

LINDSBORG CITY COUNCIL

April 20, 2020 – 6:30 p.m.

Meeting Minutes

Met via Zoom

**MEMBERS PRESENT:**

Becky Anderson, Rebecca VanDerWege, Rick Martin, Ed Radatz, Kirsten Bruce, Jodi Duncan, Blaine Heble, Mark Friesen

**ABSENT:** Emile Gallant

**OTHERS PRESENT:**

Greg DuMars, Roxie Sjogren, Chris Lindholm, Beth Ferguson, Gary Shogren, Chief Mike Davis, Holly Lofton

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:**

Councilman Radatz added council pay to the agenda

**MAYOR'S REPORT:**

Mayor Anderson provided Council with an explanation of the newly formed Dala Pantry. Messiah Lutheran and Bethany College Student Campus Ministry moved up their idea for a food pantry using the COVID-19 Community Assistance Grant offered through First Bank Kansas. The Dala Pantry will be housed at Messiah Lutheran Church. Days and hours are still to be determined based on volunteers.

The Arbor Day Proclamation was shared with Council members in their packets.

**CONSENT AGENDA:** Blaine Heble moved to approve the minutes of the April 6, 2020 regular council meeting, Payroll Ordinance 5223, and Purchase Order Ordinance 5224. Motion seconded by Rebecca Van Der Wege and passed unanimously by roll call vote.

**APPOINTMENTS:**

Committee Appointments      Term Expiration

**Library Board**

Judy Murphy                      4/30/2024

Mary Parker                        4/30/2024

**Lindsborg Housing Authority Board of Directors**

Martha Danielson                4/30/2024

**Recreation Advisory Board**

Cynthia Woodard                4/30/2024

**Golf Course Advisory Board**

Ron Rolander                      4/30/2023

Mike Dreier                        4/30/2023

Howard Kahler                    4/30/2023

Steve Sjogren                     4/30/2023

**Planning and Zoning Commission**

John Mattox 4/30/2023  
Jeff Kurtz 4/30/2023  
Marv Anderson 4/30/2023

**Board of Zoning Appeals**

Joyce Pigge 4/30/2023

**Design Review Board**

Liz Lahodny 4/30/2023

**Public Safety Advisory Committee**

Chase Ellis 4/30/2024  
Michael Davis 4/30/2024

**Sister City Committee**

Sharon Bruce 4/30/2023  
Duane Frederickson 4/30/2024  
Joyce Peterson 4/30/2024

**Tree Board**

David Reiswig 4/30/2023  
Keith Kandt 4/30/2023

**Cemetery Board**

Richard Kurtz 4/30/2022  
Timothy Boller 4/30/2023

**Sundstrom Advisory Board**

Chris Bauer 4/30/2023  
Kathryn Toll 4/30/2024

**CVB Advisory Board**

Kathy Richardson 4/30/2023  
Corey Peterson 4/30/2023

**Gifts and Bequests Committee**

Jayne Norlin 4/30/2024

Kirsten Bruce moved to approve the 2020 Board and Commission appointments. Seconded by Rick Martin and passed by unanimous voice vote.

**PLANNING & ZONING:** No report

**OLD BUSINESS:** None

## **NEW BUSINESS**

### **Personal Protective Equipment Procurement**

The Public Safety Department, in the regular course of business, normally purchases personal protective equipment (PPE) for its staff to carry out its daily operations. With the onset of COVID-19 (coronavirus) and the necessity to protect the staff and equipment against unnecessary exposure to this virus as suggested by both Federal, State, and local guidelines, most of the PPE on hand has been used. The Public Safety Team is either beginning to run short of some supplies or in some cases, have none of the suggested PPE necessary to protect staff against exposures when contacting members of the public who might be sick.

Public Safety staff have made requests with McPherson County Emergency Management for certain items of PPE, but given the current shortage of necessary equipment, they have received minimal assistance. The City Administrator provided Chief Davis with information on a vendor that the City has used in the past; this vendor has supplies of certain PPE that will be needed to fulfill the City's mission. Chief Davis contacted the vendor and confirmed they have several pieces of PPE that the City needs to protect both staff and the public during this health crisis. This vendor deals in bulk purchases, so orders of certain equipment would have to be made in quantities that exceed the City's current actual need.

Given these items of PPE are difficult to find let alone purchase during this pandemic, a decision was made to purchase the following items in bulk:

- 1000 surgical isolation masks at a cost of \$990.00
- 500 disposable face shields at a cost of \$1,650.00
- 500 medical isolation gowns at a cost of \$3,475.00

Rick Martin moved to approve the purchase of \$6,115 worth of necessary personal protective equipment to protect the public safety team against unnecessary exposure to COVID-19 when treating members of the community as well as protecting the people the staff encounter. Seconded by Jodi Duncan and passed unanimous by roll call vote.

### **Visitors Guides**

Visitors Guides for the 2020 year to be purchased in a quantity of 10,000. This quantity should last approximately one year.

CVB staff recommend using Mennonite Press as the vendor due to their being the lowest bid, exceptional customer service, and history of service to the CVB and the City of Lindsborg.

Rick Martin moved to approve the purchase of 10,000 visitors guides from Mennonite Press in the amount of \$3,060.64. Seconded by Mark Friesen and passed unanimously by roll call vote.

### **Infectious Disease Control Policy**

The Infectious Disease Control Policy provides consistent guidance to City employees during an infectious disease outbreak. The COVID-19 pandemic has highlighted the need to have a policy in place for direction in responding to outbreaks. As a City, we plan for natural disasters such as floods, tornadoes, chemical spills, earthquakes, etc. From an infectious disease standpoint, no planning and response have been done prior to the coronavirus outbreak. The attached policy is for consistent direction to employees from a human resource perspective as well as to ensure employee health and safety during such an outbreak.

Ed Radatz moved to approve the Infectious Disease Control Policy. Seconded by Rick Martin and passed unanimous by voice vote.

**Council Salary**

Ed Radatz moved to have Council and the Mayor forgo their salaries through the end of the year to assist with pandemic related expenses with the money to be spent as staff sees fit. Seconded by Rick Martin and passed unanimously by voice vote.

**Other:**

Blaine Heble asked if Council would be revisiting issues like the pool and summer activities. City Administrator Greg DuMars stated that they would be on the Council agenda for May 4.

**Executive Session:** None

**ADJOURNMENT:** Moved by Rick Martin , seconded by Blaine Heble and passed unanimously. Adjourned at 7:08 p.m.

Respectfully Submitted,  
Roxie Sjogren  
City Clerk