

LINDSBORG CITY COUNCIL  
J.O. Sundstrom Conference Center  
March 15, 2021– 6:30 p.m.  
Meeting Minutes

**MEMBERS PRESENT:**

Becky Anderson, Mark Friesen, Rick Martin, Blaine Heble, Jodi Duncan, Emile Gallant, Rebecca Van Der Wege

**ABSENT:** Ed Radatz, Kirsten Bruce

**OTHERS PRESENT:**

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

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

**PUBLIC INPUT:** No public input

**AMENDMENTS TO THE AGENDA:** No amendments to the agenda.

**MAYOR'S REPORT:**

Mayor Anderson mentioned that four members will be up for re-election this year. Deadline for anyone to file for election is noon on June 1, 2021. Mayor Anderson also recognized those who were administering the COVID-19 vaccination.

**CONSENT AGENDA:** Rick Martin moved to approve the minutes of the March 1, 2021 regular council meeting, Payroll Ordinance 5286, and Purchase Order Ordinance 5287. Motion seconded by Blaine Heble and passed unanimously by roll call vote.

**APPOINTMENTS:**

Emile Gallant moved to appoint Carissa Worthington as the EMS Director and Hazel McCandless and Jeff McClure to the Lindsborg EMS . Seconded by Rebecca Van Der Wege and passed unanimously by voice vote.

**PLANNING & ZONING:** Planning and Zoning will have a hearing next Tuesday (March 23, 2021) regarding the comprehensive plan.

**OLD BUSINESS:** No old business

**NEW BUSINESS:**

**Ordinance 5288-Amending City Fee Schedule**

Ordinance 5288 amends the City Fee Schedule for fees related to insufficient funds/returned checks. People's Bank charges \$35, the City passes that fee on to the customer. The City currently charges \$30.00 for insufficient funds/returned checks.

Blaine Heble moved to approve Ordinance No. 5288 amending the City Fee Schedule regarding increased fees assessed for insufficient funds/returned checks. Seconded by Jodi Duncan and passed unanimously by roll call vote.

**Police Department Radio Encryption Update**

In 2018, McPherson County signed a contract to implement a new County-wide radio system using a regulated public safety P-25 radio equipment system. Lindsborg Public Safety made a substantial investment in new radio equipment for Police, Fire and EMS.

At the time the new radio equipment was purchased encryption capabilities for the County radio system had not been resolved, so no encryption software was added to the radios that were purchased. The County has since made the

decision to require AES encryption on all communication devices so the communication system will be compliant with State encryption requirements for public safety.

Law enforcement is expected to encrypt its communication equipment by May 2021, while EMS and Fire will not need to be encrypted until February 2022.

Two quotes were obtained from Motorola vendors to install encryption software on our Motorola radios. One of the quotes from TBS Electronics (Motorola dealer) covered all 30 portable radios at \$965 per radio for a total price of \$31,520. The second quote from Motorola Solutions covered 12 portable radios for law enforcement radios only at a cost of \$459 per radio, and a one-time upgrade charge of \$57.50 for a total price of \$5,564.66.

Rick Martin moved to approve the upgrade of 12 Police Department portable radios with AES encryption software from Motorola Solutions in the amount of \$5,564.66. Seconded by Mark Friesen and passed unanimously by roll call vote.

### **EMS Malpractice Insurance**

The Ambulance Malpractice insurance package for the City of Lindsborg runs from April 1 to March 31. The current insurance broker is the Fuqua Insurance Group. Council members were provided with a copy of the renewal proposal for the upcoming term.

There is a savings of \$1,290.02 over the prior year. The main reason for the savings is that the City will now have a deductible of \$250 per occurrence; the other reason is that there is a change in companies that Fuqua is getting the insurance through.

Rebecca Van Der Wege moved to approve the insurance proposal from Fuqua Insurance Group in the amount of \$2,744.34. Seconded by Emile Gallant and passed unanimously by roll call vote.

### **Stockholm Estates Change Order #3**

Change Order #3 is an adjustment to the quantities of 3 items.

Item 22 is an adjustment from CO #1 and addresses the additional storm pipe needed because the planned reuse of the existing pipe to meet the needed quantity was not the same material and could not be reused.

Item 32 is for the additional trail that was removed and poured back at the three street entrances. This needed done to maintain ADA compliance of the walking trail at those points.

Item 33 is an adjustment for additional ADA sidewalk ramps on the trail at the three street entrances.

There were no quantities or directions in the plans to address the trail at the street entrances and thus the reason for the Change Order for those two items. These amounts were measured by the inspector and confirmed by Chris Lindholm.

