

LINDSBORG CITY COUNCIL
Lindsborg City Hall
February 21, 2022– 6:30 p.m.
Meeting Minutes

COUNCILMEMBERS PRESENT:

Tanner Corwin, Corey Peterson, Blaine Heble, Clark Shultz, John Presley, Rebecca Van Der Wege, Kirsten Bruce

COUNCILMEMBERS ABSENT:

Rick Martin, Emile Gallant

OTHERS PRESENT:

Kristi Northcutt, Lucas Neece, Holly Lofton, Roxie Sjogren, Zachary Strella, Chief Michael Davis, Chris Lindholm, Beth Ferguson, Jordan Jerkovich, Noah Flores, David Hay, Michael Bernstrom (resident)

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

PUBLIC INPUT:

There was no public input.

AMENDMENTS TO THE AGENDA:

There were no amendments to the agenda.

MAYOR'S REPORT:

In honor of President's Day, Mayor Shultz shared a story about Dr. Robert Mortvedt, who had served as the Bethany College president from 1953-1958. Dr. Mordvedt then went on to Pacific Lutheran University, where he invited President John F. Kennedy to the convocation. Sadly, it was only a few months later that President Kennedy was assassinated.

Bethany College basketball is doing well, and both the women and men play in KCAC playoff games this week.

On Saturday, February 26, there will be a Coffee with the Mayor event at the historic train depot at the Old Mill. The event will be from 10-11 a.m. and is an opportunity to visit, ask questions, or provide input.

On Saturday evening, there will be a fundraiser for the Hyllningsfest endowment at the American Legion. Doors open at 6 p.m. with Two Timers playing at 7 p.m. There is a cover charge.

CONSENT AGENDA: Councilmember Kirsten Bruce moved to approve the minutes from the February 7, 2022, regular Council meeting, Payroll Ordinance 5343, and Purchase Order Ordinance 5344. Motion seconded by Councilmember Blaine Heble and passed 6-0 by roll call vote.

Appointments:

There were no appointments.

Planning and Zoning:

Community Development Director Jordan Jerkovich shared that there will be a Planning and Zoning meeting on Tuesday, February 22 at 6 p.m. They will discuss a mobile food vendor policy and manual, downtown Rural Housing Incentive District (RHID), and front yard fence height variances.

OLD BUSINESS:

There was no old business.

NEW BUSINESS:

Golf Cart Lease

The City of Lindsborg has a 6-year lease for 10 RXV Elite Lithium-ion battery golf carts, good through May of 2025. This lease is with Kansas Golf & Turf (KG&T) in Wichita, Kansas. The carts are energy efficient, guaranteed to use 30% less energy with the possibility of 50% less.

The battery warranty is five years, and KG&T cover the sixth year if any batteries need replaced. Lithium-ion batteries improve the performance and longevity of golf carts; the batteries are half the size of lead acid batteries, a fraction of the weight, and require relatively no maintenance.

Note: The lease for the golf carts is \$906.60/month for 72 months. The amount due for each year is encumbered and then paid monthly; the amount encumbered each year should be \$10,879.20.

Councilmember Blaine Heble moved to approve \$10,879.20 to Kansas Golf & Turf for the lease of 10 golf carts for the Lindsborg Municipal Golf Course for FY 2022. Seconded by Councilmember Tanner Corwin and passed 6-0 by roll call vote.

2022 Visitors Guide

Lindsborg travel guides for each year are typically purchased in a quantity of 10,000. This supply should last approximately one year.

CVB staff recommends using Mennonite Press as our vendor due to their winning bid, exceptional customer service, and history of service to the CVB and to the City of Lindsborg.

Councilmember Rebecca Van Der Wege moved to approve the purchase of 10,000 travel guides from Mennonite Press in the amount of \$3,036.08 plus up to 10% for overrun. Seconded by Councilmember John Presley and passed 6-0 by roll call vote.

Collection Bureau of Kansas

At the December 20, 2021, meeting, City Council approved the contract with Collection Bureau of Kansas (CBK). After further discussion with CBK, it was recommended that Council pass an ordinance to approve CBK to make collections on behalf of the City of Lindsborg. This ordinance also states that the city would collect not only past due debts, but also any fees related to collecting these debts.

Background from 12/20/21 Meeting: In 2014, a contract was signed with CBK Inc. to handle collections for all court collections. The City was contacted by Chad Hollins with CBK about doing collections for utilities, as well. CBK would take over not only collecting through the State of Kansas Setoff Program, but the City would have additional opportunities to collect through a normal collections process.

The City currently pays a 30% fee to CBK, but also collects 50% of the interest on any collections. At times during negotiations, the interest may be forgiven to collect just the debt owed; in this case, the City would not receive any interest. The City currently pays the State of Kansas 19% for the State of Kansas Setoff Program. This fee will not be charged on top of the 30% fee to CBK. It will benefit the City because currently if someone does not file a State of Kansas Income Tax Return, the City will not receive any funds. CBK will be able to use the utilities information to assist them in collecting for court collections.

Councilmember Rebecca Van Der Wege moved to approve Ordinance No. 5345, approving a contract between Collection Bureau of Kansas and The City of Lindsborg to provide debt collection services on behalf of The City of Lindsborg. Seconded by Corey Peterson and passed 6-0 by roll call vote.

