

Record of the Proceedings of the Governing Body

REGULAR MEETING

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JUNE 18, 2025

REGULAR MEETING:

The La Cygne City Council met on Wednesday, June 18, 2025 at the La Cygne Community Building. Council Members present were: Jerome Mitzner (via Zoom); Keith Stoker; and Ed Smith. ABSENT: David Brenneman; Thomas Capp.

Others in attendance included, but not limited to: City Attorney Jeff Deane (via Zoom); Public Works Superintendent (PWS) Dan Nasalroad; City Clerk (CC) Jodi Wade; Police Chief Zachary Mathies; Linn County Newspaper, Tony Furse; and Linn County Journal, Roger Sims; Public Building Commission Members, Diane Stainbrook, Matthew Boyd and John Dowty; La Cygne Pool Coordinator, Angie Goodwin; Gilmore & Bell, Kevin Cowan; Emil Wilson; and Jamie Allen.

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

Pledge of Allegiance by Mayor Debra Wilson

RESOLUTION NO. 481 PROVIDING FOR THE TEMPORARY CLOSING AND BLOCKING OF CERTAIN STREETS TO ACCOMMODATE THE BLAST IN THE PARK AT THE LA CYGNE COMMUNITY PARK ON JULY 12, 2025 FROM 4:30PM TO 10:00PM.



Motion

Council Member Smith motioned to approve an off-season firework display for the Blast in the Park (City Designated Event) on July 12, 2025 at the La Cygne Community Park in the designated Baseball Field discharge zone. Motion seconded by Council Member Stoker, voted on, passed 3-0.

PUBLIC BUILDING COMMISSION CALL MEETING TO ORDER (7:00 P.M.)

DEFEASANCE OF SERIES 2020 REVENUE BONDS (POOL PROJECT):

RESOLUTION NO. 482 A RESOLUTION AUTHORIZING THE APPLICATION OF CERTAIN SALES TAX PROCEEDS TO THE PAYMENT AND EARLY REDEMPTION OF CERTAIN OUTSTANDING PUBLIC BUILDING COMMISSION REFUNDING REVENUE BONDS, SERIES 2020, OF CITY OF LA CYGNE KANSAS, PUBLIC BUILDING COMMISSION; AND AUTHORIZING CERTAIN ACTION TO BE TAKEN IN CONJUNCTION THEREWITH.

CC Wade reviewed the Cash Defeasance of Series 2020 Refunding Revenue Bonds final numbers, consisting of cash payment from the city in the amount of \$867,992.04 with \$17,100 of the total being the amount of cost of issuance. CC Wade reviewed the current Treasurer's Report for the Sales Tax Park & Pool Fund, providing the estimated amount of cash on hand remaining after the defeasance of the bonds and removing the budgeted amount for 2025. CC Wade reported she was satisfied with the finances for moving forward with the defeasance.



Motion

Council Member Smith motioned to approve Resolution No. 482 authorizing the application of certain sales tax proceeds to the payment and early redemption of certain outstanding Public Building Commission Refunding Revenue Bonds, Series 2020. Motion seconded by Council Member Stoker, voted on, passed 3-0.

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MAYOR COMMENTS:

- a. La Cygne Farmer's Market is open. Be sure to stop by and support local entrepreneurs.
- b. Summer is in full swing; Baseball and Softball fields are busy, pool is open, Library Summer Reading program is in action! Be alert when driving through town of patrons walking and biking.
- c. Seasonal Consumer Fireworks stands will be open on June 27. Please review all city regulations regarding the discharge of fireworks within the city limits and note they may only be discharged between the hours of 6:00am – 12:00am (Midnight) from June 27 through July 5, 2025.

CONSENT AGENDA:

❖ Motion to approve Consent Agenda:

Council Member Smith motioned to accept the Consent Agenda.

Minutes of the June 4, 2025 Council Meeting;
2025 May Budget Report;
2025 May Treasurer's Report;
Check Register: June 1, 2025 – June 14, 2025;
Seasonal Firework Stand License – Eddie Shay – Eddie's Discount Fireworks;
Seasonal Firework Stand License – Michael Dunlop;

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

DISCUSSION FROM THE FLOOR:

JAMIE ALLEN

Jamie Allen, patron of La Cygne, addressed the council regarding the hours of the Open Swim at the La Cygne Swimming Pool. Jamie, as well as some other patrons, would like the open swim to be from noon – 8pm. Jamie indicated it was difficult for working parents to take their families to the pool in the evening when they get back in to La Cygne.

