

# **CITY OF LA CYGNE MINUTES FOR 2015**

## **REGULAR MEETING:**

The La Cygne City Council met on Wednesday, January 7, 2015, at La Cygne City Hall. Council Members present were: Jake Fleming; Linda Meisel; Robert Sullivan; Esther Shields; and Gerald Williams.

Others in attendance included, but not limited to: City Clerk Devona Herrin; City Attorney John Sutherland; Police Chief Tate West; Public Works Superintendent Jim Johnson; Jerome Mitzner; Allyson James; Kathy Billinger; Sean Faircloth; Jessie Faircloth; Danny Curtis; and Fred Meisel.

Mayor Terry Weitman called the meeting to order at 7:00 p.m. Council Member Fleming lead the Pledge of Allegiance.

## **PUBLIC HEARING:**

Mayor Terry Weitman called the Public Hearing to order. The Notice of Public Hearing is regarding a proposed loan in an amount not to exceed approximately \$3,163,909.77 to be taken by the City from the Kansas Public Water Supply Loan Fund administered by KDHE. Mayor Weitman described the purpose of the Public Hearing and asked if there was any questions / discussion from the floor.

Kathy Billinger asked if there was a time frame for the water line project. City Clerk Herrin reported the project was set to go to bids in the fall and if the total project was undertaken it should be done no later than early 2017.

There were no more comments. Mayor Weitman closed the meeting at 7:02 p.m.

## **MAYOR'S COMMENTS:**

- ✓ Election Candidacy forms for two council members and mayor are now available and can be submitted to the County Clerk by noon January 27<sup>th</sup>.

## **CONSENT AGENDA:**

- ✓ **Motion to Approve Consent Agenda**

**Council Member Meisel moved to approve the consent agenda which consisted of:**

Minutes of December 17, 2014 Regular City Council Meeting;

Check Register: December 18, 2014 – January 7, 2015;

**Motion seconded by Council Member Shields, voted on, passed 5-0.** Time: 7:03 p.m.

## **DISCUSSION FROM THE FLOOR:**

### **LEON HEIDE REGARDING A TAX ABATEMENT CONSIDERATION FOR 109 BROADWAY**

Leon Heide reported he was going to be doing some reconstruction on the building at 109 Broadway per request from the city and would like to have some Tax Abatement help. Mr. Heide also asked for some help with moving the water meter from inside the building to the outside, a cover for the gas meter in the rear as it was the neighbor's gas meter on his property, and the city to provide a dumpster.

# **CITY OF LA CYGNE MINUTES FOR 2015**

Mayor Weitman reported he did know the city had a Tax Abatement process and Mr. Heide could make application and submit a plan with his criteria for consideration.

Discussion took place about:

- Linn County previously providing other property owners with dumpsters who were doing designated demolition.
- Location of existing water meter and gas meters and city would have to check on the process of relocating utilities on properties.
- Mr. Heide did not want to be responsible for utilities, especially the gas meter that is by where his gas meter used to be prior to being removed.

Mayor Weitman noted the city would check on existing meter work and Mr. Heide could check on the Tax Abatement forms and requirements. Then thanked him for his time.

## **SPECIAL PROJECTS:**

### **SPECIAL MEETING FOR WATER PROJECT**

City Clerk Herrin reported the water project is now at the phase the city council needs to review and determine just how much of the project the city wants to complete. The first phase of grants will be announced on January 15<sup>th</sup> and then the council will have to be prepared to move with the next immediate funds available, or just do the first part of the project. Asked the council to consider a special meeting on January 14<sup>th</sup> to discuss with Engineer Brian Kingsley all of the details and be ready to move for whatever total expense the city council choose.

✓ *Motion to Hold a Special Meeting on January 14<sup>th</sup> at 6:00 p.m. for the Water Project*

**Council Member Meisel moved to schedule a Special Meeting on January 14<sup>th</sup> at 6:00 p.m. for the Water Project. Motion seconded by Council Member Shields. Voted on, passed 5-0.**

Time: 7:11 p.m.

## **REPORTS OF CITY OFFICERS:**

### **CITY ATTORNEY – JOHN SUTHERLAND**

None.

### **POLICE DEPARTMENT – CHIEF TATE WEST**

Reported on the following:

1. 2014 Year End Activity Report will be presented at the next meeting.
2. Agreement for Abatement of City Codes Violation/Nuisance at 109 N. Broadway, La Cygne, Owned by Leon and Mary Heide – Codes Officer West reported with Mr. Heide here and having asked questions of the council, that Mr. Heide was also agreeable to sign the Agreement for Abatement. The current agreement is through March and any extension would be requested at the first March meeting.  
Mr. Heide reported he is working with other investors and a contractor, but now with bad weather he would like to have six months on the agreement.  
Discussed how extensions are given on the agreements after inspections to determine work is moving forward. The time frame is to allow for the review/update, and then take action if there is no activity.

# CITY OF LA CYGNE MINUTES FOR 2015

✓ *Motion to Approve Mayor Signing Abatement Agreement with April 1<sup>st</sup> Date*

**Council Member Meisel moved to approve the mayor to sign the Agreement of Abatement for 109 Broadway with Leon Heide. Motion seconded by Council Member Fleming. Voted on, passed 5-0.** Time: 7:16 p.m.

3. Kansas One-Call Emergency Pipeline Training, January 22, 2015 – Requested attendance for Officer Huggins and himself for the Emergency First Responders training on January 22<sup>nd</sup> in Garnett, Kansas. This pipeline training also qualifies them to apply for grants during the year.

✓ *Motion to Approve Attendance to Emergency Pipeline Training, January 22<sup>nd</sup>, in Garnett*

**Council Member Meisel moved to approve Police Chief West and Officer Huggins to attend the Emergency Pipeline Training Course in Garnett on January 22<sup>nd</sup>. Motion seconded by Council Member Shields. Voted on, passed 5-0.** Time: 7:17 p.m.

4. Purchasing a Police Vehicle for 2015 – Presented detailed proposal for 2015 Dodge Ram truck with additional equipment for setting up as a police unit. The total cost with graphics is \$29,540.05. Approximately four to five thousand dollars of equipment will be moved from the existing truck over to this truck. The vehicle and equipment total is within the 2015 Police Department budget.

✓ *Motion to Approve Purchase of 2015 Police Unit with Accessories for Total Cost of \$29,540.50*

**Council Member Williams moved to approve the purchase of the 2015 Dodge Ram truck and equipment for a cost of \$29,540.50 from the Police Budget. Motion seconded by Council Member Meisel. Voted on, passed 5-0.** Time: 7:21 p.m.

Noted the current truck will then become a public works truck; and, 60-90 days before delivery of the new police unit.

## **PUBLIC WORKS DEPARTMENT – SUPERINTENDENT JIM JOHNSON**

Reported on the following:

1. Anthracite had been ordered for the filter media at the water plant for a cost of \$3,500.
2. Scrap Iron was hauled off and city received the receipts.
3. FSCC Wastewater Training Course, at Paola, January - May – Requested to attend the 16-week course for wastewater training through Fort Scott Community College from the Paola site. The course is every Monday night and prepares an individual to test for wastewater certification.

✓ *Motion to Approve Jim Johnson Attending FSCC Wastewater Training Course in Paola*

**Council Member Sullivan moved to approve Jim Johnson attending the FSCC Wastewater Training Course in Paola for a cost of \$1,196 plus books. Motion seconded by Council Member Shields. Voted on, passed 5-0.** Time: 7:24 p.m.

4. Kansas One-Call Emergency Pipeline Training, January 22, 2015 – Requested to attend the One Call Safety Program in Garnett on January 22<sup>nd</sup> for Equipment Operators.

# **CITY OF LA CYGNE MINUTES FOR 2015**

✓ *Motion to Approve Attending Kansas One-Call Safety Seminar in Garnett on January 22<sup>nd</sup>*

**Council Member Meisel moved to approve attending the the Kansas 811 Seminar at 6:30 p.m. in Garnett. Motion seconded by Council Member Shields. Voted on, passed 5-0.** Time: 7:25 p.m.

5. KCC Email Regarding Cathodic Protection – Received an email from KCC offering to set up time and date to meet with all the pipeline people out by the high school. Would like to go ahead and have KCC set this up for the city. Mayor Weitman asked that they include the city's consultant if one is selected later in the meeting tonight.
6. Employee Vacancy – Asked if anyone had reviewed applications for employee vacancy as really need to have a replacement. As it is, will have to change rotations to every third week which will increase the overtime for each individual.

Mayor Weitman noted they did not have an immediate answer. Noted public works would probably have to plan on rescheduling. Superintendent Johnson said he would like to get someone hired as soon as possible.

7. Outside Lights at Water Plant – Council Member Sullivan inquired as to the progress in replacing the outside lights at the plant. Public Works Superintendent had not heard back from the individual who had agreed on a price to replace the bulbs. Will find out if he is still going to do it and what the plans are.
8. Cemetery Mowing – Council Member Meisel inquired if the council wanted to look at contracting the cemetery mowing this year; or, with the change in caretaker, if city was ok with existing hourly individual. Public Works Superintendent Johnson said there had not been any road work in the cemetery because there was no money and he had donated weed killer to go along the roads last year; and the current worker did do a good job.

## **FIRE CHIEF – DAN NASALROAD**

None

## **CITY CLERK – DEVONA HERRIN**

Reported the following:

1. KCP&L Files Rate Increase Request with KCC.

## **COUNCIL COMMITTEE REPORTS:**

**NONE**

## **SPECIAL COMMITTEE REPORTS:**

## **EMERGENCY MANAGEMENT**

Training for 2015 – Council Member Meisel reported the third and fourth quarter of 2015 there will be tabletop trainings in Linn County.

# **CITY OF LA CYGNE MINUTES FOR 2015**

Shelter for Electrical Outage During Extreme Cold Weather – A policy is in place. If the outage lasts over a certain amount of time Doug Barlett will make the call and generators will be placed at the Senior Center and if more space is needed the Community Building for individuals. The Fire Department is handling keeping the generators ready for use.

## **UNFINISHED BUSINESS:**

### **GAS SYSTEM CONSULTANT BIDS**

Council Member Williams of the Gas Committee recommended the city use USDI with the agreement retainer for a consultant for the city's gas utility.

✓ *Motion to Accept USDI as Consultant for City's Gas Utility with Agreement*

**Council Member Williams moved to accept USDI as the company for a consultant for the gas utility with the \$175 a month agreement. Motion seconded by Council Member Fleming.**

**Voted on, passed 5-0.** Time: 7:36 p.m.

### **2015 MOBILE HOME PARK LICENSE FOR THOMPSON TRAILER PARK, 704 E SYCAMORE**

Thompson Trailer Park was on this year's application for what was previously Brokerage Securities.

✓ *Motion to Approve Thompson Trailer Court, 704 E Sycamore, 2015 License*

**Council Member Shields moved to approve the 2015 license for Thompson Trailer Court.**

**Motion seconded by Council Member Meisel. Voted on, passed 5-0.** Time: 7:37 p.m.

## **NEW BUSINESS:**

### **RESOLUTION NO. 373 AUTHORIZING COMPLETION OF KDHE APPLICATION FOR WATER SUPPLY LOAN FUND**

City Clerk Herrin reported this is the resolution following the earlier public hearing for authorizing the KDHE application for the water supply loan fund for the water project. The total amount does not have to be implemented; however, if not requested it will not be available for whatever the city does choose to do with water distribution improvements.

✓ *Motion to Approve Resolution No. 373*

**Council Member Meisel moved to approve Resolution No. 373. Motion seconded by Council Member Fleming. Voted on, passed 5-0.** Time: 7:38 p.m.

### **RESOLUTION NO. 374 AUTHORIZING SALE OF 2015A REFUNDING GAS BONDS**

City Clerk Herrin reported on the three options for refunding the gas bonds that were reviewed during the workshop held earlier. Option 1 leaves the time frame and payment schedule the same with the lower interest rate reducing the total cost about \$26,000. The second option changes the final payment to a level amount with the same time frame but reduces the costs to the utility about \$16,000. The third option adds two years to the length of the bonds with the lower interest rates and does increase the total costs about \$10,000 while lowering the annual costs about \$40,000 a year to the utility fund and thus be able to hold the current gas rates to the customers for a longer period.

# CITY OF LA CYGNE MINUTES FOR 2015

✓ *Motion to Approve Resolution No. 374 with Option 3 for Refinancing*

**Council Member Sullivan moved to approve Resolution No. 374 and using Option 3 that will be reducing payments \$40,000 a year and help hold gas rates. Motion seconded by Council Member Williams. Voted on, passed 5-0.** Time: 7:42 p.m.

## **EXECUTIVE SESSION:**

✓ *Motion To Go Into Executive Session*

**Council Member Fleming moved to go into executive session for personnel for up to fifty (50) minutes following a ten minute break. Motion seconded by Council Member Meisel, voted on, passed 5-0.** Time: 7:43 p.m.

