

MEETING AGENDA
La Cygne City Council
July 7, 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.)

2) MAYOR'S COMMENTS:

3) CONSENT AGENDA:

Action Item: Motion to approve consent agenda;

Minutes of June 16, 2021 City Council Meeting; (Pages 5-12)

Minutes of June 18, 2021 Special City Council Meeting; (Pages 13-14)

Check Register: June 17 – July 2, 2021; (Pages 15-18)

Check Register: July 3 – July 7, 2021; (Blue Page 5)

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.

- ✓ Jackie Pribble and Sandra Smith – 109 N 2nd Street

5) SPECIAL PROJECTS:

WATER TREATMENT PLANT SETTLING PONDS (MIDWEST ENGINEERING)

Email from Kevin Starbuck dated June 22, 2021 indicated he was going to start delivering materials to our job site later this week. The materials have been delivered to the site as of June 25, 2021. Danny Coltrain with MW Engineering is reviewing the material submittals from Starbuck Trucking and is waiting for a letter to proceed from Dan Clair with KDHE. The City needs to review the contract agreement with MW Engineering prior to beginning the construction phase. (White Pages 19-24)

SEWER PROJECT – See PWS Nasalroad report.

KDOT CCLIP (BG Consultants and CFS Engineer) – The Notice to award contract was mailed in to KDOT and has been expedited. Funding in the amount of \$379,000 will need to be paid by August 5, 2021 to KDOT. Pay Applications will cycle through KDOT throughout the project for their work performed and the work performed by CFS Engineering. CC Wade has reviewed the 2021 budget and is recommending the funds are taken from the General Street Fund (01-16-5001) as indicated in Purchase Order No. 2021-9 (White Pages 25-26)

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5) SPECIAL PROJECTS CONTINUED:

New Fire Station and/or Public Safety Building. Rick Zingre with Zingre and Associates submitted a drawing for a Public Safety building. (White Pages 27)

6) REPORTS OF CITY OFFICERS:

- ✓ City Attorney – Burton Harding –
- ✓ Police Chief & Codes Officer – Tina Fenoughty – (Blue Pages 6-7)
- ✓ Codes Officer – City Council needs to appoint an interim Codes officer during the time while Allison Fox is attending full-time Police academy.
- ✓ Public Works Department – Dan Nasalroad – (At the table)
- ✓ Fire Chief – Dan Nasalroad (At the table)
- ✓ City Clerk – Jodi Wade – (Blue Page 8)
- ✓ Treasurer – Connie Gore – (Blue Page 9)

7) REPORTS OF COUNCIL COMMITTEES:

- a] Water & Gas-----Danny Curtis ----- Keith Stoker
- b] Street -----James Thies ----- Jerome Mitzner
 - ✓ (Postponed until Fall 2021) RFP for Stormwater Master Planning.
 - ✓ (In Committee review) La Cygne Library parking lot water pooling.
- c] Sewer-----James Thies ----- Thomas Capp
- d] Park-----Danny Curtis ----- Thomas Capp
 - ✓ Resignation letter from Linda Elder.
 - ✓ Workshop with City Council, Lincoln Towhship and Park Board. Review draft By-laws, discuss operation of the La Cygne Community Park.
- e] Cemetery-----Danny Curtis ----- Thomas Capp
 - ✓ Draft Ordinance for Chapter XI. Public Property, Article 1. Cemetery regulations
- f] Public Safety-----Jerome Mitzner----- Keith Stoker
- g] Community Building----- Danny Curtis -----James Thies
- h] Employee Relations & Training-----Keith Stoker ----- Jerome Mitzner
 - ✓ (Postponed until Spring 2021) Ethics/Public Service Training.

8) SPECIAL COMMITTEE REPORTS:

- a] Emergency Management - None
- b] Swanfest Committee - None
- c] Planning & Zoning – June 10, 2021 Unapproved meeting minutes (White Pages 28-30)
- d] La Cygne Community Park Board - None

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9) UNFINISHED BUSINESS:

- a] Ordinance No. ____ annexing land to the City of La Cygne, Kansas
(Tabled until July 21, 2021 meeting)
- b] Resolution No. 02-17 regarding maintenance of streets within the Linn County Industrial Park, La Cygne, Kansas. **(Tabled until July 21, 2021 meeting)**
- c] Water Conservation plan review. **(Tabled until Summer 2021)**

10) NEW BUSINESS

- a] Ordinance No. ____ amending section 4-405 by adding (f) and replacing section 4-413 of Chapter IV, Article 4, of the code of the City of La Cygne, Kansas. (White Pages 31)
- b] Resolution No. ____ enabling fees established by the city and referenced within the code of the City of La Cygne, Kansas. (At the table)
- c] Purchase Order No. 2021-10: Would the Council want to endure the cost to proceed with a determination of descent in order to create a quit claim deed for the lot located at 602 N. 5th Street. Cost incurred would be up to \$1,000. (White Page 32)
- d] Purchase Order No. 2021-11: Ebara Pump Model 100DLMKFU6152 11.3trim 650 GPM @ 75 TDH to replace the pump in the Industrial Park lift station for \$13,240. Freight not included. (White Page 33-34)
- e] US Dept of Treasury Coronavirus Local Fiscal Recovery Fund Award terms and conditions. Council needs to establish the Authorized Representative and the contact person (should be different) to sign the terms and conditions. (White Pages 35-39)
- f] Assurances of Compliance with Title VI of the Civil Rights Act of 1964. Authorized Official needs to sign as part of the Local Fiscal Recovery Fund administrative paperwork. (White Pages 40-42)
- g] Notice to the Linn County Clerk with intent to exceed the revenue neutral rate. (White Page 43)
- h] Referral letter for 210 S. 3rd Street, La Cygne, KS for an application for construction debris dumping assistance through Linn County. (At The Table)
- i] IBTS (Institute for Building Technology and Safety) Project proposal in the amount of \$28,580 plus expenses in order to revise the City of La Cygne Comprehensive Plan, Zoning Regulations and Subdivision regulations. (Blue Pages 10-13)

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10) NEW BUSINESS CONTINUED:

j] CDBG-CV Meal Program Grant – Request for Payment No. 2 in the amount of \$8364.42. The Council awarded the La Cygne Library a \$14,100 grant. To date, the City has paid out \$11,007.89 to the La Cygne Library. The City still owes the La Cygne Library \$3,092.11 for the original awarded grant. The City would still have \$5272.51 remaining of CDBG-CV Grant funds. CC Wade checked with both the Library and Food Pantry to see if they had further expenses for meal programs from COVID-19. The La Cygne Library still has expenses remaining and the Food Pantry does not. The City would need to make a motion to award the remaining CDBG-CV grant funds to the La Cygne Library. The closing of the grant fund is July 31, 2021. Any unused dollars would be returned to the State. (Blue Pages 14-16)

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

A] Special parks and recreation fund: Letter to Linn County Clerk regarding the distribution of Park money for 2021. (White Page 44)

12) NOTES & COMMUNICATIONS TO COUNCIL

a] Swanfest and Blast in the Park, July 17, 2021. Parade to begin at 5:00pm.

13) GOVERNING BODY REMARKS

14) ADJOURNMENT