

LINDSBORG CITY COUNCIL

May 4, 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, Emile Gallant

**ABSENT:**

**OTHERS PRESENT:**

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

The meeting was called to order at 6:30 p.m. by Council President Rick Martin.

**PUBLIC INPUT:** None

**AMENDMENTS TO THE AGENDA:**

**MAYOR'S REPORT:**

The Strategic Alliance group met last week. There was good sharing about how the pandemic is affecting the community. At the meeting, Bethany College President Beth Mauch shared her concerns about Bethany College. She (President Mauch) stated that their plan is to hopefully have students on campus in the fall. Mayor Anderson asked what we as a community could do to help Bethany College. Could we help provide face masks and hand sanitizer? The next meeting for Council will be May 18. Mayor Anderson again posed the question, "What can we as a community do to help".

**CONSENT AGENDA:** Jodi Duncan moved to approve the minutes of the April 20, 2020 regular council meeting, Payroll Ordinance 5225, and Purchase Order Ordinance 5226. Motion seconded by Kirsten Bruce and passed unanimously by roll call vote.

**APPOINTMENTS:**

**PLANNING & ZONING:**

**Stockholm Estates Replat**

Community Development Director Gary Shogren explained the replat request that had been made by Stockholm Partners. Market demand for mid-sized lots exceeded expectations. Developers had their engineer redraw lot lines in Blocks 3 – 6 to create larger and fewer lots. The impact to Phase 1 would be 12 fewer small lots and 9 more mid-sized lots, a net reduction of 3 lots. The effect to the entire subdivision would be a reduction of 36 small lots, an increase of 24 mid-sized lots, overall loss of 12 lots.

Rebecca Van Der Wege moved to approve the Stockholm Estates replat, seconded by Rick Martin and passed unanimously by voice vote.

**Ordinance No. 5227 – Rezone 511 & 521 South 3<sup>rd</sup> Street**

Ordinance No. 5227 is a rezone request by the owner; the owner would like to build a support building for the nursery.

Emile Gallant moved to approve Ordinance No. 5227. Seconded by Blaine Heble and passed unanimously by roll call vote.

**OLD BUSINESS:** None

**NEW BUSINESS**

**Fire Department Bunker Gear**

The Fire Department has multiple sets of bunker gear (Veridian Valor Fire Coat and Veridian Valor Fire Pants) that are close to expiring. Fire Chief Matt Clark obtained a grant through the Office of the State Fire Marshal, Kansas Firefighter Recruitment & Safety Grant to replace 4 sets of the bunker gear at a total cost of \$6,581.12.

The grant was approved in the requested amount (\$6,581.12) to purchase the gear from Ed M. Field Equipment Co.

The grant requires us to purchase the bunker gear, then submit the invoice and packing slip to the State Fire Marshal's Office for reimbursement.

Blaine Heble moved to approve the purchase of 4 sets of bunker gear for the fire department in the amount of \$6,581.12 which will be reimbursed by the Kansas Firefighter Recruitment & Safety Grant. Seconded by Rick Martin and passed unanimously by roll call vote.

**Recreation**

The recommendations provided by the Recreation Director are all based on the understanding that if phases are extended on the Kansas Governor's plan, the recommendations may change the timeline of reopening recreation activities.

**Swimming Pool:**

Based on the information given through the Ad Astra plan on reopening the State of Kansas and guidelines provided, as well as the CDC Recommendations, the recommendation is to open the swimming pool on June 15- August 16<sup>th</sup>, Sunday – Saturday from 1:00 PM – 7:00PM. This timeline will allow for restrictions to be removed and give staff and patrons the best experience available.

Lap swim and Water Aerobics will be continued as normal on Monday/Wednesday/Friday evenings with the assumption that 6 ft social distancing will be maintained.

Swimming Lessons will be cancelled for the 2020 season.

Swim Team will be reevaluated at the May 18 meeting, after a decision from USA Swimming has been discussed on May 15 and the local league meeting on May 8.

Private parties will be allowed on regular days: Sunday, Tuesday, Thursday, Friday, and Saturdays.

Concessions will be allowed as normal.

**Golf Course:**

Based on the information provided through the Ad Astra plan on reopening the State of Kansas and guidelines given, as well as the CDC Recommendations and City government decisions, the staff recommendation is to open the club house on June 1. The Clubhouse will open with normal operating procedures that include updated cleaning and disinfecting procedures of the clubhouse, rental carts, and the golf course.

Men's and Couple's Night may return as of June 1 with social play with the expectation of social distancing with no meal allowed until after the June 15<sup>th</sup> release date.

Concessions will be handled through the staff at the clubhouse.

### **Recreation Programs:**

Based on the information provided through the Ad Astra plan on reopening the State of Kansas and guidelines given, as well as the CDC Recommendations, the staff recommendation is to start summer activities beginning on June 15. The staff recommendation is to offer a Baseball/Softball clinic, rather than a full 6-week season with surrounding communities once the lifted guidelines begin on June 15.

Other classes and clinics that will be provided will also begin after the June 15 date. Schedules of class dates and times will be released once completed (plan is to release June 1 if possible).