In addition to the Council Members and City Attorney, others requesting time or invited into portions of the executive session(s) included (but not limited to): None.

Open Session Resumed at 8:34 p.m.

## **OTHER BUSINESS:**

### **AMEND PREVIOUS SPECIAL MEETING NOTICE TO INCLUDE PERSONNEL**

✓ *Motion to Include 'Personnel' in Special Meeting Notice*

**Council Member Meisel moved to amend previous motion for a special meeting to also include Personnel on January 14<sup>th</sup> at 6:00 p.m. Motion seconded by Council Member Williams. Voted on, passed 5-0.** Time: 8:35 p.m.

## **NOTES AND COMMUNICATIONS TO COUNCIL:**

- a] Day at the Capitol, January 20, 2015
- b] KDHE Wastewater Permit No. M-MC18-0001 Approval
- c] KCP&L Six Month Franchise Report
- d] January 2015 Chamber News – Discussed hosting a meeting luncheon again this year.

✓ *Motion to Host a Chamber Luncheon in 2015*

**Council Member Meisel moved to host a luncheon for a Chamber meeting this year. Motion seconded by Council Member Fleming. Voted on, passed 5-0.** Time: 8:36 p.m.

## **ADJOURNMENT:**

✓ *Motion to Adjourn Meeting*

There being no further business, **Council Member Fleming moved to adjourn the meeting. Motion seconded by Council Member Williams, voted on, passed 5-0.** The Regular meeting was adjourned at 8:38 p.m.

# CITY OF LA CYGNE MINUTES FOR 2015

I, \_\_\_\_\_ La Cygne City Clerk, do hereby declare the  
(Devona Herrin) above to be true and correct, to the best of my  
knowledge, and do hereby subscribe my name  
this 7<sup>th</sup> day of January 2015.

**END OF January 7, 2015 MEETING.**

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**BEGINNING OF January 14, 2015 SPECIAL MEETING**

### **SPECIAL MEETING:**

The La Cygne City Council met for a Special Meeting on Wednesday, January 14, 2015, at La Cygne City Hall. Council Members present were: Jake Fleming; Gerald Williams; Linda Meisel; Robert Sullivan; and Esther Shields.

Others in attendance included, but not limited to: City Clerk Devona Herrin, Rita Clary with KRWA, Brian Kingsley with BG Consultants, Public Works Superintendent Jim Johnson, and, Fred Meisel.

Mayor Terry Weitman called the special meeting to order at 6:00 p.m.

### **The Purpose of the Special Meeting was called for:**

- ❖ Water Project; and,
- ❖ Personnel.

Brian Kingsley, with BG Consultants, was not present at the beginning of the meeting.

#### ❖ **Personnel**

✓ *Motion For Executive Session for Personnel for Five Minutes*

**Council Member Meisel moved to go into executive session for up to five minutes for personnel. Motion seconded by Council Member Shields, voted on, passed 5-0.** Time: 6:02 p.m.

✓ *Motion to Extend Executive Session for Personnel for Fifteen Minutes*

**Council Member Williams moved to extend executive session for up to fifteen minutes for personnel. Motion seconded by Council Member Shields, voted on, passed 5-0.** Time: 6:08 p.m.

In addition to the Council Members and City Attorney, others requesting time or invited into portions of the executive session(s) included (but not limited to): Public Works Superintendent Johnson.

Open Session Resumed at 6:16 p.m.

BREAK (Waiting for arrival of Brian Kingsley)

# CITY OF LA CYGNE MINUTES FOR 2015

✓ *Motion For Break Until Arrival of Brian Kingsley*

**Council Member Fleming moved for a break until the arrival of Brian Kingsley. Motion seconded by Council Member Meisel, voted on, passed 5-0.** Time: 6:17 p.m.

Brian Kingsley, with BG Consultants, arrived at 6:45 p.m.

Open Session Resumed at 6:45 p.m.

## ❖ **Water Project**

Discussed Water Project Update:

- ✦ Phase 1 is for \$1,504,020 to loop the north storage tank for improved flow and replace 4,100 LF of PVC waterline on East Market Street
- ✦ Phase 2 is for all of Phase 1 and to replace the aging water lines throughout town for a total estimated cost of \$6,601,820
- ✦ Estimates for average 5,000 gallon user would be \$58.97 and \$78.97 respectively
- ✦ Looking at \$20 monthly increase for a 5,000 gallon user on total project
- ✦ Annual loan payment would be \$140,000 on Phase 2
- ✦ Possibly meet with USDA by March 1<sup>st</sup> for commitment of funds from the National Pool, or their next round for funding
- ✦ If commit to moving forward with entire project will want to go ahead with design and get total project bid at the same time to help save with costs
- ✦ Funding options during the project phases
- ✦ USDA does not require prevailing wage rates
- ✦ Options for how to increase the water base rate &/or the usage rate
- ✦ Has to be bid out no later than 03/01/2016
- ✦ When rate increases will need to be implemented on the customer
- ✦ Small communities more apt to increase water rate than have large base rate
- ✦ Review entire city water base rate for commercial vs industrial vs residential
- ✦ Final decision to commit to Phase 2 by March or April of this year

✓ *Motion to Pursue Feasibility of Phase 2 for Funding*

**Council Member Williams moved to pursue feasibility for funding for Phase 2. Motion seconded by Council Member Fleming, voted on, passed 5-0.** Time: 7:29 p.m.

- ✦ BG Consultants will have graphs for rate options for next regular council meeting
- ✦ Council Member Meisel asked for list of large water users for next meeting
- ✦ Look at making small increases every year and stick to it for future water rates

## ❖ **Personnel**

✓ *Motion For Executive Session for Personnel for Fifteen Minutes*

**Council Member Fleming moved to go into executive session for up to fifteen minutes for personnel. Motion seconded by Council Member Meisel, voted on, passed 5-0.** Time: 7:46 p.m.

Open Session Resumed at 7:56 p.m.

# **CITY OF LA CYGNE MINUTES FOR 2015**

## **Hire Part Time Publics Works Employee – Gary Spears – for \$25 per hour**

✓ *Motion to Hire Gary Spears for Part Time Public Works Employee with Limited Working Hours*

**Council Member Meisel moved to hire Gary Spears for part time public works employee as needed for \$25.00 per hour with maximum ten hours per pay period unless extended hours approved by mayor, or Council Members Fleming or Williams. Motion seconded by Council Member Shields, voted on, passed 5-0.** Time: 7:57 p.m.

## **ADJOURNMENT:**

✓ *Motion to Adjourn Meeting*

There being no further business, **Council Member Fleming moved to adjourn the meeting. Motion seconded by Council Member Meisel, voted on, Passed 5-0.** The Special meeting was adjourned at 7:58 p.m.

I, \_\_\_\_\_ La Cygne City Clerk, do hereby declare the  
(Devona Herrin) above to be true and correct, to the best of my  
knowledge, and do hereby subscribe my name  
this 14<sup>th</sup> day of January 2015.

**END OF January 14, 2015 SPECIAL MEETING.**

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**BEGINNING OF January 21, 2015 MEETING**

## **REGULAR MEETING:**

The La Cygne City Council met on Wednesday, January 21, 2015, at La Cygne City Hall. Council Members present were: Jake Fleming; Linda Meisel; Robert Sullivan; Esther Shields; and Gerald Williams. Absent: Mayor Terry Weitman.

Others in attendance included, but not limited to: City Clerk Devona Herrin; City Attorney John Sutherland; Police Chief Tate West; Public Works Superintendent Jim Johnson; Allyson James; Dawn Waisner; Mike VanVlack; LeRoy Turpen; Danny Curtis; Jade Walker; and Fred Meisel.

Council President Meisel called the meeting to order at 7:00 p.m. Allyson James lead the Pledge of Allegiance.

## **MAYOR'S COMMENTS:**

✓ None

## **CONSENT AGENDA:**

# CITY OF LA CYGNE MINUTES FOR 2015

✓ **Motion to Approve Consent Agenda**

**Council Member Shields moved to approve the consent agenda which consisted of:**

Minutes of January 7, 2015 Regular City Council Meeting;  
Minutes of January 14, 2015 Special City Council Meeting;  
December 2014 Treasurer's Report;  
December 2014 Budget Report;  
4<sup>th</sup> Quarter 2014 Financial Statement;  
Annual 2014 Financial Statement;  
Check Register: January 8 - 21, 2015.

**Motion seconded by Council Member Williams, voted on, passed 5-0.** Time: 7:02 p.m.

## **DISCUSSION FROM THE FLOOR:**

### **WAIVE COMMUNITY BUILDING FEE FOR BOY SCOUTS GARAGE SALE**

### **WAIVE ANY BUILDING PERMIT FEES FOR BOY SCOUTS' RECYCLING CAN CAGE AT 413 S BROADWAY**

Dawn Waisner asked if the city would again waive the Community Building fee for the Boy Scouts to hold a Garage Sale in the building from set up date of April 26<sup>th</sup> to clean up date of May 3<sup>rd</sup>. City Clerk verified dates were available.

Dawn Waisner asked if the city would consider waiving any permit fees for moving the recycling can cage from its existing location off Market Street to 413 S Broadway. Another Boy Scout unit is going to take it on as a fundraiser. Codes Officer West will check to see if any fees would apply. City Council Member Shields asked if it would help to have any monetary donations left at city hall to be passed on to the Boy Scouts. With the new leadership Dawn Waisner was unsure.

✓ **Motion to Waive Community Building Fee for Boy Scouts' Garage Sale April 26<sup>th</sup> thru May 3<sup>rd</sup>**

**Council Member Shields moved to waive the Community Building fee for the Boy Scouts to hold their garage sale from April 26<sup>th</sup> thru May 3<sup>rd</sup>. Motion seconded by Council Member Sullivan. Voted on, passed 5-0.** Time: 7:05 p.m.

✓ **Motion to Waive Permit Fees, if any, for Boy Scouts Recycling Can Cage at 413 S Broadway**

**Council Member Williams moved to waive any fees for the Boy Scouts to move the Recycling Can Cage to 413 S Broadway. Motion seconded by Council Member Fleming. Voted on, passed 5-0.** Time: 7:07 p.m.

### **JADE WALKER REGARDING PAVING ALLEY BEHIND CAR WASH ON 4<sup>TH</sup> STREET**

Jade Walker, with Sudsy Swan Car Wash at 104 N 4<sup>th</sup>, inquired if the city would approve paving the alley behind the car wash to south abutting exit at Market Street, for approximately 168 feet. The plans would include 4" concrete pavement using state approved concrete; and, will maintain the pavement if there are any problems.

Discussed the following:

- ✚ City utilities are in the alley
- ✚ Maintenance agreement to include utility repairs
- ✚ Waive Building Permit fee as mutual benefit
- ✚ Survey of city's alley property to ensure work done in correct area

# CITY OF LA CYGNE MINUTES FOR 2015

- ✦ Surface area at current level or below for drainage
- ✦ Variance for no curbing since being an alley way
- ✦ Written specifics and letter of understanding

Codes, Public Works, and Mr. Walker will work on details and then get legal verbiage for written agreement.

## **BREAK**

✓ *Motion to Recess for Five Minutes*

**Council Member Shields moved to recess for up to five minutes. Motion seconded by Council Member Sullivan. Voted on, passed 5-0.** Time: 7:15 p.m.

Council Member Williams left the meeting.

Open Session Resumed at 7:17 p.m.

## **JADE WALKER REGARDING WATER PRESSURE ISSUES WITH NEW CAR WASH**

Jade Walker, with Sudsy Swan Car Wash at 104 N 4<sup>th</sup>, inquired as to being able to obtain adequate water volume for automatic car wash bay.

Discussed:

- ✦ Inside bay requires 55 lbs of pressure and city has max of 42 lbs, per Jim Johnson
- ✦ Remedy somewhat with holding tank to hold pressure
- ✦ Use of variable drive pump, per Brian Kingsley
- ✦ Take a 4" line the two-hundred feet from the 8" line on Market Street back to the car wash with its own individual line
- ✦ B G Consultants will add the needs of the business into the updated water line project

## **DAWN WAISNER INQUIRING ABOUT CONDITION OF NOW VACANT SYD'S STORE**

Dawn Waisner asked as a nearby resident of the now vacant Syd's store on Market Street if anything was happening to avoid rodents from items being left an extended period of time in the store. Codes Officer West reported he had been working with the bank that manages the loan for the company that has the lien on the contents and right now there are still no problems with rodents as it has been recently inspected. The bank has been working on a solution.

Linda Meisel presented Jake Fleming with a birthday card and best wishes for a great year.

## **SPECIAL PROJECTS:**

### **WATER PROJECT UPDATE**

Brian Kingsley, with BG Consultants, congratulated the city for receiving the CDBG grant for the first phase of the city's water distribution project.

Handouts were distributed for Rate Structure Evaluations for funding the entire project of Phase I and Phase II if additional grant funding becomes available for Phase II.

