

Record of the Proceedings of the Governing Body

REGULAR MEETING

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March 4, 2026

REGULAR MEETING:

The La Cygne City Council met on Wednesday, March 4, 2026, at the La Cygne Community Building. Council Members present: Robert Sullivan; Kent Wade; and Oscar Marino. ABSENT: Ed Smith and Jerome Mitzner.

Others in attendance included but not limited to: City Clerk (CC) Jodi Wade; Police Chief Zachary Mathies; Public Works Director (PWD) Dan Nasalroad; City Attorney Jeff Deane; Linn County Newspaper, Brian King; and Linn County Journal, Roger Sims; Ben Shipley; and Emil Wilson.

CALL REGULAR MEETING TO ORDER (7:00 P.M.)

Pledge of Allegiance by Mayor Debra Wilson

MAYOR COMMENTS:

- a. City is accepting applications for Lifeguards for the 2026 Summer Pool Season. Applications are available on-line and at the La Cygne City Hall.
- b. City Hall doors closed to the public, March 10 and March 11, for staff to complete training on the new utility billing software.

❖ **Motion**

Council Member Wade motioned to approve for the City Hall to be closed to the public on March 10 and March 11 for staff to complete training on the new utility billing software. Motion seconded by Council Member Marino, voted on, passed 3-0.

- c. Lift Station bid opening will be held on March 11 at 2pm.
- d. April 1st, Town Hall meeting, at the La Cygne Library, from 5pm – 7pm. Advertisement has been issued out on Facebook.

CONSENT AGENDA:

❖ **Motion to approve Consent Agenda:**

Council Member Marino motioned to accept the Consent Agenda.

Minutes of the February 18, 2026 Council Meeting;

Check Register up to: March 1, 2026;

Motion seconded by Council Member Sullivan, voted on, passed 3-0

DISCUSSION FROM THE FLOOR:

Ben Shipley, resident of 23052 W. 391st Street, addressed the council about natural gas service for a new home being built. Mayor Wilson and the council members responded to the request by reviewing the motion made back in the Fall of 2025 to not accept any more customers on the transport pipeline along Hedgelane. PWD Nasalroad reviewed the concerns addressed prior to the motion being made which included: costs, safety, and not exceeding the threshold to cause for KCC regulation. Ben thanked the council for their time but also requested to have the opportunity to return when the full council was present.

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REPORTS OF CITY OFFICERS:

POLICE CHIEF ZACHARY MATHIES

Chief Mathies presented his monthly report: Traffic Stops (135), Calls for Service (108), District and Building Checks (416), Reports (28), Citations (14).

From February 18 – March 3, 2026 : (1) Information Reports; (0) Alcohol Offenses; (1) Traffic Misd. Offenses; (20) Traffic Warnings; (0) Criminal Offense Reports; (35) Calls for Service; (0) Accident Report; (0) Drug Offense; (0) Warrant Arrests; (0) Traffic Citations; (0) Animal Citations; (45 Total/3 Renewals) UTV Registration.

Chief Mathies provided a picture of the Semiquincentennial Badge purchased by individual officers to recognize the 250th birthday of the United States.

Officer Higgins was hired as a Full-time officer. Officer Higgins has been serving the City of La Cygne as a Part-time police officer. Officer Higgins will participate in Academy March 30th – July 10th.

Chief Mathies reached out to the local auto body shops and the surrounding for an engine replacement quote for the 2016 Ram 1500 (Unit 302). The only shop which still handles engine replacement was Superior Automotive located in Paola, KS. The council reviewed the quote for the removal of the old engine and installation of the new engine in the amount of \$3785.92. Chief Mathies also provided a quote for a V8 remanufactured engine in the amount of \$3999. The total cost for the quote with Superior Automotive would be \$7784. The council discussed and compared the amounts between the dealership and Superior Automotive. No further questions. Mayor Wilson asked Chief Mathies for his opinion. Chief Mathies indicated it would be very difficult to find a used vehicle replacement in the range of \$10,000.

❖ **Motion**

Council Member Marino motioned to accept the quote from Superior Automotive in the amount of \$3785.92 and the purchase of a remanufactured engine from Powertrain Products in the amount of \$3999 to replace the engine in the 2016 Dodge Ram Unit 302 for the total amount of \$7784.92. Motion seconded by Council Member Sullivan, voted on, passed 2-1 (Nay – Council Member Wade).

