

Record of the Proceedings of the Governing Body

REGULAR MEETING

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AUGUST 20, 2025

REGULAR MEETING:

The La Cygne City Council met on Wednesday, August 20, 2025 at the La Cygne Community Building. Council Members present were; Keith Stoker; David Brenneman; Thomas Capp; and Ed Smith. ABSENT: Jerome Mitzner.

Others in attendance included but not limited to: City Clerk (CC) Jodi Wade; Police Chief Zachary Mathies; Public Works Superintendent (PWS) Dan Nasalroad; Linn County Newspaper, Tony Furse; and Linn County Journal, Roger Sims; DAR Chapter Representative, Renee Slinkard; BG Consultants, Clint Hibbs.

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

Pledge of Allegiance by Mayor Debra Wilson

MAYOR COMMENTS:

a] Constitution Week Proclamation was read by Mayor Debra Wilson following a presentation by Renee Slinkard regarding the importance of education regarding the constitution. Renee Slinkard provided Constitution Booklets and Bookmarks for members to share with their families.

CONSENT AGENDA:

❖ Motion to approve Consent Agenda:

Council Member Capp motioned to accept the Consent Agenda.

Minutes of the August 6, 2025 Council Meeting;
2025 July Budget Report;
2025 July Treasurer's Report;
Check Register: August 4, 2025 – August 18, 2025;

Motion seconded by Council Member Stoker, voted on, passed 4-0

DISCUSSION FROM THE FLOOR:

Clint Hibbs with BG Consultants introduced himself to the council. Clint indicated his firm submitted an RFQ for the City Hall and Police Department Facility Improvement project. Clint shared a little about his role with BG Consultants and stated he would remain at the meeting for the review of proposals.

REPORTS OF CITY OFFICERS:

POLICE CHIEF ZACHARY MATHIES

Chief Mathies reported on the 2025 Totals for Traffic Stops (484), Citations (62), Calls for Service (401), District and Building Checks (332) and Reports (123). From August 6 – August 20: (1) Information Reports, (0) Alcohol Offenses, (0) Traffic Misd. Offense, (44) Traffic Warnings, (2) Criminal Offense Report, (0) Accident Reports, (0) Drug Offenses, (1) Warrant Arrests, (4) Traffic Citations, (37) Calls for Service; (1) Animal Citations; (39) UTV Reg. Total.

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REPORTS OF CITY OFFICERS CONTINUED:

POLICE CHIEF ZACHARY MATHIES

Chief Mathies reported interviews for CDO would be held next week. Ordered new and redesigned citations which allow up to 4 charges per citation. Finalizing the ALPR project.

PUBLIC WORKS – DAN NASALROAD

PWS Nasalroad reported the crew has been busy trimming the overhang branches along the school bus routes and mowing. He is still waiting for the patch material to be delivered. Also waiting for the delivery of the meter which will be installed at the City of Linn Valley interconnect.

PWS Nasalroad reviewed the Gas Feeder line (Transport) coming from Paola to the La Cygne City limits. In the past the city council had made a decision to limit or stop adding customers to the transport line due to the challenges with reading the meters. Customer outside the 3-mile radius do not fall under KCC jurisdiction if under a certain count. If the number of customers reaches that count then the city would have similar responsibility for the services as they do for in-town customers. Council Brenneman asked for clarity on how many calls for gas utility had we received. PWS Nasalroad stated he received 3 calls for 4 service locations. One of the locations would require an extension of the transport main. PWS Nasalroad recommended the city not add anymore services to the transport line due to hardship of terrain and the current requirements are for the meter to be near the wall of the home which would require a lot of travel from the crew to perform the meter reads. Council Member Smith also stated the costs for the extension and additional cost for typical service and maintenance would appear to be excessive for only 3-4 services which may only be for the occasional use during storm outages. The council agreed to not pursue additional customers on the transport line.

PURCHASE ORDER NO 2025-11 FOR A 6" FLOW METER FOR THE RAW RIVER PUMPS

PWS Nasalroad presented purchase order no. 2025-11 in the amount of \$10,045 for a new 6" McCrometer UM506-1SQ075A1 flow meter for the raw river pumps. A motion was made back in January 2025 to approve purchase order no. 2025-01 but that order was never completed. To date the company hasn't responded to follow-up calls. This meter is on the KDHE approval list.

❖ Motion

Council Member Capp motioned to rescind the motion to approve Purchase Order No. 2025-01 in the amount of \$9,010. Motion seconded by Council Member Smith, voted on, passed 4-0.

❖ Motion

Council Member Capp motioned to approve Purchase Order No. 2025-11 in the amount of \$10,045 for a 6" Mc Crometer Flow meter for the Raw River pumps. Motion seconded by Council Member Smith, voted on, passed 4-0.

FIRE CHIEF – DAN NASALROAD

Fire Chief Nasalroad reported call volume is still a little on the high side. Mostly due to medical calls. Still waiting on the General Contractor regarding the 1 of the concrete warranty repairs.

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REPORTS OF CITY OFFICERS CONTINUED:

CITY CLERK – JODI WADE

None

SPECIAL PROJECTS:

SEWER REHABILITATION PROJECT (BG CONSULTANTS)

BG Consultants released the advertisement for bids on August 8, 2025. Pre-Bid meeting is scheduled for August 26 at 10am. The bid opening will be on September 11 at 10:00am. Award at the September 17 Council meeting.

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

CC Wade spoke to the District representative. He is still working on the audit of the project. Once he completes the audit he will send it on to the State office for final audit and approval.

