

Record of the Proceedings of the Governing Body

REGULAR MEETING

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April 16, 2025

REGULAR MEETING:

The La Cygne City Council met on Wednesday, April 2, 2025 at the La Cygne Community Building. Council Members present were: Thomas Capp; David Brenneman; and Keith Stoker. ABSENT: Jerome Mitzner and Ed Smith.

Others in attendance included, but not limited to: City Attorney Jeff Deane; City Clerk (CC) Jodi Wade; Police Chief Zachary Mathies; Public Works Superintendent (PWS) Dan Nasalroad; Linn County Newspaper, Tony Furse; Linn County Journal, Roger Sims (via Zoom); Gilmore & Bell, Kevin Cowan (via Zoom) and Emil Wilson.

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

Pledge of Allegiance by Mayor Debra Wilson

MAYOR COMMENTS:

- a. Easter Egg Hunt – April 19, 2025 at the La Cygne Community Park from 10am – 12pm, Ray of Hope will be accepting donations of eggs for the event.
- b. May 2-4, Garage Sale weekend. Patrons may contact the city hall to have their address put on the list for the Facebook and Website posting.
- c. May 10, City Wide Clean-up. Items must be placed at the curb by 6am. Items must be able to be picked up by 2 people. No tires, No Items containing freon, No construction material. Those who have couches, mattresses, boxes of knick-knacks, end tables, etc., this is an opportunity to have things hauled off.
- d. La Cygne Swimming Pool will open on Saturday, May 31 at 10am. The schedule for the pool will look a little different this year. From 10am-10:45am and 4:00pm-4:45pm Monday through Thursday, the pool will be open for an instructional period to include exercise opportunities (Water aerobics, core-toning, lap swim, resistance walking) and swim lessons. Open swim will be available from 11am – 4pm. The pool will be available for private parties between 5pm – 7pm.
- e. Mayor Wilson asked the council to review the “If I Were Mayor” posters from the 5th grade class at the La Cygne Elementary School. Selection will be made for the 1st place and runner-up.

CONSENT AGENDA:

❖ Motion to approve Consent Agenda:

Council Member Capp motioned to accept the Consent Agenda.

Minutes of the April 2, 2025 Council Meeting;
2025 Treasurer’s Report;
2025 Budget Report;
1st Quarter 2025 Financial Statement;
Check Register: April 1, 2025 – April 14, 2025;
Quik Taco On-Premise CMB License Renewal - 2025.

Motion seconded by Council Member Brenneman, voted on, passed 3-0

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DISCUSSION FROM THE FLOOR:

None

REPORTS OF CITY OFFICERS:

POLICE CHIEF ZACHARY MATHIES

Chief Mathies reported on the 2025 Totals for Traffic Stops (152), Citations (13), Calls for Service (161) and Reports (48). From April 2 – April 15: (2) Information Reports, (0) Alcohol Offenses, (2) Traffic Offense, (27) Traffic Warnings, (2) Criminal Offense Report, (0) Accident Reports, (0) Drug Offenses, (0) Warrant Arrests, (4) Traffic Citations, (28) Calls for Service; (0) Animal Citations; (28) District Checks; (0) Building Checks.

School Zone lights mother board issue was updated with warranty parts.

15 Off-Highway Vehicle Registrations to date. Reminded patrons these vehicles should not be on K152/Market.

Speed Limit Signage:

- Before Grand on South Bound 4th Street, "Reduced Speed Ahead" sign
- More 30 MPH signs on 4th Street.

Police Department Doors – Estimated pricing for doors only is approximately \$3500. The Council asked Chief Mathies to get some bids from contractors to perform the work.

Chief Mathies proceeded with a discussion regarding a request for an advancement in technology. Chief Mathies provided information on ALPR (Automated License Plate Readers). Chief Mathies had submitted an application for a grant from First Option Bank Trustee Foundation. Discussion was held regarding the robbery at Silver Creek Pharmacy and other past or present cases which would have benefited from having this technology located at various entrances to the City of La Cygne. Mayor Wilson asked for clarity if these units are used for speed checks. Chief Mathies responded the readers were specifically used as a tool to help in the cases as described, they are not intended to be used as a monitoring tool. The total cost for the 3 units would be covered by the grant award from First Option Bank. The price included an extended 3-year warranty. Chief Mathies asked the council if they would be willing to accept the grant award.



Motion

Council Member Capp motioned to accept the grant award in the amount of \$42,376 from First Option Bank Trustee Foundation for (3) ALPR units. Motion seconded by Council Member Stoker, voted on, passed 3-0.

PUBLIC WORKS SUPERINTENDENT (PWS) DAN NASALROAD

PWS Nasalroad spoke to Abby Mills with BG Consultants regarding the stormwater system located at 7th Street and Market. Abby recommended not sending the water north to Walnut and then over to 6th Street. She indicated 6th and Market is already a bottle-necked location which receives a large volume of water. Abby will look at some other possible options for getting the water out of the area.

