

LINDSBORG CITY COUNCIL

July 20 – 6:30 p.m.

Meeting Minutes

MEMBERS PRESENT:

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

ABSENT: None

OTHERS PRESENT:

Elizabeth Mauch, Farah Erickson, Kris Erickson, Amie Bauer, Chandra Cooper, Avery Cooper, Teressa Cooper, John Woods, Greg DuMars, Lucas Neece, Mike Davis, Gary Shogren, Chris Lindholm, Bill Gusenius, Danielle Hollingshead Adam Pracht

The meeting was called to order at 6:30 p.m. by Mayor Becky Anderson followed by the pledge of allegiance.

PUBLIC INPUT:

Elizabeth Mauch, Farah Erickson, Kris Erickson, spoke in favor of masks. Councilperson Rebecca Van Der Wege read a message from Kathy Englund in favor of mandatory masks. City Administrator Greg DuMars read a message from Lindsborg Community Hospital in favor of the mandatory masks.

AMENDMENTS TO THE AGENDA:

Removed item D: Emergency Declaration-COVID 19

MAYOR'S REPORT:

The mayor thanked those who have reached out with opinions regarding COVID-19. She reminded everyone to wear a mask, wash their hands, use hand sanitizer, and maintain social distancing. Please have understanding for the leaders of the school district, college, hospital, the City and Bethany Home.

Planning and Zoning will be meeting tomorrow night (Tuesday, July 21) at 7pm in City Hall to discuss digital signage and Farmer's Markets in city parks.

CONSENT AGENDA: Rick Martin moved to approve the minutes of the July 6, 2020 regular council meeting, Payroll Ordinance 5238, and Purchase Order Ordinance 5239. Motion seconded by Emile Gallant and passed, as amended, unanimously by roll call vote.

APPOINTMENTS:

Blaine Heble moved to appoint Jordan Stiles to the EMS and Fire Department. Seconded by Ed Radatz and passed unanimously by voice vote.

PLANNING & ZONING: No report

OLD BUSINESS: None

NEW BUSINESS

2019 Audit

Danielle Hollingshead, the lead auditor with Adams Brown Beran and Ball, presented the audit and was available to answer any questions regarding the audit. The audit is comprised of Governance Letter, Primary Government Financial Statement with Auditors' Report, and Enterprise Funds Financial Statements with Auditors' Report.

Emile Gallant moved to accept the 2019 audit as presented. Seconded by Kirsten Bruce and passed unanimously by voice vote.

Audit Contract

The three-year agreement for audit services from Adams, Brown, Beran & Ball, Chtd. is up for renewal. This firm has provided audit services to the City of Lindsborg for the past five years. The attached Proposal to Perform Professional Audit Services for the City of Lindsborg reflects the proposed audit fees for 2020, 2021 and 2022. For 2020, the fee is proposed to be \$19,000—a \$1,000 decrease from the audit fee for 2019.

Kirsten Bruce moved to accept the proposal of \$19,000 from Adams, Brown, Beran & Ball, Chtd. for audit services for the 2020 fiscal year. Seconded by Rick Martin and passed unanimously by roll call vote.

Ordinance No. 5240 – Mandatory Mask Ordinance

A proposed ordinance mandating the wearing of “mask or other face covering is on the agenda for consideration. This ordinance would require a person to cover their mouth and nose with a mask or face covering under different situations as specified in Section 2 of the ordinance along with the exemptions to wearing a mask or face covering. Section 3 of the ordinance provides for the enforcement, violations, and penalty. Non-compliance will be treated as an infraction. The ordinance would be effective through September 9, 2020.

Rebecca Van Der Wege moved to approve Ordinance No. 5240 requiring the wearing of masks or other face covering. Seconded by Kirsten Bruce and passed 7-1 with Blaine Heble, Rick Martin, Kirsten Bruce, Jodi Duncan, Rebecca Van Der Wege, Ed Radatz and Mark Friesen voting in favor of the ordinance and Emile Gallant voting against.

Police Lieutenant Job description

The Chief of Police and Director of Public Safety has three critical areas of public safety to manage. There is a Fire Chief and EMS Director to assist in managing Fire and EMS services, but there is no executive level person to assist with managing the Police Department.

Having a Police Lieutenant would provide the flexibility for the Chief of Police and Director of Public safety to focus their attention more evenly across Public Safety while ensuring the Police Department has someone to maintain management oversight of law enforcement operations.