# CITY OF LA CYGNE MINUTES FOR 2015

Reviewed:

- ✚ Existing and four options for an additional \$11,700 monthly revenue for loan payments
- ✚ These options include first 1,000 gallons of water used
- ✚ The city's residential users are mostly 5,000 gallons or less a month
- ✚ City's numbers are below the average water usage per capita
- ✚ Commercial rates are the same as the residential
- ✚ Only nine larger water meters have an adjusted base rate for the meter size
- ✚ Reaching out for input from the community prior to making a decision
- ✚ 20 meters were missing from the graph
- ✚ State average households have population of 3.7
- ✚ Address rate options between residential versus commercial versus multiple homes rates
- ✚ KRWA might have some compiled info on dealing with standard rate charges per type of customer
- ✚ Lowering base rate by eliminating the first 1,000 gallons from the base rate
- ✚ Need to first review reasonable rate options by type of use

Brian Kingsley offered to pass on the excel program for the city to work with changing rate options from what was presented to see how it would affect the total revenue needed to meet debt service.

✓ *Motion to Hold a Workshop on February 4<sup>th</sup> at 5:30 p.m. for the Water Project*

**Council Member Sullivan moved to schedule a Workshop on February 4<sup>th</sup> at 5:30 p.m. for water rate structures for the Water Project. Motion seconded by Council Member Fleming. Voted on, passed 4-0. Time: 7:53 p.m.**

City will be attending a USDA meeting in Topeka sometime next week and there is the possibility of more than two council members attending depending on the date set by USDA.

## **REPORTS OF CITY OFFICERS:**

### **CITY ATTORNEY – JOHN SUTHERLAND**

None.

### **POLICE DEPARTMENT – CHIEF TATE WEST**

Reported on the following:

5. Department Report:
  - ✚ 6 citations
  - ✚ No Codes Enforcement
  - ✚ No Animals in Pound
6. 2014 Year End Report:
  - ✚ Court Cases 220
  - ✚ Tickets 317
  - ✚ Case Reports 105
  - ✚ Court Revenue \$51,695.33
  - ✚ Revenue exceeding budget \$15,257.83
  - ✚ Expenses Under Budget \$30,791.60 (projected under budget for 2015 revenues)
7. Dwelling on Market Street with Trash Bags on Front Porch – Council Member Sullivan inquired as to status of cleanup of the trash bags on the front porch of dwelling on Market Street. Codes

# **CITY OF LA CYGNE MINUTES FOR 2015**

Officer West reported they are items to be returned to the house in another three weeks after fumigation is complete.

8. Complaints of Vehicles Pulling Out of Casey's – Council President Meisel reported she had been receiving complaints of vehicles not stopping prior to pulling out onto 4<sup>th</sup> Street as they are leaving Casey's with several near accidents from on-coming traffic having to get stopped for vehicles not yielding. Officers will increase enforcing traffic yield in that area. On the state highway exit it is a state law you have to stop prior to pulling out from any private drive or road.

## **PUBLIC WORKS DEPARTMENT – SUPERINTENDENT JIM JOHNSON**

Reported on the following:

9. The electrician has ordered the lights for the outside of the water plant.

## **FIRE CHIEF – DAN NASALROAD**

None

## **CITY CLERK – DEVONA HERRIN**

Reported the following:

2. Tax Exempt Status for 116 N Broadway received.
3. KMIT Launches Job Analysis Program – discussed will get information when available for city to review for use.

## **COUNCIL COMMITTEE REPORTS:**

### **PARK**

A porta let at the park needs attention. Council Member Sullivan will alert the Park Board at tomorrow night's meeting.

## **SPECIAL COMMITTEE REPORTS:**

### **EMERGENCY MANAGEMENT**

None.

## **UNFINISHED BUSINESS:**

### **USDI RETAINER AGREEMENT**

City Clerk Herrin reported the individual service rates for work done had changed for USDI effective the first of 2015 and the city's agreement does not begin until February 1, 2015. Presented updated USDI Retainer Agreement for approval.

✓ *Motion to Accept USDI Retainer Agreement*

**Council Member Fleming moved to accept USDI retainer agreement. Motion seconded by Council Member Sullivan. Voted on, passed 4-0.** Time: 8:16 p.m.

# CITY OF LA CYGNE MINUTES FOR 2015

## **NEW BUSINESS:**

### **CITY CLERK'S SPRING CONFERENCE, MARCH 11-13, WICHITA**

✓ *Motion to Approve City Clerk Herrin to attend City Clerk's Spring Conference*

**Council Member Shields moved to approve City Clerk Herrin to attend the annual Clerk's Conference in March in Wichita. Motion seconded by Council Member Meisel. Voted on, passed 4-0.** Time: 8:17 p.m.

### **KRWA ANNUAL CONFERENCE ATTORNEY'S FORUM, MARCH 24<sup>TH</sup>, WICHITA, KS**

✓ *Motion to Approve City Attorney Sutherland to Attend KRWA Attorney's Forum*

**Council Member Fleming moved to approve City Attorney Sutherland attending the KRWA Annual KRWA Attorney's Forum on March 24<sup>th</sup> in Wichita. Motion seconded by Council Member Sullivan. Voted on, passed 3-1 (No-Meisel).** Time: 8:19 p.m.

## **EXECUTIVE SESSION:**

✓ *Motion To Go Into Executive Session*

**Council Member Fleming moved to go into executive session for personnel for up to fifteen (15) minutes. Motion seconded by Council Member Shields, voted on, passed 4-0.** Time: 8:20 p.m.

In addition to the Council Members and City Attorney, others requesting time or invited into portions of the executive session(s) included (but not limited to): Public Works Superintendent Johnson.

Open Session Resumed at 8:37 p.m.

## **OTHER BUSINESS:**

### **UPDATE ON GAS USAGE FOR CITY**

City Clerk Herrin reported the city was currently working on some discrepancies between Panhandle's gas reading usage and the city's meter just beside Panhandles. Do not have any final answer's at this time.

### **PUBLIC WORKS EMPLOYEE SEARCH**

Council President Meisel reported the Employee Relations Committee members, Shields and Williams, and Public Works Superintendent Johnson would be setting up three interviews for next week.

## **NOTES AND COMMUNICATIONS TO COUNCIL:**

- a] KRWA Annual Conference
- b] KDOT's Linn County Projects for January 2015

# CITY OF LA CYGNE MINUTES FOR 2015

## **ADJOURNMENT:**

✓ *Motion to Adjourn Meeting*

There being no further business, **Council Member Shields moved to adjourn the meeting. Motion seconded by Council Member Sullivan, voted on, passed 4-0.** The Regular meeting was adjourned at 8:43 p.m.

I, \_\_\_\_\_ La Cygne City Clerk, do hereby declare the  
(Devona Herrin) above to be true and correct, to the best of my knowledge, and do hereby subscribe my name this 21<sup>st</sup> day of January 2015.

**END OF January 21, 2015 MEETING.**

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**BEGINNING OF February 04, 2015 MEETING**

## **REGULAR MEETING:**

The La Cygne City Council met on Wednesday, February 04, 2015, at La Cygne City Hall. Council Members present were: Jake Fleming; Linda Meisel; Robert Sullivan; Esther Shields; and Gerald Williams. Absent: Mayor Terry Weitman.

Others in attendance included, but not limited to: City Clerk Devona Herrin; City Attorney John Sutherland; Police Chief Tate West; Public Works Superintendent Jim Johnson; Danny Curtis; Jerome Mitzner; Larry Kleeman; Stefanie Cope; and Fred Meisel.

Council President Meisel called the meeting to order at 7:00 p.m. Jerome Mitzner lead the Pledge of Allegiance.

## **MAYOR'S COMMENTS:**

✓ None

## **CONSENT AGENDA:**

✓ *Motion to Approve Consent Agenda*

**Council Member Williams moved to approve the consent agenda which consisted of:**

Minutes of January 21, 2015 Regular City Council Meeting;  
Check Register: January 22 – February 4, 2015.

**Motion seconded by Council Member Fleming, voted on, passed 5-0.** Time: 7:01 p.m.

## **DISCUSSION FROM THE FLOOR:**

**NONE**

# CITY OF LA CYGNE MINUTES FOR 2015

## **SPECIAL PROJECTS:**

### **WATER PROJECT UPDATE**

Council President Meisel reported the City Clerk and she had attended the USDA meeting last Friday, January 30<sup>th</sup>, with Brian Kingsley from BG Consultants in Topeka. The city council discussed rate options during the workshop for covering the expense of the distribution lines. Nothing new.

### **GAS BOND REFINANCING**

Larry Kleeman, with CityCode, distributed handouts for the General Obligation Natural Gas Refunding Bonds Series 2015A. The handouts covered the existing debt service and the bids received for refinancing the bonds with an extended maturity date from May 2021 to October 2023.

Reviewed:

- ✦ Five bids received
- ✦ Cooper Malone was the lowest Average Net Interest Rate Bidder at 1.894% for total interest of \$60,337.50. (Current interest rate was 3.2 – 4.25%)
- ✦ The city's annual debt service has been lowered
- ✦ Interest rates were low enough to realize a savings even extending 2½ years.

### **RESOLUTION NO. 375, TAX AND SECURITIES COMPLIANCE PROCEDURES**

Explained the need to pass a resolution adopting Federal requirements for Tax and Securities Compliance Procedures.

✓ *Motion to Approve Resolution 375, Tax & Securities Compliance Procedures*

**Council Member Williams moved to approve Resolution No. 375 regarding Tax and Securities Compliance Procedures. Motion seconded by Council Member Shields. Voted on, passed 5-0.** Time: 7:09 p.m.

### **CITY ADMINISTRATIVE POLICY NO. 26, TAX AND SECURITIES COMPLIANCE PROCEDURES**

✓ *Motion to Approve Administrative Policy No. 26, Tax & Securities Compliance Procedures*

**Council Member Williams moved to approve Administrative Policy No. 26 pertaining to Tax and Securities Compliance Procedures. Motion seconded by Council Member Shields. Voted on, passed 5-0.** Time: 7:10 p.m.

### **ACCEPT LOW BID FOR REFINANCING NATURAL GAS BONDS SERIES 2015A**

✓ *Motion to Approve Low Bid from Cooper Malone for Refinancing Gas Bond Series 2015A*

**Council Member Sullivan moved to approve the low bid from Cooper Malone for refinancing the gas bonds. Motion seconded by Council Member Williams. Voted on, passed 5-0.** Time: 7:10 p.m.

# CITY OF LA CYGNE MINUTES FOR 2015

## **ORDINANCE NO. 1430, AUTHORIZES ISSUANCE OF GAS REFUNDING BONDS**

✓ *Motion to Approve Ordinance No. 1430, Authorizing Issuance of Gas Refunding Bonds*

**Council Member Williams moved to approve Ordinance No. 1430 authorizing and providing for the issuance of the bonds. Motion seconded by Council Member Fleming. Voted on, passed 5-0.** Time: 7:10 p.m.

## **RESOLUTION NO. 376, PROVIDES DETAILS OF THE GAS BONDS**

✓ *Motion to Approve Resolution 376, Providing Details of the Gas Bonds*

**Council Member Williams moved to approve Resolution No. 375 prescribing the form and details of the bonds. Motion seconded by Council Member Sullivan. Voted on, passed 5-0.** Time: 7:11 p.m.

## **COUNCIL PRESIDENT'S COMMENTS:**

- ✓ Reported the candidates filed for the open city positions were: Bob Sullivan for mayor; and, Jerome Mitzner, Danny Curtis, and Mike VanVlack for the two open council member positions. Encouraged everyone to get out and vote in the April election.

## **REPORTS OF CITY OFFICERS:**

### **CITY ATTORNEY – JOHN SUTHERLAND**

None.

### **POLICE DEPARTMENT – CHIEF TATE WEST**

Reported on the following:

9. Department Report:
  - ✚ 3 citations
  - ✚ No Codes Enforcement
  - ✚ Two dogs, both claimed
10. Alley and Water Line Behind Car Wash on 4<sup>th</sup> Street – Continuing to work on the alley agreement to be hard surfaced and the required sized water line. As of now placing the car wash water line in the alley and then they will be hard surfacing over it with a drive over meter lid. The actual water meter will be off of north side of Market Street in alley.
11. Children Playing Signs – Received a request from an individual running a day care for children playing signs. Since the request she has been informed the signs do not change the regulatory use area. Discussed the individual could place the standing day care people signs in her own yard.
12. Pending Kansas Legislature Regarding Body Cameras without Funding – Council Member Sullivan asked what kind of an impact it would be on the city if the Legislature mandated the use of body cameras for all police officers. Police Chief West responded there were several inexpensive cameras currently available, just some were poor devices in different lighting. The issue will be storage of data, how long it will be required to be stored, and KORA on requests for certain data. There is also talks of federal grants but nothing yet.