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REPORTS OF CITY OFFICERS CONTINUED:

PUBLIC WORKS SUPERINTENDENT (PWS) DAN NASALROAD

PWS Nasalroad brought up some concerns with a bad section on south 4th Street where the base is gone and therefore there is a sag in the road. PWS Nasalroad discussed cutting the section and putting in AB3 for now until the roads are repaired.

PWS Nasalroad let the council know he received a two-week notification from the Park Maintenance Laborer 1 employee. PWS Nasalroad asked the council if he could place an ad for a Summer Seasonal part-time person for the park.

❖ Motion

Council Member Capp motioned to approve for PWS Nasalroad to place an ad for a Part-Time Seasonal Summer General Maintenance employee for the park. Motion seconded by Council Member Brenneman, voted on, passed 3-0.

FIRE CHIEF - DAN NASALROAD

Chief Nasalroad reported on the 1st Quarter fire calls for the department. Number of calls were up quite a bit. Discussion was held regarding the Fire Equipment Reserve Funds which have been allocated to the different vehicles within the department fleet. Chief Nasalroad asked the council if the funds are already allocated for expenditure for specific years can the Department head proceed with the purchase of the vehicle or do they still have to get council approval prior. The challenge with used vehicles with low miles is they sell quick and its difficult to pull together a quorum for a special meeting. Discussion was held. The council felt the fund amount had already been set in the allocation within the reserve. The Department heads already established the rotation for the vehicles in the reserve fund. At the beginning of each year the council will review the reserve and if nothing hindered the expenditure for a vehicle that year then the department heads could proceed with the purchase and then present it to the council after.

CITY CLERK – JODI WADE

CC Wade reviewed the Quarterly Financial Report.

SPECIAL PROJECTS:

SEWER REHABILITATION PROJECT (BG CONSULTANTS)

Hodges Farm & Dredging is consulting with BG Consultants regarding the options of hauling the sludge or land applying the sludge. Abby Mills, BG Consultants, has requested Hodges Farm & Dredging to submit a Change Order request.

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

No update on status of reimbursement.

WATER TREATMENT PLANT IMPROVEMENTS:

MW Engineering and Starbuck Trucking, LLC has ordered material. Hoping to be on sight by May 2025. All piping has been received to date, waiting on pumps.

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SPECIAL PROJECTS CONTINUED:

STORMWATER MASTER PLAN/STREET IMPROVEMENT MASTER PLAN

Kevin Cowan, Gilmore & Bell, reviewed the process for defeasance of the 2020 Refunding Revenue Bonds for the La Cygne Swimming Pool. Kevin emphasized to the council the bonds and the sales tax are two separate functions. Defeasance of the bonds has no bearing on the Sales Tax. The Sales tax would continue to be collected until the sunset date of 2034.

Kevin discussed the different ways a Sales Tax question can be worded. He shared some samples of how some entities will break down the tax value by percentages or fractions to designate collection for different purposes. Kevin expressed the importance of the wording in the question, avoiding too detailed vs. too vague. Mayor Wilson asked if the sales tax question does not pass will the sales tax continue until 2034. Kevin stated "yes" the sales tax would continue as defined until 2034.

The council had discussion regarding the purpose for the 1% sales tax. Areas for use would consist of street improvement, stormwater improvement, sidewalks and continued reserve for the park. Kevin Cowan also reviewed having a sunset period for the sales tax to allow future governing bodies to reestablish another purpose. Priorities can change over time so it is better to not lock a sales tax in indefinitely.

No further questions were asked by the council. The council requested two sample sales tax ballot questions from Kevin Cowan to be reviewed at the next council meeting.

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

CC Wade will prepare RFQ (Request for Qualifications) for a consultant. CC Wade has acquired 3 companies for the city to issue RFQs. Council Member Capp suggested adding Herring Company to the list.

CITY OF LINN VALLEY WATER CONNECTION

CC Wade attended the pre-construction meeting for the connection between the City of La Cygne and the City of Linn Valley. The notice to proceed was set for June 1, 2025. The anticipated completion of the connection line is around the end of August/first part of September. Another pre-construction meeting will be held the end of May 2025.