Annual Tree Plan

In the Lindsborg City Code, Section 48-70 under Article III "TREES AND SHRUBS," it states that the Tree Board shall annually submit to City Council a tree plan.

The Tree Board presents the following 2022 Tree Plan to City Council:

1. The board shall meet once a month to discuss any tree hazards in the city. This meeting's information will be passed on to the park's superintendent for further review.
2. The board shall initiate a regular column in the Lindsborg News Record of information and education, relative to planting, care, and preservation of trees in the city.
3. The board shall participate in Tree City USA recognition day.
4. The board shall plant an Arbor Day tree.
5. The board shall plan workdays in the parks, downtown, and on the trail system.

No action was required; this was for information sharing purposes only.

Recommended Street Tree List Update

The Tree Board voted to revise the City of Lindsborg official street tree list. Changes were made to benefit the urban forest, including:

- Some species were removed and replaced with others to add diversity in species.
- Other are being removed because of the possibility of availability issues. For example, it would be wise to take American Elm off the list because of the abundance and possible disease such as Dutch Elm Disease.

Trees being removed include:

Paper Mulberry, Chinaberry, Japanese Pagoda, Callery Pear, American Elm, Sugar Maple

Trees being added:

Western Soapberry, Osage Orange (thornless), Hedge Maple, Sweetgum, Japanese Zelkova

Councilmember Kirsten Bruce moved to accept the Tree Board's revised official street tree list and corresponding amendment of Article III Section 48-103 of the Lindsborg City Code by Ordinance No. 5346. Seconded by John Presley and passed 6-0 by roll call vote.

Tree Cost Share program

The Tree Board would like to use the funding from the Capital Improvement Plan tree planting line item to encourage residents to plant trees. This program would be based off the City of Salina's cost-share program.

The primary benefit to the community includes expansion of the diversity of the urban forest. Not only does the program allow the community to plant more trees, but also ensures that the right types of trees are planted in the proper locations. This program would be especially beneficial to the development of Stockholm Estates.

The following stipulations will apply:

1. Tree species must be selected from the current City tree recommended list.
2. The planting location must be approved by the City of Lindsborg Tree Board.
3. Property owners are eligible for up to two tree cost shares per year.
4. The City will reimburse half the cost of the tree, up to a maximum of \$50 per tree.
5. The program is limited to available funds and is on a first-come, first-served basis.

Council was provided with a copy of the cost share program overview and application.

Councilmember John Presley moved to approve the tree cost share program in an amount not to exceed \$800 in fiscal year 2022. Seconded by Councilmember Kirsten Bruce and passed 6-0 by roll call vote.

Transformer Repairs

The City uses two types of electric transformers to provide electricity to homes and businesses. The most common is the pole-mounted transformer which is used with overhead circuits throughout much of the town. The second type is a pad-mount transformer which are used with underground circuits, primarily in the newer subdivisions.

Because of their exposure level, pole-mounted transformers are more likely to receive damage due to lightning strikes and sometimes from tree limbs hitting them. The Electric Department keeps a certain number of spare transformers in stock for replacement when one in the field is damaged or fails. The old transformers are kept and from time to time they are sent in for repair and then put back in the spare inventory for future use.

Five overhead and three pad-mount transformers were sent to Midwest Electric Transformer so they could be inspected to determine the cost for repair. The five overhead transformers all require complete rewiring. Two of the pad mounts are in poor enough condition that it is cost-prohibitive to repair them and will be scrapped out, and the third unit will be covered under warranty.

The attached quote is the cost to repair each of the five overhead transformers and return them to stock. These units have failed in the field and were replaced with spare transformers. Again, once these transformers are rebuilt, they will go back in inventory and serve as spare units.

Councilmember Tanner Corwin moved to approve the repair of five overhead transformers from Midwest Electric Transformer for \$8,880.00 plus tax. Seconded by Councilmember Blaine Heble and passed 6-0 by roll call vote.

Municipal Investment Pool Designee

The City of Lindsborg participates in the Kansas Municipal Investment Pool (MIP) as an avenue to invest idle funds. As a participant, the City must designate the representatives who can make deposits and investments on its behalf. Additionally, a primary point of contact must be authorized. Currently Finance Manager David Hay serves in both roles.

Resolution 03-2022 would appoint and authorize City Administrator Kristi Northcutt to make deposits, withdrawals, and execute documents for the city. This would amend Resolution 01-2021, which named previous City Administrator Greg DuMars as a representative. Mr. Hay's authority remains unchanged.

Councilmember Corey Peterson moved to approve Resolution 03-2022, which authorizes City Administrator Kristi Northcutt to act on the City's behalf in the Kansas Municipal Investment Pool. Seconded by Councilmember Rebecca Van Der Wege and passed 6-0 by roll call vote.

EXECUTIVE SESSION:

There was no executive session.

ADJOURNMENT:

Councilmember Blaine Heble moved for adjournment, seconded by Councilmember John Presley, and passed 6-0. Meeting was adjourned at 7:05 p.m.

Respectfully Submitted,
Roxie Sjogren, CMC
City Clerk