

Record of the Proceedings of the Governing Body

REGULAR MEETING

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July 17, 2024

REGULAR MEETING:

The La Cygne City Council met on Wednesday, July 17, 2024 at the La Cygne Community Building. Council Members present were: Thomas Capp; David Brenneman; Ed Smith; Jerome Mitzner; and Keith Stoker. Absent: City Attorney Burton Harding.

Others in attendance included, but not limited to: City Clerk (CC) Jodi Wade; Public Works Superintendent Dan Nasalroad; Police Chief Zachary Mathies; Linn County Newspaper, Tony Furse; Emil Wilson; David and Tracy Lawver; and Tyler Wright

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

Pledge of Allegiance – Mayor Debra Wilson

MAYOR COMMENTS:

a] Lead and Copper Inventory completion: Public Works and the Codes Officer have been placing door hangers to help alert patrons to contact the city to complete the inventory.

b] Mayor Wilson made a statement regarding the attempted assassination of presidential candidate Donald Trump.

CONSENT AGENDA:

❖ Motion to approve Consent Agenda:

Council Member Capp motioned to accept the Consent Agenda.

Minutes of the July 2, 2024 Council Meeting;
2024 June Budget Report;
2024 June Treasurer's Report;
2nd Quarter 2024 Financial Statement;
Check Register: June 30, 2024 – July 15, 2024.

Motion seconded by Council Member Stoker, voted on, passed 5-0

DISCUSSION FROM THE FLOOR:

NONE

REPORTS OF CITY OFFICERS:

POLICE CHIEF ZACHARY MATHIES

Chief Mathies reported he was in the early stages with implementing the Lexipol program. The review and implementation process will begin next week. Animal control had impounded a male Pitbull, temporarily named Copper. No owner has come forward and we are proceeding with trying to find him longer term, permanent placement. He is available for adoption. Information has been listed on Facebook.

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REPORTS OF CITY OFFICERS:

POLICE CHIEF ZACHARY MATHIES

Complaints have been received on 4th Street, which is a flat, residential road which is approximately 3600 feet long with a speed limit of 30mph and no traffic control devices. Between 7/03/2024 – 7/15/2024 Offices had conducted traffic enforcement on this road. Speeds vary between 20-35mph but two citations were issued for 39mph and 48mph, both were between noon and 3pm. Proposal, pursuant to K.S.A. 8-2005 and 8-2008 erect STOP signs on 4th Street and Lincoln and Locust Street. This would create 4-way spot on both.

Purchase Order No: 2024-0716-0002 in the amount of \$3345 for the purchase of three (3) new vests from NAFECO for the Full-time Officers.



Motion

Council Member Capp motioned to approve Purchase Order No. 2024-0716-0002 in the amount of \$3345 for the purchase of three (3) new vests for the Full-Time Officers. Motion seconded by Council Member Smith, voted on, passed 5-0.

Chief Mathies presented a budget at the last meeting for replacement of the Police Fleet vehicles over the next 10-15 years. He had developed a rotation on a sliding scale allocating the purchase of a used vehicle followed by the purchase of a new vehicle. The scale showed a vehicle taking 13-years to go through the system with approximately 8-years of patrolling use. At this time, Chief Mathies would ask for the allocation of funds from the Equipment Reserve to allow the permission to begin searching for a used vehicle to purchase in coordination with the vehicle replacement schedule. Chief Mathies requested \$25,000 for the purchase and upfitting of the vehicle. Through his searches, Chief Mathies has seen 2020-2022 SUVs with less than 75xxx miles will cost approximately \$10K-15k and general upfitting would be approximately 5k – 8k. The current Ram 301 would then be sold on Purple Wave. Council Member Stoker asked how many miles was on the Ram 301, Chief Mathies indicated 109,000.



Motion

Council Member Capp motioned to allocate up to \$25,000 for the replacement of the Ram 301 Police vehicle. Motion seconded by Council Member Stoker, voted on, passed 5-0.

