

MEETING AGENDA
La Cygne City Council
April 1, 2020
Meeting Place: La Cygne City Hall

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

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

2) MAYOR'S COMMENTS:

3) CONSENT AGENDA:

Action Item: Motion to approve consent agenda;
Minutes of March 27, 2020 Special Council Meeting; (Pages 4-6)
Check Register: March 26 – March 30, 2020; (Page 7)

4) DISCUSSION FROM THE FLOOR:

Temporarily suspended

5) SPECIAL PROJECTS:

Report from Public Works – Dan Nasalroad

Sewer Project

CC Wade was advised by City Attorney Harding to have Mayor Wilson proceed with signing the Consultant-Client Agreement as presented for the topographic and boundary survey to be performed by BG Consultants. Agreement is in the amount not to exceed \$8500. Agreement has been signed and returned to BG Consultants. BG will proceed with the survey if/when the executive orders will allow.

UPDATE: BG Consultants will be here this week to perform the topographic survey and the boundary survey.

6) REPORTS OF CITY OFFICERS:

- ✓ City Attorney – Burton Harding
- ✓ Police Chief & Codes Officer – Kurtis West (See Report)
- ✓ Public Works Department – Dan Nasalroad (See Report)
- ✓ Fire Chief – Dan Nasalroad
- ✓ City Clerk – Jodi Wade (See Report)

7) REPORTS OF COUNCIL COMMITTEES:

- a] Water & Gas-----Danny Curtis ----- Keith Stoker
 - ✓ Resolution No.____ Temporary waiver of fees for late payment of utility bills.
- b] Street -----James Thies ----- Jerome Mitzner
- c] Sewer-----James Thies ----- Thomas Capp
- d] Park-----Danny Curtis ----- Thomas Capp
 - ✓ Is the North Park Playground closed?
- e] Cemetery-----Danny Curtis ----- Thomas Capp
 - ✓ Cemetery Caretaker will begin April 13th.

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7) REPORTS OF COUNCIL COMMITTEES:

- f] Public Safety-----Jerome Mitzner----- Keith Stoker
 - ✓ Compactor guidelines were issued by Linn County Public Works Administrator and given to our Compactor operator.
- g] Community Building----- Danny Curtis ----- James Thies
- h] Employee Relations & Training-----Jerome Mitzner----- Keith Stoker
 - ✓ City Hall staff will begin a rotation of (2) staff coming in and (2) staff at home. We will alternate weekly.
 - ✓ FMLA guidelines – The League of Kansas Municipality has been sending information and answering questions pertaining to leave during the “State of Emergency”. City Clerk Wade will update the Council soon.

8) SPECIAL COMMITTEE REPORTS:

- a] **Emergency Management** – All Executive orders and Linn County Public Health Officer orders have been forwarded to the public.
- b] **Swanfest Committee** – None
- d] **Planning and Zoning Commission**
 - ✓ Summary regarding changes to Table 6-1 Residential Zoning. Discussion to be held by Council and determination to accept, deny or send back to Planning & Zoning with considerations. (Table item until April 15th meeting).

9) UNFINISHED BUSINESS:

- a] Advantage Computer Quote (2) new desktops and (1) new laptop w/ Window 10 and Microsoft Office 2019 in the amount of \$3380 + installation (includes 3-yr parts warranty) **OR** Peoples Telecommunications Quote for (2) new desktops and (1) laptop w/ Windows 10 and Microsoft Office 2019 in the amount of \$3989.99 (includes 1 year warranty) (Page 8)
- b] Advantage Server Quote in the amount of \$3770. (Page 8)

Action needed: Motion to approve quote.

- c] La Cygne Codes Book Utilities Section 14-320: Prohibited Acts.

No person shall remove, obstruct, alter or injure any pipe, connection, valve box, meter or in any way injure or damage any building, machinery, fixture or appurtenance of the gas system of the city, or carry off or injure any pipe, tools, fixtures, supplies or apparatus, or other property appertaining to the gas system of the city.

10) NEW BUSINESS

- a] Close Trash Compactor for Easter Sunday, April 12, 2020

Action needed: Motion to close the Compactor.

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10) NEW BUSINESS CONT:

- b] Clothing allowance for Public Works Department vs. Uniform Company.
- Current Contract is with Unifirst which renews 9/10/2020. We have to give notice by mail by June 1st, 2020 to cancel contract. (Page 9)
- c] Sealed bids for the old Public Works dump truck. Bids were to be opened at the March 18, 2020 meeting. Does the Council want to open the bids at this meeting or do you want to table the opening until the next meeting? (See Attached ad)
- d] La Cygne Police Chief position.
- Mayor Wilson will need to remove Interim Chief Kurtis West/Interim Codes Enforcement Officer from his current position and return Kurtis West to his previous position as Corporal Kurtis West effective April 13, 2020. Mayor Wilson will need to appoint the candidate for the Police Chief and Public Health Officer position upon the approval from the Council by motion effective April 13, 2020. Council will need to make a motion to assign the Codes Enforcement Officer role to the Chief of Police.
- e] Douglas Pump Proposal for replacement of a 12" Base Elbow and stainless-steel hardware in the amount of \$8167.50 for the Industrial Park Lift Station. (Page 10)

EXECUTIVE SESSION: (Examples at the Table)

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

11) OTHER BUSINESS:

12) NOTES AND COMMUNICATIONS TO COUNCIL:

13) ADJOURNMENT: