

LINDSBORG CITY COUNCIL
Lindsborg City Hall
January 3, 2022– 6:30 p.m.
Meeting Minutes

MEMBERS PRESENT:

Tanner Corwin, Corey Peterson, Blaine Heble, Rick Martin, Clark Shultz, John Presley, Rebecca Van Der Wege, Emile Gallant

MEMBERS ABSENT:

Kirsten Bruce

OTHERS PRESENT:

Kristi Northcutt, Roxie Sjogren, Bill Gusenius, Lucas Neece, Chief Davis, Michael Bernstrom, Holly Lofton, Cale Northcutt, Elena Northcutt, Adam Northcutt, Joe Hulse, John Magnuson, Seve Ahlstedt, Chris Lindholm, Ed Craig, Noel Eshelman, Daryl Johnson

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

PUBLIC INPUT:

There was no public input.

AMENDMENTS TO THE AGENDA:

There were no amendments to the agenda.

MAYOR'S REPORT:

The League of KS Municipalities Local Government Day will be January 26, 2022. Councilmembers can contact Executive Administrative Assistant Cassie Johnson or City Clerk Roxie Sjogren if they would like to register. The study session on January 17, 2022, will be focused on open meetings and open records. Mayor Shultz also asked Council to think about what they do well as a Council and what could be done to improve. Mayor Shultz also mentioned that The Associated Churches of Lindsborg (T.A.C.O.L.) would be hosting the Mayor's Prayer Breakfast on January 20 at 6:45 a.m. at Trinity United Methodist Church.

CONSENT AGENDA: Council President Rick Martin moved to approve the minutes from the December 20, 2021, regular Council meeting, Payroll Ordinance 5337, and Purchase Order Ordinance 5338. Motion seconded by Councilmember Blaine Heble and passed 7-0 by roll call vote.

Seating of Council President:

Councilmember Emile Gallant nominated Rick Martin as the council president, seconded by Councilmember Rebecca Van Der Wege and passed 7-0 by voice vote.

City Administrator Oath of Office

City Clerk Roxie Sjogren administered the oath of office for City Administrator Kristi Northcutt.

Appointments:

There were no appointments.

Planning and Zoning:

No report.

OLD BUSINESS:

No old business.

NEW BUSINESS:

American Legion Request

City staff received correspondence in December from American Legion Post. No. 140 with a request for partial funding for a retired flag portable incinerator; the cost to the City would not exceed \$2,000 (50% of estimate provided by Dauer); Council was provided with a copy of the estimate.

The American Legion request states that they are reaching out to other entities to share costs, as well; so, the cost would not exceed 50% of the total (\$2,000) but may be less.

Council President Rick Martin moved to approve an amount not to exceed \$2,000 to share costs with the American Legion for the purchase and placement of a portable flag incinerator at Post No. 140. Seconded by Councilmember Emile Gallant and passed 7-0 by roll call vote.

KMIT Workers Compensation Renewal

Council was provided with a copy of the renewal quote from Kansas Municipal Interest Trust (KMIT) for the City's 2022 workers compensation insurance. The cost of coverage is driven by the Experience Mod—set at 0.74 for 2021. This is slightly higher than the rate of 0.73 set last year and identical to the rate of 0.74 set three years ago.

KMIT also offers a premium discount based upon various criteria affecting the City's safety rating. For 2022, based upon a low experience factor, a 10% discount is being given.

Councilmember Blaine Heble moved to approve the 2022 KMIT Workers Compensation Insurance in the amount of \$23,926.00. Seconded by Councilmember John Presley.

After questions regarding the inclusion of EMS in the quote, Councilmember Rebecca Van Der Wege moved to table to discussion until the next Council meeting. Seconded by Councilmember Emile Gallant. The motion to table the discussion passed 7-0 by voice vote.

Lexipol Annual Subscription Renewal

In June 2020, Chief Davis submitted an agenda item to subscribe to the Lexipol Policy Management System. This subscription helped to bring the City's outdated law enforcement policies up-to-date and in-line with current law enforcement standards and practices in a quick and timely fashion. Lexipol provided a customized, state-specific, web-based law enforcement policy manual with an integrated training component to staff operate more effectively by providing comprehensive, defensible policies written by legal and law enforcement authorities.

At the June 2020 Council meeting, City Council approved the Police Department's subscription to the Lexipol Policy Management System at the pro-rated amount with 50% discount for the first year. At the January 2021 Council meeting, City Council approved the renewal of our policy manual subscription with a 30% discount off the normal rate as negotiated with Lexipol.

The annual subscription to the Lexipol Policy Management system is due for 2022. As part of the negotiated agreement, the City is receiving a 15% discount for this year's subscription renewal. The cost for this year's subscription is \$4,581.00.

Councilmember Emile Gallant moved to approve \$4,581.00 for the discounted annual subscription renewal with Lexipol for our policy management needs. Seconded by Councilmember Tanner Corwin and passed 7-0 by roll call vote.

Police Department Vehicle Purchase

The Police Department is scheduled to replace its 2014 Dodge Charger with a new police vehicle. The choice on a Dodge Charger was made so that some equipment from the old Charger could be transferred into the new vehicle to reduce costs.

