

LINDSBORG CITY COUNCIL

September 8 – 6:30 p.m.

Meeting Minutes

**MEMBERS PRESENT:**

Becky Anderson, Rebecca Van Der Wege, Rick Martin, Ed Radatz, Kirsten Bruce, Blaine Heble, Mark Friesen

**ABSENT:** Jodi Duncan, Emile Gallant

**OTHERS PRESENT:**

Greg DuMars, Chief Davis, Chris Lindholm, Lucas Neece, Bill Gusenius, Roxie Sjogren, Holly Lofton

The meeting was called to order at 6:30 p.m. by Mayor Becky Anderson followed by the pledge of allegiance.

**PUBLIC INPUT:**

Leslie Manning spoke on behalf of the Lindsborg News Record regarding a service they can provide called "Column."; this is an online digital format that allows for the publishing of public notices much faster.

**AMENDMENTS TO THE AGENDA:** None

**MAYOR'S REPORT:**

School for USD 400 has begun with great challenges for teachers, administrators, students, and staff. The mayor hopes that we can all support the efforts of many people. Wear your mask, wash your hands, social distance, and help to protect our kids and teachers. She offered the same message to President Mauch at Bethany College. Mayor Anderson recognized the new Bethany Villages and their new look and new concept.

The next council meeting is September 21 and September 28 will be a work session for Council with Shockey Consulting.

**CONSENT AGENDA:** Kirsten Bruce moved to approve the minutes of the August 17, 2020 regular council meeting, Payroll Ordinance 5251, and Purchase Order Ordinance 5252. Motion seconded by Rick Martin and passed unanimously by roll call vote.

**APPOINTMENTS:**

Blaine Heble moved to approve Alexandra Koehn to the Lindsborg EMS. Seconded by Ed Radatz and passed unanimously by voice vote.

**PLANNING & ZONING:** No report

**OLD BUSINESS:** None

**NEW BUSINESS**

**Civil Rights Policy**

Attached is a Civil Rights and Fair Housing Policy to be adopted to participate in the CDBG-CV grant program. This aligns with current City practice and makes explicit our commitment to ensuring civil rights and fair housing are respected in our community.

Rebecca Van Der Wege moved to adopt the Civil Rights and Fair Housing policy. Seconded by Kirsten Bruce and passed unanimously by voice vote.

**Ordinance No. 5253 – Water Adjustment Rates**

Ordinance 5253 amends the City Fee Schedule for water rates. The proposed rate is to increase the base fee from \$12 per month to \$13 per month, and to increase the consumption fee from \$0.003 per gallon to \$0.0043 per gallon. For the 2019 fiscal year the Water Utility ended the year with a \$26,764 loss. Year-to-date 2020, the Water Utility is operating at a \$57,045 loss. This proposed increase is a 15% increase to bring the Water Utility operations into the black. The last water rate increase was in 2015.

Rick Martin moved to approve Ordinance 5253 amending the Fee Schedule for an increase in water rates. Seconded by Ed Radatz and passed unanimously by voice vote.

#### **Rural Water District #6 Rate Adjustment**

The City of Lindsborg wholesales water to McPherson County Rural Water District (RWD) #6. The City and RWD entered into a 25-year agreement in 2002. Under this agreement, the City wholesales water to RWD No. 6 for distribution and sale to its customers. Under the agreement, the City may increase the rate to the water district in proportion to the rate increase to the City's retail customers. Ordinance 5253 amended the fee schedule for water and increased the rates to the City's customers by 15%. The rate to RWD No. 6 has not changed since 2015 and City staff is proposing a 15% increase in the wholesale rate to RWD No. 6 to be effective with the November consumption which is due with the December 2020 utility bill. This would change the rate from \$1.20 per 100 gallons to \$1.38 per thousand gallons.

Rick Martin moved to approve water rate increase to McPherson County Rural Water District #6 to \$1.38 per thousand gallons. Seconded by Blaine Heble and passed unanimously by voice vote.

#### **Bethany College Water Rate Adjustment**

The City of Lindsborg wholesales irrigation water to Bethany College. The City and Bethany College entered into a 10-year agreement in 2014. Under this agreement, the City wholesales irrigation water to Bethany College to irrigate ballfields and campus grounds. Under the agreement the City may increase the rate to the college in proportion to the rate increase to the City's retail customers. Ordinance 5253 amended the fee schedule for water and increased the rates to the City's customers by 15%. This is the first-rate increase to Bethany College under the agreement. The proposed new rate would be effective with the November consumption which is due with the December 2020 utility bill. This would change the rate from \$1.10 per 1000 gallons to \$1.27 per thousand gallons.

Rebecca Van Der Wege moved to approve irrigation water rate increase for Bethany College to \$1.27 per thousand gallons. Seconded by Rick Martin and passed unanimously by voice vote.

#### **Stockholm Estates Construction Inspection Services**

The construction of the infrastructure of Stockholm Estates is getting underway. Inspection during the construction of infrastructure helps ensure the installations and processes are done according to specifications. Having an outside firm do the inspection helps protect both the City and the developers by ensuring that an independent entity is providing oversight. It is felt that this project is not of the scope that it would require a full-time inspector. Also, to help reduce the cost of an inspector, staff contacted a couple of different firms which have employees that live within the community. By living in town, the thought is that they may be able to fit inspections into their day as needed throughout the project and thus reducing the cost of mileage and extra per diem expenses. Staff put together a basic Scope of Services and contacted Kirkham Michael and Earles Engineering & Inspection Services to see if they would be interested in submitting a proposal. Kirkham Michael put together a very detailed proposal including all the services observed and laid out the testing that would be included in the proposal. Earls Engineering had a more basic proposal with some tests included and some to be charged as done or needed. The Earles proposal was for an Inspector V on site for a maximum of 450 hours. The Kirkham proposals was for an Engineer on site for a maximum of 350 hours. The actual hours required each week will depend on the work in progress and the schedule. The required onsite time will vary, and this will be the advantage to having that individual being someone who lives in town. Earles Engineering will be using an inspector and not an engineer, this is a big reason why their total cost was \$10,000 less than the Kirkham proposal.

Rick Martin moved to approve inspection services provided by Earles Engineering & Inspection, Inc. for construction oversight of the Stockholm Estates Phase One infrastructure construction in an amount not to exceed a price of \$39,500. Seconded by Mark Friesen and passed unanimously by roll call vote.

**Resolution No 07-20 – Agenda Preparation Policy**

Resolution 07-20 adopts the City Council Agenda Preparation Policy. The City Council Agenda Preparation Policy puts in written form the practices and procedures that are followed in developing a City Council meeting agenda. It outlines the agenda order, meeting types and definitions, process for requesting an agenda item, development of the agenda, staff roles and responsibilities, City Council roles and responsibilities, defines a quorum, provides rules and order of business, along with timelines for requesting an agenda item. This policy also incorporates language from Article 2. GOVERNING BODY, DIVISION 2. MEETINGS, of the Lindsborg Municipal Code. The goal is to create an efficient agenda preparation procedure with greater transparency.

Rick Martin moved to approve Resolution No. 07-20 adopting the City Council Agenda Preparation Policy. Seconded by Ed Radatz and passed unanimously by roll call vote.

**EXECUTIVE SESSION:** None

**ADJOURNMENT:** Moved by Rick Martin, seconded by Ed Radatz and passed unanimously. Adjourned at 7:18 p.m.

Respectfully Submitted,  
Roxie Sjogren  
City Clerk