

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

**COUNCILMEMBERS PRESENT:**

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

**COUNCILMEMBERS ABSENT:**

**OTHERS PRESENT:**

Kristi Northcutt, Roxie Sjogren,

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

**PUBLIC INPUT**

No public input.

**AMENDMENTS TO THE AGENDA:**

No amendments to the agenda.

**MAYOR'S REPORT:**

**CONSENT AGENDA:**

Councilmember \_\_\_\_\_ moved to approve the minutes from the November 7, 2022, regular Council meeting, Payroll Ordinance 5395, and Purchase Order Ordinance 5396. Motion seconded by Councilmember \_\_\_\_\_. The motion passed \_\_\_\_\_-0 by roll call vote.

**APPOINTMENTS:**

Councilmember \_\_\_\_\_ moved to appoint Thomas Massa to the Lindsborg Volunteer Fire Department. Seconded by Councilmember \_\_\_\_\_ and passed by a \_\_\_\_\_-0 vote.

**PLANNING AND ZONING:**

No report.

**OLD BUSINESS:**

There was no old business.

**NEW BUSINESS:**

### **Rural Fire District Agreement**

The agreement between the City of Lindsborg and Rural Fire District No. 8 is reviewed and updated annually. This agreement states that the city provides services and vehicle storage for the rural fire district, as well as the payment to volunteer firefighters for rural fire runs. In return, the rural fire district pays a fee to the city for these services plus a set amount for the fire runs.

Proposed in the 2023 agreement is a three percent (3%) increase in the fee for City-provided services and vehicle storage.

This agreement has already been approved by Rural Fire District No. 8.

**Councilmember                    moved to approve the 2023 agreement between the City of Lindsborg and Rural Fire District No. 8. Seconded by Councilmember                    and passed**

### **Ambulance Defibrillator/Monitor**

In April 2019, the Lindsborg EMS service applied for and was granted funds through the KBEMS Revolving and Assistance Fund (KRAF) Grant Program to cover half the cost of one X Series ZOLL EKG/Monitor Defibrillator. Per the grant rules, if an EMS service surrenders their service permit within four years of the award of the equipment and/or materials, the ownership of the same reverts to the Board of EMS.

Lindsborg Public Safety recently received a request through GMR from the Grants Administrator of the Kansas Board of EMS requesting the return of the EKG monitor/ defibrillator. Staff reached out to the Grants Administrator to see if the city could attempt to purchase the monitor/defibrillator from them at the depreciated value per the Grant rules; unfortunately, the City of Lindsborg no longer qualifies to purchase the equipment from them because we surrendered our permit. GMR also does not qualify to purchase the equipment because they are a “for profit” entity. The Kansas Board of EMS advised that they would not consider selling the monitor/defibrillator until after the 5-year grant period has expired.

To ensure consistency with the equipment and the training our staff has with the devices, the department contacted ZOLL directly and obtained a quote for the same monitor/defibrillator currently in operation in the AMR ambulances. The quote came in at \$26,376.00. Staff also contacted GMR, and they offered the city the opportunity to purchase the same monitor/defibrillator using their purchasing price which came in at \$23,487.75.

**Councilmember                    moved to approve the purchase of a ZOLL X Series Manual Monitor/Defibrillator from GMR in the amount of \$23,487.75. Seconded by**

### **Employee Health Insurance Renewal**

Current coverage provided by the City to all full-time eligible employees includes health, dental, vision, and prescription coverage, along with an Employee Assistance Program (EAP). When put out to bid for the 2023 plan year, the following options were presented:

- 1) Renewal through BCBS at a 16.84% increase over 2022
- 2) Level-funded option through BCBS at a 12.28% decrease from 2022
- 3) United Healthcare at a 46.69% increase over 2022
- 4) Aetna at a 13.82% decrease from 2022
- 5) KMIT at a 15.98% increase over 2022

To streamline this process for employees and their families, and with excellent coverage and services already in place, it is the desire of City Administration to remain with Freedom Claims Management and BCBS for umbrella coverage. Employee contributions will remain the same as 2022 (which reflected a 17.6% increase) in the next

plan year: Employee \$95/month; Employee-Spouse \$200/month; Employee-Child(ren) \$175/month; and Family \$250/month.