Mayor Wilson reviewed the prior season open swim hours which were from noon – 6:00pm. Mayor Wilson asked Pool Coordinator, Angie Goodwin, to explain the current pool hours. Angie described the current hours and offered the possibility to remain open until 7pm or 8pm one evening during the week. She explained the other activities, to include: swim lessons, water aerobics and private pool parties, are either in the morning before open swim or in the evening after open swim. CC Wade reviewed the changes in the wages for the Lifeguards/Managers which limited the number of hours of operation. Typically, it takes a crew of 14 – 17 guards to manage a fuller schedule. The budget would not allow the ability to hire that many guards. Angie shared that to date the attendance dies down around 4:45pm but she also knows that will probably change in July when the ball season is done. Angie indicated she would look at the schedule and find one day a week to have open swim until 7pm or 8pm.

Angie addressed the council regarding her position, which is new this season. She asked the council, since the park board is now dissolved, if they had any specific guidelines or certain boundaries regarding the schedule and activities at the pool. The council simply replied the budget dictates what can and cannot happen each season. Angie asked if the council would like her to prepare a season document containing the rates, hours, and activities of the pool in January to allow review along with the budget. The council concurred it would be beneficial to have that information when preparing the budget. Mayor Wilson suggested to have an after-action review at the end of the season to discuss what went well and what processes needed some adjustment.

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REPORTS OF CITY OFFICERS:

POLICE CHIEF ZACHARY MATHIES

Chief Mathies reported on the 2025 Totals for Traffic Stops (283), Citations (40), Calls for Service (262), District and Building Checks (306) and Reports (88). From June 3 – June 17: (3) Information Reports, (0) Alcohol Offenses, (3) Traffic Offense, (24) Traffic Warnings, (1) Criminal Offense Report, (1) Accident Reports, (0) Drug Offenses, (1) Warrant Arrests, (4) Traffic Citations, (28) Calls for Service; (0) Animal Citations; (30) UTV Reg. Total.

RAM Unit 7, Water pump Replaced.
Codes Vehicle, Spark Plugs & Coil Pack replaced.

Open FT Officer position: Chief Mathies would like to transfer PT Officer John Marino to the FT position. Officer Marino has been with the department since October 2024. He has 7-years of experience as a law enforcement officer. Is full-time trained. He has from July 2025 to July 2026 to get his training hours completed.



Motion

Council Member Smith motioned to transfer Officer John Marino from Part-time Police Officer to Full-time Police Officer at the wage as indicated in the current Employee Pay scale. Motion seconded by Council Member Stoker, voted on, passed 3-0.

STOP WORK ORDER – UNSAFE STRUCTURE UNDER CONSTRUCTION AT 702 E. CHESTNUT STREET

Police Chief Mathies reviewed the letter notifying the City Council that upon inspection it was determined the structure currently under construction constitutes a dangerous structure, due to unsafe building practices. The building permit approved on 05/06/2025 is hereby declared null and void.

Chief Mathies directed some questions to the council regarding the regulations pertaining to Building Permits. He asked the council how much building code regulation was the council comfortable having within the codes. The Chief did recently request the Codes Officer to demand more information to be included with the Building Permit application. Council Member Stoker stated he has been in favor for years to adopt the International or Minimum Housing Building Codes. PWS Nasalroad stated the struggle with having someone who understands the codes and can inspect has been a challenge. Council Member Mitzner suggested reaching out to the surrounding communities to see what codes they have adopted and what processes they are using to provide someone capable of understanding the code and inspecting.

Council Member Mitzner inquired about pipe fencing being installed at 205 E. Market Street meeting the city regulations regarding height/visual requirements for the front of the building. Chief Mathies indicated it met all requirements.

PUBLIC WORKS SUPERINTENDENT (PWS) DAN NASALROAD

PWS Nasalroad presented Purchase Order No. 2025-10 in the amount of \$8582 for a VIRNIG 72" Power Rake which would attach to the front of the loader to plow/rake up and recycle the existing gravel. The price of gravel continues to rise and this would help reuse what is already on the roadway. To have a demo, the purchase order must be signed. IF we are not satisfied with the unit after the

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REPORTS OF CITY OFFICERS CONTINUED:

PUBLIC WORKS SUPERINTENDENT (PWS) DAN NASALROAD

demo, there is no obligation to purchase. Council Member Stoker stated he would like to see the unit in action.

❖ **Motion**

Council Member Smith motioned to approve for the Public Works Superintendent to sign Purchase Order No. 2025-10 in the amount of \$8582 to allow for the demo of the VIRNIG 72" Power Rake. Motion seconded by Council Member Stoker, voted on, passed 3-0.

FIRE CHIEF - DAN NASALROAD

Chief Nasalroad reported the new Command Unit had arrived and was out front if the council wanted to inspect the unit.

Chief Nasalroad reviewed the Automatic Aid agreement received from the city. Chief Nasalroad indicated the document was the original document he had submitted to Linn County with a few agreed modifications resulting from the County Commissioner workshop held a couple of weeks ago. Chief Nasalroad asked the Council to approve for the mayor to sign the Automatic Aid agreement with Linn County Rural Fire District #1 to participate in automatic mutual aid to cover fire suppression on structure fires occurring in the city limits of the City of La Cygne or within the jurisdiction of Linn County Fire.

