

LINDSBORG CITY COUNCIL

April 6, 2020 – 6:30 p.m.

Meeting Minutes

Met via Zoom

MEMBERS PRESENT:

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

ABSENT: None

OTHERS PRESENT:

Greg DuMars, Bill Gusenius, Roxie Sjogren, Chris Lindholm, Beth Ferguson, Gary Shogren, Lucas Neece, 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:

1. Resolution 03-29 closing municipal court until June 2, 2020
2. Revenue Projections forecast due to COVID-19 pandemic
3. Discussion of Possible Furloughs

MAYOR'S REPORT:

The commented that it is hard to believe that we are a month into this pandemic; be checking on your neighbors. Thanks to all the community organizations for stepping up.

The Fair Housing Proclamation celebrating 52 years of fair housing was read.

CONSENT AGENDA: Councilman Emile Gallant moved to approve the minutes of the March 16, 2020 regular council meeting, Payroll Ordinance 5221 and Purchase Order Ordinance 5222. Motion seconded by Councilman Rick Martin and passed unanimously by roll call vote.

APPOINTMENTS:

Blaine Heble moved to appoint David Hay to the Lindsborg Volunteer Fire Department. Seconded by Ed Radatz and passed by voice vote.

PLANNING & ZONING: No report

OLD BUSINESS: None

NEW BUSINESS

Insurance Renewal

The insurance package for the City of Lindsborg—except for workers compensation insurance—runs from April 1 to March 31. The City brokers insurance services so that we are not tied to a specific agent. The current insurance broker is the Fuqua Insurance Group.

The renewal proposal for the upcoming term was presented.

Included in the proposal is the Insurance Broker Fee Agreement. Fuqua Insurance Group chose to clearly indicate what their revenue on the insurance package would be—agreeing to hold the \$12,000 agency service fee for a three-year period. Most other insurance agencies embed their fees in the premiums and base them upon a percentage of the premiums.

Emile Gallant moved to approve the insurance proposal from Fuqua Insurance Group in the amount of \$105,984.36 which includes the \$12,000 agency service fee. Seconded by Ed Radatz and passed 8-0 by roll call vote.

Chlorinator Head Replacement

The City water supply is disinfected at the well field using chlorination. Chlorination is the process of injecting chlorine gas into the water supply to disinfect and kill germs and bacteria. This system consists of several components which provide redundancy and safety to the system. Chlorine gas is very corrosive so the parts must be constructed of materials designed to handle the gas. Because of the corrosiveness, these parts need to be rebuilt over their life of service. Over time these parts get to where they can no longer be rebuilt and work properly. Chlorine gas is not only corrosive it is also very toxic. The components of this system must be kept in proper working condition to ensure that the water is properly disinfected, and operators are not exposed to chlorine gas. Any slight odor of chlorine gas is an indication that the system is not properly sealed. This is a significant safety concern for the operators. Parts of the chlorination system are original and over the years have been rebuilt several times. Staff has been working to resolve a slight chlorine odor and have not been able to eliminate the situation because some of the components are beyond rebuilding. Core & Main is the local Regal Dealer and offers a chlorinator kit which consists of all new chlorinator components to update the system. This will ensure that the system is safe for the operators as well as continue to properly disinfect our public water supply.

Rick Martin moved to approve the purchase of Regal Chlorinator kit from Core & Main for the \$2,627.50. Seconded by Mark Friesen and passed 8-0 by roll call vote.

Utility Credit Approval

With the COVID-19 pandemic and the social distancing orders, the impact on businesses and citizens was one of uncertainty regarding its financial impact. The City Administrator felt that the City should share in the burden of community uncertainty and help in some small way. That decision was made to provide a credit on the February 2020 utility bills that were mailed to utility customers on March 20, 2020. Residential customers that receive electric, water, sewer and trash were given a \$50 credit on their utility bill. Commercial customers who receive electric, water and sewer from the city received a \$100 credit. The cost of the credit to the utilities is \$68,000. The cost is allocated \$34,000 to the electric fund, \$27,200 to the water fund and \$6,800 to the sewer fund.

Kirsten Bruce moved to approve a \$68,000 utility credit on the February 2020 utility bills with the cost allocated \$34,000 to the electric fund, \$27,200 to the water fund and \$6.800 to the sewer fund. Seconded by Emile Gallant and passed 8-0 by roll call vote.

Councilman Mark Friesen left the meeting at 7:30 p.m.

