

**LINDSBORG CITY COUNCIL**  
**Lindsborg City Hall**  
**March 6, 2023–6:30 p.m.**  
**Meeting Minutes**

**COUNCILMEMBERS PRESENT:** Kirsten Bruce, John Presley, Andrew Smith, Clark Shultz, Blaine Heble, Corey Peterson, Emile Gallant, Rebecca Van Der Wege, Tanner Corwin

**OTHERS PRESENT:**

Kristi Northcutt, Roxie Sjogren, Zach Strella, Chief Davis, David Hay, Holly Lofton, Beth Ferguson, Jordan Jerkovich, Chris Lindholm, Marcus Petty, Noah Flores, Jeff Holste & Michael Kramer (Wilson & Co.), Willard Keding, Randy Keding, Mark and Stacey Lott, Craig Lofton, Sterling Benson, Linda Budreau, Chad Moore, Avery Dauer

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

**PUBLIC INPUT:**

Willard Keding and Randy Keding shared their thoughts and opinions regarding the Cow Creek Project.

**AMENDMENTS TO THE AGENDA:**

There were no amendments.

**MAYOR'S REPORT:**

Mayor Shultz thanked the Public Safety Department for everything they do as they had a very busy week.

**CONSENT AGENDA:**

**Councilmember Kirsten Bruce moved to approve the minutes from the February 20, 2023, regular Council meeting, Payroll Ordinance 5413, and Purchase Order Ordinance 5414. Motion seconded by Councilmember Andrew Smith. The motion passed 7-0 by roll call vote. Councilmember Tanner Corwin abstained.**

**APPOINTMENTS:**

**KMEA Directors Appointment**

In accordance with Article V of Kansas Municipal Energy Agency (KMEA) Bylaws), 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.

- 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 current Directors (as appointed in 2022):

		Term Exp. Date
Director-1	Kristi Northcutt	4/30/2023
Director-2	Lucas Neece	4/30/2024
Alternate	Clark Shultz	12/31/2023

The recommended **new** appointments (Mayor Shultz’s appointment remains intact through his term) are:

		Term Exp. Date
Director-1	Kristi Northcutt	4/30/2024
Director-2	Chris Lindholm	4/30/2024

**Councilmember John Presley moved to approve City Administrator Kristi Northcutt and Public Works Director Chris Lindholm as Directors for the KMEA Board, serving on behalf of the City of Lindsborg, with terms expiring April 30, 2024. Seconded by Councilmember Tanner Corwin and passed 8-0 by voice vote.**

**Committee Reports:**

Community Development Director Jordan Jerkovich reported that the Planning Commission met on Feb. 28 to review an application for a rezone request for 317 S. First Street from Industrial-2 to Residential-1. The Planning Commission approved the request. There is now a 14-day protest period. This item will be on the March 20 Council agenda.

**OLD BUSINESS:**

There was no old business.

**NEW BUSINESS:**

**Cow Creek Maintenance Project**

**Filing of Easements**

The Community Development Department has worked for more than 18 months to secure most of the easements required to complete the Cow Creek Maintenance Project. These easements, totaling 49 in number (not including the few which are outstanding), are required for the City and/or its designated contractors to complete Phase 1 of the project.

Before these easements can legally go into effect, they must be filed with the McPherson County Register of Deeds, which charges a set fee for filing easements. That fee includes \$21 for the first page and \$17 for every subsequent page of an easement.

Given the total number of easements needing to be filed at this time, the department has estimated a cost of approximately \$5,000 to file the easements.

**Councilmember Rebecca Van Der Wege moved to approve the expenditure of funds from the Stormwater Utility Fund to file easements required to complete Cow Creek project at a price not to exceed \$5,000.00. Seconded by Councilmember Blaine Heble and passed 8-0 by roll call vote.**

## **Phase I Bid**

Phase 1 of the Cow Creek Maintenance Project is a floodplain maintenance project designed to improve water conveyance throughout the creek. The project is a direct response to the flash flooding events of 2013, which impacted over 125 homes and resulted in over \$2.5 million in damage. After the events of 2013, the City created the stormwater utility fund and associated fee and began working with Wilson and Co in 2018 to design and engineer the current project.

After working with residents for over a year and a half to secure necessary easements, the City is now able to move forward with Phase 1 of the Cow Creek Maintenance Project. Ultimately, the purpose of the project is to protect the health, safety, and wellbeing of Lindsborg residents and their properties from potential flooding events. Additionally, improved water conveyance will address issues of standing water throughout the creek, which exacerbate the local mosquito problem during certain months.

