

Record of the Proceedings of the Governing Body

REGULAR MEETING

Page 1 of 6 Pages

March 18, 2026

REGULAR MEETING:

The La Cygne City Council met on Wednesday, March 18, 2026, at the La Cygne Community Building. Council Members present: Robert Sullivan; Jerome Mitzner; Ed Smith; and Oscar Marino. ABSENT: Kent Wade.

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 (via Zoom); Linn County Journal, Roger Sims; BG Consultant, Jarrod Mann; SM5 Electric LLC; Deanne Essex and Emil Wilson.

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

Pledge of Allegiance by Mayor Debra Wilson

MAYOR COMMENTS:

- a. April 1st, 2026, Town Hall meeting, La Cygne Library, 5pm – 7pm. Advertisement has been posted on Facebook.
- b. April 4th, 2026, Easter Egg Hunt, La Cygne Community Park, 10am. Sponsored by Ray of Hope.
- c. April 11th, 2026, Dog Days, La Cygne Community Park Enclosed Shelter, 10am – Noon. Sign-up is available on Facebook and city website.

CONSENT AGENDA:

❖ Motion to approve Consent Agenda:

Council Member Smith motioned to accept the Consent Agenda.

Minutes of the March 4, 2026 Council Meeting;
Check Register up to: March 12, 2026;
February 2026 Trial Balance Report.

Motion seconded by Council Member Sullivan, voted on, passed 4-0

DISCUSSION FROM THE FLOOR:

Deanne Essex approached the governing body about her residence located at 610 E. Locust Street. Deanne originally had a "rent to own" agreement for the property. She completed the purchase of the home but did not get the quit claim deed filed with Linn County register of deeds. Deanne Essex would like to demolish the home but is unable to get a permit since the property is still in the prior owner's name. Deanne has met with legal and a title company to have the new deed prepared and should receive it in the next week or so and will have it filed with the county deed office.

City Attorney Deane indicated since Deanne Essex has resided at the property for over 16 years it would be OK for her to proceed forward with applying for a demolition permit prior to the deed being filed with the county to change the property to her name.

REPORTS OF CITY OFFICERS:

POLICE CHIEF ZACHARY MATHIES

Chief Mathies presented his monthly report: Traffic Stops (153), Calls for Service (146), District and Building Checks (533), Reports (34), Citations (14).

From March 4 – March 17, 2026 : (2) Information Reports; (0) Alcohol Offenses; (0) Traffic Misd. Offenses; (18) Traffic Warnings; (1) Criminal Offense Reports; (38) Calls for Service; (2) Accident Report; (0) Drug Offense; (1) Warrant Arrests; (0) Traffic Citations; (0) Animal Citations; (47 Total/5 Renewals) UTV Registration.

Chief Mathies reported the Dodge Ram engine is out and the new one was delivered last week. The Tahoe is fully outfitted and on patrol, assigned to Officer West.

Chief Mathies presented a job description for the rank of Police Sergeant. Chief Mathies explained the necessity to have a full-time officer assigned the rank of Sergeant to serve as the primary supervisory officer and second-in-command of the La Cygne Police Department. During the temporary absence of the Police Chief the Sergeant would assume responsibility for the general supervision and operational coordination of the department personnel and resources as directed or directly assigned.

Council Member Mitzner asked if the Sergeant would be required to be FTO certified. Chief Mathies stated it would be preferred but not required. Mayor Wilson asked about change in pay. Chief Mathies indicated step-up is already built in to the employee pay scales.

Chief Mathies asked the council what they felt the process should be for approving an officer for the rank of sergeant. The council stated it should follow the same process as established in the Public Works Department, the department supervisor would make the recommendation to the Mayor for approval. Council Member Smith added reporting approval to the council and making sure the Sergeant understood the Chain of Command.

❖ **Motion**

Council Member Smith motioned to approve the job description for Police Sergeant as presented. Motion seconded by Council Member Marino, voted on, passed 4-0.

PUBLIC WORKS DIRECTOR – DAN NASALROAD

PWD Nasalroad provided an update on an event at the Water Plant. The underground electric power line to the river pumps failed. Upon review the power source had to be altered. Everygy installed 3 transformers on a pole near the River Pump station to provide power. The new location for power will alter some processes but will avoid the challenges with having an underground power source.

PWD Nasalroad indicated the crews had been busy patching or repairing pot holes around town, preparing mowers and weed eaters for the upcoming grass season.

FIRE CHIEF – DAN NASALROAD

Fire Chief Nasalroad reported everything was going well at the fire station.

Record of the Proceedings of the Governing Body

REGULAR MEETING

Page 3 of 6 Pages

March 18, 2026

REPORTS OF CITY OFFICERS CONTINUED:

CITY CLERK – JODI WADE

CC Wade presented the renewal for Insurance for the City. The increase was very minimal. City Policy went from \$69,209 up to \$75,674. The Fire Policy increased from \$4865 to \$5512. No further questions were asked.

❖ **Motion**

Council Member Mitzner motioned to approve the renewal for Insurance through Truly Insurance in the amount of \$75,674 for the City Policy and \$5,512 for the Fire Policy. Motion seconded by Council Member Smith, voted on, passed 4-0.