# **CITY OF LA CYGNE MINUTES FOR 2015**

## **PUBLIC WORKS DEPARTMENT – SUPERINTENDENT JIM JOHNSON**

Reported on the following:

10. The electrician installed one light (at water plant) and now it is not working after a few days. The electrician is now looking into the cause of this current problem.
11. Had two water line breaks in the last two weeks.
12. Meeting with USDI next Monday morning to review the Cathodic Protection concerns the FCC inspector wanted addressed. Have continued to monitor this area since the annodes were put in place at the bridge further north (on gas line) and the numbers have continued to improve without making any more changes in the area by the Prairie View High School.
13. Learned after the last meeting that public works has not been changing out 25 water meters a year. At this time with the pending major distribution project would like to just fix the ones we know are not working correctly as within the next two years the project will have all the meters replaced. Council concurred.
14. Checked the city's gas meter that is right beside Panhandle's and it was in good shape on the day it was checked. Still checking gas readings each week.
15. Installed seven gas meters this last week. Received 16 rebuilt gas meters and have been using those.
16. Council Members Shields and Williams, along with Jim interviewed two individuals for the Public Works employee position last week.
17. Council Member Sullivan asked what light had been replaced. Jim reported it was the one by the front door of the water plant; it may be the wiring at the water plant as it is not good.

## **FIRE CHIEF – DAN NASALROAD**

None

## **CITY CLERK – DEVONA HERRIN**

None

## **COUNCIL COMMITTEE REPORTS:**

### **CEMETERY**

Public Works Johnson reported there are a couple of fresh graves that have sunk in the ground and it is currently too soft right now to get a load of dirt to them.

## **SPECIAL COMMITTEE REPORTS:**

### **EMERGENCY MANAGEMENT**

None.

## **UNFINISHED BUSINESS:**

None.

## **NEW BUSINESS:**

## **MID-AMERICA NUTRITION PROGRAM, MARCH FOR MEALS-COMMUNITY CHAMPIONS WEEK**

# **CITY OF LA CYGNE MINUTES FOR 2015**

Council Member Shields reported she had been approached as a city council representative to deliver meals on wheels for the week in March that had been set aside to help raise awareness by these city officials delivering the meals the week of March 16 – March 20, 2015. She has signed up to deliver that week and would appreciate anyone else who would like to help.

## **2015 MUNICIPAL COURT CLERKS CONFERENCE, MARCH 27<sup>TH</sup>, TOPEKA**

✓ *Motion to Approve Regina Reynolds Attending the Court Clerks' Conference, March 27<sup>th</sup>*

**Council Member Shields moved to approve Regina Reynolds to attend the Court Clerks' Conference on March 27<sup>th</sup> in Topeka. Motion seconded by Council Member Fleming. Voted on, passed 5-0.** Time: 7:32 p.m.

## **LINN COUNTY TWISTERS DONATION**

✓ *Motion to Approve \$200.00 Donation to Linn County Twisters Donation*

**Council Member Fleming moved to approve donating \$200.00 to the Linn County Twisters. Motion seconded by Council Member Williams. Voted on, passed 5-0.** Time: 7:33 p.m.

## **EXECUTIVE SESSION:**

✓ *Motion To Go Into Executive Session*

**Council Member Fleming moved to go into executive session for personnel for up to fifteen (15) minutes. Motion seconded by Council Member Shields, voted on, passed 5-0.** Time: 7:34 p.m.

In addition to the Council Members and City Attorney, others requesting time or invited into portions of the executive session(s) included (but not limited to): City Clerk Herrin.

Open Session Resumed at 7:49 p.m.

## **OTHER BUSINESS:**

### **HIRE DAVID CARR AS PUBLIC WORKS EMPLOYEE AT \$15.00 PER HOUR**

✓ *Motion to Hire David Carr as Public Works Employee at \$15.00 Per Hour*

**Council Member Williams moved to approve hiring David Carr as a Public Works Employee at \$15.00 per hour with starting date to be determined. Motion seconded by Council Member Shields. Voted on, passed 5-0.** Time: 7:50 p.m.

Public Works Johnson will contact both interviewees.

## **NOTES AND COMMUNICATIONS TO COUNCIL:**

a] Kansas Water Office Letter to Basin Advisory Committee Members

# CITY OF LA CYGNE MINUTES FOR 2015

## **ADJOURNMENT:**

✓ *Motion to Adjourn Meeting*

There being no further business, **Council Member Williams moved to adjourn the meeting. Motion seconded by Council Member Fleming, voted on, passed 5-0.** The Regular meeting was adjourned at 7:52 p.m.

I, \_\_\_\_\_ La Cygne City Clerk, do hereby declare the  
(Devona Herrin) above to be true and correct, to the best of my knowledge, and do hereby subscribe my name this 4<sup>th</sup> day of February 2015.

**END OF February 04, 2015 MEETING.**

\*\*\*\*\*

**BEGINNING OF February 18, 2015 MEETING**

## **REGULAR MEETING:**

The La Cygne City Council met on Wednesday, February 18, 2015, at La Cygne City Hall. Council Members present were: Jake Fleming; Linda Meisel; Robert Sullivan; Esther Shields; and Gerald Williams. Absent: Mayor Terry Weitman.

Others in attendance included, but not limited to: City Clerk Devona Herrin; City Attorney John Sutherland; Police Chief Tate West; Public Works Superintendent Jim Johnson; Danny Curtis; Jerome Mitzner; Mike VanVlack; Stefanie Cope; and Fred Meisel.

Council President Meisel called the meeting to order at 7:00 p.m. City Clerk Herrin lead the Pledge of Allegiance.

## **MAYOR'S COMMENTS:**

- ✓ Received a thank you letter from Mine Creek Amateur Radio Club for the use of the Community Building.

## **CONSENT AGENDA:**

✓ ***Motion to Approve Consent Agenda***

**Council Member Williams moved to approve the consent agenda which consisted of:**

Minutes of February 04, 2015 Regular City Council Meeting;  
January 2015 Treasurer's Report;  
January 2015 Budget Report;  
Check Register: February 4 - 18, 2015.

**Motion seconded by Council Member Fleming, voted on, passed 5-0.** Time: 7:03 p.m.

# CITY OF LA CYGNE MINUTES FOR 2015

## **DISCUSSION FROM THE FLOOR:**

### **SWANFEST COMMITTEE TO HOLD MONTHLY MEETINGS IN COMMUNITY BUILDING**

Discussed written request from Marvin Clements to waive the Community Building fee for Swanfest meetings the first Monday of each month, and then also the 3<sup>rd</sup> Monday of July, August and September. In additions they would need it again after the Swanfest on September 14<sup>th</sup> and 15<sup>th</sup>. Discussion included maintaining the building after each use as there is no one to clean up after them; each entity/individual that uses the building is expected to leave in the same condition, or better, as when they used it.

✓ *Motion to Approve Leaving Six Chairs and a Round Table at Front of Community Building*

**Council Member Shields moved to approve leaving six chairs and a round table at the front of the Community Building for small meetings to stay in that area. Motion seconded by Council Member Sullivan. Voted on, passed 5-0.** Time: 7:07 p.m.

✓ *Motion to Waive Community Building for Swanfest Committee for Listed Dates*

**Council Member Sullivan moved to waive the fee for the Swanfest Committee for the dates listed. Motion seconded by Council Member Williams. Voted on, passed 5-0.** Time: 7:08 p.m.

## **SPECIAL PROJECTS:**

### **WATER PROJECT UPDATE**

City Clerk Herrin reported she had attended the CDBG meeting in Chanute and received the paperwork for the city to sign. The paperwork will be at the next regular meeting. Discussed City Clerk had not gotten detailed information from KRWA as far as multiple complex units and how to charge. She will check further prior to the next meeting. KRWA did provide some water rates from other cities that were being charged in 2012. The city council discussed a workshop to go over further details for water rates.

✓ *Motion to Hold Workshop on March 4<sup>th</sup>, at 5:30 p.m., at City Hall*

**Council Member Fleming moved to hold a workshop on March 4<sup>th</sup> at 5:30 p.m. at City Hall. Motion seconded by Council Member Sheilds. Voted on, passed 5-0.** Time: 7:12 p.m.

## **REPORTS OF CITY OFFICERS:**

### **CITY ATTORNEY – JOHN SUTHERLAND**

None.

### **POLICE DEPARTMENT – CHIEF TATE WEST**

Reported on the following:

1. Department Report:
  - ✚ 17 citations
  - ✚ No Codes Enforcement
  - ✚ No dogs

## **CITY OF LA CYGNE MINUTES FOR 2015**

2. Resignation of Officer Allen Huggins – Officer Huggins has taken a position with the Linn County Sheriff's Office as the Student Resource Officer at Pleasanton. He resigned effective February 20<sup>th</sup> giving two weeks' notice.
3. Bumper Repair of Police Truck – Received about \$1,500 for damages to the rear bumper and it can be repaired. Council felt it would look better if repaired and public works will use the bumper for pulling a trailer. Will set up a time to take it to the shop for repairs after the equipment is swapped over to the new vehicle when it comes in.
4. Signed EMT Agreement – Council Member Meisel asked if Huggins had signed an agreement for the EMT training as the firefighters had. Police Chief West responded he had not.
5. House on Market Street with Trash – Council Member Sullivan asked about plans for cleaning up the trash that had now been there several months. Codes Officer West reported they were getting a roll-off to clean up the area.
6. Abandoned Commercial Building formerly Syd's – Council Member Sullivan asked if there was a known time frame for removing the old items within the building. Codes Officer West reported he had been told it would be done in the spring time.

### **PUBLIC WORKS DEPARTMENT – SUPERINTENDENT JIM JOHNSON**

Reported on the following:

1. Due to the severity of the current weather asked the council to allow the city to estimate the water usage for the March utility bills. Public works can read the gas meters as they are above ground.

✓ *Motion to Approve Estimating the Water Meters for the March 1 Utility Bills due to Weather*

**Council Member Shields moved to approve estimating the water usages this month due to the weather. Motion seconded by Council Member Williams. Voted on, passed 5-0.** Time: 7:19 p.m.

2. After USDI reviewed the Cathodic Protection out at Prairie View and made some adjustments, including turning up the rectifier the readings are normal. Also addressed some grounding issues with the gas generator at the water plant and the one at the phone company. Once changes were made to the generator connections to the gas line the CP numbers inside the city are also at normal range.
3. The electrician has only logged in about three hours so far. His plans are to hold his time card until he has built up about 10 hours and then turn it in to the city. He has looked at the one light that had been addressed and then quit working and it was the dusk to dawn indicator. It's working now.
4. Gas Cathodic Protection Training for Robert Spencer at Great Bend – Asked for Bobby to attend the Cathodic Protection training held at Barton Community College, Great Bend, April 14-16, 2015. Discussed he could skip the last day as the city probably won't have the instruments he would be testing for. Also, he would receive a certificate of training by them if he completes all three days.

✓ *Motion to Approve Robert Spencer to Attend Basic Cathodic Protection Instruction & Testing*

**Council Member Sullivan moved to approve sending Bobby Spencer to the Cathodic Protection training on April 14<sup>th</sup> and 15<sup>th</sup>. Motion seconded by Council Member Fleming.**

**Motion amended: Council Member Sullivan moved to amend motion to include April 16<sup>th</sup> if Bobby felt beneficial. Amendment seconded by Council Member Fleming. Voted on, passed 5-0.** Time: 7:28 p.m.

# **CITY OF LA CYGNE MINUTES FOR 2015**

5. Discussed public works employees taking a city vehicle to a training class versus the employee taking their own vehicle. With number of public works vehicles available council determined a city vehicle should be used. City Attorney Sutherland noted it is better for city liability too.
6. Cecil Blevins wants to mow the cemetery again this year. Would like some help with the weed eating during the heavy growing season, but felt he could take care of it otherwise.
7. With extra weed eating needs at the cemetery and the extra load from code enforcement in the summer public works is way busy and would like to have a couple of employees for part-time summer help. Council will discuss.

## **FIRE CHIEF – DAN NASALROAD**

None

## **CITY CLERK – DEVONA HERRIN**

Reported on the following:

1. Dog Days is scheduled for Saturday, March 28<sup>th</sup>.
2. Newsletter is being prepared by Lesli George-Mitzner to be mailed out mid-March.
3. Marais des Cygnes River Water Assurance Dist. No 2 Quarterly meeting report.

## **COUNCIL COMMITTEE REPORTS:**

### **CEMETERY AND PARK**

Council Member Sullivan asked how the street repairs had been handled in the past for the City Park and cemetery. Discussed the circle drive in the park and the main circle drive at the cemetery need some repairs. In the past public works had done the work and charged the materials to the area the materials were used on. Public works no longer has the equipment to do the work. PWS Johnson reminded the council the cemetery did not have any money for street repairs after paying for mowing, and those costs. City Clerk Herrin concurred the cemetery budget did not have excess cash flow.