Chief Mathies provided a demonstration for the NarcRanger Spectrometer. This unit is used to provide a safe means for identifying harmful drugs. More often than not, common pharmaceutical items are being laced with drug products which could be harmful if in contact with the skin. This unit provides the ability to maintain the product in a protective bag while analysis is performed on the drug. Purchase Order No. PD2603 in the amount of \$5,250 was presented to recognize the purchase of the NarcRanger Spectrometer utilizing funds from the First Option Bank Grant which was received in 2025. Chief Mathies asked the council to proceed with approval of the purchase order to provide the documentation as requested in the process of the city for purchases.

❖ **Motion**

Council Member Wade motioned to approve Purchase Order No. PD2603 in the amount of \$5,250 for the NarcRanger Spectrometer to increase officer safety and accurately identify illicit substances. Funding for purchase came from the First Option Bank Grant 2025. Motion seconded by Council Member Marino, voted on, passed 3-0.

REPORTS OF CITY OFFICERS CONTINUED:

PUBLIC WORKS DIRECTOR – DAN NASALROAD

PWD Nasalroad provided the Director report for March 4, 2026.

- Worked on the City of Linn Valley project. Water Sales may start this week.
- Attended the City of Linn Valley progress meeting.
- Water Plant issues have been resolved.
- Worked with new utility customers.
- Identified smaller upcoming public works projects.
- Received new ditching bucket.
- Mini-ex has been repaired.
- Worked on the Lead & Copper Survey.
- Worked on Water Plant Asset Management and planning.

FIRE CHIEF – DAN NASALROAD

Fire Chief Nasalroad provided the report for March 4, 2026.

- Had training on March 3rd. Training focused on scene size-up, radio use, and Mayday situations.
- We sent out half of the SCBA's and had those hydro tested. Waiting on the 2nd half.
- We had 4 calls for service in February 2026: (2) EMS assists; (1) unauthorized burn, and (1) False Alarm.
- Attended a virtual class on the new reporting system.

CITY CLERK – JODI WADE

CC Wade presented her report March 4, 2026.

- Reviewed the bad debt and collections information and prepared write-off reports.
- Met with the Pool Coordinator, Angie Goodwin, to continue working on preparations for the upcoming pool season.
- Completed Gas and Water annual reports.
- Completed Blue Cross Blue Shield annual employee count/hours report.
- Completed employee wage audit.
- Finalizing a few last items in Chronicle cemetery program before going live.
- Training on March 10/11 for the utility portion of the Edmunds Software program.
- Working with Labette bank to prepare for Direct deposit and Utility ACH payments.
- We have been assigned to a Project Manager for Tyler Tech Court Software. We set up a schedule for preparing software.
- Will be attending the KRWA Conference in Wichita later this month.
- Financial Audit is scheduled for April 27 – 29.

Council Member Wade inquired about the Wagon Wheel building being cleaned up. CC Wade will reach out to the insurance company to find out if they have an approval for payout yet. Police Chief Mathies will reach out to Mr. Keaton to suggest the removal of the front overhang for safety purposes.

SPECIAL PROJECTS:

SEWER REHABILITATION PROJECT – SEWER LIFT STATION BIDS (BG CONSULTANTS)

Sealed bids will be received and publicly opened on March 11, 2026 at 2:00pm.

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SPECIAL PROJECTS CONTINUED:

WATER TREATMENT PLANT IMPROVEMENTS:

CC Wade is working with Ben Coltrane, MW Engineering Group, on the USDA pre application for consideration for grant/loan funding for Phase 3 of the Water Plant Improvement Project. Council Member Sullivan asked if they could have a copy of the Phase 3 information since they were not a part of the council when the analysis was proposed.

STORMWATER MASTER PLAN/STREET IMPROVEMENT MASTER PLAN

CC Wade was informed the Sales Tax ballot question must be received by September 1, 2026 in order to be printed on the November 2026 ballot.

CC Wade started advertising on Facebook for the Town Hall meeting on Wednesday, April 1, 2026 at 5:00pm – 7:00pm to address the public regarding the upcoming 1% Sales tax question.

Mayor Wilson asked to have the ballot question samples available for the next meeting to begin review and selection.

CITY FACILITY IMPROVEMENT (CITY HALL, POLICE DEPARTMENT, COMMUNITY BUILDING)

Final set of boards and PER costs will be delivered by BG Consultants. CC Wade inquired about the next step. The council members present felt the discussion should be held when all members of the council were present.

