

LINDSBORG CITY COUNCIL
Lindsborg City Hall
February 7, 2022– 6:30 p.m.
Meeting Minutes

COUNCILMEMBERS PRESENT:

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

OTHERS PRESENT:

Kristi Northcutt, Roxie Sjogren, David Hay, Jordan Jerkovich, Lucas Neece, Chief Davis, Michael Bernstrom, Beth Ferguson, Chris Lindholm, Jim Spencer, Kevin Carr, Bill Gusenius, Zachary Strella, Klara Mann, Jason Mann, Holly Lofton

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

Invocation was led by Jim Spencer from St. Bridget’s Catholic Church.

PUBLIC INPUT:

Kevin Carr, homeowner at 527 N. Chestnut, and Jason Mann, fence contractor, spoke regarding his corner lot and wanting to put up a fence. Mr. Carr said he understood that there were ordinances in place that may prohibit the fence on a corner lot and wanted to see if a resolution could be had regarding the fence installation.

AMENDMENTS TO THE AGENDA:

There were no amendments to the agenda.

MAYOR’S REPORT:

- Mayor Shultz shared a thank you from American Legion regarding City support of the flag disposal system.
- Chocolate Lovers Affair event sponsored by the Lindsborg Arts Council will be at the Sundstrom Conference Center on Saturday, February 12 at 7 p.m. The artist of the year this year is Councilmember John Presley. Parks Superintendent Noah Flores will also have items available in the live auction.
- Chamber Orchestra will have a concert at the Swedish Pavilion on Sunday, February 13 at 4 and 6 p.m.
- There will be a Coffee with Mayor event at the train depot on Saturday, February 26 from 10-11 a.m.
- The transient guest tax set a quarterly record.
- There were 26 housing starts in 2021 worth \$5.6 million.
- Chief Davis & the Lindsborg PD received a Gold Level award from the Lexipol Connect Program.
- The mayor visited with all fourth-grade classes on Friday, February 4 to share about local government.
- Mayor Shultz shared his thanks with Bill Gusenius for his years of service as the city attorney.

CONSENT AGENDA: Councilmember Rebecca Van Der Wege moved to approve the minutes from the January 17, 2022, regular Council meeting, Payroll Ordinance 5341, and Purchase Order Ordinance 5342. Motion seconded by Councilmember Tanner Corwin and passed 8-0 by roll call vote.

Appointments:

Mayor Shultz appointed the following officers for the City of Lindsborg: City Administrator Kristi Northcutt, City Clerk Roxie Sjogren, Director of Public Safety/Chief of Police Michael Davis, Director of Public Works Chris Lindholm, Director of Recreation Beth Ferguson, City Attorney Zachary Strella, City Prosecutor Andrea Swisher, Fire Chief Matt Clark, Treasurer David Hay and Municipal Judge Gary Price.

Councilmember Blaine Heble moved to appoint the listed officers. Seconded by Councilmember John Presley and passed 8-0 by roll call vote.

Planning and Zoning:

Community Development Director Jordan Jerkovich shared that Planning and Zoning is reviewing a mobile food ordinance and policy manual, they are discussing housing and a downtown Rural Housing Incentive District (RHID) and that they will be moving their meeting time to the fourth Tuesday of the month.

OLD BUSINESS:

There was no old business.

NEW BUSINESS:

Cow Creek Drainage Easement

The build-up of sedimentation and debris within Cow Creek has reduced the capacity of the channel, producing a flood hazard during periods of heavy rain. The recently introduced Stormwater Utility Fee created an opportunity to fund floodplain mitigation, management, and maintenance, including that of Cow Creek.

The City hired Wilson Engineering in 2018 to develop a plan to remove sedimentation and provide grading that will restore the flow of stormwater during and after heavy rains. A part of the engineering included a survey of the channel centerline to establish maintenance easements with impacted property owners.

The City sent out an initial letter seeking feedback from impacted property owners (48 in total) on August 20, 2021. After receiving feedback from many of the impacted property owners, the City worked to develop the final version of the Cow Creek Drainage Easement that addresses the thoughts, questions, and concerns that were expressed.

Community Development Director Jordan Jerkovich provided Councilmembers with the Cow Creek Drainage Easement and the Cow Creek Easement Channel Alignment Legal Description that was sent to impacted property owners on January 18, 2022.

The City owns six properties impacted by the Cow Creek Drainage Easements.

Councilmember Emile Gallant moved to sign each of the six city-owned easements to advance this floodplain mitigation and management project, and to show support for its efforts to proactively address existing flood hazards and potential flooding events in the future. Seconded by Councilmember Rebecca Van Der Wege and passed 8-0 by voice vote.

Renewable Energy Credits

The City has a purchase power agreement with the Buckeye Wind Farm. Wind energy receives renewable energy credits (RECs) which may be marketed.

- Buckeye Wind RECs are created in the NAR Registry each month and assigned a unique identification number.
- The two main options for RECs are:
 - **Sell**
 - Current market is believed to be in the \$4.00/REC range.
 - Relinquish the environmental attributes (i.e. you can't claim to be x% green if you sell the RECs)
 - If sold, RECs should be marketed in a timely manner (i.e. there is no longer a market for most RECs from 2019 or earlier)
 - RECs can be sold forward (i.e., today you could sell all your calendar year 2022 RECs)

- **Retire**
 - Retain the environmental attribute
 - Allows your community the right to make a public claim about being ‘green’ or to satisfy a renewable energy portfolio goal you might have.
 - Retired RECs can’t be sold or claimed later.
 - There are small volumetric fees assessed by the NAR when RECs are issued or retired (a few pennies per REC).

The table below shows estimated **annual** revenue if we sold all the RECs based on a 40% capacity factor for Buckeye Wind and a \$4.00/REC net sale price (the market price fluctuates with supply and demand):

| Buckeye Wind RECs | | | |
|--------------------------|--------------------------|--|--|
| | Contract Qty (MW) | Estimated Annual RECs @ 40% Capacity Factor | Estimated Annual REC Sale Revenue Assuming 40% Capacity Factor and \$4/REC Net Sale Price |
| Lindsborg | 1.0 | 3,504.0 | \$14,016 |

Council President Rick Martin moved to approve the Kansas Municipal Energy Agency (KMEA) to sell the vintage 2022 Renewable Energy Credits from the Buckeye Wind Farm for the benefit of the City of Lindsborg. Seconded by Councilmember Corey Peterson and passed 8-0 by roll call vote.

Water Pipe Leak Mitigation and Repair

Last November, an eighth leak was discovered on the water line that runs from well #9 to the country standpipe at the well field SW of town. On January 20, the landowner notified us of another leak between the stopping point of the last leak and the location of well #9.

The first leak was discovered in 2013 and leaks have occurred randomly since then. Staff had several theories about what was causing the leaks but needed to dig deeper for a true understanding. After the fifth leak in 2017, some samples of the pipe were taken to a lab in Colorado for testing. The lab concluded that the failures were a result of foreign material and voids within the material structure of the pipe. That lead to a pipe, which over years, would start to lose its structural integrity to the point that those weakened areas would become compromised and develop a small leak or see a total structural failure.

Variable Frequency Drives were installed to reduce water hammer and air relief valves were installed to help eliminate air pockets that cause restrictions, unfortunately, the pipe continued to fail. Initially, the pipe was simply replaced where the leak occurred. Over time, staff developed the strategy to simply replace the pipe by tying previous repairs together or replacing a given amount to make it to a logical stopping point.

The issue we struggle with is there is no way of knowing how much bad pipe is in the ground and how much should be replaced. At this point, about 1,400 feet of pipe has been replaced and all but one leak has been within that area. The other leak was downstream at about 2,200 feet and to this point has been the only leak past the 1,200-foot mark.

As per the Purchasing Policy, this falls under an emergency repair. The pipe has already been delivered, the crew has replaced the pipe and the well is back in service.

Council President Rick Martin moved to approve the quote from Municipal Supply, Inc. in the amount of \$7,396.80 for the purchase of 240' of 10" pipe. Seconded by Councilmember Kristen Bruce and passed 8-0 by roll vote.

Street Department Truck Purchase

This year, the Street Department has budgeted to replace the 2012 Ford F-450 dump truck. In the Capital Improvement Plan (CIP), staff budgeted to upgrade this truck to a 4WD and purchase a snowplow for the new truck for clearing snow in residential neighborhoods instead of trying to finesse the big highway snowplow through those areas. This vehicle would also be used to help clear city parking lots. After further discussion, staff feels there is a better solution for a smaller snowplow, and there is a plan to address that in the 2023 budget year. The 2012 Ford F-450 still needs to be replaced, but it will be done with the standard 2WD/dump bed combination.