❖ **Motion**

Council Member Smith motioned to approve for Mayor Wilson to sign the Automatic Aid Agreement with Linn County Rural Fire District #1 so in the event of a structure fire within La Cygne city limits or in Station 950 coverage area, equipment and personnel will automatically respond if available or cancelled by incident command. Motion seconded by Council Member Stoker, voted on, passed 3-0.

CITY CLERK – JODI WADE

CC Wade addressed the concern regarding no applications submitted for the three (3) Council seats coming available at this year's election. CC Wade contacted the League of Municipalities to discuss options to avoid a situation in January of not having a quorum to conduct business. The League concluded the city would need to advertise now for the vacant seats to see if someone would be willing to commit. The council could do a motion now to appoint the interested party to the vacant council seat effective on January 12, 2026. This action would secure 3 council members to have a quorum. If there are no write-ins or the write-ins do not accept at least business could move forward while attempts are made to fill the vacant seats.

SPECIAL PROJECTS:

SEWER REHABILITATION PROJECT (BG CONSULTANTS)

Pay Application No. 2 from Hodges Farms & Dredging LLC, in the amount of \$161,500. The remaining retainage amount for the project will be \$30,945. Restoring berms and roadway is the only remaining work to be performed at the lagoons.

❖ **Motion**

Council Member Smith motioned to approve Pay Application No. 2 from BG Consultants in the amount of \$161,500. Motion seconded by Council Member Stoker, voted on, passed 3-0.

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SPECIAL PROJECTS CONTINUED:

SEWER REHABILITATION PROJECT (BG CONSULTANTS)



Motion Rescinded

Council Member Smith rescinded the motion to approve Pay Application No. 2 from BG Consultants in the amount of \$161,500. Motion seconded by Council Member Stoker, voted on, passed 3-0.



Motion

Council Member Smith motioned to approve Pay Application No. 2 from Hodges Farms & Dredging, LLC in the amount of \$161,500. Motion seconded by Council Member Stoker, voted on, passed 3-0.

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

CC Wade reached out by email again to the Local, District, and State KDOT offices for an update on the final review of the project for FHWA to allow release of the funds.

WATER TREATMENT PLANT IMPROVEMENTS:

Materials are on site. Payment invoice from Starbuck Trucking, LLC in the amount of \$130,000 for materials delivered and on site. Council Member Smith asked if all items were on-site. PWS Nasalroad indicated most of the material was on-site but some is being stored at Starbucks shop. PWS Nasalroad stated he did not want the pumps just sitting out in the yard and he did not have enough room in the shop to store the material. PWS Nasalroad indicated all items have been purchased.



Motion

Council Member Smith motioned to approve Invoice #6585 from Starbuck Trucking, LLC in the amount of \$130,000 for the materials for the Water Plant maintenance improvement. Motion seconded by Council Member Stoker, voted on, passed 3-0.

STORMWATER MASTER PLAN/STREET IMPROVEMENT MASTER PLAN

CC Wade will reach out to BG Consultants this week to check on the status of the PER for 4th Street culvert, Broadway Street culvert, and the intersection of Chestnut/Broadway Street (Library). CC Wade has not started on the process for easements.

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

CC Wade and Chief Mathies have a draft RFP prepared for review.

CITY OF LINN VALLEY WATER CONNECTION

An on-site preconstruction meeting was held on Tuesday, June 10 at 9am with BG Consultants, City of Linn Valley, and the General Contractor. The city will need to review the installation of utility in the city's right of way. An invoice was submitted to the City of Linn Valley for payment of the first year's minimum volume purchase of 12,000,000 gallons.

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SPECIAL PROJECTS CONTINUED:

CITY OF LINN VALLEY WATER CONNECTION

CC Wade would like to recommend the council set up another progress meeting with the City of Linn Valley City Council and City Clerk to review the water purchase agreement and regulations pertaining to lawn sprinklers, filling swimming pools, and watering the golf course.

PWS Nasalroad explained how the public right-of-way was at first thought to be the county's until the city looked in to extending the gas main. It was determined the annexation included Robertson Road from the middle of the road to the west right of way line from Market Street up to the North City limit line.

Council Member Mitzner asked City Attorney Deane if something needed to be written up and signed by the City of La Cygne and City of Linn Valley identifying the location for the agreement of the utilities to be installed in the public right of way.

❖ **Motion**

Council Member Smith motioned to approve for the City of Linn Valley to install the water main line in the public right-of-way on the west side of Robertson Road from the alley behind 19476 KS Hwy 152 to the North city limit line on Robertson Road. Motion seconded by Council Member Stoker, voted on, passed 3-0.