CODES OFFICER – DEVIN CANADA

Report reflects 6/17/2024 through 6/28/2024

Code Letters:

Violation Type:	# Corrected	#in Progress	# Citations	# New
NUISANCE	5	1	0	0
INOP	0	0	0	0
GRASS/WEEDS	1	1	0	0
VERBAL WARNINGS	5	2	0	3
OTHER	0	2	1	0
WORK ORDERS	PW	PW	NA	0

VIN Inspections: 3

Other:

Aided Public Works with lead and copper survey going door to door.

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REPORTS OF CITY OFFICERS CONTINUED:

CODES OFFICER – DEVIN CANADA

Animal Control: Returned to Owner – 4
 Taken to Shelter – 0
 Taken to Vet – 0
 In Kennel – 1
 Picked up - 5

PUBLIC WORKS SUPERINTENDENT(PWS)–DAN NASALROAD

Purchase Order No. 2024-9 in the amount of \$6600 from USDI for the relocation of the Whistle Redi-Mix (cement plant) meter set and installing a 2" yard line to the existing meter set piping.

❖ **Motion**

Council Member Capp motioned to approve Purchase Order No. 2024-9 in the amount of \$6600 from USDI for the relocation of the meter set and installation of a 2" yard line to the existing meter set piping at 701 Linnco Drive. Motion seconded by Council Member Stoker, voted on, passed 5-0.

Purchase Order No. 2024-10 in the amount of \$14,400 from USDI for the replacement of the meter and regulator at the USD362 Prairie View High School.

❖ **Motion**

Council Member Mitzner motioned to approve Purchase Order No. 2024-10 in the amount of \$14,400 from USDI for the replacement of the meter and regulator at USD362 Prairie View High School. Motion seconded by Council Member Smith, voted on, passed 5-0.

The advertisement for bids has been released for the Sewer Lagoon project.

A complaint was received for the La Cygne Community Park regarding ADA compliant handicap parking at the pool and restrooms. Discussion was held regarding the surfaces at the various public facilities. The Facility Committee will meet with PW Nasalroad and review some options.

FIRE CHIEF – DAN NASALROAD

Fire Chief Nasalroad forwarded information to Randy Hegwald (Linn County Emergency Coordinator) regarding Automatic Aid.

CITY CLERK – JODI WADE

CC Wade reviewed the June Financial report. CC Wade presented a brief review from the 2025 Budget Workshop. Discussion was held regarding the modifications in levying which were made to the budget. The \$14,494 dollar increase to the budget amount is for the increase in the pay scales for a 3% COLA increase and 3% increase in costs of goods and services. The council had no further discussions or concerns with the 2025 Budget draft.

❖ **Motion**

Council Member Capp motioned to proceed with notifying the Linn County Clerk that the City of La Cygne will exceed the revenue neutral rate with a proposed mill levy rate of 64.339. Motion seconded by Council Member Smith, voted on, passed 5-0.

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REPORTS OF CITY OFFICERS CONTINUED:

CITY CLERK – JODI WADE

CC Wade presented a proposal from Zingre and Associates, P.A. for preliminary Architectural Services for "City Administration, Community Building and Police Department Study". Council Member Capp indicated he would like to see some proposals from a couple other companies as well. CC Wade asked the Council if they had contact information for other companies they would like to consider. Council Member Capp suggested reaching out to BG Consultants.

SPECIAL PROJECTS:

SEWER REHABILITATION PROJECT (REED ENVIRONMENTAL/BG CONSULTANTS)

Bid Advertisement has been released and bid opening will be at 10:00am on Wednesday, August 7, 2024 for the Lagoon Sludge Removal.

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

No new updates

WATER TREATMENT PLANT IMPROVEMENTS:

Applications for the Water Office Project Grant have been released. Council Member Capp suggested reaching out to grant writing assistants to help with the narratives. CC Wade inquired about looking in to the loan forgiveness portion of the grant. Currently the city owes \$2,585,168 for the water project. The grant provides 90% loan forgiveness for cities with a population under 2,000. Council Member Mitzner will meet with CC Wade to review the figures.

