help.

CITY CLERK – DEVONA HERRIN

Reported on the following:

21. There is the possibility of a council quorum at the next Planning Commission Meeting on December 12th as there are five public hearings within the city scheduled for that night.
22. Year end items on December 18th meeting.

COUNCIL COMMITTEE REPORTS:

COMMITTEE APPOINTMENT CHANGES:

1. Three Vacancies Filled – Mayor Weitman recommended Gerald Williams be assigned to the three vacancies: Water & Gas, Public Safety, and Employee Relations & Training.

✓ *Motion to Approve Recommended Appointments for Gerald Williams to Council Committees*

Council Member Meisel moved to approve recommended appointments for Gerald Williams to Council Committees. Motion seconded by Council Member Sullivan, voted on, passed 5 - 0. Time: 7:23 p.m.

PARK

1. North Park Basketball Lights – Lights have been set up, but the wiring is not yet complete.

CEMETERY

CITY OF LA CYGNE MINUTES FOR 2013

1. Budget – Council Member Meisel reported they are reviewing wages and hours worked for recommendations of reducing costs and still maintain the cemetery.

COMMUNITY BUILDING

7. List of Improvement Items for Discussion – City Clerk Herrin reported Rob George with Legacy Contractors would work with the city council on items they wished to see addressed during a workshop and then Rob can go over the details with them to be ready to discuss at a regular meeting. This will be at no charge to the city for the workshop.

✓ *Motion for Workshop on Tuesday, December 10th, at 5:30 p.m. with Legacy Contractors*

Council Member Shields moved to have a workshop on Tuesday, December 10th, at 5:30 p.m. at the Community Building with Legacy Contractors. Motion seconded by Council Member Sullivan, voted on, passed 5 - 0. Time: 7:30 p.m.

SPECIAL COMMITTEE REPORTS:

NONE

UNFINISHED BUSINESS:

DISCUSS ENGINEERING & DESIGN FIRMS PREVIOUSLY PRESENTED

Discussed choosing a firm to work on a water improvement project. Mayor Weitman directed the city clerk to contact Brian Kingsley, P.E. with BG Consultants, Inc. for an updated agreement for council review at the next regular meeting.

NEW BUSINESS:

BUILDING PERMIT FEES FOR FLAG POLE BASE

Council Member Shields asked the council to consider disregarding building permit fees for flag pole bases such as the one charged to Calvary Baptist Church for \$30.00.

✓ *Motion to Refund Calvary Baptist Church Building Permit Fee of \$30 for Flag Pole Base*

Council Member Shields moved to refund to Calvary Baptist Church the \$30 for the Flag Pole Base to fly Old Glory. Motion seconded by Council Member Williams, voted on, passed 5 - 0. Time: 7:37 p.m.

Discussed waiving fees in the future for anyone else wanting to fly a flag. Will need to amend codes with an ordinance.

JANUARY 1, 2014 COUNCIL MEETING DATE CHANGE

CITY OF LA CYGNE MINUTES FOR 2013

Discussed a different date for the first scheduled meeting in January falling on the Holiday. The codes indicates a change and January 2nd is already set as the city court date.

- ✓ *Motion to Have the First Council Meeting in January on the Holiday, January 1, 2014*

Council Member Meisel moved to have the first council meeting in January on the Holiday, January 1, 2014. Motion seconded by Council Member Williams, voted on, passed 5-0. Time: 7:43 p.m.

SET DATE FOR WORK SESSION

- ✓ *Motion to Have a Work Session on December 18th at 5:30pm*

Council Member Meisel moved for a Work Session on December 18th at 5:30 p.m. for Personnel Policies and Procedures. Motion seconded by Council Member Fleming, voted on, passed 5-0. Time: 7:44 p.m.

RAILROAD CROSSING ON MARKET STREET

Council Member Shields reported she had been contacted about the condition of the railroad tracks on Market Street and could the city do anything about the railroad smoothing the surface. Council discussed prior attempts for some resolution to the condition of the tracks. Asked individuals to write letters to the railroad and KDOT.

