

MEETING AGENDA
La Cygne City Council
December 1, 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 (6:00 P.M.)

a] Pledge of Allegiance

2) PUBLIC HEARING: APPLICATION TO USDA FOR THE SEARCH GRANT PROGRAM

- a] Close the regular meeting;
- b] Open the Public hearing for application for SEARCH Grant;
- c] Comments from the public;
- d] Close the Public hearing for application for SEARCH Grant.

3) CALL REGULAR MEETING TO ORDER:

a] MW Engineering Letter Agreement for Professional Services for a Water treatment plant study in the total amount of \$33,500. (Blue Pages 6-8)

4) MAYOR'S COMMENTS:

a] Christmas Light Pole Decorations are up and in full operation. Thank you to Aaron Rice, Gary Spears and Everygy and our Public Works crew for getting the job done.

b] City of La Cygne will host an appreciation day for the Council, Boards, Planning Commission and City Employees on December 10, 2021. The Boards and Planning Commission can stop by the City Hall from 10:30am until 11:30am. The Council members and City Staff are invited for lunch at noon at the La Cygne Community Building. The La Cygne City Hall will be closed from noon until 1:00pm.

c] Christmas on Broadway, hosted by the La Cygne Chamber of Commerce, will take place on December 12, 2021 from 3-5pm. Businesses are welcome to set up a booth or activity. Santa and Mrs. Claus will be present, hot cocoa and cookies, craft projects, photo booths, the Christmas train, music by the Prairie View Band and Choir, and activities for the family to enjoy.

d] The La Cygne City Hall and Trash Compactor will be closed on December 24 and December 27, 2021 in recognition of Christmas. The La Cygne City Hall and Trash Compactor will be closed on January 3, 2022 in recognition of New Year's Day.

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5) **CONSENT AGENDA:**

Action Item: Motion to approve consent agenda;

Minutes of November 17, 2021 City Council Meeting; (White Pages 6-14)

Check Register: November 18 – November 27, 2021; (White Page 15)

Check Register: November 28 – December 1, 2021; (Blue Page 9)

Cereal Malt Beverage 2022 License for Casey's General Store (Blue Page 10)

6) **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
- ✓ James McCarson
- ✓ Sandra Smith
- ✓ Harley Marcus
- ✓ Shawn Pavone

7) **SPECIAL PROJECTS:**

WATER TREATMENT PLANT SETTLING PONDS (MIDWEST ENGINEERING)

- i. Starbucks Trucking LLC has been working on clearing the project area.
- ii. PWS Nasalroad is working with MW Engineering on request for proposals for the fencing around the perimeter of the settling ponds.

Sewer Project

- i. PWS Nasalroad will be meeting with Abby Mills, BG Consultants, on December 2 to review a few areas prior to finalizing the bid plans.
- ii. CC Wade has reached out to financial companies to begin the process for interim financing (bonds) for the construction phase of the sewer project.
- iii. Survey flags have been placed on the city right of way (alley/utility easement) between N. Railroad Street and 2nd Street.

CCLIP KDOT Street Project

- i. Project scheduled for March 2022.

NEW FIRE STATION/PUBLIC SAFETY BUILDING –

- i. Submission for the First Option Bank Trustee Foundation grant is March 1, 2022.
- ii. CC Wade visited with Kevin Cowan, Gilmore & Bell, regarding bonds through the Public Building Commission for the new Public Safety Building project.

AMERICAN RESCUE PLAN FUNDS (ARPA)

- i. CC Wade reached out to Linn County Economic Coordinator, Jessica Hightower, regarding applications for ARPA funds from the County for the Public Safety Building project. Jessica will email an application as soon as the County Commissioners give her permission.

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7) SPECIAL PROJECTS CONTINUED:

HEAL GRANT PROGRAM

- a) CC Wade delivered applications for the Heal Grant program to improve historic or architectural significant buildings located in the downtown of the city to the owners of vacant buildings. Applications are due by 5:00pm December 20, 2021. CC Wade is working with Janet Reynolds, SEKRPC and the KS Small Business Development center to complete the narratives and business plan for the HEAL Grant application for the La Cygne Community Building.

