

MEETING AGENDA
La Cygne City Council
May 6, 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:

Mayor Debra Wilson monthly video report posted on the City of La Cygne YouTube Channel and Facebook on May 1, 2020.

3) CONSENT AGENDA:

Action Item: Motion to approve consent agenda;
Minutes of April 15, 2020 City Council Meeting; (Pages 4-10)
Check Register: April 16 – May 1, 2020; (Pages 11-12)
Check Register: May 2 – May 6, 2020; (Blue Page 4)

4) DISCUSSION FROM THE FLOOR:

Temporarily Suspended

5) SPECIAL PROJECTS:

Water Plant

- i. Waiting for As-builts and Final Drawings from Shelley Electric. Had an issue with the generator on the last power-loss event. Contacted Clifford Power to investigate the issue with the new transfer switch they installed. (Page 13)

Sewer Project

- i. Paul Owings, BG Consultants, submitted a letter to Mike Billings with USDA regarding the results from the sewer lagoon berms. Paul indicated the cost for adjusting the few low spots vs. the cost for raising all the berms a foot. (Page 14)
- ii. City Council recommendation regarding the anticipated sewer rate increase for the upcoming sewer improvement project. New rate was to go in to affect in the Fall of 2020 or Jan 2021.
- iii. Boundary Survey is still in progress.

Street Project – KDOT, BG Consultants, Donna Schmidt, Dan Nasalroad and City Clerk Wade will have a field check meeting on May 14 at 10am to review the drawings to date for the Industrial Road and KS HWY 152 intersection improvements. (Page 15)

6) REPORTS OF CITY OFFICERS:

- ✓ City Attorney – Burton Harding
- ✓ Police Chief & Codes Officer – Tina Fenoughty (Blue Page 5)
- ✓ Public Works Department – Dan Nasalroad (Blue Page 6)
- ✓ Fire Chief – Dan Nasalroad
- ✓ City Clerk – Jodi Wade (Page 16)

MEETING AGENDA
La Cygne City Council
May 6, 2020
Meeting Place: La Cygne City Hall

7) REPORTS OF COUNCIL COMMITTEES:

- a] Water & Gas-----Danny Curtis ----- Keith Stoker
 - ✓ Pertaining to our current Water Right Files, the City Clerk has researched with RWD #1 regarding a legal description which includes Linn Valley Lakes within their district and we could only find a Right-of -way Easement between Linn Valley Lakes and RWD #1. Katie Tietsort, Water Commissioner, concluded the changes do need to be filed. (Page 17)
 - ✓ Gas Committee met with PWS Nasalroad and City Clerk Wade to review Gas utility section of the City Codes book. City Clerk Wade will create another draft with suggestions from the committee to present at the May 20 meeting.
- b] Street -----James Thies ----- Jerome Mitzner
 - ✓ City Clerk Wade reached out to other communities our size for names of Engineer companies they have utilized for storm water survey. Currently have (3) companies.
- 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 during the Water Improvement project. House had been vacant for the past 3-4 years. Invoice has been sent to BG Consultants and Orr-Wyatt Streetscapes. Warranty period ended December 2019. No response from Orr-Wyatt. Contract was emailed to City Attorney Harding for review. Total cost of repair \$1825. Tabled from April 15, 2020 meeting. (Page 18-20)
- 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
- h] Employee Relations & Training-----Keith Stoker ----- Jerome Mitzner

8) SPECIAL COMMITTEE REPORTS:

- a] Emergency Management
- b] Swanfest Committee
- c] Planning & Zoning
- d] La Cygne Community Park Board (Page 21-22) (Blue Page 7)

9) UNFINISHED BUSINESS:

- a] Resolution No. ____ for Administrative policy No. 9 – Purchasing and Bidding Policy (Page 23-24)
- b] Ordinance No. ____ 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 25)
- c] Quotes from Advantage/Peoples Telecommunications for purchasing new computers and replacing the server. **(Tabled until May 20, 2020 meeting)**

MEETING AGENDA
La Cygne City Council
May 6, 2020
Meeting Place: La Cygne City Hall

9) UNFINISHED BUSINESS CONT:

d] 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. **(Tabled until May 20, 2020)**

10) NEW BUSINESS

- a] Stiffel Letter of Engagement for temporary financing for the upcoming sewer improvement project. (Pages 26-32)
- b] Annual 2019 Consumer Confidence Report/Newsletter May 15th. (Pages 33-34)
- c] Budget Workshop May 20th, 2020 at 5:30pm at the La Cygne City Hall?
- d] KORA/KOMA workshop for Mayor, Governing Body, full-time City employees, Planning & Zoning, and La Cygne Community Park Board originally scheduled for April 29, 2020. Consider rescheduling for June/July 2020??

EXECUTIVE SESSION: (See Examples at Table)

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

11) OTHER BUSINESS

12) NOTES & COMMUNICATIONS TO COUNCIL

- a] Linn County Public Health Officer Order (Blue page 8-12)

13) ADJOURNMENT