ADD PARK BOARD MEMBER FROM LINCOLN TOWNSHIP BOARD

Council Member Shields requested the city add a Park Board Member from the Lincoln Township Board as they were the primary revenue providers for the park and were currently unable to have any votes on the Park Board. In years past the Council Park Board Member was also serving on the Township Board and that is no longer the situation.

- ✓ *Motion to Add Lincoln Township Board Member to be a Voting Member on Park Board*

Council Member Shields moved to add a Lincoln Township Board Member to the Park Board to have a Voting Member. Discussion: How many can be on the Park Board? What do the Park Board By-laws say? Concerned about proper handling. Council Member Shields moved to place the motion on hold until the next meeting.

AGREEMENT FOR ABATEMENT OF STRUCTURE DEBRIS AT 107 E. MARKET

Codes Officer West reported he had spoke with Kevin Morgan, the property owner of last night's structure fire, and Mr. Morgan will be picking up his violation notice letter and sign an agreement with the city to have the debris on the property removed within thirty days. The agreement will need to be approved by the city council.

- ✓ *Motion to Approve Violation Agreement with Kevin Morgan for 107 E. Market*

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Council Member Fleming moved to authorize the agreement with Kevin Morgan regarding the city violation at 107 E. Market. Motion seconded by Council Member Williams, voted on, passed 5 - 0. Time: 7:51 p.m.

VACANCY ON ZONING APPEALS BOARD

Mayor Weitman recommended Dr. Jeff Fulk to fill the vacancy left by the previous resignation of Mike DeMott for the Zoning Appeals Board.

✓ *Motion to Approve Dr. Jeff Fulk to the Zoning Appeals Board*

Council Member Meisel moved to approve the recommendation of Dr. Jeff Fulk to the Zoning Appeals Board. Motion seconded by Council Member Shields, voted on, passed 5 - 0. Time: 7:52 p.m.

EXECUTIVE SESSION:

✓ *Motion For Executive Session for Personnel and Legal for up to Fifty (50) Minutes following a Ten (10) Minute Break*

Council Member Fleming moved to go into executive session for up to fifty (50) minutes for personnel and legal following a ten (10) minute break. Motion seconded by Council Member Meisel, voted on, passed 5-0. Time: 7:53 p.m.

In addition to the Council Members and City Attorney, others requesting time or invited into portions of the executive session included (but not limited to): City Clerk Herrin, Public Works Superintendent Johnson.

Open Session Resumed at 8:48 p.m.

OTHER BUSINESS:

CHRIS EPPERSON REQUEST FOR PAYMENT FOR SEWER LINE

Chris Epperson arrived at the meeting just prior to executive session and requested to discuss his sewer line damages. Mayor Weitman reported the city had, in the past, responded to a resident's sewer problem when the evidence was exposed with city workers present and determined it was caused from the city's sewer main. Mr. Epperson reported he felt the cause of his sewer problems were due to the city's sewer main and the city should pay the requested amount of \$2,370.00; he would bring in receipts if needed. A photo of the sewer main area at the time the city public works were notified to review was presented. Discussion took place as to how evidence of cause was not presented to the city workers while digging was taking place and the later request did not provide evidence. Police Chief directed discussion to the city council and both individual and city workers were not to address each other. Further discussion, directed to council, occurred as to: who was responsible for the connection of the property owner to the city sewer main; the equipment operator does this kind of work and yet this particular work is said to be done by the property owner; procedures were not followed by the equipment operator who knows the requirements of the city; and, invoice receipts were not all available at the

CITY OF LA CYGNE MINUTES FOR 2013

meeting. Mayor Weitman asked the sewer committee to review again based on tonight's information and City Attorney Sutherland's review of the codes.

REVIEW JANUARY 1, 2014 MEETING DATE

Discussed further and will make any other changes at the next December meeting date.

PRESENTED BIRTHDAY CAKE TO MAYOR WEITMAN

Police Chief Tate West presented a birthday cake to Mayor Weitman.

NOTES AND COMMUNICATIONS TO COUNCIL:

a]

ADJOURNMENT:

✓ *Motion to Adjourn Meeting*

There being no further business, **Council Member Shields moved to adjourn the meeting. Motion seconded by Council Member Sullivan, voted on, passed 5-0.** The Regular meeting was adjourned at 9:09 p.m.