## **SPECIAL COMMITTEE REPORTS:**

### **EMERGENCY MANAGEMENT**

None.

## **UNFINISHED BUSINESS:**

None.

## **NEW BUSINESS:**

### **PROCLAMATION, MID-AMERICA NUTRITION PROGRAM, MARCH FOR MEALS-COMMUNITY CHAMPIONS WEEK**

✓ *Motion to Proceed with Proclamation for the Mid-America Nutrition Program*

**Council Member Shields moved to proceed with the Proclamation for the Mid-America Nutrition Program declaring March for Meals-Community Champions Week. Motion seconded by Council Member Williams. Voted on, passed 5-0. Time: 7:38 p.m.**

# CITY OF LA CYGNE MINUTES FOR 2015

## **PRAIRIE VIEW HIGH SCHOOL AFTER PROM DONATION**

✓ *Motion to Approve \$150 Donation to Prairie View High School After Prom Program*

**Council Member Sullivan moved to approve \$150.00 donation to the Prairie View High School After Prom Program. Motion seconded by Council Member Williams. Voted on, passed 5-0.** Time: 7:40 p.m.

## **CITY REPRESENTATIVE TO MARCH 5<sup>TH</sup> SPECIAL KMU MEMBER MEETING**

Discussed the requested Special KMU Member Meeting was to cover the KMU Training Campus they are planning on building. The city has not participated in any of the initial parts of this project by KMU. No action was taken.

## **EXECUTIVE SESSION:**

✓ *Motion To Go Into Executive Session*

**Council Member Fleming moved to go into executive session for personnel for up to forty-five (45) minutes following a ten (10) minute break. Motion seconded by Council Member Sullivan, voted on, passed 5-0.** Time: 7:45 p.m.

In addition to the Council Members and City Attorney, others requesting time or invited into portions of the executive session(s) included (but not limited to): City Clerk Herrin and Police Chief West.

## **EXTEND EXECUTIVE SESSION:**

✓ *Motion To Extend Executive Session*

**Council Member Shields moved to extend executive session for personnel for up to five (5) minutes. Motion seconded by Council Member Williams, voted on, passed 5-0.** Time: 8:40 p.m.

Open Session Resumed at 8:45 p.m.

## **OTHER BUSINESS:**

### **ACCEPT OFFICER ALLEN HUGGINS RESIGNATION**

✓ *Motion to Accept Officer Huggins Resignation*

**Council Member Shields moved to accept Officer Huggins resignation. Motion seconded by Council Member Williams. Voted on, passed 5-0.** Time: 8:45 p.m.

### **BUILDING MAINTENANCE COMMENTS**

City Clerk Herrin reported there were some building maintenance items to the city hall roof over the back storage area, the back door, and replacing some light fixtures. There are also some light fixtures in the community building that need some attention. The electrical is within authority limit but wanted to alert the city council if there were other projects pending and they did not want this done. Concurred to handle the maintenance as needed. Council Member Williams is going to look at the roof and door at city hall when it warms up.

# CITY OF LA CYGNE MINUTES FOR 2015

## **ADVERTISE FOR FULL TIME POLICE OFFICER POSITION**

✓ *Motion to Advertise for Full Time Police Officer Position*

**Council Member Shields moved to advertise for a full time police officer position. Motion seconded by Council Member Williams. Voted on, passed 5-0.** Time: 8:49 p.m.

## **NOTES AND COMMUNICATIONS TO COUNCIL:**

- a] Chamber of Commerce Minutes, January 14, 2015
- b] KWO "The Waterfront" January 2015, Volume 6 Issue 1
- c] Project 17, 'Civic Leadership Opportunity'
- d] LKM Journal 'Tips for Increasing Voter Turnout'
- e] Kansas Government Journal, January/February
- f] KDOT February 2015 Linn County Projects
- g] KMEA General Manager Leaving

## **ADJOURNMENT:**

✓ *Motion to Adjourn Meeting*

There being no further business, **Council Member Williams moved to adjourn the meeting. Motion seconded by Council Member Shields, voted on, passed 5-0.** The Regular meeting was adjourned at 8:49 p.m.

I, \_\_\_\_\_ La Cygne City Clerk, do hereby declare the  
(Devona Herrin) above to be true and correct, to the best of my  
knowledge, and do hereby subscribe my name  
this 18<sup>th</sup> day of February 2015.

**END OF February 18, 2015 MEETING.**

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**BEGINNING OF March 04, 2015 MEETING**

## **REGULAR MEETING:**

The La Cygne City Council met on Wednesday, March 04, 2015, at La Cygne City Hall. Council Members present were: Jake Fleming; Linda Meisel; Robert Sullivan; Esther Shields; and Gerald Williams.

Others in attendance included, but not limited to: City Clerk Devona Herrin; City Attorney John Sutherland; Police Officer Shaun West; Public Works Superintendent Jim Johnson; Danny Curtis; Jerome Mitzner; Mike Van Vlack; Allyson James; Natasha Hunter; Boy Scout Leader Lori Offitt; Boy Scouts Trevor Curtis, Charles Ryan, and Adam Ward; and Fred Meisel.

# CITY OF LA CYGNE MINUTES FOR 2015

Mayor Terry Weitman called the meeting to order at 7:00 p.m. Allyson James lead the Pledge of Allegiance.

## **MAYOR'S COMMENTS:**

- ✓ Welcomed the City Council Candidates that were present at the meeting tonight. Encouraged everyone to get out and vote at the next city election.

## **CONSENT AGENDA:**

- ✓ ***Motion to Approve Consent Agenda***

**Council Member Shields moved to approve the consent agenda which consisted of:**

Minutes of February 18, 2015 Regular City Council Meeting;  
Check Register: February 19 – March 4, 2015.

**Motion seconded by Council Member Meisel, voted on, passed 5-0.** Time: 7:03 p.m.

## **DISCUSSION FROM THE FLOOR:**

**NONE**

## **SPECIAL PROJECTS:**

### **WATER PROJECT UPDATE**

#### **AMENDMENT NO. 1 TO ENGINEERING CONTRACT FOR WATER SYSTEM IMPROVEMENTS PHASE I**

- ✓ *Motion to Approve Amendment No. 1 to BG Consultants Engineering Contract*

**Council Member Williams moved to approve Amendment No. 1 to BG Consultants engineering contract for the Water System Improvements Phase I project. Motion seconded by Council Member Fleming. Voted on, passed 5-0.** Time: 7:04 p.m.

#### **CIVIL RIGHTS/FAIR HOUSING POLICY, CITY ADMINISTRATIVE POLICY NO. 27**

- ✓ *Motion to Approve Civil Rights/Fair Housing Policy, City Administrative Policy No. 27*

**Council Member Williams moved to approve the Civil Rights/Fair Housing Policy, City Administrative Policy 27. Motion seconded by Council Member Meisel. Voted on, passed 5-0.**  
Time: 7:05 p.m.

#### **CDBG PROCUREMENT PLAN**

- ✓ *Motion to Approve CDBG Procurement Plan*

**Council Member Shields moved to approve the CDBG Procurement Plan. Motion seconded by Council Member Williams. Voted on, passed 5-0.** Time: 7:05 p.m.

# CITY OF LA CYGNE MINUTES FOR 2015

## **CDBG CODE OF ETHICS**

✓ *Motion to Approve CDBG Code of Ethics*

**Council Member Meisel moved to approve the CDBG Code of Ethics. Motion seconded by Council Member Shields. Voted on, passed 5-0.** Time: 7:06 p.m.

## **CDBG AGREEMENT NO. 15-PF-009**

✓ *Motion to Approve CDBG Agreement No. 15-PF-009*

**Council Member Williams moved to approve CDBG Agreement No. 15-PF-009. Motion seconded by Council Member Fleming. Voted on, passed 5-0.** Time: 7:06 p.m.

## **WATER RATE ANALYSES**

City Clerk Herrin reported she had provided information to the council at the workshop earlier of her findings from the Kansas Rural Water Association. The information included some rates collected from some cities from 2012; and; as far as separate rates for specific entities such as trailer parks KRWA did not have that individual information. KRWA recommended the city take on the costs of a financial advisor that does utility rate analyses to obtain a professional opinion of the rate to be established for taking on a major project such as the water distribution project the city is currently working on. The professional's recommended rate structure would also include some future rates for continuing to maintain adequate funds for existing circumstances. Carl Brown Consulting does these types of analyses. The City Clerk had contacted him back in 2013 and to do a rate analysis for the water utility was less than \$4,500 at that time. City Clerk Herrin had not contacted him again prior to the meeting as the final choice was up to the city council and would like direction from the council. Council discussed hiring Carl Brown and going ahead and approving if the cost did not exceed a certain amount.

✓ *Motion to Hire Carl Brown Consulting for Water Rate Analysis Not to Exceed \$6,000*

**Council Member Meisel moved to hire Carl Brown Consulting for a water rate analysis for a cost not to exceed \$6,000.00 and to be completed by May 1<sup>st</sup>. Motion seconded by Council Member Shields. Voted on, passed 5-0.** Time: 7:09 p.m.

## **REPORTS OF CITY OFFICERS:**

### **CITY ATTORNEY – JOHN SUTHERLAND**

None.

### **POLICE DEPARTMENT – CHIEF TATE WEST – OFFICER SHAUN WEST**

Reported on the following:

1. Department Report:  
✚ None

## **CITY OF LA CYGNE MINUTES FOR 2015**

2. Appreciation of Staff Cooperation after Incident – Officer West expressed appreciation of city staff support after a large incident occurrence within the community. The Sherriff's office also appreciated the support and the cooperation by all is duly noted.
3. International Conference of Police Chaplains Region #7 – Requesting City Police Chaplain Fulk to attend the 2015 International Conference of Police Chaplains Regions #7 in Branson, Missouri, April 20 – 23, 2015. City Clerk concurred Police Chief West has reviewed his budget to cover the cost.

✓ *Motion to Approve Police Chaplain Fulk to Attend the 2015 Chaplains Conference in Branson*

**Council Member Meisel moved to approve Police Chaplain Fulk to attend the Chaplains Conference in Branson, April 20 – 23, with city providing usual expenses. Motion seconded by Council Member Fleming. Voted on, passed 5-0.** Time: 7:11 p.m.

### **PUBLIC WORKS DEPARTMENT – SUPERINTENDENT JIM JOHNSON**

Reported on the following:

1. The cemetery road project Council Member Shields was inquiring about has been discussed with Jodi with the Park Board for her contact information and she will get the information to Council Member Sullivan.
2. David Carr had accepted the open position for public works and then later declined to stay with his current employer. Both of the two interviewed applicants have declined. Most applicants wanted more than the city is offering. Would like to advertise again.

✓ *Motion to Approve Advertising for Public Works Position*

**Council Member Shields moved to approve advertising for a public works position.** Discussion: Experience preferred, place ad in Graphic and Linn County News. **Motion seconded by Council Member Meisel. Voted on, passed 5-0.** Time: 7:15 p.m.

3. Cemetery Help – Bruce Howell is interested again this year to help with weed eating the cemetery for the same wage as last year.

✓ *Motion to Approve Hiring Bruce Howell to Weed-Eat Cemetery As Needed*

**Council Member Shields moved to approve hiring Bruce Howell for weed-eating the cemetery on an as needed basis. Motion seconded by Council Member Williams. Voted on, passed 5-0.** Time: 7:17 p.m. Discussion: Pay is same as last year.

4. Gas – USDI Costs for Installation of CP Test Stations and CP Survey after installation – Requested the city council to hold off on any decisions for installing the test stations and further outside survey until the city employees could monitor the improvements already completed.

# CITY OF LA CYGNE MINUTES FOR 2015

## **FIRE CHIEF – DAN NASALROAD**

### **127<sup>TH</sup> ANNUAL STATE FIREFIGHTERS CONFERENCE, APRIL 23-25**

✓ *Motion to Approve Up To Four Delegates to Attend Firefighters Conference*

**Council Member Meisel moved to approve sending up to four city volunteer firefighters to the annual firefighter's conference April 23-25 with usual city expenses. Motion seconded by Council Member Williams. Voted on, passed 4-0-1 (Abstain: Fleming).** Time: 7:19 p.m.

Council Member Shields left the meeting at 7:23 p.m.

## **CITY CLERK – DEVONA HERRIN**

Reported on the following:

4. Comparing Interest Rates between the local banks for the city's CD renewals. Will place with the best interest rate.
5. Presented Newsletter prepared by Lesli George-Mitzner to be mailed out mid-March. Do not have the water consumer confidence report at this time so will be mailed out with a later newsletter.
6. Will be attending the clerk's conference next week.
7. Signature Bank Authorization Form for CDBG Paperwork - Asked for four names of council and/or city financial employees for the CDBG paperwork for the authority to sign financial requests during the project. Normally the City Treasurer and City Clerk are two of the signatures. The recommendation is for council members that are anticipated to be on the council through the project's duration.

