

MEETING AGENDA
La Cygne City Council
March 17, 2021

Meeting Place: La Cygne Community Building

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

1) CALL REGULAR MEETING TO ORDER (7:00 P.M.):

a] Pledge of Allegiance

2) MAYOR'S COMMENTS:

3) CONSENT AGENDA:

Action Item: Motion to approve consent agenda;

Minutes of March 3, 2021, 2021 City Council Meeting; (White Pages 5-15)

February 2021 Budget Report; (White Pages 16-18)

February 2021 Treasurer's Report: (White Page 19)

Check Register: March 4 – March 13, 2021; (White Pages 20-21)

Check Register: March 14 – March 17, 2021; (Blue Page 6)

Frankie's Liquor 2021-2022 Liquor Sales License Renewal (White Page 22)

4) DISCUSSION FROM THE FLOOR:

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

✓

5) SPECIAL PROJECTS:

WATER TREATMENT PLANT SETTLING PONDS (Midwest Engineering)

Location of the property line on the East side of the new pond location. Bore soil samples were taken to Terracon for evaluation. Midwest Engineering will review the information received from Terracon.

SEWER REHABILITATION PROJECT (BG Consultants)

PWS Nasalroad evaluated 4th street to determine if we extend the sewer main would it be located on the side of the existing street or down the center of the street in line with the existing main. BG Consultants and City Clerk Wade participated in a zoom meeting with USDA representative, Mike Billings, to review financial approach for the additional new main. Mike Billings indicated it would be handled separate from the existing project since it is "new" main. Our current project is rehabilitation. Mike stated environmental reports would be necessary for new main. BG Consultants will put together a preliminary cost report for the City to review.

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5) SPECIAL PROJECTS CONTINUED:

SEWER REHABILITATION PROJECT (BG Consultants)

In regards to 4th Street, Paul is reviewing the KDOT Cost Share program which just received more funding from the federal Coronavirus response and relief supplemental appropriations Act of 2021. The Cost Share program will reduce its local match requirement from 15% to 10% - this application cycle only. Application is due by April 9, 2021. CC Wade reached out to Jackie Messer and Rick James since 4th street is an inter-connect with the County.

KDOT CCLIP (BG Consultants and CFS Engineer)

Final drawings are being reviewed by KDOT for bid letting. PWS Nasalroad is working with USDI to proceed forward with moving the Gas main. BG Consultant, Jason Hoskinson, inquired about continuing to be available during the construction just on an hourly cost basis if any concerns would arise regarding the design?

SEWER LAGOON ANALYSIS: (Bartlett & West)

CC Wade submitted the signed agreement to Bartlett & West along with the request for completion by April 7. Bartlett & West evaluated their current schedule for their team members and responded with a completion of Task 1 by April 3 and a completion of Task 2 & 3 by April 30, 2021. They requested the necessary plans and information from the City for evaluation to be sent to them by March 10 in order to maintain the requested schedule. CC Wade emailed all information by March 9. The process has started for Task 1 in the scope of work.

6) REPORTS OF CITY OFFICERS:

- ✓ City Attorney – Burton Harding (Blue Page 7)
- ✓ Police Chief & Codes Officer – Tina Fenoughty (Blue Page 8)
- ✓ Codes Officer – Allison Fox (Blue Page 9)
- ✓ Public Works Department – Dan Nasalroad (Blue Page 10)
- ✓ Fire Chief – Dan Nasalroad
- ✓ City Clerk – Jodi Wade (Blue Page 11)

7) REPORTS OF COUNCIL COMMITTEES:

- a] Water & Gas----- Danny Curtis ----- Keith Stoker
 - ✓ CC Wade has not received the Gas invoice yet. KMGa is waiting for one more invoice to make sure the dollar amount for the City's invoice is accurate. KMGa is billed weekly for the Gas and typically invoices the City only once a month. In this situation, KMGa wants to see all of the invoices for the month of February before they issue out their invoice.
- b] Street -----Jerome Mitzner-----James Thies
 - ✓ (Postponed until Fall 2021) RFP for Stormwater Master Planning.