I, _____ La Cygne City Clerk, do hereby
declare the (Devona Herrin)
above to be true and correct, to the best of my
knowledge, and do hereby subscribe my name
this 4th day of December 2013.

END OF Special MEETING ON December 4, 2013.

.....
BEGINNING OF MEETING ON December 18, 2013

REGULAR MEETING:

The La Cygne City Council met on Wednesday, December 18, 2013, at La Cygne City Hall. Council Members present were: Jake Fleming; Linda Meisel; Esther Shields; and Robert Sullivan. Absent: Gerald Williams.

Others in attendance included, but not limited to: City Clerk Devona Herrin; City Police Chief Tate West; City Attorney John Sutherland; Fire Chief Dan Nasalroad; Public Works Jerome Moore; Police Officer Allen Huggins; Allyson James; LeRoy Turpen; Jonee Hardesty; Paulette Curry; Beth Smith; Keith Smith; and Fred Meisel.

Mayor Terry Weitman called the meeting to order at 7:00 p.m. The Pledge of Allegiance was led by Allyson James.

MAYOR'S COMMENTS:

CITY OF LA CYGNE MINUTES FOR 2013

❖ Wished everyone a Merry Christmas, a Happy New Year, and a safe travel.

CONSENT AGENDA:

✓ **Motion to Approve Consent Agenda**

Council Member Fleming moved to approve the consent agenda which consisted of:

Minutes of December 4, 2013 Regular City Council Meeting;
November 2013 Treasurer's Report;
November 2013 Budget Report;
Check Register: December 5 - 18, 2013; and,
ISKE Lucky 13 Inc., DBA Alibi Grill & Bar, 2014 City Drinking
Establishment License.

Motion seconded by Council Member Meisel, voted on, passed 4-0. Time: 7:01 p.m.

DISCUSSION FROM THE FLOOR:

CONCERNS REGARDING USD 362 SCHOOL REQUEST TO REZONE IN BLOCK 65

- PAULETTE CURRY, OWNER OF 312 S 6TH

Paulette Curry expressed concern about the request of the school to rezone the lot just south of the property they recently purchased. Mrs. Curry felt the area is currently a nice quiet area without a lot of dust; and, the city should not take away residential lots when there are not many available in town. Stated the school should have checked into the zoning requirements before they bought the property.

- JONEE HARDESTY, OWNER OF 407 S 6TH ST

Jonee Hardesty reported she had the same issue as Paulette Curry. Ms. Hardesty reported she is against the gravel parking area at the requested location; and, felt the area would very possibly have increased vandalism with buses parked there; and, the possibility of the decrease of property values. Ms. Hardesty continues to be against any rezoning in this area for bus parking.

- BETH SMITH, OWNER OF 519 S SYCAMORE

Beth Smith reported she was also a resident just north of the area in question and already has some exposure from the buses strobe lighting from her backdoor with the existing bus barn to the west. She was not in favor of the buses noise being any closer to her property, nor the encroaching dust and fumes. Mrs. Smith felt it was currently a good quiet neighborhood and felt it should continue without doing any rezoning to the residential area.

- KEITH SMITH, OWNER OF 519 S SYCAMORE

Keith Smith explained he wanted to reiterate concerns. He hoped the rezoning was not allowed, and definitely not to gravel the lot as in the past others had made the same request and it had been denied. He was also concerned that long term the

CITY OF LA CYGNE MINUTES FOR 2013

buses would become a part of the 6th Street traffic. Mr. Smith would like the area to continue to stay residential.

- **MAYOR WEITMAN RESPONSE**

Mayor Weitman noted the Planning Commission had voted 6-1 against the rezoning request. The City Council will review the Planning Commission recommendation at the next meeting on either Jan 1st or 2nd depending on when the council choose to have the meeting with the 1st being a Holiday. The city will take everyone's comments under consideration at the next council meeting and everyone is welcome to attend the next meeting too.

JANUARY 1, 2014 COUNCIL MEETING DATE CHANGE

Mayor Weitman brought the meeting date change request to the table from the Unfinished Business to establish when the next meeting would be. City Court has been moved from January 2nd to the 9th so the second is now available for the city council.