8) REPORTS OF CITY OFFICERS:

- ✓ City Attorney – Burton Harding
- ✓ Police Chief – Tina Fenoughty (Blue Page 11-25)
- ✓ Codes Officer – Allison Fox
- ✓ Public Works Department – Dan Nasalroad – (Blue Page 26-29)
- ✓ Fire Chief – Dan Nasalroad
- ✓ City Clerk – Jodi Wade (Blue Page 30)
- ✓ City Treasurer’s report – Connie Gore (Blue Page 31)

9) REPORTS OF COUNCIL COMMITTEES:

- a] Water & Gas-----Danny Curtis ----- Keith Stoker
- b] Street -----James Thies ----- Jerome Mitzner
 - ✓ RFQ for Stormwater Master Planning are due January 17, 2022.
- c] Sewer-----James Thies ----- Thomas Capp
- d] Park-----Danny Curtis ----- Thomas Capp
- e] Cemetery-----Danny Curtis ----- Thomas Capp
 - ✓ Purchase Order No. in the amount of \$2400 for a one-time implementation fee and \$600 per year for the Cemetery Module for the City’s Simple City financial software program. (White Pages 16-17)
- f] Public Safety-----Jerome Mitzner----- Keith Stoker
- g] Community Building----- Danny Curtis ----- James Thies
- h] Employee Relations & Training-----Jerome Mitzner ----- Keith Stoker

10) SPECIAL COMMITTEE REPORTS:

- a] Emergency Management - None
- b] Chamber of Commerce is considering to start meeting quarterly instead of monthly.

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10) SPECIAL COMMITTEE REPORTS CONTINUED:

c] Planning & Zoning Commission – Meeting with IBTS on December 2, 2021 at the La Cygne Community building at 7:00pm to review the “GOALS of the Comprehensive plan”.

d] La Cygne Community Park Board will not be meeting until the January annual meeting on January 25, 2022 at 5:00pm.

- ✓ The term for Park Board member Jennifer Vogt will end on December 31, 2021. Mayor Wilson would like to recommend Jennifer Vogt for reappointment to the board.

Action Needed: Motion to approve recommendation from the Mayor.

- ✓ The term for Park Board member Maggie Riley will end on December 31, 2021. Mayor Wilson would like to recommend Maggie Riley for reappointment to the board.

Action needed: Motion to approve recommendation from the Mayor.

11) UNFINISHED BUSINESS:

a] Survey flags have been placed on the city right of way (alley/utility easement) between N. Railroad Street and 2nd Street.

12) NEW BUSINESS

a] City wide clean-up. The date selected at the last meeting was taken. The next available date is June 18, 2022.

- 2021 - 8.20 tons
- 2019 – 4.57 tons
- 2018 – 7.25 tons
- 2017 – 7.74 tons.

b] Employee evaluations have been completed by all department supervisors and are prepared for the Council members to review.

Action needed: Call an executive session for non-elected personnel performance evaluation.

c] The term for La Harper Height Board member Patsy Berglund will end on December 31, 2021. Mayor Wilson would like to recommend Patsy Berglund for reappointment on the board.

Action needed: Motion to accept the recommendation of the Mayor.

EXECUTIVE SESSION:

a] I move the city council recess into executive session to discuss _____ pursuant to _____ p.m.

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13) OTHER BUSINESS

a] The Statement of Substantial Interests for Local Office form must be completed by all Council members in January of each year in case your employment or interests have changed since the initial form submitted during the election season. (White pages 18-21)

14) NOTES & COMMUNICATIONS TO COUNCIL

15) GOVERNING BODY REMARKS

16) ADJOURNMENT

17) TABLED ITEMS TO FUTURE DATES:

a] Ordinance No. ____ annexing land to the City of La Cygne, Kansas
(Tabled until January 2022 meeting)

b] Resolution No. 02-17 regarding maintenance of streets within the Linn County Industrial Park, La Cygne, Kansas. **(Tabled until January 2022 meeting)**

c] Water Conservation plan review. **(Tabled until Summer 2022)**

d] Ethics/Public Service Training. **(Tabled until Spring 2022)**