

Record of the Proceedings of the Governing Body
REGULAR MEETING

Page 1 of 7 Pages

JUNE 1, 2022

REGULAR MEETING:

The La Cygne City Council met on Wednesday, June 1, 2022 at the La Cygne Community Building. Council Members present were: David Brennehan; Keith Stoker; Danny Curtis; Thomas Capp; Jerome Mitzner

Others in attendance included, but not limited to: City Clerk (CC) Jodi Wade; Public Works Superintendent Dan Nasalroad; Police Chief Fenoughty; City Attorney Burton Harding; Linn County Newspaper Tony Furse; Linn County Journal Roger Simms.

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

Pledge of Allegiance – Mayor Debra Wilson

MAYOR COMMENTS:

- a) Memorial Day – Thank you to Cemetery Caretaker (Bruce Snyder) and the Public Works crew. Thank you to the patrons who placed the American flags throughout the cemetery and at the entrance. The Memorial Day service as well as the lunch afterwards was well appreciated by the patrons.

CONSENT AGENDA:

❖ Motion to approve Consent Agenda:

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

Minutes of May 18, 2022 City Council Meeting;
April 2022 Budget Report;
April 2022 Treasurer's Report;
Check Register: May 19 – June 1, 2022.

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

DISCUSSION FROM THE FLOOR:

NONE

SPECIAL PROJECTS:

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

No updates at this time

Record of the Proceedings of the Governing Body
REGULAR MEETING

Page 2 of 7 Pages

JUNE 1, 2022

SPECIAL PROJECTS CONTINUED:

SEWER REHABILITATION PROJECT (BG CONSULTANTS)

Nowak Construction is getting mobilized. Construction meeting was held on Tuesday, May 31, 2022. PWS Nasalroad reported on the meeting with Nowak. The next two weeks will consist of locating a few manholes not originally located, CCTV of mains not performed on the initial and discussion was held on KS one-call procedure.

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

Construction meeting was held on Tuesday, May 31, 2022 at 10am with KDOT, Killough Construction, CFS and BG Consultants. PWS Nasalroad commented on the concerns with drainage in the ditch to the East of the new storm water piping. Killough and BG Consultants are discussing the surveying of the area of the ditch. Conversation was also held regarding the installation of the aprons on Market Street possibly affecting access to the medical clinic and church. Killough and BG Consultants are working on possible options for keeping access available to both locations.

NEW FIRE STATION/PUBLIC SAFETY BUILDING

CC Wade presented the PER estimated cost for both a pre-engineered steel building and a post-beam building. The proposals showed an approximate difference of \$50,000. Discussion was held by the Council to move forward with a pre-engineered steel framed building.

❖ **Motion**

Council Member Capp motioned to proceed with Zingre and Associates to design a pre-engineered steel framed building for the new fire station in preparation for advertising for bid. Motion seconded by Council Member Mitzner voted on, passed 5-0.

REPORTS OF CITY OFFICERS:

CITY ATTORNEY –BURTON HARDING:

City Attorney Harding had nothing official to report but requested an executive session regarding 109 N. 2nd Street.

❖ **Motion**

Council Member Capp motioned to go in to executive session for 10-minutes for consultation with an attorney for the city which would be deemed privileged in an attorney-client relationship regarding 109 N. 2nd Street and will return to the Council table at 7:25p.m. Motion seconded by Council Member Curtis voted on, passed 5-0. 7:15p.m.

Others in attendance included, but not limited to: City Attorney Harding. PWS Nasalroad and CC Wade

OPEN SESSION RESUMED AT 7:25 p.m.

Record of the Proceedings of the Governing Body
REGULAR MEETING

Page 3 of 7 Pages

JUNE 1, 2022

REPORTS OF CITY OFFICERS CONTINUED:

CITY ATTORNEY –BURTON HARDING:

❖ **Motion**

Council Member Mitzner motioned for City Attorney Harding to proceed with negotiations for the demolition of 109 N. 2nd Street. Motion seconded by Council Member Capp voted on, passed 5-0.

