

LINDSBORG CITY COUNCIL
November 18, 2019 – 6:30 p.m.
Meeting Minutes

MEMBERS PRESENT:

Rick Martin, Corey Peterson, Becky Anderson, Betty Nelson, Ed Radatz, David Higbee, Blaine Heble

ABSENT: Jodi Duncan, Mark Friesen

OTHERS PRESENT:

Beth Ferguson, Larry Lindgren, Chris Lindholm, Roxie Sjogren, Bill Gusenius, Chief Berggren, Lucas Neece, Greg DuMars, Holly Lofton, Mike Davis, Jim Gallagher

The meeting was called to order at 6:30 p.m. by Mayor Anderson followed by the Pledge of Allegiance.

PUBLIC INPUT: None

AMENDMENTS TO THE AGENDA: None

MAYOR'S REPORT:

Mayor Anderson recognized three outgoing councilmembers. Betty Nelson has served for 20+ years, David Higbee has served 10 years and Corey Peterson has served 4+ years. November 30 is Small Business Saturday. Angel Trees are going up in banks.

CONSENT AGENDA: David Higbee moved to approve the minutes of the November 4, 2019 regular council meeting, Payroll Ordinance 5200 and Purchase Order Ordinance 5201. Motion seconded by Betty Nelson and passed unanimously by roll call vote.

APPOINTMENTS: None at this time.

PLANNING & ZONING:

Ordinance No 5199 – Stockholm Estates Annexation

Council revisited Ordinance No 5199, a request to annex 42 acres, because of typographical errors.

Rick Martin moved to approve Ordinance No. 5199 as corrected. Seconded by David Higbee and passed unanimously by roll call vote.

OLD BUSINESS:

Resolution No. 10-19 – ATV Use on City Streets

At the November 4, 2019, City Council meeting, a presentation was made to allow the use of an all-terrain vehicle (ATV) to be driven on a direct route on City streets to the south entrance of the Meadowlark Trail. The ATV is used for maintenance on the Meadowlark Trail. Direction from City Council was to draft a resolution to allow this use and to present it at the November 18, 2019 City Council meeting.

David Higbee moved to approve Resolution No. 10-19. Seconded by Rick Martin. The resolution did not pass with Councilman Higbee voting in favor of and Councilmembers Martin, Peterson, Heble, Radatz and Nelson voting against.

Condemnation Hearing

At 6:45pm, Mayor Anderson opened the Condemnation Hearing on the property located at 202 South Main Street.

Chris Lindholm, as the City's Chief Building official, reported that on September 24, 2019, he and City Administrator Greg DuMars inspected the property. C. Lindholm completed a follow-up inspection on November 18, 2019 and found that nothing had been done. They have completed exterior inspections only; they have not been given access to the inside.

The major concerns are a missing roof on the original addition in the back, another addition is missing a portion of the roof leaving it exposed and open to the elements, numerous broken windows, missing and crumbling mortar causing loose and falling bricks, number of areas along the roofline that are falling out, on the southside there are vertical cracks that indicate a shifting of walls, areas on the front also show shifting, and general conditions of disrepair. Because of this, C. Lindholm considers the building to be unsafe and dangerous.

The action is against the property, not the property owner. Enforcement began approximately 3 years ago and there have been three different property owners. The current property owners filed a plan for repairs in May 2019. They addressed the vegetation and debris issues outside the building, they did not address the structural issues.

A notice of the hearing was sent and returned. It was sent to the legal address/property owner based on the information provided by the Register of Deeds. As a courtesy, a letter was addressed to the property owner and mailed to a family member's address. Those letters did not come back.

No one was present to represent the property.

At 6:53pm, the hearing was closed.

NEW BUSINESS

Resolution No 11-19: 202 South Main Street Condemnation

Resolution No. 07-19 set a hearing on 202 South Main for November 18, 2019. The hearing was for the City of Lindsborg to present its case as to why the building should be ordered repaired or removed. The hearing also provided the opportunity for the property owner or the owner's agent or representative to present their case as to why it shouldn't be ordered repaired or removed.

Resolution No. 11-19 orders the repair or removal of the structure on the property at 202 South Main St. under Section 10-569 Dangerous Buildings of the Lindsborg Municipal Code. The resolution adopted is the governing body's determination and finding that the structure is in fact dangerous, unsafe or unfit for human use or habitation.

Rick Martin moved to adopt Resolution No. 11-19. Seconded by Blaine Heble and passed unanimously by voice vote.

Recreation Uniform Quotes

The Recreation Department ordered just over 750 shirts in 2019 for our youth sports and summer activities. Last year, we started doing an annual quote from vendors to have a set price for the entire year, rather than for each sport or activity. This allowed us to use one vendor at a set price and we did not have to adjust the price based on the number of shirts we ordered for each activity.

An email proposal was sent to 4 vendors: Art Shirt - Lindsborg, Superior Signs / Mary Coy - Lindsborg, Stewart Sports - McPherson, and Messenger Clothing – Salina / Minneapolis, requesting a yearly contract quote based on a certain number of regular t shirts (used for summer camps), and the Dri-fit material (used for youth sports).

Three quotes were received based upon the numbers provided and shirt/brand styles. The desire is for lower costs, but higher quality clothing, the ability to meet deadlines, and overall service.

Rick Martin moved to approve the quote contract from Messenger Clothing Company for the 2020 year. Seconded by Ed Radatz and passed unanimously by voice vote.