WATER TREATMENT PLANT IMPROVEMENTS:

Progress continues on the plant maintenance improvements. PWS Nasalroad reported most of the internal piping improvement had been performed. He was more than satisfied with the outcome of the GPM for the plant. The replacement of piping did result in bringing the flowrate back to the range of 512 GPM. Starbucks has things in place for the maintenance work to be performed on the raw river pumps.

STORMWATER MASTER PLAN/STREET IMPROVEMENT MASTER PLAN

No updates

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

Upon review of the RFQs, one company only supplied the hourly rate instead of lump sum pricing for the work to be performed as requested in the RFQ scope, therefore the proposal from HMN was removed. The council reviewed the submitted proposals from BG Consultants and Zingre & Associates. Council Member Capp expressed his concerns regarding Zingre & Associates on the Fire Station project. Council Member Brenneman voiced his support for Zingre & Associates. Clint Hibbs with BG Consultants answered some questions the council had regarding the process, schedules, and presentations. Clint clarified he would meet with the city representatives every couple of weeks, he also explained the importance for defining the benefits to the community with a project like this. The council asked about grant submission assistance. Council Member Stoker briefly described the involvement of the committee and city personnel prior to and during the gathering information portion of the process. Council Member Smith emphasized the challenges and intricacies with remodel projects and the importance of communication and confidence with the consultants.

❖ Motion

Council Member Capp motioned to approve the proposal from BG Consultants in the amount of \$11,000 for consulting services on the City Hall and Police Department Improvement project. Motion seconded by Council Member Smith, voted on, passed 3-1 (Nay – Council Brenneman).

CITY OF LINN VALLEY WATER CONNECTION

Progress continues. Payment for the minimum annual amount of 12,000,000 gallons of water as per contract has been received from the City of Linn Valley.

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REPORT OF COUNCIL COMMITTEES:

a] **Utilities Committee:** None

b] **Street Committee:** None

c] **City Facility Committee:** Council Member Stoker requested a workshop with the City hall Department heads to review and prepare some concept ideas for the City Hall and Police Department Improvements. This would be an opportunity to discuss the needs and wants of the city and staff for the City Hall and Community Building.



Motion

Council Member Capp motioned to request a Council Workshop on Wednesday, September 3, 2025 at 6:00pm for the purpose to review the City Hall Building and Community Building Improvements. Motion seconded by Council Member Smith, voted on, passed 4-0.

d] **Public Safety Committee:** Chief Mathies advised the council of an upcoming Railroad Incident & Safety Course training to be held at the La Cygne Community building on September 22, 2025 from 8am – Noon. All Local and Area Fire and Police have been notified.

e] **Employee Relations and Training:** Mayor Wilson inquired about the KORA training for the City of La Cygne and surrounding entities. City Attorney Deane suggested to wait until after the elections so new appointees could participate.

SPECIAL COMMITTEE REPORTS:

EMERGENCY MANAGEMENT: None

PLANNING & ZONING COMMISSION (PZC): None

UNFINISHED BUSINESS:

402 S. BROADWAY CONVEY DEED IN LIEU OF COLLECTIONS

The County Clerk is working on getting all assessed amounts removed from the property to allow the city to file the deed and pay the property tax. PWS Nasalroad asked the council again about the intent with the property. Council Members concurred to move forward with drafting covenant restrictions requiring a home to be built on the lot. The city had no desire to split the lot. PWS Nasalroad will proceed with the demolition of the dilapidated garage on the property.

MOBILE FOOD TRUCK REGULATIONS

Chief Mathies will get with legal to prepare the ordinance.

CAMPING REGULATIONS

Chief Mathies will get with legal to prepare the ordinance.

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NEW BUSINESS:

PARK AND POOL REGULATION DRAFT

CC Wade provided a draft Park and Pool Regulations Article for the council to review. The Article had not been updated since prior to 1988. The council tabled the document to the next meeting.

CMB (CEREAL MALT BEVERAGE) LICENSE UPDATE

CC Wade briefly shared the changes provided recently by the Kansas Department of Administration regarding CMB Licenses. The license process as outlined in K.S.A. 41-2702 and 2703 require the application to be sent to the ABC (Alcohol and Beverage Control) office first to be reviewed, once reviewed the application and stamp will be mailed to the applicant. The applicant will bring the application and stamp to the city to be reviewed and approved. CC Wade reached out to all current CMB License holders to ensure they had received information regarding the change to the application process. CC Wade will participate in a webinar with the state on Thursday for more details.

EXECUTIVE SESSION:

❖ Motion

Council Member Capp motioned for an executive discussion for 15-minutes for non-elected personnel matter for employee performance and to return to the council table at 8:39pm. Motion seconded by Council Member Smith, voted on, passed 4-0. 8:24pm

Others in attendance: PWS Nasalroad

OPEN SESSION RESUMED AT 8:39pm:

❖ Motion

Council Member Capp motioned for an executive discussion for 10-minutes for non-elected personnel matter for employee performance and to return to the council table at 8:51pm. Motion seconded by Council Member Brenneman, voted on, passed 4-0. 8:41pm

Others in attendance: CC Wade

OPEN SESSION RESUMED AT 8:51pm:

❖ Motion

Council Member Capp motioned for an executive discussion for 10-minutes for non-elected personnel matter for employee performance and to return to the council table at 9:01pm. Motion seconded by Council Member Stoker, voted on, passed 4-0. 8:51pm

Others in attendance: CC Wade

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OPEN SESSION RESUMED AT 9:01pm:

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: DOG AT LARGE

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 4-0. 9:01p.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 20th day of August 2025.