POLICE CHIEF – TINA FENOUGHTY :

7- Traffic Stops Conducted
Citations issued since last meeting - 4

Speed School Zone	0	Registration Viol	0
Suspended License	0	No Tag	0
Insurance	0	NO DL	0
Speed Construction Zone	0	Speed	0
Vicious Dog/RAL/Tag	3	Paraphernalia	0
Illegal Burn	0	Parking	1

Calls for Service / Reports – 5/18/22 thru 06/01/22

Animal Complaint – 6	Traffic Complaints - 4
Assist Outside Agency – 3	Suicidal Subject – 0
Ambulance – 0	Citizen Assist CFS / contact - 32
Fingerprints – 0	Juvenile Incident – 2
Check Welfare – 2	Federal Record Checks– 0
Follow Up – 23	Criminal Damage - 1
Suspicious Activity – 4	Drug Case – 1
Ordinance Violation – 2	Found Property- 3
Theft – 5	Non-Injury Accident – 3
Child Endangerment – 1	Stolen Vehicle – 1
Disturbance – 0	Warrant Attempt - 2
Felony Warrant – 2	Misdemeanor Warrant – 4
Harassing Phone Call – 0	Fireworks – 0
Unattended Death – 0	Mental Health – 2
Trespass – 2	911 Hang up – 0

VIN Inspections- 0 completed

❖ **Motion**

Council Member Curtis motioned to go in to executive session for 10-minutes for non-elected personnel for an individual employee’s performance and will return to the Council table at 7:39p.m. Motion seconded by Council Member Curtis voted on, passed 5-0. 7:29p.m.

Others in attendance included, but not limited to: Chief Fenoughty and City Attorney Harding

OPEN SESSION RESUMED AT 7:39 p.m.

REPORTS OF CITY OFFICERS CONTINUED:

CODES ENFORCMENT – ALLISON FOX:

Will submit report at the next meeting.

PUBLIC WORKS DEPARTMENT – PUBLIC WORKS SUPERINTENDENT (PWS) DAN NASALROAD:

Report from 5/19/22 to 6/1/2022

Committee Discussions

Water and Gas:

- Water plant evaluation is continuing. Preliminary report will be ready for the next meeting.
- Old pond has not been drained due to weather.
- Gas meter relocation in alley between Broadway and 4th Street just north of the library. Total of 8 meters for an estimated cost of \$15,000.

Street:

- CCLIP project meeting to discuss drainage issues and the New Life Baptist Church entrance.
- Scheduled to start pothole repairs next week, depending on rain.
- Access aprons.

Sewer:

- Met with Nowak Construction on sewer project. Started yesterday with checking manholes and getting ready to CCTV some mains which were not performed in the preliminary CCTV due to not finding the manholes.
- Researching mower options.

Park:

- Started to replace the boards on the bleachers at the baseball field.
- Mowing is behind due to the rain.

Cemetery:

- Mowing is behind due to rain.
- Memorial Day went well. Couldn't do a lot of mowing but did get all the weed eating completed.

Other:

- Had Jim Johnson (part-time employee) work in the compactor due to employee shortage.

FIRE DEPARTMENT – DAN NASALROAD:

- A gate was installed at the entrance to the County Fire Station off of 9th Street. Fire Chief Nasalroad explained to the Council 9th Street dead ends at the entrance to the fire station property. Trucks, UTVs and ATVs have been traveling across the property and though it was a through street. Fire Chief Nasalroad installed the gate to prevent traffic travelling across the fire station property.

REPORTS OF CITY OFFICERS CONTINUED:

CITY CLERK – JODI WADE:

- Filed EMMA Reports;
- Attended Planning & Zoning meeting with IBTS;
- Organized and facilitated sewer contract review;
- Attended KDOT CCLIP job-site meeting regarding the rebar issue and concrete pour on Industrial Blvd;
- Attended MRWAD meeting;
- Participated in the Front Desk module orientation;
- Attended the KS State Budget training class in Iola, KS;
- Prepared paperwork for the 2022 season at the pool;
- Observed leak detection diver at the pool;
- Attended Nowak Construction project meeting;
- Attended KDOT CCLIP weekly progress meeting;
- Prepared documents for closing on the bond purchase Note Series 2022;
- Completed closing documents for the temporary Notes 2020 with Labette Bank;
- Called project references for Resident Inspectors from BG Consultants for the sewer rehabilitation project;
- Prepared vision boards for the Comprehensive Plan revision for the lobby area of the City Hall;
- Participated in the Front Desk module onboarding training;
- Reviewed website options;
- Handled technical issues with the police computers. Computers are old and it is time to replace the towers;
- Preparations for the Swanfest/Blast in the Park on July 9th;
- Prepared Park Board agenda and financials;
- Assisted with questions regarding opening day of the pool and mechanical operations;
- Prepared a proclamation for Esther Shields.

