

MEETING AGENDA
La Cygne City Council
October 19, 2022
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:

- a] Trunk-or-treat on Broadway, Friday, October 28, 2022 from 6pm – 8pm. Participants are welcome to set up a vehicle to hand out candy.
- b] Hot dogs and Chili at Thayer Park, Monday, October 31, 2022 from 5:30pm – (?) hosted by the La Cygne Fire Department.
- c] Trunk-or-treat, Monday, October 31, 2022 at the Family Café and Christian Church.

3) CONSENT AGENDA:

Action Item: Motion to approve consent agenda;
Minutes of October 5, 2022 City Council Meeting; (White Pages 5-14)
2022 September Budget Report; (White Pages 15-17)
2022 September Treasurer's Report; (White Page 18)
Check Register: October 6, 2022 – October 17, 2022; (White Pages 19-20)
Check Register: October 18 – October 19, 2022; (Blue Page)

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) REPORTS OF CITY OFFICERS:

- ✓ City Attorney – Burton Harding – (At the Table)
- ✓ Police Chief – Tina Fenoughty – (At the Table)
- ✓ Codes Officer – Allison Fox (At the table)
- ✓ Public Works Superintendent – Dan Nasalroad (At the Table)
- ✓ Fire Chief - Dan Nasalroad

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6) SPECIAL PROJECT REPORTS:

WATER TREATMENT PLANT SETTLING PONDS (MIDWEST ENGINEERING):

The water treatment plant will be shut down on October 19, 2022 while Starbuck Trucking, LLC will be completing the final connection to the settling pond and some maintenance work will be performed.

SEWER REHABILITATION PROJECT (NOWAK CONSTRUCTION/BG CONSULTANTS):

NOWAK Construction brought in 2 more crews to work on the relining process. Public notification was put on the Facebook page, website, Front desk and business email regarding the increase of road closure and equipment traffic throughout town for the next 3 weeks.

KDOT CCLIP (KILLOUGH CONSTRUCTION/CFS ENG/BG CONSULTANTS):

KDOT Notice of Acceptance of Portion of Contract was signed on October 17, 2022 and emailed to KDOT. (In Packet)

NEW FIRE STATION 2022:

BG Consultant-Client Agreement in the amount of \$5600 for civil engineering services to prepare drawings and specifications for exterior improvements surrounding the fire station building. Drawings provided will include side plan/grading plan and a utility plan for water and sewer service.

Action Needed: Motion to sign the Consultant-Client Agreement

WATER TREATMENT PLANT ANALYSIS

Dan Coltrain is still working on Water Treatment Plant Master Plan.

STORMWATER MASTER PLAN (BG Consultants)

CC Wade emailed the received completed surveys to Abby Mills, BG Consultants, for review.

602 N. 5th STREET

Discussion was held at the October 12, 2022 Planning & Zoning meeting regarding the subdivision process. CC Wade will have maps made of the lot so the commissioners can begin to review the lot to determine the number of lots and sizes.

7) REPORTS OF COUNCIL COMMITTEES:

- a] Water & Gas----- Danny Curtis----- Keith Stoker
- b] Street ----- Tommy Capp ----- Jerome Mitzner
- c] Sewer----- Keith Stoker ----- Thomas Capp
- d] Cemetery----- Danny Curtis----- David Brenneman
 ✓ Information Board – Replacement display was received.

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7) REPORTS OF COUNCIL COMMITTEES CONTINUED:

- e] Public Safety-----Jerome Mitzner----- Keith Stoker
- f] Community Building----- David Brenneman ----- Tommy Capp
- g] Employee Relations & Training----- Danny Curtis ----- Jerome Mitzner
- h] Park ----- Keith Stoker ----- Tommy Capp

8) SPECIAL COMMITTEE REPORTS:

- a] Emergency Management – None
- b] Chamber of Commerce – Reminder of the following upcoming events:
 - 1. Trunk or Treat on Broadway – October 28, 2022, 6pm – 8pm
 - 2. Community Thanksgiving Dinner – November 19, 2022 at the Christian Church. Donations are welcome to help cover the cost for the turkeys which amounted to \$1200. The Chamber of Commerce has donated \$500 to help.
- c] Planning & Zoning – IBTS presented the draft Comprehensive Plan. Jennifer will make the revisions as indicated by the commissioners. Discussion was held regarding another workshop to include both the council and commissioners to review the draft comprehensive plan as revised. It was suggested to aim towards January 2023 to host a townhall meeting for the public to review the plan.

10) OTHER BUSINESS

- a] Ordinance No. _____ amending Chapter 1. Administration, Article 2. Governing Body, Section 1-202(a). Meetings of the Code of the City of La Cygne, Kansas. This ordinance would establish the regular meeting of the governing body to be held on the first and third Wednesday of the month at 6:00pm. (At the Table)

Action needed: Motion to approve the Ordinance No. 1504

- b] Reassignment of the Ground Lease agreement for the 40' x 40' lease area situated in Lot 6, Linn County Industrial Park. Known as 419 S. 5th Street. Vertical Bridge Development, LLC, a Delaware limited liability company is the new tenant requesting assignment. (At the Table)

Action needed: Motion to approve the reassignment lease agreement.

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.

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9) UNFINISHED POLICY REVIEW:

- a] *Article 18 DRAFT Factory Built Home District review.*
- b] *Article 22 DRAFT Off-Street Parking Regulations.*
- c] *La Harper Heights Water Valve replacement:*
- d] *Article G. Discipline – Employee Policy and Procedures.*
- e] *Water and Sewer Rate Analysis: Carl Brown proposal.*
- f] *ATV/UTV Regulations.*
- g] *Chapter 11. Public Property, Article 2. Parks and Camping.*
 - a] *Article 5 Parking.*
- h] *Ethics and Customer Service Training.*
- i] *Social-Media Policy.*
- j] *Chapter 6. Fire, Article 2. Fireworks.*
- k] *BNSF Quiet Zone*

10) NEW POLICY REVIEW:

11) NOTES & COMMUNICATIONS TO COUNCIL

12) GOVERNING BODY REMARKS

13) ADJOURNMENT