✓ *Motion to Approve Four Signatures for the CDBG Authorized Signature Form*

**Council Member Meisel moved to approve City Clerk, Treasurer, Council Member Sullivan, and Council Member Williams for the authorized signatures. Motion seconded by Council Member Fleming. Voted on, passed 4-0.** Time: 7:27 p.m.

## **COUNCIL COMMITTEE REPORTS:**

### **PARK**

Council Member Meisel asked if there had ever been anything done with naming the streets in the Park. Council Member Sullivan noted the Park Board had narrowed it down, but didn't really know what had happened after that.

### **CEMETERY**

Thanked Public Works for making sure the cemetery roads were cleared for a funeral held during one of the last snow periods.

# CITY OF LA CYGNE MINUTES FOR 2015

## **SPECIAL COMMITTEE REPORTS:**

### **EMERGENCY MANAGEMENT**

Linn County CERT (Community Emergency Response Team) Presentation by Natasha Hunter, Emergency Management Planner

Natasha Hunter passed out a CERT brochure and explained the program and the training that is available through the program. CERT is about readiness, people helping people, rescuer safety and doing the greatest good for the greatest number. The training consists of 20 hour courses spread out over three Saturdays and will be offered periodically throughout the year. There are limits as to the size of the classes. Trained volunteers will then be ready to help the community mitigate disasters should one occur. Anyone interested please contact her. There is no cost for the training.

## **UNFINISHED BUSINESS:**

None.

## **NEW BUSINESS:**

### **LEAGUE OF KANSAS SALARY SURVEY**

City Clerk Herrin reported she had presented the survey completed by the League of Kansas pertaining to city employee salaries and benefits for the various cities within the state that participated in completing the questionnaires, to the council at the workshop. This report could be used to help compile information as far as salaries paid for job positions similar to those of this city and help establish some salary ranges if the city council is interested. No action was taken.

### **APPOINTMENT OF HOUSING AUTHORITY BOARD MEMBER**

✓ *Motion to Appoint Jason Hightower to Senior Housing Authority Board*

**Council Member Meisel moved to approve the appointment of Jason Hightower to the Senior Housing Authority Board. Motion seconded by Council Member Williams. Voted on, passed 4-0.** Time: 7:39 p.m.

### **WAIVE COMMUNITY BUILDING FEE FOR LESLI MITZNER TO SELL HOMEMADE ICE CREAM FOR FUNDRAISERS**

✓ *Motion to Waive Community Building Fee to Sell Homemade Ice Cream for Fundraisers*

**Council Member Fleming moved to approve waiving the Community Building fee for Lesli George-Mitzner to sell homemade ice cream for fundraisers except when rented out to others. Motion seconded by Council Member Williams. Voted on, passed 4-0.** Time: 7:41 p.m.

# CITY OF LA CYGNE MINUTES FOR 2015

## **EXECUTIVE SESSION:**

✓ *Motion To Go Into Executive Session*

**Council Member Fleming moved to go into executive session for personnel for up to fifteen (15) minutes. Motion seconded by Council Member Williams, voted on, passed 4-0.** Time: 7:42 p.m.

In addition to the Council Members and City Attorney, others requesting time or invited into portions of the executive session(s) included (but not limited to): None.

Open Session Resumed at 7:55 p.m.

## **OTHER BUSINESS:**

## **NOTES AND COMMUNICATIONS TO COUNCIL:**

- a] Acknowledged the Boy Scouts were here to help earn a Boy Scout badge.
- b] Chamber of Commerce Minutes, February 11, 2015
- c] Project 17, Meeting March 12, at Chanute, for Skill Shed Analysis Results
- d] Project 17, Leadership Training Locations
- e] 'League News' February 20, 2015
- f] State 'Public Input Meetings for Setting Regional Water Supply Goals'
- g] Annual 2014 Water Summary Report
- h] Annual 2014 Gas Summary Report
- i] KDHE Annual Inspection of Wastewater Facilities at Water Plant Report
- j] 'League News' February 27, 2015
- k] Legislative Report, March 2, 2015

## **ADJOURNMENT:**

✓ *Motion to Adjourn Meeting*

There being no further business, **Council Member Fleming moved to adjourn the meeting. Motion seconded by Council Member Meisel, voted on, passed 4-0.** The Regular meeting was adjourned at 7:57 p.m.

I, \_\_\_\_\_ La Cygne City Clerk, do hereby declare the  
(Devona Herrin) above to be true and correct, to the best of my  
knowledge, and do hereby subscribe my name  
this 4<sup>th</sup> day of March 2015.

**END OF March 04, 2015 MEETING.**

\*\*\*\*\*

**BEGINNING OF March 18, 2015 MEETING**

# **CITY OF LA CYGNE MINUTES FOR 2015**

## **REGULAR MEETING:**

The La Cygne City Council met on Wednesday, March 18, 2015, at La Cygne City Hall. Council Members present were: Jake Fleming; Linda Meisel; Robert Sullivan; Esther Shields; and Gerald Williams.

Others in attendance included, but not limited to: City Clerk Devona Herrin; City Attorney John Sutherland; Police Chief Tate West; Public Works Superintendent Jim Johnson; Danny Curtis; Mike Van Vlack; Allyson James; Linn County Sheriff Paul Filla; Jerry McCarty; Bobby Spencer; Pat Huntley; LeRoy Turpen; and Fred Meisel.

Mayor Terry Weitman called the meeting to order at 7:00 p.m. Linn County Sheriff Paul Filla led the Pledge of Allegiance.

## **MAYOR'S COMMENTS:**

- ✓ Dog Days, Saturday morning, March 28<sup>th</sup> at the City Street Barn.
- ✓ Easter Egg Hunt, by the Chamber, Saturday morning, April 4<sup>th</sup> at the City Park.
- ✓ Elections, Tuesday, April 7<sup>th</sup>. Encouraged all to get out and vote at the next city election.

## **CONSENT AGENDA:**

- ✓ ***Motion to Approve Consent Agenda***

**Council Member Shields moved to approve the consent agenda which consisted of:**

Minutes of March 4, 2015 Regular City Council Meeting;  
February 2014 Budget Report;  
February 2014 Treasurer's Report;  
Check Register: March 5 - 18, 2015.

**Motion seconded by Council Member Meisel, voted on, passed 5-0.** Time: 7:03 p.m.

## **DISCUSSION FROM THE FLOOR:**

### **THANK YOU FROM SHERIFF PAUL FILLA**

Linn County Sheriff Paul Filla gave the mayor a verbal, and written letter of, thanks to city staff for their support the week of March 2<sup>nd</sup> while the Sheriff's Department processed two major crime scenes in the city. Sheriff Filla thanked all departments of the city for their individual efforts and teamwork. Mayor Weitman read the thank you letter to the audience.

## **SPECIAL PROJECTS:**

### **WATER PROJECT UPDATE**

City Clerk Herrin reported the USDA will be needing a Letter of Conditions from the city for the loan money portion of Phase 1 prior to April 1<sup>st</sup>. Due to other extenuating circumstances, the paperwork was not complete to have at tonight's meeting. USDA is available on Monday night, March 30<sup>th</sup>, at 6:30 p.m. for the city to approve the required paperwork during a special meeting.

# **CITY OF LA CYGNE MINUTES FOR 2015**

City Clerk Herrin also reported Carl Brown had been hired to review the water rates and had just sent a draft to the city earlier that day; and, Brian, with BG Consultants had just sent the Phase 2 information. There was not time to get it dispersed for tonight's meeting. Would the council be interested in going over this additional information during a Special Meeting.

## **SPECIAL MEETING FOR WATER DISTRIBUTION PROJECT, MARCH 30<sup>TH</sup>, AT 6:30 P.M.**

✓ *Motion to Hold Special Meeting for Water Distribution Project Topics*

**Council Member Meisel moved to hold a Special Meeting for the Water Project on Monday, March 30<sup>th</sup>, at 6:30 p.m. Motion seconded by Council Member Fleming. Voted on, passed 5-0.** Time: 7:08 p.m.

City Attorney Sutherland noted this would cover all of the Water Project items the city council needed to cover during the Special Meeting.

## **REPORTS OF CITY OFFICERS:**

### **CITY ATTORNEY – JOHN SUTHERLAND**

None.

### **POLICE DEPARTMENT – CHIEF TATE WEST – OFFICER SHAUN WEST**

Reported on the following:

1. Department Report:
  - ✚ Ten Citations
  - ✚ Two dogs in the pound
2. Interviewing Committee for New Officer – Getting ready to review applications and would like to know the committee that will be involved with the interviews. The Public Safety Committee (Meisel and Williams) will be included. Will review apps next week and then set up interviews.
3. Wage Range for Police Department Positions – Requested the city review and upgrade the pay rate for the Police Department employee positions. The local county average is higher than the city. Concern for hiring and retaining officers. For example the lowest Police Chiefs' in the area are around \$17.00 per hour. The city needs to have current wage rates as within the county to hire and retain applicants who fit with the city and surrounding area. Would the council do further discussion in a workshop, or a special meeting for more time?
4. Hire David Allen Huggins to Transfer/Install Equipment to New Police Pickup – Two area mechanics have declined to change out and install police equipment in the new police pickup due to being time intensive and lack of proper space for a police unit. A few years ago the county paid over \$2,500 to hire this process done from outside the area. David Allen Huggins has agreed to make the change out and installation for \$1,000.00

# **CITY OF LA CYGNE MINUTES FOR 2015**

✓ *Motion to Approve David Huggins to Change Out and Install Police Equipment for \$1,000*

**Council Member Williams moved to approve David Allen Huggins to have the equipment changed out in the police vehicles for a cost of \$1,000.00.** Discussion: Vehicle will be taken to Huggins. Existing pickup is scheduled to go in for the bumper repairs on April 13<sup>th</sup>. Will remove the equipment from that vehicle and then put in new vehicle when it arrives. **Motion seconded by Council Member Fleming. Voted on, 3 Yes – 1 No (Meisel) – Shields undecided.** Discussion: Details of what would be removed from the existing police vehicle and what would be installed in the new vehicle. **Second vote: passed 4-1 (Meisel).** Time: 7:20 p.m.

5. Street Names for Park – Council Member Sullivan asked if Chief West had any information on being given simplified street names for the park from Jodi. Chief West will look into it.

## **PUBLIC WORKS DEPARTMENT – SUPERINTENDENT JIM JOHNSON**

Reported on the following:

1. Reviewing applications for public works position. Would like to leave open until the end of the week. Looking at one applicant here in town. Work with same date as Tate to review applications with committee.
2. Council Member Sullivan asked if there had been any updates on replacing the outside water plant light fixtures. Last anyone knew they were still back ordered.

## **FIRE CHIEF – DAN NASALROAD**

Reported on the following:

1. Mayor Weitman reported for Chief Nasalroad the two annual sets of fire gear had been ordered and received.

## **CITY CLERK – DEVONA HERRIN**

Reported on the following:

1. Thanked the City Council for being allowed to attend the Clerk's Conference. Picked up information on state changes and how to handle different office job duties.
2. The State Water Consumer Confidence Report was received and will be mailed out with the next newsletter.

## **COUNCIL COMMITTEE REPORTS:**

**NONE**

## **SPECIAL COMMITTEE REPORTS:**

**NONE**

## **UNFINISHED BUSINESS:**

### **RESIDENCE UNDER CONSTRUCTION ON FIRST STREET**

Council Member Meisel asked what the plan was for the new construction on 1<sup>st</sup> Street that looks like a garage. Currently it is far from a residence. Codes Officer West reported the city does not have any

## **CITY OF LA CYGNE MINUTES FOR 2015**

codes for the type of construction for a home &/or how a home is constructed. The owner plans to pour concrete next week and the entire work is scheduled to be done by the filed permit deadline. Council Member Meisel wanted to make sure it was not left as the garage structure it is now with a permit for a house.

### **NEW BUSINESS:**

#### **WAIVE COMMUNITY BUILDING FEE FOR ROYAL NEIGHBOR'S CHRISTMAS SHARING PROJECT FUNDRAISER**

The Royal Neighbors of America Chapter 2451 and the La Cygne Volunteer Fire Department are holding a fundraiser for the La Cygne Christmas Sharing Project on October 3<sup>rd</sup> and ask the city to waive the community building fee.

✓ *Motion to Waive Community Building Fee for Christmas Sharing Project Fundraiser October 3<sup>rd</sup>*

**Council Member Shields moved to approve waiving the Community Building fee for the Royal Neighbors to hold the Christmas Sharing Project Fundraiser on October 3<sup>rd</sup> (So moved). Motion seconded by Council Member Meisel. Voted on, passed 5-0.** Time: 7:30 p.m.

#### **WAIVE COMMUNITY BUILDING FEE FOR PV EDUCATIONAL FOUNDATIONS' FUNDRAISER**

The Prairie View Educational Foundation is sponsoring an Adult Spelling Bee fundraiser on Saturday, June 6<sup>th</sup> and asks the city to waive the community building fee.