CITY TREASURER – CONNIE GORE:

5/1/2022 – 5/31/2022

Utilities *Monthly items completed:*

- Sewer, water, and gas reports were completed. Gas rates dropped enough that no adjustments were needed. Rates are way up for the June billing. (Second highest since we went up earlier in the year).
- Sales tax was completed and filed with the state.
- Shut offs were completed. We do still have a couple of people turned off. (5-31-2022)
- Penalties were processed. We normally have fewer than 100, but this month we had 150 customers.
- Billing cycle completed, bills printed with CCR information and mailed, or emailed. Bank lists to the banks.

Other:

- Completed 2 sessions of training for the new front desk module.

REPORTS OF CITY OFFICERS CONTINUED:

CITY TREASURER – CONNIE GORE:

- Learned a new process for closing out receipt management and credit cards that goes with front desk.
- We have started the receipt management process now to get in the habit of closing out properly including weekends and holidays.

Court *Monthly Court items completed*

- Court prep completed including diversion reviews.
- Court completed with the paperwork and payment submitted to the state.
- Prepared a couple of diversion for Burton's review.
- Prepared 7 warrants for approval and once approved gave them to Tina. (Most on fail to appear in court for city code violations). 2 of them have been served and bonds paid.
- Court hours were up this month. 23.5 hours versus the normal 14 or 15.
- We had 38 total cases on the docket, 14 of which were codes violations. (Theft of services, dogs at large, nuisance...). These cases can take more time before court, during court, and the follow up paperwork.

Payroll: Completed the life guard set up and prepared the necessary paperwork they need.

Other:

- Spent 30 minutes printing and sorting Kansas One Calls for the sewer project.
- Continued inputting information in the cemetery module and learned how to "sell" a lot in the module.
- Started alphabetical information input in the Pollman cemetery and about half way through "H".

COUNCIL COMMITTEE REPORTS:

WATER & GAS - NONE

STREET -NONE

SEWER - NONE

PUBLIC SAFETY -NONE

COMMUNITY BUILDING- NONE

EMPLOYEE RELATIONS & TRAINING-NONE

CEMETERY – NONE

CC Wade presented a picture of a cemetery information board located in Mound City. Council Member Brenneman has reached out to the cemetery committee about assisting with an information board and to attend a meeting to discuss some options.

PARK-

Council Member Brenneman announced a special meeting on June 8th at 4:15pm at 116 Market Street to discuss the events and activities for the Blast in the Park. The Park Board has prepared a flyer for the event which is to include vendors, fireworks and a live band.

SPECIAL COMMITTEE REPORTS:

EMERGENCY MANAGEMENT- NONE

CHAMBER OF COMMERCE - NONE

Record of the Proceedings of the Governing Body
REGULAR MEETING

Page 7 of 7 Pages

JUNE 1, 2022

SPECIAL COMMITTEE REPORTS CONTINUED:

PLANNING & ZONING COMMISSION (PZC) - NONE

UNFINISHED BUSINESS:

WATER AND SEWER RATE ANALYSIS PROPOSAL FROM CARL BROWN

Tabled until receipt of the water treatment plant analysis.

NEW BUSINESS:

RESUME OF RESIDENT INSPECTOR, ERIC SOPER, FOR BG CONSULTANTS ON THE SANITARY SEWER SYSTEM REHABILITATION PROJECT. RESUME OF RESIDENT INSPECTOR, BILL KLIMEK, FOR BG CONSULTANTS ON THE SANITARY SEWER REHABILITATION PROJECT.

Council reviewed the information submitted.

❖ **Motion**

Council Member Capp motioned to approve for Mayor Wilson to sign the resume for Eric Soper and Bill Klimek to perform the duties of the Resident Inspector on the sanitary sewer system rehabilitation project. Motion seconded by Council Member Stoker voted on, passed 5-0.

EXECUTIVE SESSION:

NONE

OTHER BUSINESS:

City Attorney Harding reminded the City Council and Staff the Dancetopia event is coming up soon if the City is open to opportunities for campers, etc.

NOTES AND COMMUNICATIONS TO COUNCIL:

NONE

GOVERNING BODY REMARKS:

NONE

ADJOURNMENT:

❖ **Motion**

Council Member Capp moved to adjourn the meeting. Motion seconded by Council Member Curtis, voted on, passed 5-0. Time 8:00p.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 1st day of June, 2022.