In the meantime, recreation staff will be working on CDC guidelines to implement in all areas of the recreation program to move forward. Although some activities may be modified, the belief is that overall, the recreation department will be able to move forward allowing most programs to be offered in the community of Lindsborg.

Emile Gallant moved to accept the recommendations of the Recreation Director regarding the pool, golf course and recreation programs. Seconded by Rick Martin and passed unanimously by voice vote.

### **Financial Projection Review**

Attached is a forecasted revenue projection for the 2020 fiscal year and for 2021. Both years have revenue shortfalls forecasted due to the impact of the COVID 19 pandemic. The Five-Year Capital Improvement Program (CIP) was reviewed with all department to determine which items could be deferred or removed from the CIP so that budget could be met. The individual department CIP's, aggregated CIP summary, revenue projections and the projected shortfalls for 2020 were provided for review and discussion only, no action was taken.

### **Other:**

#### **Plan to Reopen the Parks**

##### **PHASE 1 NOW THRU MAY 17**

Parks facilities will remain closed as directed by the McPherson County Health Department.

##### **PHASE 2 MAY 18 THRU MAY 31**

Restrooms in Swensson and Riverside will be cleaned, disinfected and opened by 9 am on Monday, May 18. The initial opening procedure is part of normal operations and is not considered an extraordinary cost item.

Caution tape will be removed from playground equipment on Monday, May 18 at 10 am.

Picnic tables in three shelters will be put back into service, to the extent that no more than 30 individuals can gather. Parks employees will begin the table layout changeover on Monday, May 18, at 11:00 am. This activity is part of normal operations and is not considered an extraordinary cost item.

A daily cleaning and disinfecting of restrooms, playground equipment and picnic tables will begin on May 18, to be performed by an assigned Parks employee. This employee will begin at or around 6 am spraying disinfectant on playground equipment and tables using a hose-end sprayer. The sprayer will be calibrated at 5 tablespoons per gallon, using a diluted household bleach solution. The purchase of equipment and bleach is a part of the General Fund Commodities account and is not considered an extraordinary cost item. The employee will then close individual restrooms, clean, restock and disinfect using the bleach method above. It is expected that this work will take 4-6 hours daily and require a 7-day work week. In order to cover this employee's regular groundskeeping duties, a temporary worker will be hired. This will cost about \$600 and is considered an extraordinary cost item.

##### **PHASE 3 JUNE 1 – JUNE 14**

All tables will be returned to shelters. Otherwise, same as Phase 2.

## **City Administrator Report**

City Buildings will be closed to public access till May 24, 2020. Staff is working on safety precautions for the health of employees and visitors to city buildings.

There is a moratorium on utility disconnects until May 31, 2020. Community members that are having difficulties paying their utility bill are encouraged to contact City Hall at 785.227.3355. Staff can connect them with agencies such as T.A.C.O.L. and the David J. Nutt Grant Fund through the McPherson County Community Foundation. The City is waiving late fees on utility bills until May 31, 2020.

Lowered the Electric Power Cost Adjustment \$0.05 per kilowatt hour (kWh); one year ago it was at \$0.015 per kWh.

There will be no business travel until June 15, 2020.

The Golf course is open subject to safety guidelines including maintaining six feet social distancing and not sharing of golf carts. The Golf Course Clubhouse is currently closed but will reopen on June 1, 2020.

Municipal court will resume effective June 2, 2020.

The City has furloughed 5 employees.

Council discontinued their monthly stipend through the end of 2020.

The City administrator recommends that the City/Council begin the Comprehensive Planning Process June 1, 2020.

RESOURCES available:

### **Ad Astra: A Plan to Reopen Kansas:**

<https://covid.ks.gov/wp-content/uploads/2020/05/Reopen-Kansas-Framework-043020.2.pdf>

### **Ad Astra: A Plan to Reopen Kansas FAQ:**

<https://covid.ks.gov/wp-content/uploads/2020/05/KS-Reopening-FAQ-5.3.20.pdf>

**Kansas COVID-19 Response and Recovery Website:** <https://covid.ks.gov/>

### **McPherson County Phase 1 Reopening Plan:**

<https://www.mcphersoncountyks.us/DocumentCenter/View/6081/Phase-1-Reopening-McPherson-County-Guidance-Document>

### **National Retail Federation – Operation Open Doors | Guidance for Retailers on Reopening Stores:**

<https://nrf.com/resources/operation-open-doors>

**Center for Disease Control | Coronavirus (COVID-19):** <https://www.cdc.gov/coronavirus/2019-nCoV/index.html>

**Kansas Department of Health & Environment | COVID Resource Center:** <https://www.coronavirus.kdheks.gov/>

### **John Hopkins University of Medicine Coronavirus Resource Center Map & Dashboard:**

<https://www.coronavirus.kdheks.gov/>

**Institute for Health Metrics and Evaluation: COVID-19 projections:** <http://www.healthdata.org/>

**Executive Session:** None

**ADJOURNMENT:** Moved by Rick Martin , seconded by Ed Radatz and passed unanimously. Adjourned at 8:00 p.m.

Respectfully Submitted,  
Roxie Sjogren  
City Clerk