✓ *Motion to Waive Community Building Fee for PV Educational Foundation Fundraiser June 6<sup>th</sup>*

**Council Member Shields moved to approve waiving the Community Building fee for the Prairie View Educational Foundation to hold the Adult Spelling Bee Fundraiser on June 6<sup>th</sup> (So moved). Motion seconded by Council Member Williams. Voted on, passed 5-0.** Time: 7:31 p.m.

#### **DATA TECH ANNUAL USER'S GROUP MEETING, APRIL 23<sup>RD</sup>**

City Clerk Herrin asked for City Treasurer Reynolds and herself to attend the annual user group training held by Summit for the city's Accounting and Payroll software program. They would leave the morning of and return the same day. Will make inquiries as to the updates available prior to signing up. If there are not many changes/updates this year they will not attend.

✓ *Motion to Approve Two to Attend the Data Tech Annual User's Group Meeting, April 23<sup>rd</sup>*

**Council Member Shields moved to approve Devona and Regina to attend the Data Tech User's Group Meeting, driving out and back the same day, if determined there is new information to learn. Motion seconded by Council Member Sullivan. Voted on, passed 4-1 (Meisel).** Time: 7:34 p.m.

#### **AGREEMENT BETWEEN SUDSY SWAN CARWASH AND CITY**

Noted a spelling error for 'excavation' permit. Discussed the agreement follows the property owner; therefore, who is the legal property owner for authorized entity of property owner to sign. City Attorney Sutherland agreed the name on the property should be verified prior to signing. Codes Officer West will get back with Jayden Walker and verify the name is listed correctly on the agreement.

# CITY OF LA CYGNE MINUTES FOR 2015

## **EXECUTIVE SESSION:**

✓ *Motion To Go Into Executive Session*

**Council Member Fleming moved to go into executive session for personnel for up to forty-five (45) minutes following a ten (10) minute break. Motion seconded by Council Member Williams, voted on, passed 5-0.** Time: 7:38 p.m.

In addition to the Council Members and City Attorney, others requesting time or invited into portions of the executive session(s) included (but not limited to): City Clerk Herrin and Police Chief West.

## **EXTEND EXECUTIVE SESSION:**

✓ *Motion To Extend Executive Session*

**Council Member Shields moved to extend executive session for personnel for up to fifteen (15) minutes. Motion seconded by Council Member Meisel, voted on, passed 5-0.** Time: 8:33 p.m.

## **EXTEND EXECUTIVE SESSION:**

✓ *Motion To Extend Executive Session*

**Council Member Sullivan moved to extend executive session for personnel for up to fifteen (15) minutes. Motion seconded by Council Member Meisel, voted on, passed 5-0.** Time: 8:48 p.m.

## **EXTEND EXECUTIVE SESSION:**

✓ *Motion To Extend Executive Session*

**Council Member Meisel moved to extend executive session for personnel for up to fifteen (15) minutes. Motion seconded by Council Member Shields, voted on, passed 5-0.** Time: 9:03 p.m.

Open Session Resumed at 9:08 p.m.

## **OTHER BUSINESS:**

**NONE**

## **NOTES AND COMMUNICATIONS TO COUNCIL:**

- a] La Cygne Chamber News, March 5, 2015
- b] January 2015 La Cygne Park Board Meeting Minutes
- c] February 2015 La Cygne Park Board Meeting Minutes
- d] 'League News' March 13, 2015
- e] 'League News' February 20, 2015
- f] SwanFest Committee Meeting, April 6<sup>th</sup>, 6 PM
- g] USDA Rural Development Community Program Training, March 24<sup>th</sup>

# CITY OF LA CYGNE MINUTES FOR 2015

## **ADJOURNMENT:**

### *✓ Motion to Adjourn Meeting*

There being no further business, **Council Member Fleming moved to adjourn the meeting. Motion seconded by Council Member Williams, voted on, passed 5-0.** The Regular meeting was adjourned at 9:10 p.m.

I, \_\_\_\_\_ La Cygne City Clerk, do hereby declare the  
(Devona Herrin) above to be true and correct, to the best of my knowledge, and do hereby subscribe my name this 18<sup>th</sup> day of March 2015.

**END OF March 18, 2015 MEETING.**

\*\*\*\*\*

**BEGINNING OF March 25, 2015 SPECIAL MEETING**

## **SPECIAL MEETING:**

The La Cygne City Council met for a Special Meeting on Wednesday, March 25, 2015, at La Cygne City Hall. Council Members present were: Jake Fleming; Gerald Williams; Linda Meisel; Robert Sullivan; and Esther Shields.

Others in attendance included, but not limited to: City Clerk Devona Herrin, City Attorney John Sutherland, Mike Van Vlack, Jodi Wade, and, Danny Curtis.

Mayor Terry Weitman called the special meeting to order at 7:07 p.m.

*The Purpose of the Special Meeting was called for:*

### **❖ CDBG Special Round Application**

Mayor Weitman provided the following:

- ✚ Additional CDBG funding has been announced with a relatively short time frame to respond
- ✚ The grant would provide funding for sidewalks, storm shelters, and park improvements
- ✚ The city would be required to provide a minimum of 10% match with CDBG providing 90% of the funds
- ✚ Maximum funds available from the grant are \$350,000
- ✚ Can cover multiple location improvements within the city limits
- ✚ City is already working with an engineer that can provide the engineering requirements
- ✚ City is already LMI (low-to-middle income) qualified
- ✚ Asked Jodi Wade with the Park Board to join the discussion for optional improvements

# CITY OF LA CYGNE MINUTES FOR 2015

Mayor, City Council, and those present discussed:

- ✚ Storm Shelter options to include what size would be needed, how many, and type of above ground shelter
- ✚ Resurface tennis court / basketball court at South Park. Jodi had some estimates.
- ✚ Three different parking site needs in South Park. Jodi had some estimates.
- ✚ Enclosing Pavilion sides – grant is only for open shelters
- ✚ Enlarge North Park basketball court
- ✚ Restrooms for North Park
- ✚ Sidewalks on Market Street to include which side and total distance from east to west end of the city limits, and possible railroad concerns.
- ✚ Currently use Catholic Church and Methodist Church Basements for storm shelters when someone is available to open them up.
- ✚ Move forward in hiring Brian Kingsley with BG Consultants for a preliminary report. City Clerk Herrin noted the fee should be less than \$2,500.00.
- ✚ Priority:
  1. Sidewalk on North Side of Market Street starting at 1<sup>st</sup> Street and going east
  2. Storm Shelter with example of 10 X 50 metal building, possibly in south park
  3. Tennis Court / Basketball Court in South Park

✓ *Motion to Hire BG Consultants for the Preliminary Report for up to \$2,500*

**Council Member Meisel moved to hire Brian, (with BG Consultants) for the Preliminary Report for up to \$2,500.00. Motion seconded by Council Member Sullivan, voted on, passed 5-0.** Time: 7:55 p.m.

## **ADJOURNMENT:**

✓ *Motion to Adjourn Meeting*

There being no further business, **Council Member Meisel moved to adjourn the meeting. Motion seconded by Council Member Fleming, voted on, Passed 5-0.** The Special meeting was adjourned at 8:03 p.m.

I, \_\_\_\_\_  
(Devona Herrin)

La Cygne City Clerk, do hereby declare the above to be true and correct, to the best of my knowledge, and do hereby subscribe my name this 25<sup>th</sup> day of March 2015.

**END OF March 25, 2015 SPECIAL MEETING.**

\*\*\*\*\*

**BEGINNING OF March 30, 2015 SPECIAL MEETING**

# CITY OF LA CYGNE MINUTES FOR 2015

## **SPECIAL MEETING:**

The La Cygne City Council met for a Special Meeting on Monday, March 30, 2015, at La Cygne City Hall. Council Members present were: Jake Fleming; Gerald Williams; Linda Meisel; Robert Sullivan; and Esther Shields.

Others in attendance included, but not limited to: City Clerk Devona Herrin, City Attorney John Sutherland, Shane Hastings and Mike Billingsly with USDA.

Mayor Terry Weitman called the special meeting to order at 6:32 p.m.

### **The Purpose of the Special Meeting was called for:**

#### ❖ **Water Distribution Project**

USDA 'Letter of Conditions' for Phase 1, with Mike Billingsley, USDA Area Specialist and Shane Hastings, USDA CP Director:

- ✚ Shane (Pronounced Shawn) Billingsley reviewed the nine page 'Letter of Conditions' paragraph by paragraph for city approval. The items are clearly stated in the 'Letter of Conditions' including requirements from the beginning of the rural development loan through construction and then the conditions of closing the loan.
- ✚ Council Member Sullivan inquired if USDA would get involved if there were disagreements later between the engineer and the chosen contractor. Mr. Hastings said yes they would get involved.
- ✚ Reviewed Exhibit A – Mitigation Requirements
- ✚ Council Member Williams asked who would have control of the inspection of the work. Mr. Hastings responded the engineer would hire the inspector.

✓ *Motion to Authorize Mayor to Sign USDA Letter of Conditions for Water Project*

**Council Member Meisel moved to authorize the mayor to sign the Letter of Conditions with USDA. Approved by City Attorney Sutherland. Motion seconded by Council Member Fleming, voted on, passed 5-0.** Time: 7:08 p.m.

USDA Request for Obligation of Funds:

- ✚ The signed request keeps the USDA funds available for La Cygne
- ✚ Will probably get letter back the beginning of next week

✓ *Motion to Authorize Mayor to Sign USDA Obligation of Funds Request*

**Council Member Meisel moved to authorize the mayor to sign the request for Obligation of Funds. Motion seconded by Council Member Williams, voted on, passed 5-0.** Time: 7:11 p.m.

# CITY OF LA CYGNE MINUTES FOR 2015

USDA Resolution for BO Bonds in the Amount of \$347,000:

- ✚ Shane Hastings read the agreement requirements within the resolution to the council.

## EXECUTIVE SESSION

✓ *Motion to Go Into Executive Session*

**Council Member Meisel moved to go into executive session for up to ten minutes for legal. Motion seconded by Council Member Shields, voted on, passed 5-0.** Time: 7:15 p.m.

Open Session Resumed at 7:25 p.m.

- ✚ Reviewed Fidelity Bond requirements from the Letter of Conditions

✓ *Motion to Approve Resolution #377, USDA Loan Resolution*

**Council Member Fleming moved to approve Resolution #377. Motion seconded by Council Member Meisel, voted on, passed 5-0.** Time: 7:28 p.m.

## Phase 2, Carl Brown Consulting Rate Review, and Subsequent Water Rate Adjustment

- ✚ USDA currently does not have adequate funds available for the whole of Phase 2
- ✚ USDA is putting in a request for the excess national funds / pools
- ✚ USDA is planning a media event at a later date to include the city's project
- ✚ USDA will attend the April 15<sup>th</sup> regular city council meeting for the 'Letter of Conditions' for Phase 2
- ✚ If USDA funds are approved, the bonds will be at the same interest rate as Phase 1 and all debt will be combined into one loan
- ✚ Will allow BG Consultants to have both projects going at the same time
- ✚ Phase 1, including the environmental review has been approved
- ✚ Phase 2 has had some electrical improvements at the water plant added and that needs to be reviewed. May be some minor engineering fee adjustments
- ✚ With interest reduction and current estimates, per USDA, if all meters used 5,000 gallons the estimated cost per meter/customer would be \$58.00
- ✚ Noted Carl Browns figures prepared for the city with the higher interest rates. They do not cover different minimum meter requirement options for council review
- ✚ USDA noted Midwest Assistance Program also works with small cities on rate structures and should be able to work with the city's current information to quickly give some options for minimum charges combined with usage rates to meet total revenue requirements.
- ✚ USDA will contact MAP and then get with the city office for working with rate structure options
- ✚ Discussed one rate increase or taking increases in steps between now and completion of the project

# **CITY OF LA CYGNE MINUTES FOR 2015**

## **ADJOURNMENT:**

✓ *Motion to Adjourn Meeting*

There being no further business, **Council Member Meisel moved to adjourn the meeting. Motion seconded by Council Member Shields, voted on, Passed 5-0.** The Special meeting was adjourned at 8:02 p.m.

I, \_\_\_\_\_ La Cygne City Clerk, do hereby declare the  
(Devona Herrin) above to be true and correct, to the best of my  
knowledge, and do hereby subscribe my name  
this 30<sup>th</sup> day of March 2015.

**END OF March 30, 2015 SPECIAL MEETING.**

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**BEGINNING OF April 1, 2015 MEETING**

## **REGULAR MEETING:**

The La Cygne City Council met on Wednesday, April 1, 2015, at La Cygne City Hall. Council Members present were: Jake Fleming; Linda Meisel; Robert Sullivan; Esther Shields; and Gerald Williams.