Specs were sent and bids were requested from Mid-Way Motors and Long-MacArthur for a new Ford F-450 chassis cab. A Ram was discussed but they do not offer a gas engine in this size truck and Chevrolet does not have any heavy-duty trucks available this year. Ford does not offer government discounts on the 2022 models, which means we must pay the normal retail price to get a truck. Purchasing the truck this way, would mean a delivery of the truck in four to six months. It is an additional cost, but to get the government discount, we would need to wait until later in the year to order and it would be for a 2023 model. If the current truck were to need a major repair or several minor repairs during that timeframe, that cost savings while waiting could quickly disappear.

The price from the company from whom the City has purchased many of the flatbeds in the past has more than doubled. Staff is working on an alternate option and will bring those options to Council once that process is complete. We do have time for this process because of the four to six months lead time for the delivery of the new truck chassis.

Councilmember Emile Gallant moved to approve the purchase of a 2022 Ford F-450 from Long McArthur for \$26,935.00, which includes the two additional options. Seconded by Councilmember Tanner Corwin and passed 8-0 by roll call vote.

Raymer Society for the Arts Resolution No. 02-2022

The Raymer Society for the Arts submitted a "notification of non-profit organization event promoting the arts" application (ABC form 865) in order to be able to serve complimentary alcoholic liquor and cereal malt beverages at their "Hartung Unfiltered" event on March 5, 2022.

As a nonprofit, the Raymer Society for the Arts can sponsor an event promoting the arts and serve complimentary alcoholic liquor and cereal malt beverages to members of the public during the event as long as it is approved by the local governing body by ordinance or resolution and submitted to the Kansas Alcohol Beverage Control at least ten days prior to the event.

Councilmember John Presley moved to approve the Raymer Society for the Arts Notification of Nonprofit Organization Event Promoting the Arts form and pass Resolution No. 02-2022 authorizing the serving of complimentary alcoholic liquor or cereal malt beverage at the Hartung Unfiltered event. Seconded by Rebecca Van Der Wege and passed 8-0 by voice vote.

Lindsborg Municipal Swimming Pool Hours of Operation

Recreation Director Beth Ferguson shared information with Council that included proposed changes to enhance safety and overall pool operations. The changes also demonstrate efforts to streamline efficiencies at the pool to enhance the resident experience.

Rearranging current hours of use would help not only with burnout and staffing issues, but also provide the best service for the community.

Current Hours of Use:

- Current General Pool Hours: 1-7 p.m. daily
- Private Parties: Tuesday and Thursday-Sunday (7-9 p.m.)
- Lap Swim & Water Aerobics: Monday, Wednesday, and Friday

Proposed Changes:

- Current General Pool Hours: 1-6 p.m. daily
- Lap Swim & Water Aerobics: Monday and Wednesday from 6-7:30 p.m., and 6-7 p.m. on Friday
- Private Parties: Friday (7-9 p.m.), Saturday (6-8 p.m.) and Sunday (6-8 p.m.)
- Family Swim Nights: Tuesday and Thursday from 6:30-8:30 p.m.

Staff believes that these changes better serve the community, as well as lifeguards.

Along with these changes, staff recommends pushing back the pool’s opening date to June 2, 2022. Although it would be ideal to open Memorial Day Weekend, there is a struggle to find time for the lifeguards and staff to get appropriate training due to school and spring sports. Lifeguards & pool staff need two full days of orientation to work together and be fully prepared. With this change, the pool would stay open one week later and finish the weekend after school begins.

Council was provided with a copy of the proposed calendar.

Councilmember Kirsten Bruce moved to approve pool hour and calendar changes as outlined. Seconded by Council President Rick Martin and passed 8-0 by voice vote.

Lindsborg Municipal Pool Certifications

The City takes seriously their commitment to protect the lives and personal data of the Lindsborg residents. Therefore, staff proposes additional changes to the pool for the 2022 season, including the recommendation to align with StarGuard Elite and Starfish Aquatics Institute. These two nationally accredited programs would equip pool staff with certifications and trainings in-house to certify lifeguards and swim instructors. A curriculum program is provided by these entities that staff must follow for certification and continue to keep up to date in order to have a “Certified Elite” facility. The year-over-year recertification process also is streamlined. These changes would enhance the facility training and swim lessons, to keep the community safe.