Staff worked with Wilson and Co. to procure bids for Phase 1 of the Cow Creek Maintenance Project. Three bids were submitted, including bids from (1) Malm Construction Company, (2) Cronus, LLC, and (3) Esfeld Construction, Inc. After evaluating the bids and completing a bid tabulation, Wilson and Co. recommended the selection of Malm Construction Company for Phase 1 of the project. Malm Construction Company's bid came in the most competitive at \$236,761.24. The Community Development Department, Wilson and Co, and Malm Construction Company met after the bid selection to address project questions and concerns. All parties agree with the project as proposed.

Items included in the bid include:

- Mobilization
- Construction staking
- Traffic and erosion control
- Grass seeding
- Clearing and grubbing
- Common excavation
- Structure removal and tree removal (> 12" diameter)
- Culvert cleanout by jetting

**Councilmember Emile Gallant moved to approve the bid provided by Malm Construction Company for the completion of Phase 1 of the Cow Creek Maintenance Project. Seconded by Councilmember Kirsten Bruce and passed 7-1. Councilmembers Corwin, Presley, Heble, Bruce, Smith, Van Der Wege, and Gallant voted aye, and Council President Peterson voted nay.**

## **CCLIP Application**

The City Connecting Link Improvement Program (CCLIP) is a Kansas Department of Transportation (KDOT) program that provides funds for cities to address road deficiencies to improve a City Connecting Link on the State Highway System. A City Connecting Link is defined as any routing of a State Highway System that is located within the corporate limits of a city. Harrison and Cole Street are part of that system within the city limits of Lindsborg.

Harrison Street was restructured in the early 1990s and sections of the street were replaced in 2008 because of numerous issues during the original project. 1993 saw major rainfalls during the project causing numerous settling issues. Also, during that period, there were poor quality aggregates used in the concrete, which to this day continue to cause problems with the paving.

While the project was done at the same time, the Cole Street portion of the project is not in poor condition like the Harrison Street portion is. City staff continues to make repairs by replacing problem areas of concrete almost on a yearly basis.

Discussions have taken place to try and figure out if the surface could be milled and resurfaced; however, that would not eliminate the real problem. In the end, the concrete continues to fail because of the bad aggregate and the only way to eliminate that problem is to remove and replace the concrete.

Funding through CCLIPs is limited to \$1.5 million per year with a city match of 5%. The cost of this project will require that multiple applications be submitted; if awarded, the project would take place over multiple years.

**Councilmember John Presley moved to approve the submission of an application to KDOT for the repaving of Harrison Street from Lincoln to Swensson. Seconded by Councilmember Blaine Heble and passed 8-0 by voice vote.**

#### **Picnic Tables Grant**

Avery Dauer, Lindsborg CVB Intern, wrote a grant to the David J. Nutt Foundation for funding to purchase collapsible picnic tables. The tables can be used around the Lindsborg community for events and gatherings and give individuals a space to sit and have conversation during those times. The collapsible picnic tables are easy to transport (they are light weight), set up, take down, and are easy to maintain as they are made from UV-protected, high-density polyethylene.

The CVB has been notified of a \$2,895.00 grant award to use towards the purchase of 10 collapsible picnic tables for Lindsborg.

**Councilmember Kirsten Bruce moved to approve the purchase of 10 collapsible picnic tables utilizing grant money in the amount of \$2,895.00. Seconded by Councilmember Andrew Smith and passed 8-0 by roll call vote.**

#### **Grass Seeder**

The Parks Department needs a new seeder to plant grass on various areas of City property. This machine is used in the Fall and Spring to overseed and plant new grass. The current seeder, which was a refurbished rental, is not expected to last through the season.

After reviewing possible needs and options, staff determined the Blue Bird S22H5DA reel seeder to be a good value machine that would achieve the department's goals. This machine is an effective way to plant larger areas with a uniform consistency. It also possesses a reliable and efficient engine. The department has previously owned the same model and it worked well.

Three retailers were contacted for pricing.

- Mowers at Jacks: \$2,517.41
- Mowers Direct: \$2,699.99
- Home Depot: \$2,699.95

No local retailers could offer this machine.