City Project Status Discussion

1. Childcare
 - a. Estimated cost of purpose-built childcare facility is \$5,000,000
 - b. Funding to be privately raised
 - c. City of Lindsborg has agreed in concept to a 99-year lease on the former Tree Station Property

2. Stockholm Estates
 - a. Moderate Income Housing Grant in the amount of \$400,000 has been approved by the Kansas Housing Resource Corporation
 - b. Rural Housing Incentive District (RHID) has been approved by City Council with incremental property taxes to be applied towards infrastructure costs for up to 25 years
 - c. Infrastructure engineering is in process
 - d. Developers are still desiring to move forward with the project

3. Comprehensive Plan
 - a. City Council approved Shockey Consulting on March 2, 2020, to assist with the update of the City's comprehensive plan
 - b. Project was set to begin later March or early April 2020

- c. Scheduled to be complete late December 2020
4. New Phone System/Internet Changeover
- a. City Council approved changing internet service vendor to Ideatek and installing new VoIP phones at the November 19, 2019 meeting.
 - b. Fiber has been run into City Hall
 - c. Phones are being programmed
 - d. Fiber needs to be installed from the Union Street substation to the wastewater treatment plant
5. FEMA Floodplain Remapping
- a. FEMA is in the process of remapping the floodplain in Lindsborg. After the flood of 2013, the draft maps show approximately an additional 60 properties being added to the new floodplain. There projects were identified to address the issue:
 - i. Garfield Drainage Channel: Project was bonded and has been completed.
 - ii. Cow Creek Sedimentation Removal estimated cost is \$400,000
 - iii. Diversion Channel Project estimated cost is \$1,250,000
 - iv. Total estimated cost is \$1,650,000
 - v. Engineering is nearly complete. Easements will need to be secured throughout the Cow Creek drainage area. Diversion Channel will need temporary construction and permanent easements.
 - vi. Plan is for one revenue bond issue to pay for the construction of both projects and the revenue of the Stormwater Utility would be used to service the debt. The annual debt service for 20 years would be approximately \$120,000.
 - vii. Challenge: Municipal bond market is currently in disarray. There is a glut of municipal bonds in the market and supply is greater than demand. US Treasury is working on buying munis to help strengthen the market.
6. 202 South Main (Brunswick) Demo
- a. Property Owner has hired a contractor to demo the structure
 - b. G&G Dozer was awarded the demo contract by the City. The company has been contacted and have agreed to relinquishing the contract to demo the structure.
 - c. Diehl Enterprises is the demo contractor hired by the property owner.
 - d. The structure has been inspected for asbestos. The property tested negative for friable asbestos.
 - e. Demolition, pending KDHE approval, is set to begin April 6, 2020, but no later than April 15, 2020. The demolition is scheduled to be complete six weeks from start of demolition.
7. Highway K-4 Resurfacing
- a. Received KDOT CCLIPS grant to resurface K-4 in an amount of up to \$300,000. The City match requirement is 5% of the \$300,000 and any amount that exceeds \$300,000.
 - b. Engineering contract has been approved with Wilson & Company in the amount of \$26,000.
 - c. City maximum match, exclusive of engineering, is \$15,000.
8. K-4 Overpass Demo & Ralignment with Bethany Drive
- a. Estimated Cost with Contingencies \$14,531,714.40 | Cost Share \$4,888,707.40
 - b. Estimated Cost with Contingencies Phase I \$9,965,744.40 | Cost Share \$3,262,016.00
 - c. KDOT Cost Share Grant Application Due May 18, 2020
 - d. General Obligation Bonds would need to be issued to pay for the City's match
 - e. Weak municipal bond market with supply of municipal bonds greater than the current demand.
9. Wells Fargo/I-135 Interchange
- a. Estimated Cost \$7,300,000.00
 - b. No engineering has commenced on this project. Only conceptual drawing and costs.

- c. KDOT Cost Share Grant would require 15% match plus preliminary and construction engineering. Estimated match and engineering costs \$3,000,000
- d. General Obligation Bonds would need to be issued to pay for the City's match
- e. Weak municipal bond market with supply of municipal bonds greater than the current demand.
- f. USDOT BUILD Grant could be pursued for both Overpass Demo and Interchange projects.
 - i. Grant has two parts. One part of the grant covers Transportation Planning and the second part covers Capital Projects.
 - ii. Transportation Planning BUILD Grant has no minimum award amount.
 - iii. Capital BUILD Grant has a rural minimum of \$1,000,000 and a maximum of \$25,000,000.
 - iv. Urban cost match is 20%, rural cost match is less but not fully defined in the BUILD Notice of Funding Availability (NOFA).
 - v. Capital BUILD Grant estimated match at 10% for the K-4 Overpass Demo with Realignment with Bethany Drive and Wells Fargo/I-135 Interchange is \$1,800,000.
 - vi. 2020 grant application deadline is May 18, 2020
 - vii. Match would require general obligation bond

10. Recreation/Wellness Center

- a. Estimated cost of is \$5,300,000

Rick Martin moved to recess for five minutes with the meeting resuming at 8:52 p.m. Seconded by Emile Gallant and passed unanimously by voice vote.

