

Record of the Proceedings of the Governing Body
REGULAR MEETING

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February 16, 2022

REGULAR MEETING:

The La Cygne City Council met on Wednesday, February 16, 2022 at the La Cygne Community Building. Council Members present were: Thomas Capp; David Brenneman; Jerome Mitzner; Danny Curtis
Absent: Keith Stoker.

Others in attendance included, but not limited to: City Clerk (CC) Jodi Wade; Police Chief Tina Fenoughty; City Attorney Burton Harding; Linn County News Tony Furse; and BG Consultants Paul Owings and Abby Mills. Absent: PWS Dan Nasalroad and Codes Officer Allison Fox.

CALL REGULAR MEETING TO ORDER (6:00 P.M.)

Pledge of Allegiance – Mayor Debra Wilson

RECESS:

Mayor Wilson requested to recess in order to complete the agenda from the Special Meeting of the council for the purpose of conducting interviews for the Stormwater Master Plan.

❖ **Motion**

Council Member Capp motioned to take a 15-minute recess for the purpose of completing the agenda of the Special Meeting of the Council for conducting interviews for the Stormwater Master Plan and will return to the Council table at 6:15pm. Motion seconded by Council Member Mitzner voted on, passed 4-0. 6:00pm

MAYOR COMMENTS:

a] Daylight savings time begins March 13, 2022. The March 2nd meeting will begin at 6:00pm and the March 16th meeting will begin at 7:00pm.

CONSENT AGENDA:

❖ **Motion to approve Consent Agenda:**

Council Member Capp motioned to accept the Consent Agenda as presented.

Minutes of February 2, 2022 City Council Meeting;
January 2022 Budget Report;
January 2022 Treasurer's Report;
Check Register: February 3 – February 16, 2022;

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

DISCUSSION FROM THE FLOOR:

NONE

SPECIAL PROJECTS:

WATER PLANT SETTLING POND PROJECT (MIDWEST ENGINEER GROUP/STARBUCK TRUCKING, LLC)

No updates

SEWER REHABILITATION PROJECT (BG CONSULTANTS)

Advertisement for bids was released on February 9, 2022. Pre-bid meeting is scheduled for February 23, 2022 at 10:00am. Bid letting will be Wednesday, March 9, 2022 at 10:00am. CC Wade is working with Ransom Financial to get the interim financing ready for completion upon the rewarding of the project.

STREET PROJECT – KDOT CCLIP PROJECT AT KS HWY 152 AND INDUSTRIAL BLVD (KDOT/KILLOUGH CONSTRUCTION/CFS ENGINEERING)

Pre-construction meeting with Killough Construction, KDOT and CFS Engineering on Thursday, February 17, 2022 at 9:00am. Patron letter was reviewed by the Council. Council Member Curtis inquired about the sunken area on the road near Lincoln Avenue and 7th Street. Council Member Mitzner advised the Council to visit with PWS Nasalroad about the sink hole on Lincoln Avenue.

NEW FIRE STATION/PUBLIC SAFETY BUILDING

CC Wade is working with SEKRPC on the revisions to the narratives in preparation to submit the grant application by the week of February 21-25, 2022. CC Wade has asked the Council to review the narratives for the application. CC Wade inquired if the Council was committed to having both the police and fire in the public safety building. Council Member Mitzner, who missed some meetings regarding this project, pursued conversation with Chief Fenoughty about her opinion. Chief Fenoughty discussed the issues with handling certain aspects of policing in a public area such as the City Hall. She addressed the pros and cons to having or not having the police in the City Hall. Mayor Wilson went around the table asking each council member their opinion on the building. Council Member Mitzner expressed concerns about not having the police centrally located. Council Member Capp discussed converting the Community Building to the police department. The Council was reminded about the Public Building Commission survey regarding the Community Building and the pursuit of remodeling the building in order to extend the space for City Hall. Council Member Curtis inquired about the financing for both the fire station and police department. CC Wade reviewed the funding in the capital reserve and discussed the necessity for grants. CC Wade advised the Council of the three alternate prices for the fire station/public safety building. Fire station only - \$606,976, fire station and future shell - \$755,611, and fire/police - \$881,867. CC Wade advised Council Member Curtis on the expenses to operate and maintain the building which would come out of the police and fire funds. Both funds would be capable to support the operation and maintenance of the buildings. The only new addition of cost would be insurance on the new building for the fire station as well as general repairs as needed.

❖ **Motion**

Council Member Mitzner motioned to modify the application to pursue funding only for a Fire Station. Motion seconded by Council Member Capp voted on, passed 4-0.

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SPECIAL PROJECTS CONTINUED:
NEW FIRE STATION/PUBLIC SAFETY BUILDING

❖ **Motion**

Council Member Mitzner motioned for city staff to look in to options for remodeling the Community Building to expand City Hall. Motion seconded by Council Member Capp voted on, passed 4-0.

AMERICAN RESCUE PLAN ACT FUNDS (ARPA)

The first annual Project and Expenditure Report for the ARPA Local Fiscal Recovery Funds is due to the US Treasury by April 30, 2022.