Resolution No. 12-19: Rural Housing Incentive District

Resolution 12-19 is the first step in the process of creating a Rural Housing Incentive District for the purpose of financing infrastructure in designated residential development sites. The RHID timeline is as follows:

- Resolution 1 – November 18 Council meeting. Upon approval of council the resolution and housing study will be sent to the Secretary of Commerce for statutorily required approval. This process could take up to 45 days, but we are requesting the process be expedited. Assuming Commerce expedites approval process,
- Resolution 2 – December 16 Council meeting. The second resolution establishes a hearing date for Public Hearing and vote to approve Final Ordinance establishing the RHID district.
- Ordinance Establishing RHID District – January 20 Council Meeting. This step in the process consists of a Public Hearing and final vote to pass the Ordinance creating the district.
- 30-day grace period begins upon passage of the Ordinance establishing the District. The Grace period allows for the either the County or school district to be averse to the creation of the district, which would block the District from being created. However, inaction is action, meaning the bodies don't have to vote on the matter. If the 30 days passes without adverse action by the County or School the District is created.

David Higbee moved to adopt Resolution 12-19. Seconded by Betty Nelson and passed unanimously by voice vote.

Public Safety Furniture Quotes

The furniture in the Police Chief's office needs to be replaced. The current furniture consists of a cabinet converted into a workstation and old ambulance monitor batteries under the legs to raise it. Chief Berggren said that it has worked for him and he's not complaining, but that it is probably a good time to replace for the new Chief coming in.

Three bids were requested and received. The bids were from Office Plus, Office Max and Amazon. Amazon was the low bid and Office Plus was the high bid. There are some variables to consider. Office Plus assembles and places the furniture in the room and has a warranty. The other two bids have concerns regarding the quality of the product. Additionally, Police Department staff would have to assemble and set up the furniture.

Rick Martin moved to approve the Office Plus bid at \$2,280.00. Seconded by Corey Peterson and passed unanimously by roll call vote.

Stage Rental Policy

After securing the funding from the Nutt Grant for the new portable stage, it was agreed that ownership and management would be taken care of by the city for practical reasons.

The current monthly cost to store the stage is \$120, and insurance is approximately \$114 per month for a total fixed cost of \$234 per month. In consultation with Holly Lofton and Mike Dreier, Lucas Neece drew up a stage rental contract that is attached. The contract includes the daily rental fee of \$500 per day for any non-profit based in Lindsborg, and \$950 per day for all other entities.

The goal in setting these rates is to cover the costs, including eventual maintenance costs, while also not setting the rate so high that it would not be used. It is believed that these rates achieve those goals.

Betty Nelson moved to adopt the rental agreement as presented and allow future changes administratively. Seconded by Blaine Heble. The motion was withdrawn by Betty Nelson and seconded by Blaine Heble. Council asked staff to rework the policy and bring it back to the next Council meeting.

Water Meter Quotes

Attached are two quotes, one quote is for 150 water meters from Core & Main for \$24,259.70 and the second quote is for 150 ERT's from Salina Supply for \$13,125.00 for a total cost of \$37,384.70. There is \$75,000 budgeted this year for the replacement of water meters in 2019 with \$36,055.68 spent in September, this leaves \$38,944.32.

With the purchase of this round of water meters, this should complete the upgrade of residential water meters. There will be some larger water meters which will need service in the future, however the entire meter will not need replaced only the register will be changed out. This will be done as the batteries in those meters die out and only a few new registers will be kept in inventory, this way they are not wasting battery life sitting on the shelf.

Blaine Heble moved to approve the quote from Core & Main for \$24,259.70 for the purchase of 150 water meters and the quote from Salina Supply for \$13,125.00 for the purchase of 150 ERTs. Seconded by Betty Nelson and passed unanimously by roll call vote.

Internet/Phone Service

Currently the City has a VoIP (voice over internet protocol) PRI (Primary Radio Interface) phone system and internet service from Cox Communications. Internet service (100 Mb x 20 Mb) is currently provided by Cox Communications. The current annual cost for phone and internet service is approximately \$15,000 (see attached worksheet). Proposals for phone service and internet service were solicited from Cox Communications and IdeaTek. The attached worksheet shows the service level and cost comparisons from the two companies. For Cox, the proposal is to continue to use the current PRI phone system. They offered 4 different levels of internet bandwidth. IdeaTek is proposing a hosted PBX phone system and 3 different levels of bandwidth.

The current arrangement for phone and internet service has been problematic for the last 18 months. Issues on phone calls include garbled audio, lost audio on phone calls and garbled voice mail messages. Internet service has been irregular. When internet service goes down, there also is no phone service within any city department. Since the phone system is from a different vendor than internet service, the respective companies do not accept responsibility for solving the phone service problems. Instead, they say the problem lies with the other vendor's service/product. Getting reliable and timely service is difficult.

The hosted PBX system allows a telephone hardware to be used anywhere there is an internet connection. Additionally, when staff is traveling, they can access phone messages and respond accordingly when out of the office. Lastly, with a sole vendor providing phone and internet service, there would be one company accountable for reliability and continuity of service, eliminating the finger pointing game.

Betty Nelson moved to approve the proposal with IdeaTek for 500 Megabyte symmetrical internet service with a hosted PBX phone system replacing the current PRI phone system @ \$17,190/year. Seconded by Rick Martin and passed unanimously.

Executive Session: No executive session.

OTHER:

Chris Lindholm shared that the property at 343 North Second has discovered the structure is no longer viable and the existing structure will be coming down.

ADJOURNMENT – Moved by Rick Martin and passed unanimously. Adjourned at 7:45pm.

Respectfully Submitted,
Roxie Sjogren
City Clerk