For historical perspective, from 2015 to 2021, the average annual increase was 1.34%; the increase for 2020 to 2021 was 3.16% and the increase in 2022 was 17.6%. The city has budgeted a 10% increase for 2023.

Freedom Claims Management, which serves as the city's third-party administrator, is currently working with Blue Cross/Blue Shield to complete a census to determine the group's eligibility for the level-funded plan (option 2), which is based on the risk profile of the group. The census is based on data compiled from the open enrollment process that took place in November. Unfortunately, this step has not yet been completed; hopefully, this information will be available prior to the meeting on Nov. 21 so that we will know our guaranteed rate. However, regardless of the census results, Administration recommends umbrella coverage to remain with Blue Cross/Blue Shield, with Freedom Claims serving as the third-party administrator.

**Councilmember                      moved to approve umbrella health insurance and dental coverage with provider Blue Cross/Blue Shield, with Freedom Claims serving as third-party administrator.**

### **Cow Creek Engineering Project Update**

Community Development Director Jordan Jerkovich shared an update with Council regarding the status of the Cow Creek Maintenance Project.

The Community Development department has been working with impacted property owners to secure access easements to facilitate ongoing maintenance of Cow Creek since August 2021. After 15 months of outreach, including emails, phone calls, letters, in-person meetings, on-site meetings, and a public hearing and Q&A forum, the department has secured 50 of the 55 easements (91%) needed to facilitate the project. The department is now confident that a request for proposal (RFP) can be issued for public bidding to complete this project and is working with Wilson & Co. to draft and publish an RFP.

Given the time and care taken to answer inquiries and accommodate property owner requests, Wilson & Co. has submitted a design supplement request in the amount of \$19,500 (copies were provided to Council). This request covers the additional work of Wilson & Co. consultants and engineers over the past year to modify and amend easements, answer numerous questions and inquiries, make multiple site visits, and attend and participate in the public hearing and Q&A forum held in March 2022.

The Cow Creek Maintenance Project is essential for protecting the health, welfare, and safety of Lindsborg residents and the community at-large. This project, along with ongoing maintenance funded through the Stormwater Utility Fees, will assure proper flow and capacity along Cow Creek, protecting the life and property of those who could be affected by severe flooding events.

**Councilmember                      moved to approve the supplemental request from Wilson & Co. in the amount of \$19,500.00. Seconded by Councilmember**

### **Engineering Services Agreement**

Wilson & Co. has worked with the City of Lindsborg for many years on numerous projects, including the engineering of several major street projects, a comprehensive street assessment & inventory, and the design & engineering of both phases of the award-winning Valkommen Trail. Following the 2013 flood, Wilson & Co. completed a drainage study of the northwest section of town to better understand how the flood happened and developed a flood mitigation plan. That plan resulted in the Garfield drainage project and the Diversion Channel project. Wilson & Co. was instrumental in developing the Stormwater Utility to help fund those projects to address stormwater mitigation as well as better handle stormwater infrastructure maintenance such as the Cow Creek project. The firm did a sanitary sewer assessment of the entire town and developed a Sanitary Sewer

Master Development Plan. This is just a short list of recent projects; however, Wilson & Co. has been working with the City of Lindsborg for decades.

Some industries are moving away from typical one-time contracts for projects and are working with some form of a Service Agreement for contract framework, and then jobs are handled within that agreement as “Task Orders.” Such an arrangement simplifies the workflow by not requiring lengthy complex contracts for every job. One example of this setup for Lindsborg is the recently approved Service Agreement with KMEA Mid-States as the city began to look at the substation transformer project. A similar arrangement with Wilson & Co. would simplify the contract process and allow job tasks to be handled in a more efficient manner for both parties.

**Councilmember moved to approve the Engineering Services Agreement with Wilson & Co. for engineering services for the City of Lindsborg as described in the agreement that was provided to Council. Seconded by Councilmember**

#### **Task Order LS22-001**

Task Order LS22-001 is the first Task Order under the Engineering Services Agreement with Wilson & Co. This task order is for On-Call Services and a designated representative from Wilson & Co. to serve as a consultant to Lindsborg for services outlined in the Task Order.