The fees associated are as follows:

- Annual Fee: \$500
- \$425 First-year Certification, \$200 for renewal (two-year certification)
- \$50 per lifeguard certification

To compare this to previous years, the City paid an outside source to certify lifeguards at \$200 for certification and \$135 for re-certifications every two years. Last year, there were six certifications and six re-certifications, for a total of \$2,010. Our first-year fees for StarGuard would be \$925, with up to \$750 for 15 lifeguard certifications. This is a savings of \$335; and an increase of three lifeguards.

Starfish Aquatics is based on a membership per instructors certified. Staff recommends the Basic Membership of \$588 for all-inclusive training and certification of up to 10 swim instructors.

Along with these certifications, the lead aquatics position would also hold an AquaTech Pool Operator Certification (CPO), another nationally recognized training that would enhance pool operations, including water quality control. This is a \$250 course per individual certified.

As a final upgrade to pool operations, staff would like to invest in two iPads and software (through Jarvis, our current online software) that would allow for Admissions & Concession Stand reporting. This would improve the way the pool does business, help with efficiency, and cut back on the possibility of human error. Additionally, records would be more efficient, which would enhance the audit procedures. Pricing for two Apple 11-inch iPad Pros and security stands would total \$1,899.

These changes also increase the insurability of the pool and has the potential to decrease our premiums with nationally certified trainings. Pool employees would benefit from enhanced development, which also helps to keep residents and visitors safe.

Councilmember Tanner Corwin moved to approve partnership with StarGuard Elite, Starfish Aquatics Institute, AquaTech Certified Pool Operator, and the acquisition of two iPads to enhance pool operations. Seconded by Councilmember Rebecca Van Der Wege and passed 8-0 by roll call vote.

Lindsborg Golf Course Mower Purchase

Currently at the golf course, multiple pieces of equipment need to be repaired or replaced. Public Works Director Chris Lindholm and Recreation Direction Beth Ferguson met recently to review current equipment and determine the best way to procure equipment that can do more than one job.

The 2022 Capital Improvement Plan (CIP) has a small tractor (\$25,000) and a pull-behind fairway mower (\$15,000) budgeted. After research with different companies and local golf courses, it has been discussed that the pull-behind tractor and additional pieces may not be the best solution for a smaller golf course and could lead to more areas that cannot be reached. After continued research, staff found many courses in Kansas using a large-deck, zero-turn mower to mow fairways, roughs, and even get around other places needed near the course (parking lots, clubhouse, etc.). A mower of this kind would be able to mow multiple areas with one piece of equipment making mowing more efficient, and less work/repair on multiple machines, as is the current practice.

Staff reached out to three area dealers to determine best options for a zero-turn series mower.

- Kansas Golf & Turf, who has provided us with most of our equipment and golf carts in the past, is the Kansas dealer for Exmark mowers and quoted us for a Lazer Z X-Series (attached).
- Mower Medic out of McPherson does not supply this product; and
- Salina Hometown Sports provided a quote for a Hustler Super and a Toro 7500.

Staff recommends the Lazer Z X-Series with a 96" Rear Discharge Deck. The turnaround time is unknown at the time, but they believe it is a great option and possibility to have one arrive this year (April-May). There is also the possibility of a trade-in price for the current rough mower, up to approximately \$8,000. Doing research on mowers, staff found this mower to be the most reliable and well-built machine. The golf course currently uses Kansas Golf and Turf for most other equipment and cart repair and has been pleased with their great customer service and repair time/work.

Councilmember Kirsten Bruce moved to approve the purchase of the Exmark Lazer Z X-Series through Kansas Golf & Turf for \$31,374.00, which includes freight and setup. Seconded by Councilmember Corey Peterson and passed 8-0 by roll call vote.

EXECUTIVE SESSION:

There was no executive session.

ADJOURNMENT:

Councilmember Rebecca Van Der Wege moved for adjournment, seconded by Councilperson Blaine Heble, and passed 8-0. Meeting was adjourned at 7:53 p.m.

Respectfully Submitted,
Roxie Sjogren, CMC
City Clerk