To streamline and incorporate the build of the vehicle and the trade-in of the old Charger by one company, bids were requested from: Superior Emergency Response Vehicles in Andover; TCS Upfitting in Wichita; and JR Audio in Holcomb. Bids were received from Superior Emergency Response Vehicles, TCS Upfitting, and two bids from JR Audio for a Dodge Charger and Dodge Ram Truck. The lowest bid received was from Superior Emergency Response Vehicles in Andover for \$33,638.90. This price includes purchasing and upfitting of a new vehicle and trade in value for the Dodge Charger that would be replaced.

Councilmember Blaine Heble moved to accept the bid from Superior Emergency Response Vehicles for the purchase and outfitting of a new Dodge Charger and the trade in of the 2014 Dodge Charger for a total amount of \$33,638.90. Seconded by Councilmember Tanner Corwin and passed 7-0 by roll call vote.

Watchguard Warranty

For several years, the City of Lindsborg has utilized in-car or body-worn camera systems to record police events, assist officers in the performance of their duties, and to enhance the mission and transparency of the Police Department by accurately capturing contacts between members of the Department and the public. In 2014, the Police Department purchased two in-car vehicle camera systems from Watch Guard. In 2018, the Police Department purchased an additional in-car vehicle camera system along with three body-worn camera systems from Watch Guard. In 2019, another body-worn camera system was purchased; and in 2020, a fourth in-car camera system was purchased to outfit our last vehicle. The police department also has a server that uses Watch Guard software to house the recordings in an evidence library.

The in-car and body-worn camera systems along with the evidence library is in constant use every day, all year long. To ensure these devices stay operational and in good working order, a warranty was purchased through Watch Guard to cover repairs on the equipment in 2019. For 2022, the cost for the Watch Guard warranty for four in-car camera systems, four body-worn camera systems, and software maintenance for the Evidence Library is \$4,150. Since their software is proprietary to the equipment for it to work, other outside bids were not sought.

Councilmember Emile Gallant moved to purchase the Watch Guard Hardware Warranty, Evidence Library, and DVR Software maintenance program for \$4,150.00. Seconded by Council President Rick Martin and passed 7-0 by roll call vote.

Billboard Contract

The Lindsborg Convention and Visitors Bureau, with Council approval, entered a three-year contract with George Lay Signs for a billboard located 20 miles west of Topeka at mile marker 335.500. The cost for this billboard was \$280 per month. This contract was taken over by Lamar Signs when George Lay was purchased by Lamar in 2021.

During this past month's excessive windstorm, this billboard was destroyed, and Lamar has opted to not replace it. Their recommendation was to provide a billboard that was further west, in the Junction City area, at the same cost. This replacement billboard would cause us to lose all eyes headed to Manhattan from the KC Metro area, a goal that had been accomplished with the initial billboard rental. Staff asked about billboards closer to the KC/Topeka area, and another replacement billboard was offered with a better placement in the Topeka area (mile marker 354). This second offer will continue to meet our goal of having more eyes on our billboard.

Lamar is willing to end the current three-year contract and offer a new three-year contract for the replacement billboard at the reduced cost of \$300 per 4-week period (their initial offer was \$330 per 4-week period).

They also have agreed to waive the cost of the vinyl wrap, as the vinyl was destroyed by the storm; this is a \$600 savings.

The \$450 vinyl wrap amount included in the packet is for another billboard that is located west of Salina and is not included in this request for Council approval.

Council President Rick Martin moved to accept and finalize the Lamar billboard contract as presented. Seconded by Councilmember John Presley and passed 7-0 by roll call vote.

KMEA Board of Directors Appointments

In accordance with Article V of Kansas Municipal Energy Agency (KMEA's) Bylaws (excerpt provided to Council), the Board of Directors shall consist of two Directors (Director-1 and Director-2) and an Alternate * for each Member City, to be selected by the governing bodies of the Members. **The highlighted directors are up for reappointment; others are new.** Please note that:

- Directors must reside within the territory served by your electric utility;
- Directors serve two-year terms. Alternates can serve any term specified by your governing body – some Members appoint their Alternate to serve the same term as Director-1 and/or Director-2; some Members appoint their Alternate to serve on a “Permanent” basis;
- each Member is entitled to one Director vote – vote shall be cast on behalf of the Member by Director-1, if present; if Director-1 is not present, then by Director-2; Alternate is entitled to vote in the event neither Director is present, unless your governing body specifically prohibits him/her from voting on your behalf;
- KMEA encourages the selection of an individual that has knowledge of your electric system;
- Directors should be able to attend Board of Directors meetings that are typically held in the spring and fall each year in Wichita, KS.

The slate of Directors recommended are:

		Term Exp. Date
Director-1	Kristi Northcutt	4/30/2023
Director-2	Lucas Neece	4/30/2022
Alternate *	Clark Shultz	4/30/2023

Council President Rick Martin moved to appoint City Administrator Kristi Northcutt and Assistant City Administrator Lucas Neece as Directors to Kansas Municipal Energy Agency, with Mayor Clark Shultz as alternate. Seconded by Councilmember Blaine Heble and passed 7-0 with voice vote.

EXECUTIVE SESSION:

No executive session.

ADJOURNMENT:

Council President Rick Martin moved for adjournment, seconded by Councilperson Tanner Corwin, and passed 7-0. Meeting was adjourned at 7:24 p.m.

Respectfully Submitted,
Roxie Sjogren, CMC
City Clerk