SPECIAL PROJECTS:

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

Jarrold Mann, BG Consultants, presented the Bid Tabulation for the Sewer Lift Station which were received on March 11, 2026. A total of for (4) bids were received. The low bidder was SM5 Electric, LLC. Members of the company were present this evening and introduced themselves to the Council. Jarrold reviewed the note regarding the generator brand. SM5 Electric stated in their bid they intended to supply generators from Kohler/Rehiko but also offered that, if the City prefers, they were able to provide generators by Generac at the same price point.

CC Wade asked about the time frame for generators, SM5 indicated approximate 23 weeks to receive the supply.

Jarrold advised the council that financial statements had been received and the packet for SM5 Electric, LLC was in order.

❖ **Motion**

Council Member Mitzner motioned to award the La Cygne Lift Station Generator and Control Panel Replacement project to SM5 Electric LLC for \$315,000, contingent on USDA concurrence. Motion seconded by Council Member Smith, voted on, passed 4-0.

❖ **Motion**

Council Member Mitzner motioned to authorize the Mayor, City Clerk and City Attorney to process all Contract Documents and proceed with construction. Motion seconded by Council Member Smith, voted on, passed 4-0.

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.

STORMWATER MASTER PLAN/STREET IMPROVEMENT MASTER PLAN

Mayor Wilson asked the council to have a discussion regarding the ballot question samples.

RECESS:

❖ **Motion**

Council Member Smith motioned for a 5-minute recess to allow CC Wade to make copies. Motion seconded by Council Member Marino, voted on, passed 4-0.

SPECIAL PROJECTS CONTINUED:

STORMWATER MASTER PLAN/STREET IMPROVEMENT MASTER PLAN

The council held a discussion on the wording for the ballot question. Council Members inquired about the two current 1% sales tax allocations and what their purpose was intended to fund. CC Wade read the information from the City Codes regarding the taxes. The council discussed the wording allocation and the specific percentage amounts. Mayor Wilson asked about some of the additional wording to the question and if it was necessary. City Attorney Deane explained the are two parts to the ballot question, a resolution must be approved by the Council which would contain the majority of the "where as" language for establishing the question for the ballot. The actual language for the ballot will be simplified to strictly the "question".

The council asked CC Wade to draft the question with the additions (e.g. stormwater, development) and edits as provided by the council in their discussion this evening. Council Member Mitzner made the point that further changes could result from the Town Hall meeting to be held on April 1. The intent is to have a draft for the community to reflect on and ask questions.

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

Final set of boards and PER costs will be delivered by BG Consultants. CC Wade provided a copy for all council members to have to review. Discussion was held regarding the use of both buildings or letting go of a building. The council felt it was in their best interest to keep both buildings for government use. Council Member Mitzner provided a suggestion to consider using some of the space for an "incubator"/Market Place for patrons to lease for start-up businesses. CC Wade stressed to the council the importance to consider the cost estimates provided to at least conduct the necessary maintenance improvements needed on the buildings. CC Wade voiced the city often discusses the importance for maintaining the downtown and being that 2 buildings are owned by the City, we should be setting an example for building maintenance.

CITY OF LINN VALLEY WATER CONNECTION

No updates at this time.

REPORT OF COUNCIL LIAISONS:

- a] **Utilities Liaisons:** None
- b] **Street Liaisons:** None
- c] **City Facility Liaisons:** None
- d] **Public Safety Committee:** None
- e] **Employee Relations and Training:** None

SPECIAL COMMITTEE REPORTS:

EMERGENCY MANAGEMENT: None

PLANNING & ZONING COMMISSION (PZC): None

UNFINISHED BUSINESS:

ORDINANCE NO. ADDING ARTICLE 4. MOBILE FOOD TRUCKS TO CHAPTER 5. BUSINESS REGULATIONS

Chief Mathies presented the Ordinance as drafted by the council and reviewed by the City Attorney.

Record of the Proceedings of the Governing Body

REGULAR MEETING

Page 5 of 6 Pages

March 18, 2026

UNFINISHED BUSINESS CONTINUED:

ORDINANCE NO. ADDING ARTICLE 4. MOBILE FOOD TRUCKS TO CHAPTER 5. BUSINESS REGULATIONS

❖ **Motion**

Council Member Mitzner motioned to approve Ordinance No. 1547 adding Article 4. Mobile Food Trucks to Chapter 5. Business Regulations of the Codes of the City of La Cygne, Kansas. Motion seconded by Council Member Smith, voted on, passed 4-0.

CAMPING REGULATIONS

Council reviewed the draft and provided some edits for Chief Mathies.

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

City Attorney Deane will reach out to U.S. Minerals to see if they can meet with him and the Mayor on either March 24, 25, 26, 30 or 31.

PARK AND POOL REGULATION DRAFT

Tabled until the next council meeting.

NEW BUSINESS:

NEW GAS RATES

CC Wade provided a draft format for reviewing the Gas Rates. Further discussion will be held at the next council meeting.

EXECUTIVE SESSION:

None

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: Council Member Mitzner asked the members of the council to really reach out to the community members regarding the Sales Tax question. He stressed the need for strong campaigning. City Attorney Deane reminded the elected officials and city staff about the do's and don'ts regarding campaigning for a ballot question.

Record of the Proceedings of the Governing Body

REGULAR MEETING

Page 6 of 6 Pages

March 18, 2026

NOTES AND COMMUNICATION: None

ADJOURNMENT:

❖ **Motion**

Council Member Smith motioned to adjourn the meeting. Motion seconded by Council Member Marino, voted on, passed. 4-0. 9:21 p.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 18th day of March 2026.