

# MEETING AGENDA

## La Cygne City Council

June 03, 2020

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:**

- i. Memorial Day – Thank you to Cemetery Caretaker (Bruce Snyder) and the Public Works crew. Thank you to the patrons who placed the American flags throughout the cemetery and at the entrance.

### 3) **CONSENT AGENDA:**

Action Item: Motion to approve consent agenda;  
Minutes of May 15, 2020 City Council Meeting; (Pages 4-12)  
Minutes of May 27, 2020 Special Council Meeting; (Pages 13-14)  
Check Register: May 21 – May 29, 2020; (Pages 15-16)  
Check Register: May 30 – June 3, 2020 (Blue Pages 4)

### 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

- i. Final Pay Application # from Shelley Electric, Inc for the Water Treatment Plant improvements in the amount of \$\_\_\_\_\_ . 6/3/2020 – Eric has not completed the review

#### Sewer Project

- i. BG Consultants boundary survey crew has not been able to get in to complete the survey due to the rain/wet ground. 6/3/2020: Crew plans to be here middle of next week.

#### Street Project – KDOT CCLIP Application

- i. City Clerk Wade had to take KDOT's Right of Way certification class (attempted on May 29, 2020). Information has been received pertaining to the acquisition process. The Design Summary Document (DSD) from Hugh Bogle, Local Road Engineer (KDOT) has been received indicating the project is programmed on the 2020-2021 Kansas State Transportation Improvement plan.

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### 6) REPORTS OF CITY OFFICERS:

- ✓ City Attorney – Burton Harding
- ✓ Police Chief & Codes Officer – Tina Fenoughty (Blue Pages 5)
- ✓ Public Works Department – Dan Nasalroad (Blue Pages 6)
- ✓ Fire Chief – Dan Nasalroad
- ✓ City Clerk – Jodi Wade (Blue Pages 7)

### 7) REPORTS OF COUNCIL COMMITTEES:

- a] Water & Gas-----Danny Curtis -----
  - ✓ Clerks are still working on preparing the draft for ordinance. PWS Nasalroad revised a section pertaining to yardlines/installation. (Tabled until June 17 meeting)
- b] Street -----James Thies ----- Jerome Mitzner
  - ✓ Comments or suggestions regarding the RFP for Stormwater Master Plan.
- c] Sewer-----James Thies ----- Thomas Capp
  - ✓ Review new sewer rate to start August 1, 2020 and letter to patrons. Consider a date for a town hall meeting to explain the project and rate increase to the community. If rate is approved, the sewer section in the codes book will be reviewed in preparation for an ordinance. (Pages 26-31) (Packet at Table)

*Action needed: Motion to approve the new rate*

- d] Park-----Danny Curtis ----- Thomas Capp
  - ✓ La Cygne Community Park board is meeting on June 15 to discuss Blast in the Park and determine guidelines for the park operation this summer.
- e] Cemetery-----Danny Curtis ----- Thomas Capp
  - ✓ Committee, Mayor, PWS Nasalroad, and CC Wade met on Monday, June 1 to review information regarding the finances and regulations for the cemetery. (Pages 17-25) (Packet at the Table).
- f] Public Safety-----Jerome Mitzner-----
- g] Community Building----- Danny Curtis ----- James Thies
  - ✓ PBC (Public Building Commission) is putting together a draft survey for the Council to review at the June 17<sup>th</sup> meeting.
- h] Employee Relations & Training-----Jerome Mitzner -----
  - ✓ KORA/KOMA training dates have not been received yet from Jeff Deane.
  - ✓ CC Wade has reached out to Pleasanton and Mound City regarding a Customer Service training workshop. CC Wade is checking with Paula Downs who does the Customer Service presentations for the Clerk Municipal Training Institute and Scot Loyd who does "Ethics in Work and Everyday Life" presentations.

### 8) SPECIAL COMMITTEE REPORTS:

- a] Emergency Management
- b] Swanfest Committee
- c] Planning & Zoning Commission

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### 9) UNFINISHED BUSINESS:

a] Administrative Policy No. 9 – Purchasing and Bidding Policy draft.

b] KORA/KOMA training dates have not been received yet from Jeff Deane.

c] CC Wade has reached out to Pleasanton and Mound City regarding a Customer Service training workshop. CC Wade is checking in Paula Downs who does the Customer Service presentations for the Clerk Municipal Training Institute and Scot Loyd who does "Ethics in Work and Everyday Life" presentations.

### 10) NEW BUSINESS

a] Will the sales of fireworks be permissible this year?

b] The Utility shut-off order ended at midnight on May 26, 2020. The Council waived the penalty for late payment on utility bills during the State of Emergency period. Will the normal penalty procedure be effective in June 2020? Also, per the city codes shut-offs are to occur on the 1<sup>st</sup> of the month. The City has shut-offs scheduled for June 8, 2020. Will the City be charging the \$50 reconnect fee for the services that will be shut-off for past due bills as per the La Cygne City Code?

c] What are the guidelines/regulations for the La Cygne City Hall/Community Building/Compactor for re-opening?

d] Conference-call Platform from Peoples Telecommunications. Cost is \$10/month for the service. Cost for 500 minutes is \$75/month. Cost for 250 minutes is \$40/month. The minutes per month are divided by the number of people on the call. (example: 6 people on a conference call amounts to a 1-hour call).

### EXECUTIVE SESSION: (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.

### 12) OTHER BUSINESS

a]

### 13) NOTES & COMMUNICATIONS TO COUNCIL

a] Email from Mike Roberts concerning trash & litter along roads, in the ditches and parking lots. (Blue page 8)

### 14) ADJOURNMENT