✓ *Motion to Have the First Council Meeting in January on January 2, 2014*

Council Member Fleming moved to have the first council meeting in January on January 2, 2014 instead of the Holiday January 1st date. Motion seconded by Council Member Shields, voted on, passed 4-0. Time: 7:10 p.m.

REPORTS OF CITY OFFICERS:

POLICE DEPARTMENT – CHIEF TATE WEST

Reported on the following:

32. Activity Report:

- a. Citations issued - 15
- b. Codes Enforcement - 24 letters and the debris of the burned structure on 107 E. Market has been moved as per the previous signed agreement.
Mayor to Sign Letter of Completion for Debris Removal at 107 E. Market

✓ *Motion to Authorize Mayor to Sign Letter of Completion of Abatement on 107 E. Market*

Council Member Meisel moved to authorize the mayor to sign the letter of completion of abatement on 107 E. Market. Motion seconded by Council Member Fleming, voted on, passed 4-0. Time: 7:12 p.m.

- c. Animal Control - one in the pound

33. Repeater Status - One was installed today and the others will be done on December 20 & 23.

34. Tasers Status - Order was shipped and should be here around December 19th.

CITY OF LA CYGNE MINUTES FOR 2013

35. Cameras Status - Will not be ordering this year to make sure department will remain under budget. Feel at this time it would be prudent to wait until next year. Will request again in 2014.

PUBLIC WORKS DEPARTMENT – SUPERINTENDENT JIM JOHNSON (REPORTED BY JEROME MOORE)

Reported on the following:

67. Activities –

- McElreath has started the clean out of the sludge in the water plant lagoons.
- The ABS pump for the city park lift station is to be here tomorrow.

FIRE CHIEF - DAN NASALROAD

8. Thermal Camera Status – The camera is here and being installed in the unit.
3. Wished everyone a safe Holiday.
4. Beth Smith thanked the fire department and the awesome small town community that helped with their recent fire experience from a short in their furnace.

CITY CLERK – DEVONA HERRIN

Reported on the following:

23. Boundary Resolution is not required as there were no changes in the city boundary for 2013. The last boundary resolution was at year-end 2005.
24. Presented steps the city council considers regarding rezoning recommendations from the Planning Commission of which will occur at the next regular meeting.
25. Water Violation Notice mailings will be sent out later this week from a sample testing the first of the month that reported back with a coliform violation.

COUNCIL COMMITTEE REPORTS:

STREET

2. Plans to List Street Repairs – Council Member Meisel reported the committee is going to request a meeting with PWS Johnson to put together a list of streets that need priority repairs and determine a plan to work on them.

COMMUNITY BUILDING

8. Improvements – Mayor Weitman reported the workshop including Rob George with Legacy Contractors was left with ideas for the city to discuss and determine how to prioritize. The first step would be to preserve the structure. Council Member Meisel added the first part to preserve would be to address the adjoining building that is leaning on to the building, the holes in the walls and the guttering.

SPECIAL COMMITTEE REPORTS:

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NONE

UNFINISHED BUSINESS:

CHRIS EPPERSON REQUEST FOR PAYMENT FOR SEWER LINE

Mayor Weitman noted from the last meeting he had asked for further information from the city attorney, the Sewer Committee, and Chris Epperson.

Sewer Committee: JK Fleming reported the landowners' responsibility included the tap and therefore the bill would be the responsibility of the landowner. Bob Sullivan reported the landowner did not bring the evidence it's the city's responsibility and also did not follow procedures.

City Attorney Sutherland reported per the definition of the area and where it was exposed it's the obligation of the landowner; nor is the landowner to deface city property.

Noted the landowner, Chris Epperson, was not present, nor had he presented any further breakdown as to costs or other information.

✓ *Motion to Decline Payment Request for Chris Epperson Sewer Line Repair*

Council Member Fleming moved to not pay the sewer repair bill previously submitted by Chris Epperson. Motion seconded by Council Member Sullivan, voted on, passed 4 - 0. Time: 7:28 p.m.

JANUARY 1, 2014 COUNCIL MEETING DATE CHANGE

Handled during Discussion From the Floor.

