

Record of the Proceedings of the Governing Body

REGULAR MEETING

Page 1 of 5 Pages

JULY 2, 2025

REGULAR MEETING:

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

Others in attendance included, but not limited to: City Attorney Jeff Deane (via Zoom); City Clerk (CC) Jodi Wade; Police Chief Zachary Mathies; Linn County Newspaper, Tony Furse; and Linn County Journal, Roger Sims.

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

Pledge of Allegiance by Mayor Debra Wilson

MAYOR COMMENTS:

- a. 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.
- b. Blast in the Park – Saturday, July 12 from 6pm – 9pm.

CONSENT AGENDA:

❖ Motion to approve Consent Agenda:

Council Member Mitzner motioned to accept the Consent Agenda.

Minutes of the June 18, 2025 Council Meeting;
Check Register: June 15, 2025 – June 30, 2025;

Motion seconded by Council Member Capp, voted on, passed 4-0 (Abstain-Brenneman)

DISCUSSION FROM THE FLOOR:

None

REPORTS OF CITY OFFICERS:

POLICE CHIEF ZACHARY MATHIES

Chief Mathies reported on the 2025 Totals for Traffic Stops (323), Citations (46), Calls for Service (300), District and Building Checks (329) and Reports (96). From June 18 – July 1: (6) Information Reports, (0) Alcohol Offenses, (1) Traffic Offense, (18) Traffic Warnings, (2) Criminal Offense Report, (0) Accident Reports, (0) Drug Offenses, (2) Warrant Arrests, (7) Traffic Citations, (42) Calls for Service; (0) Animal Citations; (32) UTV Reg. Total.

Chief Mathies received some new holsters due to the gun lights being discontinued and unavailable. Chief Mathies reached out to other Police Departments and the Leawood Police Department donated 14 holsters to the La Cygne Police Department. Chief Mathies sent a letter of appreciation and a City of La Cygne Patch to the Leawood Department.

Record of the Proceedings of the Governing Body

REGULAR MEETING

Page 2 of 5 Pages

JULY 2, 2025

REPORTS OF CITY OFFICERS CONTINUED:

POLICE CHIEF ZACHARY MATHIES

The La Cygne Police Department earned the Bronze Award from KDOT for their efforts with the Drive to Zero campaign. Chief Mathies reviewed the stats from the 1st half of 2025.

PUBLIC WORKS

CC Wade reported the 72" Power Rake was received for demo. Currently the Public Works has tested it in their yard, the baseball parking area in the park and the alley behind the La Cygne Library. The unit has performed well and is operator friendly. Public works plans to test it on 8th Street later this week. Crew is busy mowing.

FIRE CHIEF

Reminder to patrons to be safe when discharging fireworks and clean up all the debris.

CITY CLERK – JODI WADE

CC Wade reviewed the city funds which are currently in a Money Market account at 3%. To date CC Wade indicated the city has not needed to access these funds and suggested investing them in come CDs. The current rate on a 6-mth CD is 4.2% and a 24-mth is 3.95%. CC Wade suggested staggering the CDs to allow access on an annual basis. Discussion was held and the council asked CC Wade to put together a draft of CD investment for the next meeting.

CC Wade has a draft 2026 Budget ready for the council to review. Asked if they would like to have a workshop or review it at the next council meeting.

❖ Motion

Council Member Mitzner motioned for a council workshop to be held on Wednesday, July 9 at 7pm for the purpose to review the 2026 draft Budget for the city. Motion seconded by Council Member Capp, voted on, passed 4-0.

SPECIAL PROJECTS:

SEWER REHABILITATION PROJECT (BG CONSULTANTS)

No updates.

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

CC Wade reached out to Ami Fulghum, Bureau Chief, regarding the outstanding funds on the KDOT CCLIP project. She will research where the hold up is happening. Ami indicated the project must go through review at the Area level, District level and then HQ Construction for final completion and releasement of remaining funds. To date the project has been reviewed on the Area level, but must still be at the district level. Council Member Mitzner indicated if no further feedback or action was taken by Ami Fulghum it was time for CC Wade to reach out to our local State Representative, Rick James, to ask if he could check in on those funds.

WATER TREATMENT PLANT IMPROVEMENTS:

No updates

Record of the Proceedings of the Governing Body

REGULAR MEETING

Page 3 of 5 Pages

JULY 2, 2025

SPECIAL PROJECTS CONTINUED:

STORMWATER MASTER PLAN/STREET IMPROVEMENT MASTER PLAN

To move forward with the 4th Street and Broadway culvert and ditch improvement plan sheet and designed grades would need to be created for a contractor to bid the project. If we want to do a typical bid process then BG could do the plan sheets. For the easements, the expected boundaries for the easements would need to be written up, and then we would approach the property owner about acquiring the easements. BG recommends having an upfront conversation with the property owners regarding the consideration for an easement prior to getting the legals drawn up. Would you like the move forward and have BG create a bid package? The council asked CC Wade to get started by visiting with the property owners about the possibilities for easements.

