

**LINDSBORG CITY COUNCIL**  
**Lindsborg City Hall**  
**April 3, 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, Chief Davis, David Hay, Holly Lofton, Jordan Jerkovich, Chris Lindholm, Noah Flores, Pastor Melissa Woeppel, Michelle Griffin (OCCK)

The meeting was called to order at 6:30 p.m. by Mayor Clark Shultz, followed by the pledge of allegiance. Invocation was led by Pastor Melissa Woeppel from Bethany College.

**PUBLIC INPUT:**

No public input.

**AMENDMENTS TO THE AGENDA:**

There were no amendments.

**MAYOR'S REPORT:**

Mayor Shultz spoke about the plaque by the flagpole at Heritage Square in memory of pilot Steve Train who died in Vietnam on April 2, 1970, at the age of 24.

April is National Volunteer Month. Kansas ranks 8<sup>th</sup> in the nation for volunteerism. Over the weekend, the City hosted a Volunteer Fair that was sponsored by the Smoky Valley Community Foundation, as well as a brunch for the volunteers that serve on the City's boards and commissions. Ken Swisher was recognized for his 50 years of service on the Board of Zoning Appeals.

Mayor Shultz recognized Community Development Director Jordan Jerkovich as well as Bethany College Intern Ryan Holt, as April 10-14 is Community Development Week.

**CONSENT AGENDA:**

**Councilmember Kirsten Bruce moved to approve the minutes from the March 6, 2023, regular Council meeting, Payroll Ordinance 5420, and Purchase Order Ordinance 5421. Motion seconded by Councilmember Blaine Heble. The motion passed 7-0 by roll call vote with Councilmember Tanner Corwin abstaining.**

**APPOINTMENTS:**

City Clerk Roxie Sjogren read the list of appointments to the City's Boards, Committees, and Commissions:

**Library Board:** Marilyn Borell

**Golf Course Advisory Board:** Steve Sjogren

**Planning Commission:** Becky Anderson, Jenell Hulse

**Board of Zoning Appeals:** Joyce Pigge

**Design Review Board:** Liz Strnad

**Tree Board:** David Reiswig, Keith Kandt

**Cemetery Board:** Timothy Boller

**CVB Advisory Board:** Kathy Richardson

**Gifts and Bequests Commission:** Monte Couchman

**Councilmember John Presley moved to approve the citizen board and commission appointments as presented. Seconded by Councilmember Andrew Smith and passed 8-0 by voice vote.**

**Committee Reports:**

**Design Review Board**

Community Development Director Jordan Jerkovich reported that the Design Review Board met on March 23, 2023, at 10 a.m. via Zoom to discuss five new orders of business:

1. Exterior modification at 108 S. Main Street
2. Sign review at 105 N. Main Street
3. Sign review at 118 S. Main Street
4. Sign review at 112 N. Main Street
5. Sign review at 120 E. Lincoln Street

Each item was discussed and passed by the Design Review Board.

**Tree Board**

Parks Superintendent Noah Flores reported that five members of the Tree Board attended the Tree City USA Conference in Derby, KS. Lindsborg has been designated as a Tree City USA member for 38 years. April 28 is Arbor Day; the Parks Department and the Tree Board will be planting a Caddo maple tree in the vacant lot by the Välkommen Trail on State Street.

**OLD BUSINESS:**

**Bike Share Program**

The Community Development Department originally presented the Lindsborg Bikeshare Program to City Council on Monday, March 20, 2023, as an option to bring three bikeshare stations and 15 bikes to the community. After passing with unanimous vote with the understanding that clarification regarding the maintenance issue in the contract be reported back to Council, staff learned new information on Tuesday, March 21, 2023, regarding the financial support of the primary financial sponsor. Council was provided with documentation that the primary financial sponsor has planned to reduce their financial support over the coming years by 10 percent annually.

As the costs moving forward are greater than what was originally communicated, staff wants to ensure that Council understands the revised agreement, and that there is not a secured, dedicated funding source for the program on an ongoing basis after year one. That said, the department supports the Lindsborg Bikeshare Program, believes in its many potential benefits to the community, and would be comfortable moving forward with the original motion to enter into an agreement for a period of one year (at the original 80/20 cost match) using ARPA funds. Annually thereafter, Council will have the opportunity to assess the program and renew at the step-down cost share with Blue Cross/Blue Shield, with additional funding to be secured through grants and donations to supplement the City's budgeted contribution.

As directed by Council, the department has been in contact with OCCK regarding the contract language in section 9c related to maintenance obligations. Through these conversations and a review of the contract by City Attorney Zach Strella, staff's understanding of the maintenance obligation is that maintenance is expected to be provided by Movatic, except for in cases where communities elect special maintenance outside of standard obligations (e.g., moving a bike rack to a different location, as was the situation in Beloit). In practice, Movatic has demonstrated that it is committed to this obligation in each of the KANcycle partner communities. It is staff's understanding that no partner community has paid for maintenance out-of-pocket in the nearly four years of the KANcycle program administered through OCCK.

OCCK's Director of Mobility Management Michelle Griffin was at the meeting to answer questions and provide additional information. Additionally, staff has communicated with other communities who are part of the program; their testimonials were provided to Council.