ORDINANCE TO WAIVE BUILDING PERMIT FEE FOR FLAG POLES

Tabled. Clerk did not have ordinance prepared.

REQUEST TO ADD LINCOLN TOWNSHIP MEMBER TO THE PARK BOARD

Discussed: Current information does not include a Lincoln Township Board person to be a specific Park Board Member. Need to work on paperwork to provide the information to the council on how to make this an option to consider and what entities would be involved in making any change.

PRELIMINARY ENGINEERING REPORT FOR WATER SYSTEM IMPROVEMENTS' AGREEMENT WITH BG CONSULTANTS, INC.

✓ *Motion to Authorize Mayor to Execute Agreement with BG Consultants for the Water System*

Council Member Meisel moved to authorize the mayor to execute the agreement with BG Consultants for a report for water system improvements. Motion seconded by Council Member Fleming, voted on, passed 4-0. Time: 7:36 p.m.

CITY OF LA CYGNE MINUTES FOR 2013

Discussed the billing will be charged for the year billed as the process will not actually start until 2014.

NEW BUSINESS:

2014 MOBILE HOME PARK LICENSES

I. SLOCUM, 627 N. BROADWAY

II. BROKERAGE SECURITIES, 704 E. SYCAMORE

III. MARSH, 520 N. 5TH STREET

City Clerk Herrin reported there had been no response from any of the three trailer courts. Codes Officer West reported the inspections had been waived this year as the properties had remained in the same condition. He will follow up for the January 2nd meeting on the licenses.

CHILDREN'S COALITION PREVENTION FUND

Police Chief West gave report on the benefits to the local community provided by the Children's Coalition program.

✓ *Motion to Donate the \$3.00 per Citation for the Year Through December 31st*

Council Member Meisel moved to donate the \$3.00 per citation for the year through December 31st. Motion seconded by Council Member Shields, voted on, passed 4-0. Time: 7:39 p.m.

APPOINTMENT OF HOUSING AUTHORITY BOARD MEMBER

Mayor Weitman recommended the re-appointment of Joe Turpen to the Housing Authority Board for another three year term.

✓ *Motion to Approve Joe Turpen for Another Term to the Housing Authority Board*

Council Member Fleming moved to approve Joe Turpen for another term to the Housing Authority Board as presented. Motion seconded by Council Member Sullivan, voted on, passed 4-0. Time: 7:40 p.m.

APPOINTMENT OF PARK BOARD MEMBERS

Mayor Weitman reported there were two Park Board positions expiring at the end of this year. The positions were currently filled by Jodi Wade and Charlie Moore. Charlie Moore resigned from the board earlier this year and there is currently not a replacement to recommend if anyone is interested. Mayor did recommend re-appointing Jodi Wade.

✓ *Motion to Approve Jodi Wade for Another Term to the Park Board*

Council Member Meisel moved to approve Jodi Wade for another term to the Park Board as presented. Motion seconded by Council Member Sullivan, voted on, passed 4-0. Time: 7:41 p.m.

CITY OF LA CYGNE MINUTES FOR 2013

AUTHORITY TO TRANSFER EXCESS GENERAL FUNDS

Discussed different options to allocate the transfer of year end funds. Clerk noted there may be around \$100,000 to transfer, but not sure as had not had a chance to work on detailed final numbers.

- ✓ *Motion to Authorize Transfer of General Funds to Capital Improvement & Equipment Reserve*

Council Member Meisel moved to authorize the maximum year-end transfer from the general fund to the capital improvement and equipment reserve fund with 50% allocated to capital improvement and 50% allocated to equipment reserve. Motion seconded by Council Member Fleming, voted on, passed 4-0. Time: 7:43 p.m.

REVIEW THE YEAR-END FUND NUMBERS AS OF COUNCIL MEETING DATE

Mayor Weitman reported from the Mid-December unofficial budget/cash report. Mayor noted the sewer fund is close to budget and still has some outstanding bills coming in; and, the Oaklawn Cemetery fund is also below \$100 in cash on hand so will have less cash start up than the 2014 Budget was based on.