Item 22 \$1,638.00

Item 32 \$1,631.68

Item 33 \$8,388.80

Total \$11,658.48

Blaine Heble moved to approve Change Order #3 in the amount of \$11,658.48. Seconded by Mark Friesen and passed unanimously by roll call vote.

### **Street Crack Seal Machine Rental**

Crack sealing of asphalt streets is an integral part of street maintenance to help prevent moisture from getting into the subgrade and causing soft spots which lead to surface failure. For the last 4 years, the street department has rented a crack seal machine from Crafcro Inc. in Wichita and the crew spends a week sealing cracks. As part of yearly maintenance, the Street Department has planned to rent the machine and continue to work on sealing the cracks on the

same newer asphalt streets as well as additional streets. There is some material left over from last year and they have found that the process takes less material than expected. This quote price is for the rental of the equipment and only one pallet of material.

The pricing on the quote is broke down by daily rental and weekly rental for the melter and a price for one pallet of sealant. Staff estimates that it will take close to a week to seal the streets and that one and a half pallets of sealant will be used. Any remaining sealant will be used the following year.

Rebecca Van Der Wege moved to approve \$4,598.00 from Crafcoc Inc. for the rental of a sealant melter and two pallets of sealant. Seconded by Mark Friesen and passed unanimously by roll call vote.

### **Electric Rate Study Proposal**

A proposal has been solicited for a study of the revenue requirements, cost of service and rate design. There are three phases to this study. The first phase is a study of the revenue requirements for the electric fund to keep it financially sound. The electric utility began purchasing power through a diversified wholesale power supply portfolio that became effective June 1, 2020. The revenue requirements to fully fund the Electric Department are due to the new power supply and the needs of the utility. This portion of the study would review all costs from purchase power, distribution, general administration, and capital improvements. It would then determine the revenue needed to fully fund these items of the electric budget.

The second phase is a cost-of-service study which would examine the cost of providing electric service to the different customers classes. Potentially, the different customer classes have different cost structures to serve them. The goal of the study would be to fully develop the costs of serving residential customers, small commercial customers, and large commercial customers.

Based upon the information/data developed in the first two phases, the final phase would be the development of a new rate design. The new rate design would reflect the new cost structure of the diversified wholesale power supply portfolio. The rate structure would have 3 tiers, residential, small commercial and large commercial. In addition, new classes would be developed for electric vehicles and parallel generation. These rates would ensure that the full revenue requirements for the electric department were met and if there were significant cost differentials in the customer classes, the rate(s) could also reflect the underlying cost of serving the different classes of customers. The new rate structure would also include the development of an economic development fund by transferring \$100,000 per year into the economic development fund. Currently, the City does not have economic development dollars to tap to take advantage of opportunities when they present themselves. This fund would allow a more aggressive pursuit of economic development efforts. The last study was completed 9 years ago.

Rick Martin moved to approve a Revenue Requirements and Rate Study to be conducted by Sawvel and Associates in the amount of \$25,000. Seconded by and Blaine Heble passed unanimously by roll call vote.

### **Wastewater Loan Refinance – Charter Ordinance**

City staff has been working with Stifel, Nicolaus & Company on refinancing the KDHE revolving loan on the wastewater treatment plant upgrade. The revolving loan would be refinanced through the issuance of bonds. The refinance would save approximately \$110,000 over the remaining life debt. Bond counsel has informed us that to issue bonds would require a referendum under state statute for new sewer projects. Since the original financing was a revolving loan, the refinancing through the use of bonds is considered a new sewer project and necessitate referendum passage to using bonds.

Under the Kansas statutes, when they do not apply equally to all classes of cities, a municipality may “charter” out of the statute and through Home Rule establish its own ordinance governing the issue. The statute governing the requirement for a referendum for new sewer projects using bond financing is non-uniform across all classes of cities.

To charter out of state statute, a City adopts a charter ordinance opting out of state statute. A charter ordinance is subject to protest petition. The ordinance must be published one time, for two consecutive weeks. Upon second publication there is a 60-day protest period. During this time, a sufficient protest petition may be filed which would

require a vote on the charter ordinance. If no protest petition is filed, then on the 61<sup>st</sup> day after the second publication, the charter ordinance becomes effective.

No action requested. For review and discussion only.

**EXECUTIVE SESSION:**

There was no executive session.

**ADJOURNMENT:**

Moved by Mark Friesen and seconded by Rick Martin and passed unanimously. Adjourned at 6:57 p.m.