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7) REPORTS OF COUNCIL COMMITTEES CONTINUED:

b] Street continued -----Jerome Mitzner-----James Thies

- ✓ (In Committee review) Council Member Mitzner, City Attorney Burton Harding and CC Wade met with the La Cygne Library Board representatives (George Nunnemacher and Les LeMaire), Janet Reynolds, Chris Waddell, Finkle & Williams Architects (Dave Williams and Rebecca Roberts), Meyer Brothers Construction (Dino Simmermon), and Greg Grant (surveyor) on Wednesday, March 10th at 5:30pm. Discussion was held to review the water pooling issue on the North end of the Library property where a new on-street parking area was built. On March 11, 2021 CC Wade emailed requested information to include: Variance permit information, Zoning regulations regarding storm-water, City Code information regarding storm water(ditches) and pictures of the water from a rain event (photos were taken on 3.10.21 immediately after a 25-30 minute rain event).

c] Sewer-----James Thies -----Thomas Capp

d] Park-----Danny Curtis ----- Thomas Capp

e] Cemetery-----Danny Curtis ----- Thomas Capp

- ✓ (In Committee review) Chapter XI. Public Property, Article 1. Cemetery regulations

f] Public Safety-----Jerome Mitzner----- Keith Stoker

g] Community Building----- James Thies -----Danny Curtis

- ✓ Rental of the Community Building to the Public. (Blue Page 12-15)

h] Employee Relations & Training----- Jerome Mitzner ----- Keith Stoker

- ✓ (Postponed until Spring 2021) Ethics/Public Service Training.
- ✓ City Officials training on March 19, 2021 sponsored by Lauber Municipal Law, LLC. Attendees include: Allison Fox, Katie Russell, Jerome Mitzner, and Keith Stoker.
- ✓ Monthly/Quarterly responsibilities for City Hall employees to include: City Clerk, City Treasurer, Office Assistant and Codes Officer.

8) SPECIAL COMMITTEE REPORTS:

a] Emergency Management – None

b] Swanfest Committee – Chamber of Commerce is looking for volunteers to help with Swanfest. Easter Egg hunt is scheduled for Saturday, April 3, 2021.

c] Planning & Zoning Commission – unapproved minutes March 11, 2021 (Blue Pages 16-19)

d] La Cygne Community Park Board – Linda Elder, Chairman, informed the City Hall that the Board approved for the Christmas pole light decorations and the Thayer Park Christmas decoration totes to be stored in the smaller maintenance shed on the East side of the park for the next 2 years (2021/2022)

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9) UNFINISHED BUSINESS:

a] Ordinance No. ____ annexing land to the City of La Cygne, Kansas – **TABLED UNTIL April 7, 2021 meeting.**

b] Resolution No. 02-17 regarding maintenance of streets within the Linn County Industrial Park, La Cygne, Kansas. **TABLED UNTIL April 7, 2021 meeting.**

c] Employee Policy & Guidelines: Employee Pay scales and evaluation procedures for the City of La Cygne. (**Tabled until Summer 2021**)

d] Water Conservation plan review. (**Tabled until Summer 2021**)

10) NEW BUSINESS:

a] Truly Insurance Policy renewal for April 1, 2021 through April 1, 2022. Increase amount is \$6240. Update regarding research for other insurance providers to cost compare.

Action needed: Motion to renew

b] Kansas Office of Recovery will offer two webinars on either Tuesday, March 16 at 3:00pm or Wednesday, March 17 at 10:30am regarding the American Rescue Plan. The American Rescue Plan was signed into law last week. It provides funding to all states with Kansas receiving approximately \$1.568 billion. Cities are set to receive \$424 million and counties will receive \$565 million. Cities over 50,000 population and counties will receive the funds directly from the U.S. Treasury within 60 days. For cities under 50,000 population, the funds will go to the state and be distributed within 60 days. The state of Kansas has 30 days to distribute the funds. At this time, the dollar amounts for each County or City have not been calculated or released.

c] House Bill 294/Senate Bill 13: Senate bill 13 was passed last week. It is now headed to the Governor for approval/veto. This bill will remove the tax lid. State will pay first two years of statements. If a city wants to increase property taxes more than the prior year (based on the dollar amount), the city would issue a statement (listing of reasons for increase and exact dollar amount) for public hearing to allow people to address.

d] Trash Compactor closed on Easter Sunday, April 4, 2021.

Action needed: Motion to close the compactor

EXECUTIVE SESSION:

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

11) OTHER BUSINESS

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12) NOTES & COMMUNICATIONS TO COUNCIL

a] Dog days is scheduled for March 27, 2021 from 10am – Noon at the La Cygne Community Building.

b] Election packets for the November 2, 2021 election are available in the City Hall. Primary election, if required will be held on August 3, 2021.

- The City of La Cygne has (3) Council seats available in the election which are currently held by Keith Stoker, Thomas Capp and James Thies.
- Packets are due to the County Clerk by June 1, 2021 at Noon.
- Filing Fee is \$20.

13) ADJOURNMENT