A Police Lieutenant position would encourage growth, professional development and upward mobility for police employees while improving morale, preventing stagnation, and expanding organizational decision-making authority.

The position of a Police Lieutenant is designed to assist the Chief of Police in developing, implementing and managing department policies and procedures, coordinating activities and representing the Police Department with other City departments, outside law enforcement agencies, private and non-profit organizations, and the public. Additionally, this position performs more complex and highly responsible planning of organizational goals and projects such as:

- Managing the WatchGuard system,
- Managing evidence and property storage, release, and destruction
- Assist the Chief in forecasting, developing, and administering of the Department’s budget priorities and process, staffing, and equipment needs,
- Assist with citizen complaint review and investigation,
- Assist with annual evaluations of Police Department personnel,
- Other duties as assigned.

Emile Gallant moved to approve the position of Police Lieutenant within the Police Department rank structure. Seconded by Rebecca Van Der Wege and passed unanimously by voice vote.

Ordinance No. 5241 – City Fee Schedule/EMS Runs

It has been almost two years since run fees for EMS were reviewed. The EMS Director has conducted research of other agencies run fees schedule. Sixteen agencies responded to our request for run fee data. We also received information from the state showing the minimum, average and maximum costs for EMS services in Kansas.

While we seem to be at or just slightly above in comparison to the state’s average fee schedule for basic life support (BLS) non-emergent and emergent service fees, we are lower in comparison to the EMS average of the 16 agencies who responded to our request for run fee schedule information. Additionally, we are significantly lower than the state’s minimum fee for non-transport services (where EMS services were provided, but transport was declined by the patient).

Every year, the Ambulance fund struggles to recover adequate payment to offset the cost of EMS services to the City. It is being recommended that we slightly increase our BLS non-emergent, BLS emergent and non-transport fees to help off-set costs while keeping our fee schedule for EMS services competitive with the market.

	Current Run Fee	Proposed Run Fee
BLS Non-emergent	\$450	\$475
BLS Emergent	\$600	\$625
Non-Transport	\$100	\$150

Ed Radatz moved to amend fee schedule for Emergency Medical Services under Ordinance 5230. Seconded by Jodi Duncan and passed unanimously by roll call vote.

Stockholm Estates Water Plan

Part of the construction planning for Stockholm Estates requires the development of waterline plans for construction of the water system. This is normally done by the engineering firm as they are designing the subdivision infrastructure. The waterline plans for the Stockholm subdivision were not initially finished, however the engineer for the project has since completed the plans for the waterline and sent them to KDHE. The plans are going through the review process and should be approved for construction within the next couple of weeks. The attached invoice is for the design and preparation of the waterline plans for the Stockholm Estates Development.

As outlined in Article 9 of the subdivision regulations, the cost to prepare these plans are the responsibility of the developer.

Rick Martin moved to approve the invoice for the cost to prepare the waterline plans for Stockholm Estates by Campbell & Johnson PA for \$3,565.00. Seconded by Rebecca Van Der Wege and passed unanimously by roll call vote.

Land Sale

The platting of Rolander-Shields 2nd Addition in 1976 resulted in an undevelopable lot on the south side of Normal Street, from Washington Street to Main Street. This was caused by the need to align old Normal Street, platted, and laid out in the 1800s, with the new Normal Street. designed into the new subdivision. It is assumed that the parcel was deeded to the City when the plat was recorded. It has an appraised value of \$8890.00 but is exempt from property tax because it is institutionally owned.

For all practical purposes, the land is treated as City right of way, and the two adjacent landowners maintain the grounds from their property line to the curb. The owner of the apartment complex has expressed interest in purchasing the portion adjacent to his property, and recently offered \$500.

Staff has reviewed the request and considered a plan to develop the area between the curb and existing building. It was the determination of staff that the space does not provide adequate setback for any significant development. Despite this limitation, the owner still wants to follow through with the purchase.

Attached is a copy of the original plat and a depiction of the area under consideration.

This item was not taken up by Mayor Anderson at the request of City Attorney Bill Gusenius.

EXECUTIVE SESSION:

ADJOURNMENT: Moved by Kirsten Bruce , seconded by Mark Friesen and passed unanimously. Adjourned at 7:38 pm.

Respectfully Submitted,
Roxie Sjogren
City Clerk