

Record of the Proceedings of the Governing Body

REGULAR MEETING

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November 20, 2024

REGULAR MEETING:

The La Cygne City Council met on Wednesday, November 20, 2024 at the La Cygne Community Building. Council Members present were: Thomas Capp; Jerome Mitzner; Keith Stoker; Ed Smith; and David Brenneman.

Others in attendance included, but not limited to: City Attorney Burton Harding (via Zoom); City Clerk (CC) Jodi Wade; Police Chief Zachary Mathies; Public Works Superintendent (PWS) Dan Nasalroad; Linn County Newspaper, Tony Furse; Linn County Journal, Roger Sims; Emil Wilson; and Wagon Wheel Owner, Steven Keaton.

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

Pledge of Allegiance by Mayor Debra Wilson

MAYOR COMMENTS:

Thank you to Rosemary Long, the Christian Church and the multitude of volunteers who helped prepare and serve a fantastic Thanksgiving meal to the community. I know it was greatly enjoyed and appreciated.

The city will be hosting a Town Hall meeting for the purpose to review the draft ATV/UTV Regulations on December 3 at 6:30pm at the La Cygne Community Building.

Christmas on Broadway will be held on December 8, 2024. Activities will be provided from 3-5pm at the La Cygne Library, photos with Santa, walking tacos will be served and the Christmas Train will return. Cookies and hot cocoa will be provided by First Option Bank and Peoples Telecommunications. The lighting of the Mayor Tree will be at 5:15pm followed by the Light up Parade at 5:30pm.

CONSENT AGENDA:

❖ Motion to approve Consent Agenda:

Council Member Mitzner motioned to accept the Consent Agenda.

Minutes of November 6, 2024 City Council Meeting;

2024 October Budget Report;

2024 October Treasurer's Report;

Check Register: November 1, 2024 – November 17, 2024

Motion seconded by Council Member Capp, voted on, passed 5-0 (1-abstain David Brenneman)

DISCUSSION FROM THE FLOOR:

Steve Keaton, owner of the Wagon Wheel, addressed the governing body and Police Chief. Steve wanted to thank the Police Department for the changes they made to address the patrol activity which was taking place in front of his restaurant. He wanted to let everyone know that it made a difference and business was back to more normal volume.

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REPORTS OF CITY OFFICERS:

POLICE CHIEF ZACHARY MATHIES

Chief Mathies reported on the 2024 Totals for Traffic Stops (690), Citations (83), Calls for Service (584) and Reports (148). From November 6 – November 19: (3) Information Reports, (0) Alcohol Offenses, (0) Traffic Offense, (26) Traffic Warnings, (4) Criminal Offense Report, (1) Accident Reports, (0) Drug Offenses, (1) Warrant Arrests, (2) Traffic Citations, (29) Calls for Service; (0) Animal Citations.

Enforcement Campaign "Thanksgiving safe arrival" will start tomorrow November 21st through November 30th. Focusing on seatbelt enforcement.

Still waiting on Shop and parts for the Durango repair.

Two dogs were picked up. Owner was finally located. Rural resident.

Council Member Mitzner inquired about the speed monitors at the entrances to the City of Mound City. Police Chief Mathies had checked in to the devices, which cost in the range of \$3,000-\$5,000 each. He stated the county probably got a grant.

Codes vehicle was involved in a single vehicle collision. Damaged the rear hatch, has been repaired.

Still hiring a Full-Time spot.

PUBLIC WORKS SUPERINTENDENT (PWS) DAN NASALROAD

Winter preparations are being performed to be sure the trucks, plows and salt spreader are ready for the season. PWS Nasalroad reviewed the report from the Water Plant Inspection performed by Jason Schultz with KDHE. The report included recommendations to review the Emergency Water Supply plan at least annually and to be sure to document the calibration of turbidimeters. The city was commended for the many improvement projects at the water treatment plant.

Council Member Stoker/Brenneman inquired about the status of the improvement to the 6th Street culvert. PWS Nasalroad indicated it is on the list to be addressed.

FIRE CHIEF - DAN NASALROAD

PWS Nasalroad is still working on getting the Automatic Aid agreement reviewed and accepted with Linn County.