REPORT OF COUNCIL COMMITTEES:

a] **Utilities Committee:** CC Wade brought forward the conversation regarding the utility bills not being received by the patrons. Discussion was held regarding the current process as defined within the codes. CC Wade stated the city has no control over what happens to the postcards after they are dropped off at the post office. The delay in mail is causing a struggle for a lot of patrons. Emil Wilson proposed a suggestion to send out quarterly billing to save on the costs/postage. CC Wade reiterated the problem is with the postal service getting the bills delivered. To date for 2025 only 13 bills have been returned to the city, and those are 3 months of bills for the same 4 customers. Somewhere in the Kansas City postal building there is either a pile of postcards or the machines have destroyed them. Council Member Stoker asked if the bills could be printed on 8 ½ x 11 paper and mailed first class. CC Wade would need to check with the software program to see if that could be switched. Discussion was held on the time it will take for the bills to be folded and stuffed in to envelopes plus the additional cost for a first-class stamp vs. a post card stamp.

The council agreed that at some point the Utility Account holder must be held accountable for getting the necessary information to pay their bill. Every account holder knows they are responsible for a utility bill which is due every month.

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REPORT OF COUNCIL COMMITTEES CONTINUED:

a] Utilities Committee Continued:

The council asked CC Wade to prepare a draft ordinance showing a modification to the utility bill process for the council to review and to find out what billing style options will be available with the new software.

b] **Street Committee:** PWS Nasalroad reached out to Abby Mills, BG Consultants, to review some suggestions for the 7th & Market Street stormwater ditches. Abby will also provide an hourly pricing for as needed engineering services to review problem areas with the stormwater drainage.

c] **City Facility Committee:** Council Member Capp asked if the line of communication (Chain-of-Command) had been defined for the new Pool Coordinator. CC Wade indicated she has been meeting with the Pool Coordinator to line her out for the new position and yes she explained the chain of command.

d] **Public Safety Committee:** None

e] **Employee Relations and Training:** Chief Mathies advised the council he organized a Tactical Training for First Responders workshop for April 29, 2025 to be held at the La Cygne Community Building. He invited other departments and emergency personnel to participate, cost is \$20/person.

SPECIAL COMMITTEE REPORTS:

EMERGENCY MANAGEMENT: None

CHAMBER OF COMMERCE – None

PLANNING & ZONING COMMISSION (PZC): None

UNFINISHED BUSINESS:

402 S BROADWAY – DRAFT AGREEMENT TO CONVEY DEED IN LIEU OF COLLECTIONS

City Attorney Deane reached out to the owner of 402 S Broadway. He received a voice mail on the way to the meeting tonight. City Attorney Deane will follow up at the next meeting.

NEW BUSINESS:

POLICE DEPARTMENT FIRING RANGE NEAR THE CITY SEWER LAGOONS

Police Chief Mathies brought forward a proposal for a Firearm range near the city sewer lagoons. He described two possible areas, one located on the east side of the lagoons and one on the west side. The Chief reviewed the necessary firearm qualification which is required annually by the police officers. Council Member Capp asked what direction they would be shooting, Chief Mathies stated they would be shooting to the south. Council Member Stoker asked if it would be for both Rifle and Pistol, Chief Mathies stated it would be for both. Council Member Brenneman asked about the costs. Chief Mathies did not gather the cost estimate yet, he wanted to find out first if the Council would consider the proposal of a firing range. Chief Mathies stated the range would only be available for use by La Cygne PD and other law enforcement entities. The council asked Chief Mathies to put together a cost proposal to present at the next council meeting.

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EXECUTIVE SESSION:

❖ **Motion**

Council Member Capp motioned to go in to executive discussion for 10-minutes for consultation with an attorney for the city which would be deemed privileged in an attorney client relationship regarding water purchase agreements and to return to the council table at 9:00pm. Motion seconded by Council Member Stoker, voted on, passed 3-0. 8:50pm

Others in attendance: City Attorney Deane, CC Wade, PWS Nasalroad

OPEN SESSION RESUMED AT 9:00pm:

UNFINISHED POLICY REVIEW

DRAFT COMPANY VEHICLE USE POLICY

CHAPTER 5. BUSINESS REGULATIONS, ARTICLE 1. SOLICITORS, CANVASSERS, PEDDLERS

CHAPTER 3. BEVERAGES, ARTICLE 2 CEREAL MALT BEVERAGE AND ARTICLE 3. ALCOHOLIC LIQUOR

RENTAL READY PROGRAM (LANDLORD REGISTRATION)

ARTICLE 22: OFF STREET PARKING

NEW POLICY REVIEW:

PARK REGULATIONS: DOGS AT LARGE IN THE LA CYGNE COMMUNITY PARK

ARTICLE 5. PARKING

SOCIAL-MEDIA POLICY

GOVERNING BODY REMARKS: None

NOTES AND COMMUNICATION: None

ADJOURNMENT:

❖ **Motion**

Council Member Capp moved to adjourn the meeting. Motion seconded by Council Member Stoker, voted on, passed 3-0. 9:03p.m.

I, _____ La Cygne City Clerk, do hereby declare
(Jodi Wade) the above to be true and correct, to the best of my knowledge, and do hereby subscribe my name on this 16th day of April 2025.