Others in attendance included, but not limited to: City Clerk Devona Herrin; City Attorney John Sutherland; Police Chief Tate West; Public Works Superintendent Jim Johnson; Danny Curtis; Mike Van Vlack; Allyson James; Jerry McCarty; Bobby Spencer; Diane Mathia; Lauri Beckman; Lillian Mosler; Delores Stainbrook; LeRoy Turpen; and Fred Meisel.

Mayor Terry Weitman called the meeting to order at 7:00 p.m. by leading the pledge of allegiance.

## **MAYOR'S COMMENTS:**

- ✓ PROCLAMATION was read for Lillian Mosler Day in honor of 100 years of life. Exchanged stories of Lillian Mosler's life.
- ✓ Easter Egg Hunt, by the Chamber, Saturday morning, April 4<sup>th</sup> at the City Park.
- ✓ Elections, Tuesday, April 7<sup>th</sup>. Encouraged all to get out and vote at the next city election.
- ✓ City Wide Spring Garage Sale, Saturday, May 2<sup>nd</sup>.
- ✓ City Wide Clean Up by L&K, Saturday May 9<sup>th</sup>, items to be out by 7am

# CITY OF LA CYGNE MINUTES FOR 2015

## **CONSENT AGENDA:**

### **✓ Motion to Approve Consent Agenda**

#### **Council Member Shields moved to approve the consent agenda which consisted of:**

Minutes of March 18, 2015 Regular City Council Meeting;  
Minutes of March 25, 2015 Special City Council Meeting;  
Minutes of March 30, 2015 Special City Council Meeting;  
Check Register: March 19 – April 1, 2015.

**Motion seconded by Council Member Meisel, voted on, passed 5-0.** Time: 7:08 p.m.

Mayor Weitman presented a payment request from City Attorney Sutherland as the statement was not received prior to processing the previously approved checks. The March monthly amount of \$2,225.70.

### **✓ Motion to Approve Payment Request of \$2,225.70 for City Attorney Sutherland**

#### **Council Member Shields moved to approve payment for John Sutherland as presented.**

**Motion seconded by Council Member Williams. Voted on, passed 5-0.** Time: 7:09 p.m.

## **DISCUSSION FROM THE FLOOR:**

**NONE**

## **SPECIAL PROJECTS:**

### **WATER PROJECT UPDATE**

Mayor Weitman reported the necessary USDA forms had been signed at the special meeting for Phase 1. More information will be included at the April 15<sup>th</sup> meeting.

### **CDBG SPECIAL ROUND PROJECT**

Hired BG Consultants at the special meeting. Mayor Weitman, Public Works Superintendent Johnson, and City Clerk Herrin met today with Brian Kingsley, (BG Consultants), to discuss options for improvements. Brian is going to work up some preliminary information with estimates for the city to review.

## **REPORTS OF CITY OFFICERS:**

### **CITY ATTORNEY – JOHN SUTHERLAND**

None.

### **POLICE DEPARTMENT – CHIEF TATE WEST – OFFICER SHAUN WEST**

Reported on the following:

1. Department Report:  
✚ Citations – no report

## **CITY OF LA CYGNE MINUTES FOR 2015**

- ✚ Approximately 40 city dogs were vaccinated and tagged during the 'Dog Days' event last Saturday; and, approximately 80 dogs in total were vaccinated
  - ✚ One dog in the pound with the owner coming to pick up
2. Names for City Park Roads – Have the names and will get the process going.
  3. Agreement for Abatement of City Codes Violation/Nuisance at 109 N. Broadway, Owned by Leon and Mary Heide – The signed agreement with the Heide's for this property expires today. There has been no response after the signed agreement, nor any work to repair the leaning wall. The last 35 feet is leaning outward and endangering the adjacent building. Recommend proceeding through city court with the council's approval.

✓ *Motion to Proceed with Abatement Violation through City Court*

**Council Member Meisel moved to proceed with abatement violation through city court. Motion seconded by Council Member Shields. Voted on, passed 5-0.** Time: 7:15 p.m.

4. Proposals for Salaries – Presented estimates for hourly wages for the Police Chief Position and the Police Officer position with three different options and staying within the payroll budget. The information was to provide the parameters of wage adjustment and staying within the required budget dollars. Accrued comp time would be used to avoid unplanned overtime with the understanding the comp time would not exceed the city's maximum allowable accumulation of 40 hours. The payroll numbers are using this year's numbers. In the recent past the city has responded 24/7 to any call that has been received for the city. During low volume time and less staffing the county could be called on to take the non-emergency calls under the mutual aid agreement. The city officers do not go out on a county call unless they receive a request from the county to help. This is an option that can work, and is the Police Chief's responsibility to make that department's budget work.
5. Street Names in Park: Discussed how to complete the naming of the park streets. City Attorney Sutherland concurred it would require a resolution.

### **PUBLIC WORKS DEPARTMENT – SUPERINTENDENT JIM JOHNSON**

Reported on the following:

1. One water leak in town repaired; and, two hydrants at the city park.
2. Ordered patch material for the streets and will begin patching.
3. Two Generac generators down. The one at the water plant and at one lift station. One can be set by hand, the other is down. Repairman is trying to locate parts.
4. Two pickups down. The transmission is down in the white dodge; and, the old dog truck is out at Barrett's to determine the problem.
5. Summer Help: Requested help if the city could fund it. In the past have hired two for summer help, but did not hire any last year. With the number of code violations the city has for mowing, really need help during this time.
6. Tour City Facilities: Offered to set up a day to tour the city operations of the city utilities and areas public works is responsible for mowing. Would like to include the new members to the city council when doing the tour.
7. Cemetery Roads: Council Member Shields inquired what would be used to help maintain the cemetery roads. PWS Johnson reported they chain drag the cemetery two times a year to help save the gravel.
8. Bad Weather Road Treatment Material: Council Member Sullivan asked if there was much of the winter road material left for next year. PWS Johnson reported the city had enough for about three good storms. Do not have a good storage place during the summer and the material does not last so do not attempt to try to have excess left over at the end of winter.

# **CITY OF LA CYGNE MINUTES FOR 2015**

The cost of the material was unknown, purchase it through Wade's quarry and they have always been good to provide when needed.

## **FIRE CHIEF – DAN NASALROAD**

Reported on the following:

1. None.

## **CITY CLERK – DEVONA HERRIN**

Reported on the following:

1. Moved a CD to First Option Bank for a higher interest rate. Another CD is maturing this month and will compare rates for it as well.
2. The 3-mile gas rate change letters were mailed to the applicable residents in preparation of the rate change. This is to continue the process of attaining rates equal to city residents. The rates are getting closer to the city resident rates. With the next couple of 10% rate increases a review by the council will be needed to get the rate structure's together as to how the rate structures are built.
3. Electrician has worked on lighting in the community building and city hall.

## **COUNCIL COMMITTEE REPORTS:**

**NONE**

## **SPECIAL COMMITTEE REPORTS:**

### **EMERGENCY MANAGEMENT**

Council Member Meisel asked if everyone who wanted had signed up for the CERT training as it would start soon. Encouraged everyone to sign up who was interested.

## **UNFINISHED BUSINESS:**

### **AGREEMENT BETWEEN PROPERTY OWNER OF SUDSY SWAN CARWASH AND CITY**

Codes Officer West passed a rewritten agreement to City Attorney Sutherland for review prior to the next meeting. Ownership of the property was duly noted and once obtain legal approval will present to council.

## **NEW BUSINESS:**

### **CLOSE TRASH COMPACTOR FOR EASTER SUNDAY, APRIL 5<sup>TH</sup>**

✓ *Motion to Close Trash Compactor for Easter Sunday, April 5<sup>th</sup>*

**Council Member Meisel moved to close the Trash Compactor for Easter Sunday, April 5th. Motion seconded by Council Member Fleming. Voted on, passed 5-0. Time: 7:44 p.m.**

# CITY OF LA CYGNE MINUTES FOR 2015

## **WAIVE COMMUNITY BUILDING FEE FOR CHAMBER'S ANNUAL EASTER EGG HUNT, APRIL 4<sup>TH</sup>**

✓ *Motion to Waive Community Building Fee for Easter Egg Hunt, If Bad Weather, April 4<sup>th</sup>*

**Council Member Shields moved to approve waiving the Community Building fee for the city's Easter Egg Hunt on April 4<sup>th</sup> if there is bad weather. Motion seconded by Council Member Williams. Voted on, passed 5-0.** Time: 7:45 p.m.

## **PROCLAMATION: FAIR HOUSING MONTH**

Mayor Weitman presented and read the proclamation for designating April as *Fair Housing Month*.

## **ADMINISTRATIVE POLICY NO. 28, BAD DEBT**

✓ *Motion to Approve Administrative Policy No. 28, Bad Debt*

**Council Member Meisel moved to approve Administrative Policy No. 28. Motion seconded by Council Member Williams. Voted on, passed 5-0.** Time: 7:47 p.m.

## **ORDINANCE NO. 1431, ADDING E) V. TO SECTION 1-305, CODE OF ETHICS, CONFLICT OF INTEREST**

✓ *Motion to Approve Ordinance No. 1431*

**Council Member Williams moved to approve Ordinance No. 1431. Motion seconded by Council Member Meisel. Voted on, passed 5-0.** Time: 7:48 p.m.

## **EXECUTIVE SESSION:**

✓ *Motion To Go Into Executive Session*

**Council Member Fleming moved to go into executive session for personnel for up to seventy (70) minutes following a ten (10) minute break. Motion seconded by Council Member Sullivan, voted on, passed 5-0.** Time: 7:49 p.m.

In addition to the Council Members and City Attorney, others requesting time or invited into portions of the executive session(s) included (but not limited to): City Clerk Herrin, Public Works Superintendent Johnson, and Police Chief West.

Open Session Resumed at 8:46 p.m.

## **OTHER BUSINESS:**

### **WAGE RAISE FOR POLICE CHIEF WEST TO \$18.00 PER HOUR**

✓ *Motion to Increase Police Chief West's Hourly Wage to \$18.00 per hour Effective Next Pay Period*

**Council Member Sullivan moved to raise the police chief's wage to \$18.00 per hour effective the next pay period. Motion seconded by Council Member Williams. Voted on, passed 5-0.**

Time: 8:47 p.m.

# **CITY OF LA CYGNE MINUTES FOR 2015**

## **HIRE LINDSEY JOHNSTON FOR OFFICE SUMMER HELP FOR \$11.50 PER HOUR**

City Clerk Herrin reported an application for office summer help had been received from a college graduate in Business Communication and Marketing. Mayor Weitman and the Clerk had met with her and her credentials met with the needs for the additional office work for the city; to include updating the web site, working on the additional forms necessary for the grants in progress, researching cemetery programs for improvement in recording keeping, and many other items that there are not enough hours to complete currently. Lindsey Johnston would only be available after graduation in May through the later part of August. Request permission to hire Lindsey to help with the workload during the summer for \$11.50 per hour.

✓ *Motion to Hire Lindsey Johnston for \$11.50 per hour from May through August*

**Council Member Sullivan moved to hire Lindsey Johnston for \$11.50 per hour from May through August. Motion seconded by Council Member Williams. Voted on, passed 5-0.** Time: 8:49 p.m.

## **OFFER TRACY WIER THE PUBLIC WORKS POSITION WITH FIVE DAY WORKWEEK TO INCLUDE WEEKENDS AT \$12.00 PER HOUR**

✓ *Motion to Offer Tracy Wier the Public Works Position with Five Day Workweek to Include Weekends at \$12.00 per hour*

**Council Member Meisel moved to offer Tracy Wier the public works position for \$12.00 per hour with start date to be determined with the five day work week to include weekends. Motion seconded by Council Member Shields. Voted on, passed 5-0.** Time: 8:50 p.m.

## **NOTES AND COMMUNICATIONS TO COUNCIL:**

- a] SwanFest Committee Meeting Notice, April 6<sup>th</sup>
- b] LKM Governing Body Institute May 15 – 16, in Topeka – City Clerk reported this is the program geared toward new mayors and council members if anyone is interested after elections are over for the council to consider some participating.
- c] KDOT March 2015 Linn County Projects Report
- d] Project 17 Event, April 16<sup>th</sup>
- e] LKM News, March 20<sup>th</sup>

## **ADJOURNMENT:**

✓ *Motion to Adjourn Meeting*

There being no further business, **Council Member Meisel moved to adjourn the meeting. Motion seconded by Council Member Fleming, voted on, passed 5-0.** The Regular meeting was adjourned at 8:52 p.m.

**CITY OF LA CYGNE MINUTES  
FOR 2015**

I, \_\_\_\_\_ La Cygne City Clerk, do hereby declare the  
(Devona Herrin) above to be true and correct, to the best of my  
knowledge, and do hereby subscribe my name  
this 1<sup>st</sup> day of April 2015.

**END OF April 01, 2015 MEETING.**

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**BEGINNING OF April 15, 2015 MEETING**

**END OF April 15, 2015 MEETING.**

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**BEGINNING OF May 06, 2015 MEETING**