REPORTS OF CITY OFFICERS:

CITY ATTORNEY –BURTON HARDING: NONE

POLICE CHIEF – TINA FENOUGHTY :

5- Traffic Stops Conducted

Citations issued since last meeting - 3

Speed School Zone	2	Tag Expired	0
Fail to Yield	0	No Tag	0
Insurance	0	NO DL	0
RR Crossing	0	Speed	0
Vicious Dog/RAL/Tag	0	Paraphernalia	0
Parking	1	Equipment	0

Calls for Service / Reports – 2/01/22 thru 02/15/22

Animal Complaint – 7	Traffic Complaints - 1
Assist Outside Agency – 1	Civil Stand-by – 0
Building Check – 1	Citizen Assist CFS / contact - 10
Fingerprints – 1	Juvenile Incident – 1
Check Welfare – 0	Federal Record Checks- 1
Follow Up – 8	Theft - 1
Suspicious Activity – 7	Vehicle Lockout – 1
Disturbance – 0	Drug Case- 0
Assault LEO – 0	Criminal Damage – 0
Non-Injury Accident – 0	Pedestrian Check – 1
Disorderly Conduct – 0	Warrant Attempt - 0
Felony Warrant – 0	Misdemeanor Warrant - 0

VIN Inspections- 1 completed

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REPORTS OF CITY OFFICERS CONTINUED:

POLICE CHIEF – TINA FENOUGHTY :

EXECUTIVE SESSION:

❖ **Motion**

Council Member Capp motioned to go in to executive session for 5-minutes for non-elected personnel review of individual performance and will return to the Council table at 6:55p.m. Motion seconded by Council Member Mitzner voted on, passed 4-0. 6:50p.m.

Others in attendance included, but not limited to: Chief Fenoughty

OPEN SESSION RESUMED AT 6:55pm:

CODES ENFORCMENT – ALLISON FOX:

NONE

PUBLIC WORKS DEPARTMENT – PUBLIC WORKS SUPERINTENDENT (PWS) DAN NASALROAD: NONE

NONE

CITY CLERK – JODI WADE:

NONE

Mayor Wilson commented on the lack of reports from the city staff in the agenda the past couple of meetings. Mayor Wilson made a point to the city staff to please be sure to get their reports in for the agenda.

CITY TREASURER/COURT CLERK – CONNIE GORE:

2/3/2022- 2/15/2022

UTILITIES

Monthly items completed:

January water report completed and forms filed with the state.

January gas report completed and gas rates were adjusted.

Jodi & Katie: Completed shut offs and the Waste Management audit while I was on vacation.

Printed meter read sheets and updated the handhelds for February meter reads.

COURT

Monthly Court items completed: Reviewed and corrected the docket and prepared for court. Contacted attorneys and sent court reminders to them about the new court date. All citation were entered.

OTHER:

Still working on the cemetery information for programmers on new module.

Still working on the clean-up of records on Oak Lawn Cemetery.

Completed the 4-digit zip code entries for the utility bills.

Worked with tech on the Front Desk module.

COUNCIL COMMITTEE REPORTS:

WATER & GAS -

Raymond James Financials ran some refunding analysis on the Water GO Bonds Series 2015(a)(b). Would the committee like to review the analysis with CC Wade? The refunding would consist of shortening the term from maturity date of 2055 to either 2045 or 2050. There is a potential for savings in the range of \$223,299 - \$485,370. CC Wade did an analysis using the current water rate and was concerned about meeting the annual payments if something would change in the contracts with the rural water districts. CC Wade presented a proposal from Carl Brown for a rate analysis. CC Wade reviewed the potential changes coming ahead in the next 10 years and asked for the support of a financial analyst to create some models for the Council to review. The mayor and Council will review the proposal from Carl Brown which included four package options. **The proposal will be considered at the next council meeting on March 2, 2022.**

STREET -

Stormwater Master Plan RFQs were received and three companies were interviewed at the special meeting prior to the regular meeting this evening. BG Consultants, Bartlett & West and PEC all participated in the interview sessions.

EXECUTIVE SESSION:

❖ **Motion**

Council Member Mitzner motioned to go in to executive session for 15-minutes for review of data relating to financial affairs or trade secrets of corporations, partnerships and individual proprietorships and will return to the Council table at 7:24 p.m. Motion seconded by Council Member Capp voted on, passed 4-0. 7:09 p.m.

Others in attendance included, but not limited to: CC Wade, City Attorney Harding and Keith Stoker (via speaker phone).

OPEN SESSION RESUMED AT 7:24 pm:

RECESS

❖ **Motion**

Council Member Capp motioned to take a 3-minute recess for restroom breaks and will return to the Council table at 7:27 p.m. Motion seconded by Council Member Capp voted on, passed 4-0. 7:24 p.m.

OPEN SESSION RESUMED AT 7:27 pm:

❖ **Motion**

Council Member Mitzner motioned to approve BG Consultants as the engineering firm for the Stormwater Master Plan project. Motion seconded by Council Member Capp voted on, passed 3-1.