**Councilmember Tanner Corwin moved to approve the purchase of the Blue Bird S22H5DA in the amount of \$2,517.41. Seconded by Councilmember Emile Gallant and passed 8-0 by roll call vote.**

## **AMR Contract**

At the May 17, 2021, City Council meeting, the City Council approved a multi-year contract with American Medical Response (AMR) for contracted emergency response medical services for the City of Lindsborg.

As part of that contract, the City of Lindsborg agreed to pay a total cost of \$459,000 for the period covering January 1, 2023–December 31, 2023, to be paid in four equal quarterly installments of \$114,750. The quarterly installment dates are as follows:

- March 31, 2023
- June 30, 2023
- September 30, 2023
- December 31, 2023

A copy of the contract covering the 2023 payment schedule was provided to Council with this report along with the invoice (290213) from AMR for the first quarter of 2023.

**Councilmember Rebecca Van Der Wege moved to approve the annual payment of \$459,000.00 for 2023 to AMR for contracted emergency response medical services in four equal quarterly installments of \$114,750.00. Seconded by Councilmember Kirsten Bruce and passed 8-0 by roll call vote.**

## **Dissolving of Advisory Committees**

### **Sundstrom Conference Center Advisory Committee – Ordinance No. 5415**

The Sundstrom Conference Center Advisory Board was established by City Ordinance No. 4853 on February 3, 2014. The purpose of this 7-person unit was to be that of a working board, assisting in making recommendations for the operations of the conference center and as volunteers to assist with sales and event staffing, should the need arise.

These board positions have been filled by several people from the Lindsborg community that have been able to provide recommendations from their area of general expertise. Because the center has been operational for several years and we have a full-time manager in addition to support by the CVB staff, combined with the fact that the volunteer positions on this board have been difficult to fill, staff recommends dissolving the Advisory Board.

**Councilmember Rebecca Van Der Wege moved to approve Ordinance No. 5415 to dissolve the Sundstrom Conference Center Advisory Board and remove reference to the committee from City Code. Seconded by Councilmember John Presley and passed 8-0 by roll call vote.**

### **Public Safety Advisory Committee – Ordinance No. 5416**

In the mid- to late-1990s, the Lindsborg Police Department went through an accreditation process that recommended they put together a Public Safety Advisory Committee (“Committee”). The Committee was created through an ordinance passed by the Lindsborg City Council. The Committee was designed to consist of nine members that would be appointed by the mayor and approved with consent of the City Council to represent various stakeholders within the city to provide input to the Lindsborg Police Department on topics of importance to our community.

Over the years, the Chief would hold meetings with the Committee when it was necessary to do so to discuss important issues, request certain equipment needs, discuss complaints toward the police department, or whenever the Chief felt it was necessary. Over time, members of the Committee have left when their terms expired and replacing those members has been difficult, which has left the committee with multiple vacancies.

In the meantime, a new group called Strategic Alliance developed. This regular convening of community leaders includes the City Administrator, Lindsborg Community Hospital Administrator, Bethany Village Administrator, Bethany College President, and USD400 Superintendent. Additionally, the mayor, representatives from Lindsborg Child Development Center, downtown Lindsborg (business representatives), McPherson County Community Foundation, TACOL, MKC, and others routinely attend.

Both the Committee and Strategic Alliance have similar objectives, but Strategic Alliance is a more active group, provides a diverse cross section of community leaders and stakeholders, and can quickly assemble for regular communication or at a moment's notice when necessary. In the event of a public safety threat or issue that impacts this community, Strategic Alliance can quickly gather to discuss and develop a plan of action collaboratively with the city's Public Safety team to address whatever issues arise. Examples of this occurred last year with events that took place both at Bethany College and Smoky Valley High School, along with a more recent event relating to the fire at Marquette's Riverview Estates (demonstrating the collaboration between Lindsborg FD and Bethany Village).

**Councilmember Rebecca Van Der Wege moved to approve Ordinance No. 5416 to dissolve the Public Safety Advisory Board and remove reference to the committee from City Code. Seconded by Councilmember Andrew Smith and passed 8-0 by roll call vote.**

**EXECUTIVE SESSION:**

There was no Executive Session.

**ADJOURNMENT:**

**Councilmember Kirsten Bruce moved for adjournment, seconded by Councilmember Tanner Corwin, and passed 8-0 by voice vote. The meeting was adjourned at 7:56 p.m.**

Respectfully Submitted,  
Roxie Sjogren, CMC  
City Clerk