MUNICIPAL COURT JUDGE REQUEST FOR SALARY ADJUSTMENT EFFECTIVE JANUARY 2014

Mayor Weitman asked if there were any comments or questions about the request for a salary adjustment received from the judge. Police Chief West noted the volume of cases has greatly increased from years passed; and, was not opposed to reviewing the change but also wanted to consider whether continuing the mileage. Council Member Meisel recommended to table and review further. Mayor Weitman agreed and asked to have it placed back on the next agenda; if a change was determined it could be made retro back to the first of the year at the next discussion.

REQUEST TO WAIVE BUILDING PERMIT FEE FOR SCHNEIDER FUNERAL HOME CONCRETING PARKING AREA

Codes Officer West reported:

1. The Zoning Appeals Board had approved the request to improve the parking in the city right-of-way on both the east and south side with the costs being at the property owners expense.
2. It is believed this improvement to be a benefit to the city.
3. Recommended waiving the fee to both the east side project and the south side when it is done at a later date.

- ✓ *Motion to Approve Waiving Building Permit Fees for Concrete Work on East Side of Schneider's*

Council Member Meisel moved to approve waiving the building permit fee for the concrete work on the east side of Schneider Funeral Homes property. Motion seconded by Council Member Shields, voted on, passed 3 - 1 (Abstain - Fleming). Time: 7:55 p.m.

CITY OF LA CYGNE MINUTES FOR 2013

WATER OPERATOR TRAINING, JANUARY 22 - 23, 2014, OTTAWA, KS

City Clerk Herrin presented a Small Public Water Supply System Operator Training for Surface Water System Operations for those training for Class 1 or Class 2 water operators. It had just been received. There is not a fee for attending and training is stated to be geared towards exam qualifications for certified water operators. Due to attendance space availability asking for attendance now instead of waiting and not be able to get anyone signed up.

Discussed there is a possible gas pipeline training on January 22nd. Agreed staff would work it out and see what other dates were also available for the gas pipeline training.

- ✓ *Motion to Authorize an Employee to Attend the Water System Training Jan. 22-23, in Ottawa*

Council Member Shields moved to allow a public works employee to attend the water system training January 22 - 23, 2014 in Ottawa with no fee for attendance. Motion seconded by Council Member Meisel, voted on, passed 4 - 0. Time: 7:57 p.m.

EXECUTIVE SESSION:

- ✓ *Motion For Executive Session for Personnel and Legal for up to Twenty (20) Minutes*

Council Member Fleming moved to go into executive session for up to twenty (20) minutes for personnel and legal. Motion seconded by Council Member Shields, voted on, passed 4-0. Time: 7:58 p.m.

In addition to the Council Members and City Attorney, others requesting time or invited into portions of the executive session included (but not limited to): City Clerk Herrin.

EXTEND EXECUTIVE SESSION:

- ✓ *Motion to Extend Executive Session for Personnel for up to Ten (10) Minutes*

Council Member Meisel moved to extend executive session for up to ten (10) minutes for personnel. Motion seconded by Council Member Fleming, voted on, passed 4-0. Time: 8:19 p.m.

Open Session Resumed at 8:25 p.m.

OTHER BUSINESS:

NONE

CITY OF LA CYGNE MINUTES FOR 2013

NOTES AND COMMUNICATIONS TO COUNCIL:

- a. Many Christmas Cards and Best Wishes to the City
- b. December 11, 2013 La Cygne Park Board Meeting Unapproved Minutes
- c. December 12, 2013 Planning Commission Meeting Unapproved Minutes
- d. December 12, 2013 Zoning Appeals Board Unapproved Minutes
- e. *KMU Dispatch*, December 10, 2013 Regarding "...Lead-Safety Legislation"

ADJOURNMENT:

✓ *Motion to Adjourn Meeting*

There being no further business, **Council Member Shields moved to adjourn the meeting. Motion seconded by Council Member Sullivan, voted on, passed 4-0.** The Regular meeting was adjourned at 8:27 p.m.

I, _____ La Cygne City Clerk, do hereby declare the
(Devona Herrin) above to be true and correct, to the best of my
knowledge, and do hereby subscribe my name
this 18th day of December 2013.