**Councilmember Emile Gallant moved to table the discussion. Seconded by Councilmember John Presley and passed 7-1 with Councilmember Kirsten Bruce voting nay.**

**NEW BUSINESS:**

**Seasonal Farmers' Market**

Ordinance No. 5247 was adopted in August 2020 allowing seasonal farmers' markets to operate in city parks. As outlined in City Code:

**Section 50-877:** A seasonal or farmers produce market may be permitted in any of the commercial or industrial zones provided such market conforms to all setback, sight distances and other applicable zoning and traffic regulations. Such markets shall be further subject to any city administrative regulations. Additionally, with specific permission renewed annually by City Council, such markets are allowed in City Parks if they conform to all setback, sight distances and other applicable zoning and traffic regulations.

A group has requested the use of Swensson Park as a market setup beginning as soon as May 1, 2023. The anticipated operation of the market will be Saturday mornings through October.

**Councilmember Tanner Corwin moved to approve the request to conduct a weekly seasonal farmers' market in Swensson Park during the 2023 season. Seconded by Councilmember Rebecca Van Der Wege and passed 8-0 by voice vote.**

**EPIC Program Cost Match**

The Engaging Placemaking for Innovative Communities (EPIC) is an opportunity for arts-driven community development projects designed to connect cross-sector local and regional stakeholders. EPIC provides technical assistance, funding, and mentorship through planning and execution. Staff has previously presented information to Council regarding this program, specifically as it relates to creating a master plan for a future Recreation Center in Lindsborg. The timeline is as follows:

- **Phase 1:** In-person sessions introducing creative placemaking processes, asset mapping, priority setting, and project planning. (April-June 2023)
- **Phase 1-2 Bridge:** Will culminate with the design of an arts-driven project involving Kansas artists to collaborate with, a progress plan, budget, and additional funding strategies. Communities will use these materials to apply for Phase 2 funding. (Late Summer 2023)
- **Phase 2:** Community cohorts work with EPIC staff to receive ongoing mentorship, project support, and technical assistance from the regional peer network. (Fall 2023-June 2024)

The latest information from the Kansas Creative Arts Commission lists a new element that is required: a 25% match. The City can receive up to \$40,000 from the EPIC program to develop a master plan for the future Recreation Center that incorporates the arts components or another project that addresses the program's priorities. To receive this, up to \$10,000 would need to be committed by the City. The cash match must be secured before beginning Phase 2, and therefore would be this fiscal year based on the timeline above. Once Phase 2 project funding is agreed upon, a Letter of Agreement will be issued from the Department of Commerce.

The EPIC Lindsborg Committee includes City Administrator Kristi Northcutt, CVB Director Holly Lofton, Community Development Director Jordan Jerkovich, Recreation Director Beth Ferguson, local artist Michaela Valli Groeblacher, CVB intern (student representative) Avery Dauer, and Lindsborg Old Mill & Swedish Heritage Museum Community Development Director Caroline de Filippis.

**Councilmember Emile Gallant moved to approve an expenditure up to \$10,000 in matching funds to receive the EPIC program funding from the Kansas Department of Commerce. Seconded by Councilmember Andrew Smith and passed 8-0 by roll call vote.**

**Mastic Repair Rental**

For several years, the Streets Department has been renting a crack seal melter and has been sealing cracks in all the newer asphalt streets and some of the older streets that are still in fair condition. Crack sealing is not meant to be done on cracks that are wider than 1.5 inches—that is where a mastic sealant is the best choice for repair. Mastic sealant is a hot applied, pourable, aggregate-filled, polymer-modified asphalt mastic sealant that is used on wider cracks in street repair work. This product is applied as a hot flowable material that dries very hard and requires no additional compaction due to the aggregate fill. The Streets Department used this product last year on streets prior to chip and fog sealing, and it worked very well to seal many of the larger separations and cracks. Sealing cracks from moisture is the main purpose of crack sealing; however, mastic repair of larger cracks does come with an additional benefit. With a level coating of sealant between the cracks, there is now no indentation or bump. This helps smooth out the street and thus improves the ride quality.

There are two companies in Wichita that deal with the rental of these melters and that handle the material. Those two companies provided quotes for a one-week rental and four pallets of mastic material.

McConnell & Associates:	\$6,588.00
Crafco Inc.:	\$6,584.00

Staff recommends an additional allowance as a buffer to the project due to any unforeseen circumstances.

**Councilmember Blaine Heble moved to approve the quote from Crafco Inc. for a price not to exceed \$10,000.00 for the rental of a mastic crack seal melter and four pallets of mastic material. Seconded by Councilmember Andrew Smith and passed 8-0 by roll call vote.**

**OTHER:**

Councilmember Kirsten Bruce wished the community good luck during Holy Week as it is an extremely busy time for many. This will be the 142<sup>nd</sup> consecutive performance of *The Messiah*.

**EXECUTIVE SESSION:**

There was no Executive Session.

**ADJOURNMENT:**

**Councilmember Kirsten Bruce moved for adjournment, seconded by Councilmember John Presley, and passed 8-0 by voice vote. The meeting was adjourned at 7:20 p.m.**

Respectfully Submitted,  
Roxie Sjogren, CMC  
City Clerk