Emile Gallant moved to resume the meeting at 8:52 p.m. Seconded by Rick Martin and passed unanimously by voice vote.

11. Alma Swensson Garden

- a. Pond has been removed
- b. Budgeted \$20,000 in Parks Fund for support
- c. Committee has responsibility of raising the balance

12. Mill & Overlay North Main

- a. Budgeted \$90,000 in 2020 and \$145,000 in 2021
- b. Part of 20 Year Street Maintenance Program
- c. Significant deterioration from 2013 flood

13. Electric Vehicle Network

- a. Work with the State of Kansas to create a electric vehicle charging network that encourage travel throughout Kansas and not along I-70 and I-35
- b. Working with communities geographical dispersed across the state
- c. Discussions have been held with the Lt. Governor, Kansas Department of Commerce

14. Automated Metering Infrastructure

- a. Budgeted \$400,000.00 in Electric Fund
- b. Upgrade to metering infrastructure to allow remote read and on demand reads
- c. Create database for development of different rate schedules to incentivize usage during non-peak times
- d. Customer access to their real-time usage information

15. Phase III of Valkommen Trail

- a. Trail extension to southwest from the Riverside Park Trailhead

OTHER ITEMS FOR DISCUSSION

- A. Swimming Pool
 - a. Do we open?
 - b. Do we open Memorial Day Weekend?
 - c. Do we delay opening?
 - d. Do we keep the pool closed for the season?
 - e. Other?

Council will evaluate at the April 20th and May 4th meeting.

- B. Golf Course: Currently the golf course is open, but the clubhouse is closed.
 - a. Do we keep the golf course open?
 - b. Do we close the golf course?
 - c. Golf courses are considered essential services under the Kansas Essential Functions Framework (KEFF)
 - i. Golfing is an outdoor activity that qualifies as an essential activity. Operations involving green fees, cart rental, and other golf-related business activities must be conducted online or outside and cannot be conducted inside a clubhouse facility. All golf activities must maintain a 6-foot distance between individuals—meaning no sharing carts—and must keep gatherings to fewer than 10. *(Guidance provided by the Legislative Director and Assistant Counsel to the Governor Cory Sheedy)*
 - ii.

Council will evaluate at the April 20th and May 4th meeting.

- C. Summer Recreation Programs – Continue or discontinue for this year?
 - a. Baseball/Softball – Registrations received in late April; teams developed in early May with practices starting in mid-May. Season typically over by July 4th.
 - b. Camp Dala Days is currently cancelled.
 - c. Tennis Camp is held in June

Discussion focused on allowing recreation staff to make decisions they deemed best for each of the programs.

- D. Sundstrom Conference Center
 - a. How long do we continue to not host events?
 - i. April – 1 event still on the calendar
 - ii. May – 3 events on the calendar
 - iii. June – 3 events on the calendar

Discussion focused on allowing Sundstrom Conference Center staff to make decisions they deemed best for the facility/events.

- E. Alternative Staffing Schedule
 - a. How long do we operate on the Alternative Staffing Schedule with city employees split into 2 teams working onsite/offsite for 2-week time periods?
 - b. Schedule currently set through May 24, 2020
 - c. Evaluated every 2 weeks by the City Administrator

Amendments to the Agenda:

Resolution No. 03-20

Resolution No. 03-20 temporarily closes Lindsborg Municipal Court to secure the health and safety of municipal court users, staff and judicial officers.

Rebecca Van Der Wege moved to approve resolution No. 03-20 temporarily closing municipal court. Seconded by Emile Gallant and passed 7-0.

Revenue Projections

City Administrator Greg DuMars shared the projected revenue impact due to the COVID-19 pandemic.

Employee Furloughs

As the level of work has declined for some positions within the City, as a cost savings measure, furloughing some employees will be considered. The recommendation would be for the City to continue to pay the employer, as well as the employee portion, of the employee's health insurance.

Executive Session: None

ADJOURNMENT: Moved by Rick Martin , seconded by Kirsten Bruce and passed unanimously. Adjourned at 9:43 p.m.

Respectfully Submitted,
Roxie Sjogren
City Clerk