REPORT OF COUNCIL COMMITTEES:

a] **Utilities Committee:** CC Wade is preparing the 2026 Budget Draft with the figures provided by KMGa prior to preparing the ordinance to modify gas rates.

b] **Street Committee:** None

c] **City Facility Committee:**

OFF SEASON FIREWORK DISPLAY FOR THE BLAST IN THE PARK

❖ **Motion**

Council Member Smith motioned to approve an off-season firework display for the Blast in the Park (City Designated Event) on July 12, 2025 at the La Cygne Community Park in the designated Baseball Field discharge zone. Motion seconded by Council Member Stoker, voted on, passed 3-0.

d] **Public Safety Committee:** None

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

SPECIAL COMMITTEE REPORTS:

EMERGENCY MANAGEMENT: None

PLANNING & ZONING COMMISSION (PZC): None

UNFINISHED BUSINESS:

402 S. BROADWAY CONVEY DEED IN LIEU OF COLLECTIONS

City Attorney Deane will touch base with the owner regarding the filing of the deed.

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NEW BUSINESS:

PURCHASE ORDER NO. 8 IN THE AMOUNT OF \$4,131.32 TO INSTALL MICROSOFT 365 AND FOR MDL TO MERGE THE EMAIL FROM ADVANTAGE TO MICROSOFT 365

❖ Motion

Council Member Smith motioned to approve Purchase Order No. 8 in the amount of \$4,131.32 for MDL Technology to install Microsoft 365 and to merge email from Advantage to the Microsoft 365, amount includes first month license fee. Motion seconded by Council Member Stoker, voted on, passed 3-0.

PURCHASE ORDER NO. 9 IN THE AMOUNT OF \$10,436.90 TO DEPLOY A NEW MICROSOFT HYPER-V HOST (SERVER). CURRENT SERVER IS REACHING END OF LIFE. SQL PLATFORM IS NEEDED FOR THE NEW PROGRAMS.

❖ Motion

Council Member Smith motioned to approve Purchase Order No. 9 in the amount of \$10,436.90 for MDL Technology to deploy a new Microsoft Hyper-V host (server). Motion seconded by Council Member Stoker, voted on, passed 3-0.

MOBILE FOOD TRUCK POLICY REVIEW

Oscar Martinez, restaurant owner, brought forth some concerns at the last council meeting regarding Mobile Food trucks being permitted within the city limits of La Cygne. Mayor Wilson asked for this item to be tabled until the next council meeting on July 2, 2025.

EXECUTIVE SESSION:

None

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:

ARTICLE 5. PARKING

SOCIAL-MEDIA POLICY

GOVERNING BODY REMARKS: None

NOTES AND COMMUNICATION:

The Public Building Commission would like to request a meeting of the City Council, Lincoln Township Board, and the Public Building Commission to review the operations and maintenance of the La Cygne Community Park. Discussion regarding the commencement of the current Sales Tax for the Park and Pool.

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NOTES AND COMMUNICATION:

City Designated Events had been discussed last year and two events were determined to be considered a city designated event, to include: Dog Days and Blast in the Park fireworks/porta-potties/trash. Funds were allocated in the 2025 Budget for costs associated with city staff hosting Dog Days and for the fireworks/porta-potties/trash pick-up for Blast in the Park. City staff who sign up to work these events are paid for their hours worked at the event.

Christmas on Broadway originated with a few businesses located on Commercial/Broadway contributing/hosting Christmas themed activities or snacks for the community to enjoy and a chance for a photo with Santa. It is not designated/sponsored by the city or the Chamber of Commerce. To date the city has decorated Thayer Park and set up the Mayor's Tree and the Pole light Christmas decorations. The police on duty have assisted with the traffic during the Light-up Parade. To date the city employees have volunteered their time on the date of the event.

Mayor Wilson asked the question of "what would happen if nobody signs up to work the events or chooses not to volunteer"? Council Members first discussed city staff and the ability for them to volunteer for city sponsored events. Council Member Mitzner expressed concern regarding "expected volunteerism" and stated we cannot force employees to volunteer to host these events. Council Member Mitzner questioned utilizing tax payer dollars for entertainment/events vs. for public services. Council Member Stoker suggested there are certain public services handled by the city which are essential in most events, such as; barricades, traffic control, and trash cans. Council Member Stoker was supportive of Dog Days and the fireworks for Blast in the Park being designated as city events. City Attorney Deane indicated he would look in to statutes/HR regulations pertaining to city employees volunteering at a city event.

Mayor Wilson and the council agreed further discussion would need to be held this winter to construct a process for designating an event as a City Event, determining the funds to be budgeted for the event and the responsibility of the city staff.

ADJOURNMENT:

❖ Motion

Council Member Smith moved to adjourn the meeting. Motion seconded by Council Member Stoker, voted on, passed 3-0. 8:37p.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 18th day of June 2025.