CITY CLERK – JODI WADE

CC Wade reviewed the Budget spreadsheet for the month of October. CC Wade advised the Mayor to schedule the annual meeting with the Chairman of the Lincoln Township board, which according to by-laws, is to be conducted in January of every year. The fund lines are looking good in all departments. Department Supervisors have done a good job of maintaining their budgets. CC Wade reminded the council of the new 5-year Capital Improvement plan spreadsheets and the importance to begin utilizing the reports in December.

SPECIAL PROJECTS:

SEWER REHABILITATION PROJECT (BG CONSULTANTS)

Hodges Farm has been on-site preparing the lagoon area and dewatering the cells in preparation for desludging. They have started the process of filling the bags with the sludge. PWS Nasalroad showed some pictures of the work being performed.

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SPECIAL PROJECTS CONTINUED:

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

No new updates

SPECIAL PROJECTS CONTINUED:

WATER TREATMENT PLANT IMPROVEMENTS:

Continue to research grant opportunities for the plant improvements as defined in the water plant analysis performed by Midwest Engineering Group.

REPORT OF COUNCIL COMMITTEES:

a] **Utilities Committee:** None

b] **Street Committee:** None

c] **City Facility Committee:** None

d] **Public Safety Committee:** None

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

SPECIAL COMMITTEE REPORTS:

EMERGENCY MANAGEMENT: None

CHAMBER OF COMMERCE – The theme for Christmas on Broadway is Frozen – A winter wonderland. Participants and volunteer judges are needed for the Light up Parade.

PLANNING & ZONING COMMISSION (PZC): Public Hearing for CUP 2024-5 for 627 N. Broadway Street (La Cygne MHC, LLC) was continued to December 11, 2024 as both the applicant and commission review information. The new owner of 602 N. 5th Street will have the minor plat plans ready for review by the Planning Commission at their December 11, 2024 meeting.

UNFINISHED BUSINESS:

COMPACTOR AGREEMENT BETWEEN THE CITY OF LA CYGNE AND LINN COUNTY

Compactor Agreement between the City of La Cygne and Linn County. Shaun West contacted City Hall to invite a representative of the governing body to the Commission meeting on Monday, November 25, 2024. Discussion of the Compactor Site agreements will be on the agenda at 10:30am. Mayor Wilson offered to attend the meeting and invited any council member to join her at the commission meeting. Mayor Wilson asked the governing body to share the concerns they have with the agreement. Discussion was held regarding the city subsidizing additional costs of the compactor. Concerns were also expressed about the liability the city would be endure as the permit holder.

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NEW BUSINESS:

ORDINANCE NO. AMENDING CHAPTER X, ARTICLE 1, SECTION 10-101 OF THE CODE OF THE CITY OF LA CYGNE KANSAS.

Ordinance No. _____ Amending Chapter X, Article 1, Section 10-101 of the code of the City of La Cygne, KS to incorporate by reference the "Uniform Public Offense Code for Kansas Cities, 40th Edition of 2024.

❖ **Motion**

Council Member Capp motioned to approve Ordinance No 1532 amending Chapter X, Article 1, Section 10-101 of the Code of the City of La Cygne, Kansas to incorporate by reference the "Uniform Public Offense Code for Kansas Cities, 40th Edition of 2024". Motion seconded by Council Member Stoker, voted on, passed 5-0.

ORDINANCE NO. AMENDING CHAPTER XIII, ARTICLE 1, SECTION 13-101 OF THE CODE OF THE CITY OF LA CYGNE KANSAS.

Ordinance No. _____ Amending Chapter XIII, Article 1, Section 13-101 of the code of the City of La Cygne, KS to incorporate by reference the "Standard Traffic Ordinances for Kansas Cities 51st Edition, 2024".

❖ **Motion**

Council Member Capp motioned to approve Ordinance No 1533 amending Chapter XIII, Article 1, Section 13-101 of the Code of the City of La Cygne, Kansas to incorporate by reference the "Standard Traffic Ordinances for Kansas Cities, 51st Edition of 2024". Motion seconded by Council Member Mitzner, voted on, passed 5-0.

ORDINANCE NO AMENDING CHAPTER 2, ARTICLE 1, SECTION 2-101(L) AND SECTION 2-102(E)(3)(A) AND ADDING ARTICLE 5. KEEPING OF CHICKENS TO CHAPTER 2 OF THE CODES OF THE CITY OF LA CYGNE, KANSAS

Police Chief Mathies reviewed the modification to the definition of the word fowl and the removal of the term "poultry" from section 2-102(e)(3)(A). The modification to the square feet per chicken from 1,000 to 1,500 and the number of chickens from 20 to 10 in Article 5 as defined by the governing body at the November 6 meeting were completed. No further comments were received.