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

CC Wade presented the draft request for qualification. Discussion was held.

❖ **Motion**

Council Member Mitzner motioned to approve the Request for Qualification for a consultant to provide services to create a concept proposal to remodel the current City Hall and Police Department. Motion seconded by Council Member Capp, voted on, passed 4-0.

CITY OF LINN VALLEY WATER CONNECTION

An on-site preconstruction meeting was held on today at 9am with BG Consultants and the General Contractor. The schedule was reviewed for the next 3 months of work. CC Wade provided the schedule to PWS Nasalroad and to MW Engineering Group. The General Contractor indicated they have all their pipe but fittings were coming in staggered. They did not have the fitting needed to bring the main towards the future booster station location. The General Contractor (GC) provided some comments pertaining to the ditches and the concerns property owners have regarding the final condition of the ditch after the pipe installation is completed. The GC indicated there were not any elevations or specifications regarding the ditches in the plans and they would return them to pre-construction status.

RECESS:

❖ **Motion**

Council Member Capp motioned for a 5-minute recess and to return to the council table at 7:50. Motion seconded by Council Member Mitzner, voted on, passed 4-0. 7:45pm

CITY OF LINN VALLEY WATER CONNECTION CONTINUED

CC Wade and City Attorney Deane reviewed the Draft Franchise agreement for the Linn Valley Water main along Robertson Road.

❖ **Motion**

Council Member Capp motioned to approve Ordinance No. 1542 granting the City of Linn Valley a franchise to use the city right of way located on the west side of Robertson Road in the City of La Cygne, County of Linn, State of Kansas to conduct the business of constructing, installing, maintaining, managing, and operating water mains. Motion seconded by Council Member Mitzner, voted on, passed 4-0.

Record of the Proceedings of the Governing Body

REGULAR MEETING

Page 4 of 5 Pages

JULY 2, 2025

REPORT OF COUNCIL COMMITTEES:

a] **Utilities Committee:** None

b] **Street Committee:** None

c] **City Facility Committee:** CC Wade will reach out to Lincoln Township to see if they would be able to attend the Budget workshop or the next Council Meeting.

d] **Public Safety Committee:** None

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

SPECIAL COMMITTEE REPORTS:

EMERGENCY MANAGEMENT: None

PLANNING & ZONING COMMISSION (PZC): None

UNFINISHED BUSINESS:

702 E CHESTNUT STREET BUILDING PERMIT

Chief Mathies followed up regarding the unsafe structure and indicated the structure was torn down and there was not another building permit issued. Chief Mathies proceeded with a deeper conversation regarding the lack of adopted Building Codes and detailed information submitted with building permit applications. Chief Mathies expressed the importance for having in the codes reference to some level of the building trade codes for the safety of the structures being built in our community. Discussion was held regarding the challenges for monitoring and inspecting the work performed. The Chief will continue to do some research.

402 S. BROADWAY CONVEY DEED IN LIEU OF COLLECTIONS

City Attorney Deane confirmed contact with the property owner who indicated the agreement had not been received in the mail. The agreement was emailed to the property owner and should be received by the city sometime next week.

NEW BUSINESS:

MOBILE FOOD TRUCK POLICY REVIEW

The council reviewed the current Code Book definition regarding Mobile Food Trucks and reviewed the application form for a permit. Discussion was held on the pros and cons regarding mobile food trucks. Concern was raised by a brick and mortar in place restaurant owner at a prior council meeting. The council reviewed locations for mobile trucks, the number of days a truck could be permitted. Chief Mathies suggested Mobile Food Trucks should not be included in the transient vendor regulations and should have their own set of regulations. Chief Mathies will put together a draft for review at the next council meeting.

CITY CODES FOR THE PARKS

Chief Mathies addressed the council regarding the Community Park regulations in the Codes of the City of La Cygne. The regulations have not been fully updated since prior to 1988. It was time for the council to review this section and impose regulations which pertains to all the activities going on in the park to date. Camping was one area Chief Mathies pressed for discussion. The council indicated

Record of the Proceedings of the Governing Body

REGULAR MEETING

Page 5 of 5 Pages

JULY 2, 2025

they are in support of the camping in the park but realize the necessity for updating the regulations to balance the operations of a campground within a park hosting other public facilities and activities. Chief Mathies will work on a draft to present at the next council meeting.

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: None

ADJOURNMENT:

❖ **Motion**

Council Member Capp moved to adjourn the meeting. Motion seconded by Council Member Mitzner, voted on, passed 4-0. 8:39p.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 2nd day of July 2025.