❖ Motion

Council Member Marino motioned to postpone the discussion regarding the city facility improvement until the next council meeting. Motion seconded by Council Member Wade, voted on, passed 3-0.

CITY OF LINN VALLEY WATER CONNECTION

No updates at this time.

REPORT OF COUNCIL LIAISONS:

a] **Utilities Liaisons:** None

b] **Street Liaisons:** Council Member Wade inquired further about performing some of the small repairs/improvements on the ditches/culverts. Council Member Wade reflected on the intersection of 7th and Market and the intersection of Broadway and Chestnut. PWD Nasalroad agreed to look in to both areas to propose some options.

c] **City Facility Liaisons:** Council Member Wade asked CC Wade if the new cemetery program would be able to go LIVE before Memorial day. CC Wade indicated it would be live prior to Memorial Day weekend.

d] **Public Safety Committee:** None

e] **Employee Relations and Training:** None

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SPECIAL COMMITTEE REPORTS:

EMERGENCY MANAGEMENT: None

PLANNING & ZONING COMMISSION (PZC): Chief Mathies reported on (3) Building Permits for Fencing and (1) Access Point application for the installation of a new culvert.

UNFINISHED BUSINESS:

MOBILE FOOD TRUCK REGULATIONS

Chief Mathies will have prepared for the next meeting.

UNFINISHED BUSINESS CONTINUED:

CAMPING REGULATIONS

Tabled until the next council meeting.

U.S. MINERALS DUST CONCERNS MEETING WITH COUNCIL AND CITY ATTORNEY

City Attorney Deane received a response back from a representative for U.S. Minerals. The attorney and mayor will set up a date for the meeting.

PARK AND POOL REGULATION DRAFT

Tabled until the next council meeting.

NEW BUSINESS:

OLD DEBT WRITE-OFF

CC Wade presented totals for accounts with outstanding debt at a threshold of \$110 or less. The total amount of bad debt submitted to the Collection Bureau of Kansas (CBK) for the period of 2015 – 2020 under the threshold of \$110 amounted to \$550.28. The total amount of bad debt submitted to the Kansas Set Off program for the period of 2001 – 2016 under the threshold of \$110. Amounted to \$971.79. The total amount of bad debt within the gWorks program which has not been submitted to collections yet but is under the threshold of \$110 amounted to \$1374.73. CC Wade asked the council to consider writing off the total of \$2896.80.

❖ **Motion**

Council Member Wade motioned to approve the write-off of bad debts as presented in the total amount of \$2896.80. Motion seconded by Council Member Sullivan, voted on, passed 3-0.

EXECUTIVE SESSION:

❖ **Motion**

Council Member Wade motioned for an executive discussion for 5-minutes for the preliminary discussion of the acquisition of real property and to return to the council table at 8:15pm. Motion seconded by Council Member Sullivan, voted on, passed 3-0. 8:10pm

Others in attendance: Public Works Director Dan Nasalroad, CC Wade, and City Attorney Deane.

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OPEN SESSION RESUMED AT 8:15pm

❖ **Motion**

Council Member Wade motioned to approve for the City of La Cygne to purchase the property located at 104 E. Market Street in the amount of \$35,000. Motion seconded by Council Member Marino, voted on, passed 3-0.

UNFINISHED POLICY REVIEW

DRAFT COMPANY VEHICLE USE POLICY

CHAPTER 5. BUSINESS REGULATIONS, ARTICLE 1. SOLICITORS, CANVASSERS, PEDDLERS

CHAPTER 3. BEVERAGES, ARTICLE 2 CEREAL MALT BEVERAGE AND ARTICLE 3. ALCOHOLIC LIQUOR

RENTAL READY PROGRAM (LANDLORD REGISTRATION)

ARTICLE 22: OFF STREET PARKING

NEW POLICY REVIEW:

ARTICLE 5. PARKING

SOCIAL-MEDIA POLICY

GOVERNING BODY REMARKS: None

NOTES AND COMMUNICATION: None

ADJOURNMENT:

❖ **Motion**

Council Member Wade motioned to adjourn the meeting. Motion seconded by Council Member Marino, voted on, passed. 3-0. 8:16p.m.

I, _____ La Cygne City Clerk, do hereby declare
(Jodi Wade) the above to be true and correct, to the best of my knowledge, and do hereby subscribe my name on this 4th day of March 2026.