

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

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

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

2) MAYOR'S COMMENTS:

3) CONSENT AGENDA:

Action Item: Motion to approve consent agenda;
Minutes of April 1, 2020 City Council Meeting; (Pages 4-10)
March 2020 Budget Report; (Page 11-13)
March 2020 Treasurer Report; (Page 14)
First Quarter 2020 Financial Statement; (Blue Page)
Check Register: April 2 – 10, 2020; (Pages 15-16)
Check Register: April 11 – April 15, 2019; (Blue Page)

4) DISCUSSION FROM THE FLOOR:

Temporarily suspended

5) SPECIAL PROJECTS:

Sewer Project

BG Consultants is preparing the Topographic survey based on the information from the field. Data is being researched and collected for the Boundary survey.

KDOT CCLIP

On-site field check meeting with Hugh Bogle (KDOT), Donna Schmit (KDOT), Jason Hoskinson (BG Consultants) scheduled for May 14, 2020 at 10am.

6) REPORTS OF CITY OFFICERS:

- ✓ City Attorney – Burton Harding
- ✓ Police Chief & Codes Officer – Tina Fenoughty
- ✓ Public Works Department – Dan Nasalroad (Blue Pages)
- ✓ Fire Chief – Dan Nasalroad
- ✓ City Clerk – Jodi Wade (Blue Pages)

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7) REPORTS OF COUNCIL COMMITTEES:

- a] Water & Gas-----Danny Curtis ----- Keith Stoker
 - ✓ Water Commission request to change the authorized places of use under our current water rights. The Water rights must include all areas you may possibly intend to serve. We have (4) Files and it is \$200 per file to update and add City of Linn Valley/Linn Valley Lakes. Total of \$800. Takes 6-9 months to process the applications. No water can be released to the entity until the rights are updated. (Page 30)
 - ✓ Syd's Market 2" Meter/Pit installation completed. Service is now operable.
- b] Street -----James Thies ----- Jerome Mitzner
 - ✓ Would the Committee consider getting started with a Storm water survey for our streets?
- c] Sewer-----James Thies ----- Thomas Capp
 - ✓ 503 N 4th St Repair to severed sewer line. Sewer line was bored through by one of the new water mains. House had been vacant for the past 3 years. Invoice has been sent to Orr-Wyatt/BG Consultant. Past the warranty period. No response from Orr-Wyatt. Total cost of repair \$1825. (Page 17-18)
- d] Park-----Danny Curtis ----- Thomas Capp
- e] Cemetery-----Danny Curtis ----- Thomas Capp
- f] Public Safety-----Jerome Mitzner----- Keith Stoker
- g] Community Building----- Danny Curtis ----- James Thies
 - ✓ Packet was given to the Public Building Commission to allow them to begin research on an improvement project.
- h] Employee Relations & Training-----Jerome Mitzner ----- Keith Stoker
 - ✓ City Clerk Wade will continue working on-site at the City Hall. City Treasurer Gore is working from home w/o internet access (not possible to get a signal out there). There will be occasional days in which City Treasurer Gore will have to come in to the office to do the Utility Billings. On those days, City Clerk Wade will work from home. Notice will be given to the Council when City Clerk Wade is working from home.

8) SPECIAL COMMITTEE REPORTS:

- a] Emergency Management – Executive Order 20-17 (Unemployment Insurance) and 20-18 (regarding Church/Funeral gatherings) were forwarded to the Council and businesses.
- b] Swanfest Committee - None

9) UNFINISHED BUSINESS:

- a] Contract for Services with David McGriff to provide medical screening services to the La Cygne Police Department during the State of Emergency period. (Page 19-20)
- b] Purchase Order request for Uniform vs. Clothing allotment. (Page 21)
- c] Administrative policy No. 9 – Purchasing and Bidding Policy (Page 22-29)
- d] Quotes from Advantage/Peoples Telecommunications for purchasing new computers and replacing the server.

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10) NEW BUSINESS

a] City of La Cygne website upgrade development. The platform we currently run on will be coming to its end of life at the end of 2021. We would like to upgrade now in order to improve our website's ability. Our intern, Katie Russell, has received training on the administrative role for the website. One-time upgrade fee of \$945.

- ✓ Purpose of the City of La Cygne Website?
 1. Information
 2. Social Network
 3. Media Output
 4. Advertising

b] Planning & Zoning recommendation to amend Article 6, Table 6-1 by adding line 19 "to permit R-1 to allow a Conditions Use Permit for Food Trailers & Mobile Kitchens for the purpose of food sales. (page 31-50)

c] Trash Compactor Job Description Supervision. Currently the Mayor and City Council supervise this position. Consideration of changing it to Public Works Superintendent supervises this position??

EXECUTIVE SESSION:

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

11) OTHER BUSINESS

a]

12) NOTES & COMMUNICATIONS TO COUNCIL

a] Kansas Rural Water Association E-News (Page 51-52)

13) ADJOURNMENT