Council Member Curtis thanked all of the firms for submitting an RFQ and those who participated in the interview session for coming to do an in-person interview.

COUNCIL COMMITTEE REPORTS CONTINUED:

SEWER-NONE

PUBLIC SAFETY –

Guide for Homeowners, Landlords and Tenants (at the table). Utility Clerk Gore has also acquired a copy of the landlord license policy and program for Pleasanton, KS and Osawatomie, KS. The Council discussed putting together a workshop to begin the process of working on a program for the City of La Cygne. **This item was tabled until the next council meeting, March 2, 2022.**

COMMUNITY BUILDING-NONE

EMPLOYEE RELATIONS & TRAINING-NONE

CEMETERY – NONE

PARK-

Council Member Brenneman reminded CC Wade to update the meeting board outside of the city hall with the new time and date for the park board meetings.

SPECIAL COMMITTEE REPORTS:

EMERGENCY MANAGEMENT -NONE

CHAMBER OF COMMERCE –NONE

PLANNING & ZONING COMMISSION (PZC) –

Completed review of community survey questions. The survey will be mailed out this week and will also be available on the City's website, Facebook page, and at the businesses around town. The first community workshop will be held at the La Cygne Library on March 22, 2022 at 6:00pm. The Planning & Zoning Commission, by motion, changed the meeting day and time to the second Wednesday of each month at 6:00pm at the La Cygne Community Building.

UNFINISHED BUSINESS:

307 SWAN STREET – PROPERTY OWNED BY LINCOLN TOWNSHIP

Property owned by Lincoln Township. City Attorney Harding discussed concerns with the drafted building storage agreement and would like to revise some sections.

❖ **Motion**

Council Member Mitzner motioned for City Attorney Harding to review and revise the building storage agreement and to discuss with PWS Nasalroad. Motion seconded by Council Member Curtis voted on, passed 4-0.

INSTALLATION OF ELECTRICAL POWER AT THAYER PARK

Installation of an electrical pedestal in Thayer Park to provide power at the small shelter during Halloween and Christmas. The Chamber of Commerce was in agreement to at least take a look at what the cost would be to set up electricity for the park. CC Wade will get an estimate from Evergy. Council Member Capp asked if it was necessary to contact Evergy and CC Wade indicated in order to come off from the transformer we would need to reach out to Evergy.

RESOLUTION OF THE CITY OF LA CYGNE REGARDING EMPLOYEE SAFETY PRACTICES AND PROCEDURES FOR COVID-19.

CC Wade is still working on a draft.

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NEW BUSINESS:

RESIGNATION LETTER FROM JEFF FULK, PLANNING & ZONING COMMISSION MEMBER

Mayor Wilson read the resignation letter from Jeff Fulk. Council Member Curtis asked for a thank-you card to be sent to Jeff Fulk for his years of service.

❖ **Motion**

Council Member Capp motioned to accept the resignation letter from Jeff Fulk effective February 1, 2022. Motion seconded by Council Member Mitzner voted on, passed 4-0.

WORKSHOP TO REVIEW CHAPTER IV. BUILDING AND CONSTRUCTION, ARTICLE 2. DANGEROUS AND UNFIT STRUCTURES, SECTION 4-201 THROUGH 4-213 AND ARTICLE 4. MOBILE HOMES AND MOBILE HOME PARKS, SECTION 4-401 THROUGH 4-413, AS WELL AS CHAPTER VII. HEALTH AND WELFARE, ARTICLE 7. MINIMUM HOUSING CODE, SECTION 7-701 THROUGH 7-719.

❖ **Motion**

Council Member Mitzner motioned for a council workshop on February 23, 2022 from 6pm – 8pm at the La Cygne Community Building for the purpose of reviewing Chapter IV, Article 2 and 4 and Chapter VII, Article 7. Motion seconded by Council Member Capp voted on, passed 4-0.

EXECUTIVE SESSION:

❖ **Motion**

Council Member Capp motioned to go in to executive session for 5-minutes for non-elected personnel matter exception for review applications for a part-time office assistant and will return to the Council table at 7:53 p.m. Motion seconded by Council Member Stoker voted on, passed 4-0. 7:48 p.m.

Others in attendance included, but not limited to: CC Wade

OPEN SESSION RESUMED AT 7:53 pm:

OTHER BUSINESS:

❖ **Motion**

Council Member Capp motioned to hire April Powell at \$12 per hour for the position of part-time office assistant to start upon completion of a pre-employment physical and drug screening. Motion seconded by Council Member Mitzner voted on, passed 4-0.

NOTES AND COMMUNICATIONS TO COUNCIL:

A) Planning & Zoning meeting minutes 12/2/2021 and 1/27/2022.

GOVERNING BODY REMARKS:

None

ADJOURNMENT:

❖ ***Motion***

Council Member Capp moved to adjourn the meeting. Motion seconded by Council Member Curtis, voted on, passed 4-0. Time 7:55 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 16th day of February, 2022.