

MEETING AGENDA
La Cygne City Council
September 6,2023
Meeting Place: La Cygne Community Building

Thank You for **Not Talking** during the meeting until recognized by the mayor. If you wish to be scheduled on a future agenda, please contact the City Clerk by Friday preceding the meeting.

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

Pledge of Allegiance by Mayor Debra Wilson

2) MAYOR'S COMMENTS:

a] Proclamation – "Constitution Week" – September 17 – September 23, 2023 is Constitutional Week. (Page 5)

Action needed: Mayor Wilson needs to read the Proclamation and sign.

3) CONSENT AGENDA:

Action Item: Motion to approve consent agenda;

Minutes of August 16, 2023 City Council Meeting; (Pages 6-11)

Minutes of August 23, 2023 Special City Council Meeting; (Pages 12-14)

Check Register: August 12, 2023 – September 1, 2023; (Pages 15-17)

4) DISCUSSION FROM THE FLOOR:

Individuals, not scheduled on the agenda, are afforded an opportunity to participate in the meeting. Individuals may address the Council for a period not to exceed five (5) minutes. The Governing Body is not required to take action on requests and may schedule them for consideration at a future meeting.

Matthew Ernest – 111 S. 4th Street – Gravel in the Alley – Sewer Improvement Project – replacement of gravel. (Pages 18 – 21)

5) REPORTS OF CITY OFFICERS(IN PACKET) (PAGES 22-28):

6) SPECIAL PROJECT REPORTS:

SEWER REHABILITATION PROJECT (NOWAK CONSTRUCTION/BG CONSULTANTS):

Punchlist items completed for the Sewer Improvement project mains, manholes and taps. Bids have been received for the desludging of the sewer lagoons. (Pages 29-32)

Action needed: Motion to award the bid for desludging the sewer lagoons.

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6) SPECIAL PROJECT REPORTS CONTINUED:

KDOT CCLIP KS HWY 152 & INDUSTRIAL ROAD IMPROVEMENT PROJECT:

Striping was roughed up from the overlay and has been addressed with KDOT.

WATER PLANT IMPROVEMENT ANALYSIS

Recommendation from MW Engineering Group, PWS Nasalroad and CC Wade.

NEW FIRE STATION 2022:

Zingre and Associates Invoice No. 4210 in the amount of \$2254.50 for the period of July 1, 2023 through August 29, 2023. (Page 35)

Action Needed: Motion to approve payment of Invoice No. 4210 in the amount of \$2254.50.

7) REPORTS OF COUNCIL COMMITTEES:

- a] Water & Gas----- Danny Curtis----- Keith Stoker
 - LIEP Energy Assistance: Holding checks until the beginning of winter months (October) and depositing them at that time to cover the winter period. TABLED
- b] Street ----- Tommy Capp ----- Jerome Mitzner
- c] Sewer----- Keith Stoker ----- Thomas Capp
- d] Cemetery----- Danny Curtis----- David Brenneman
- e] Public Safety-----Jerome Mitzner----- Keith Stoker
 - Codes Officer Position still open.
- f] Community Building----- David Brenneman ----- Tommy Capp
- g] Employee Relations & Training----- Danny Curtis ----- Jerome Mitzner
- h] Park ----- Keith Stoker ----- Tommy Capp
 - Park Committee meeting September 6, 2023 at 5:30pm.

8) SPECIAL COMMITTEE REPORTS:

- a] **Emergency Management** – None
- b] **Chamber of Commerce** – None
- c] **Planning & Zoning Commission** – IBTS has completed a final review of the Comprehensive Plan. The Zoning Regulations were emailed to IBTS on Tuesday, August 30, 2023 to begin the review process.

9) NEW BUSINESS

- a] 402 S. Broadway. The city proceeded with an emergency removal of the home located on this lot and \$16,400 costs were assessed against the property. The owner has inquired about signing a quit claim deed to the City in exchange for the invoice that she owes.

Action needed: Motion to proceed forward with preparing an agreement and quit claim deed.

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b] Authorization for Labette Bank Net Teller Bill Pay system. Motion to authorize the following city officers to access the City of La Cygne Net Teller Bill Pay system to perform monthly payments on selected bills for City of La Cygne effective September 1, 2023:

City Clerk Jodi Wade
Deputy City Clerk Jenn Vogt
City Treasurer Connie Gore

Action needed: Motion to authorize the listed city officers to access the City of La Cygne Net Teller Bill Pay System.

c] GIS Software Program Review (Page)

10) UNFINISHED BUSINESS

a] Ordinance No. _____ replacing Article 18: Manufactured Home Park District in its entirety and removing Article 9, Section 9-11 Travel Trailer Parks and Section 9-12 Site Plans; Article 14: Manufactured Home Subdivision District; Section 24-8 from Article 24; Definitions of manufactured home, manufactured home lot, manufactured home park, manufactured home skirting, manufactured home space, manufactured home subdivision, mobile home, and modular home from Article 2, Section 2-3 Definitions, 2-301; Section 4-5 from Article 4. (Page 34 Recreational Vehicle Application)

Action needed: Motion to approve the Ordinance.

b] Ordinance No. _____ replacing Article 27: Sign Regulations in its entirety

Action needed: Motion to approve the Ordinance.

c] 209 N Broadway – Water standing at the corner of Chestnut and Broadway after rain.

d] Plugged Culverts:

- Alley Culvert West side of 7th Street south of Swan.
- Alley culvert plugged and no culvert present to new home on west side of 7th Street south of Walnut Street.
- Alley culvert plugged on the West side of 5th Street North of Walnut.

e] Draft Article 3. Work-site Utility Vehicles, Golf Carts, and All Terrain Vehicles.

f] Stormwater Survey (BG Consulting – Abby Mills)

EXECUTIVE SESSION: (See Examples at Table)

a] I move the city council recess into executive session to discuss _____ pursuant to _____. The open meeting will resume in the city council meeting area at _____ p.m.

11) POLICY REVIEW IN PROGRESS:

- a] Article 22 DRAFT Off-Street Parking Regulations
- b] Draft Landlord Registration Article

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12) NEW POLICY REVIEW:

- a] *Article 5. Parking*
- b] *Ethics and Customer Service Training.*
- c] *Social-Media Policy.*
- d] *BNSF Quiet Zone*
- e] *Company Vehicle Use*

12) NOTES & COMMUNICATIONS TO COUNCIL

13) GOVERNING BODY REMARKS

14) ADJOURNMENT