602 N 5TH STREET PROPERTY (CLINCH REALTY)

An offer was presented from David and Tracy Lawver. CC Wade presented the Minor Platting regulations to David and Tracy Lawver to ensure the process was understood. The council had no further questions. David and Tracy Lawver had no further questions. A copy of the Covenants was presented for signatures.

❖ Motion

Council Member Capp motioned to accept the offer from David and Tracy Lawver in the amount of \$24,500 for the purchase of 602 N. 5th Street and to approve for Mayor Wilson to sign all documents involved with the contract. Motion seconded by Council Member Stoker, voted on, passed 5-0.

RECESS

❖ Motion

Council Member Capp motioned to take a 5-minute recess for documents to be exchanged with David and Tracy Lawver and to return to the council table at 7:38pm. Motion seconded by Council Member Mitzner, voted on, passed 5-0. 7:53pm

REPORT OF COUNCIL COMMITTEES:

a] **Utilities Committee:** Council Member Brenneman inquired about meeting with CC Wade to review the Gas rates. CC Wade asked if the meeting could be after the 2025 Budget is finalized and approved. CC Wade suggested the week of September 9 – September 13, 2024.

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REPORT OF COUNCIL COMMITTEES CONTINUED:

b] **Street Committee:** Council Member Stoker inquired about some "Children at Play" signs on Vine between 7th and 9th Street. Discussion was held regarding other areas around town in which people need to slow down. Chief Mathies proposed information pertaining to dropping the speed down throughout town. Chief Mathies stated towns with residential speed assignments will place signs on the streets entering town stating "Speed limit is 20 unless otherwise posted". Upon further discussion, Council Member Mitzner suggested to table the conversation until the next meeting to allow time for the council to review some of the concerned areas around town.

c] **City Facility Committee:** PWS Nasalroad provided an update on the lights at the tennis/basketball court in the La Cygne Community Park. There has been a delay for the installation due to staffing issues with Mr. Electric. A company representative visited the location this week to get the project back in order.

d] **Public Safety Committee:** None

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

SPECIAL COMMITTEE REPORTS:

EMERGENCY MANAGEMENT: NONE

CHAMBER OF COMMERCE – NONE

PLANNING & ZONING COMMISSION (PZC): NONE

UNFINISHED BUSINESS:

EMPLOYEE PAY SCALES

Council would like to set up a future workshop after the 2025 Budget is prepared and completed.

NEW BUSINESS:

NOTICE TO COUNTY CLERK TO EXCEED THE REVENUE NEUTRAL RATE

Covered during the report of CC Wade.

POLICY REVIEW IN PROGRESS

DRAFT COMPANY VEHICLE USE POLICY

RENTAL READY PROGRAM (LANDLORD REGISTRATION)

DRAFT ARTICLE 3. WORK-SITE UTILITY VEHICLES, GOLF CARTS AND ALL TERRAIN VEHICLES.

NEW POLICY REVIEW:

ARTICLE 5. PARKING

SOCIAL-MEDIA POLICY

BNSF QUIET ZONE

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EXECUTIVE SESSION:

❖ **Motion**

Council Member Capp motioned to go in to executive discussion for 5-minutes for discussion of matters relating to security measures which would jeopardize such security measures if discussed in an open meeting and to return to the council table at 8:15pm. Motion seconded by Council Member Mitzner, voted on, passed 5-0. 8:10pm

Others in attendance: Police Chief Mathies and CC Wade

OPENSESSION RESUMED AT 8:15pm:

❖ **Motion**

Council Member Brenneman motioned to go in to executive discussion for 10-minutes for non-elected personnel matter exception for an individual employee's performance and to return to the council table at 8:28pm. Motion seconded by Council Member Mitzner, voted on, passed 5-0. 8:10pm

Others in attendance: Police Chief Mathies

OPENSESSION RESUMED AT 8:18pm:

ADJOURNMENT:

❖ **Motion**

Council Member Capp moved to adjourn the meeting. Motion seconded by Council Member Stoker, voted on, passed 5-0. 8:35p.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 17th day of July 2024.