❖ **Motion**

Council Member Capp motioned to approve Ordinance No 1534 amending Chapter 2, Article 1, Section 2-101(l) and Section 2-102(e)(3)(A) and adding Article 5. Keeping of Chickens to Chapter 2 of the Code of the City of La Cygne, Kansas. Motion seconded by Council Member Brennehan, voted on, passed 5-0.

BLUE CROSS AND BLUE SHIELD OF KANSAS RENEWAL FOR JANUARY 2025

CC Wade advised the council of an 18-20% premium increase on the individual premium amounts and a 7.5% increase for the Dental premiums. The estimated total for premiums for 2025 is \$134,091 and the 2025 budgeted amount for Health insurance was \$269,800 and \$4,000 for vision.

❖ **Motion**

Council Member Capp motioned to approve the renewal of the Blue Cross and Blue Shield of Kansas Health and Dental Insurance group policy. Motion seconded by Council Member Smith, voted on, passed 5-0.

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NEW BUSINESS CONTINUED:

gWORKS ANNUAL SUBSCRIPTION FOR SIMPLE CITY AND FRONT DESK

gWorks Annual Subscription for Simple City and Front Desk: With no prior notification, gWorks increased the annual subscription from \$8902 (2024) to \$19,220 (2025). This license pricing would remain as our set rate for the new gWorks Cloud platform and if we sign the upgrade document by March 31, 2025 they will lock in the rate through 2026. They are waiving implementation fees during this transition. CC Wade expressed the some of the concerns she has had with the software program and that she has been looking in to new software for the past year. Unfortunately the transition to new software takes approximately 9-12 months so we can't avoid paying the higher subscription for 2025.

PURCHASE ORDER NO. 2024-18 FOR A NEW FINANCIAL, COURT AND CEMETERY SOFTWARE PROGRAM IN THE AMOUNT OF NOT TO EXCEED \$80,000.

CC Wade reviewed the software programs she has been researching in to over the past year. The clerks have reviewed Edmunds Govtech and feel it would be a good replacement for gWorks. The estimated cost for the software, conversion and implementation would cost around \$29,995 and the annual license subscription would cost \$11,000. For court software, the clerks reviewed Incode. The estimated cost for the software, conversion, implementation and first year license fee would cost around \$28,717 and the annual license subscription would cost \$3,493. For the cemetery software, CC Wade visited with Council Member Brenneman to contact the program, Chronicle Cemetery, reviewed a couple of years ago by the Council and to also reach out to Legacy Mark for a proposal. The estimated cost for the cemetery software would be \$14,500 for the software, conversion, and implementation. The annual license subscription would cost \$720.

CC Wade asked the council if they had any concerns regarding the software program set-up the clerks had researched or the total cost. Council Member Mitzner indicated money had been allocated in the capital/equipment reserve for the purchase of software. CC Wade reminded the Council the cost of the software is assessed to all three utility companies as well as the General Fund departments since the programs are used for the daily operations of all areas.

❖ Motion

Council Member Mitzner motioned to empower the City Clerk to continue to pursue software programs for the replacement of the current gWorks software and to prepare detailed proposals in purchase order form for the council to review for approval. Motion seconded by Council Member Brenneman, voted on, passed 5-0.

PUBLICATION OF NOTICE OF PUBLIC HEARING FOR THE REVISIONS TO FLOODPLAIN REGULATIONS

CC Wade will be submitting to the Linn County Newspaper a notice of public hearing for the purpose to consider the revisions to Floodplain Regulations.

EXECUTIVE SESSION:

None

POLICY REVIEW IN PROGRESS

DRAFT COMPANY VEHICLE USE POLICY

RENTAL READY PROGRAM (LANDLORD REGISTRATION)

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NEW POLICY REVIEW:

ARTICLE 5. PARKING

SOCIAL-MEDIA POLICY

BNSF QUIET ZONE

GOVERNING BODY REMARKS:

None

NOTES AND COMMUNICATION:

None

ADJOURNMENT:

❖ **Motion**

Council Member Mitzner moved to adjourn the meeting. Motion seconded by Council Member Capp, voted on, passed 5-0. 8:17p.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 20th day of November 2024.