There is so much happening in and around Lindsborg with growth and expansion. There are times when the level of knowledge needed to address certain questions is beyond what staff can provide. Having an engineer on call to be able to address these questions and concerns will be important for the future of Lindsborg. It will ensure that questions from street concerns to water, wastewater, or stormwater drainage can be addressed in an expedient and professional manner.

This Task Order would expire at the end of 2023 and will be replaced by LS23-001, if approved by City Council. The funds approved for LS22-001 will only be billed out if and when services are utilized.

**Councilmember moved to approve Task Order LS22-001 from Wilson & Co. for On-Call Professional Services for a not-to-exceed price of \$10,600.00. Seconded by Councilmember**

#### **Task Order LS22-002**

Task Order LS22-002 addresses projects that are currently in discussions between city staff and Wilson & Co. These include the 1) K-4 Grade Separation Project, 2) the repaving of Harrison/Cole, and 3) a maintenance program for residential streets.

- 1) Kansas Department of Transportation (KDOT) has an interest in the K-4 Grade Separation Project because it would remove an expensive bridge that is no longer needed from their inventory. KDOT is requesting updated cost estimates from the work that has been previously done for the pre-engineering for this project. These estimates will help KDOT look at costs and evaluate the project (copies were provided to Council).
- 2) The Harrison/Cole project would be a total repaving of all three lanes of traffic over a three-year period. City staff has discussed with Wilson & Co. the options to address the continuing failure of the paving and possible solutions to address this situation. As a result of those discussions, it was felt that the best option was to replace all the concrete. The root cause of the problem is a bad aggregate, and it will only continue to have issues no matter what patchwork is done. There is a program through the Kansas Association of Counties and KDOT’s Bureau of Local Projects to help municipalities address issues with state highways that run within the corporate city limits of their communities—City Connecting Link Improvement Program, or CCLIP. Part of the funds from this Task Order would be used to help develop cost estimates and prepare a CCLIP application.

- 3) The application to the KDOT Cost Share Program would be for a chip & seal program to address years of neglected maintenance on lesser traveled residential streets. The goal is to try and bring most of those streets to an even maintenance level and stop trying to continually catch up. From a traffic volume standpoint, it is hard to justify a major repaving project for most of these streets. However, after years of neglect due to inadequate funding, something must be done to improve the street conditions and prolong their life. Part of the funds would be to develop funding estimates and help with applications for the cost share program.

**Councilmember \_\_\_\_\_ moved to approve Task Order LS22-002 for engineering services from Wilson & Co. for a not-to-exceed price of \$8,000.00. Seconded by Councilmember \_\_\_\_\_**

**Snow cab for Mower**

The Parks Department uses a Grasshopper mower tractor to plow snow on city property. The mower operator is exposed to the elements when performing snow removal. Grasshopper manufactures an enclosed cab that provides protection from the elements, which staff believes would be in the best interest of the department and city. This would protect employees from frigid temperatures and moisture while plowing snow.

The benefit to this equipment is that the cab can be stored in the off-season and be used on future Grasshopper units. The department plans to continue to use Grasshopper units due to their performance and great customer service.

**Councilmember \_\_\_\_\_ moved to approve the G&G Sales Inc. quote for one metal cab and necessary accessories in the amount of \$3,621.00. Seconded by Councilmember \_\_\_\_\_**

**Raymer Society of the Arts Event Request- Resolution No. 12-2022**

The Raymer Society for the Arts submitted a “notification of non-profit organization event promoting the arts” application (ABC form 865) in order to be able to serve complimentary alcoholic liquor and cereal malt beverages (Swedish Glogg) at an event on December 24, 2022, at the Smoky Valley Arts and Folklife Center at 114 South Main Street.

As a nonprofit, the Raymer Society for the Arts can sponsor an event promoting the arts and serve complimentary alcoholic liquor and cereal malt beverages to members of the general public during the event as long as it is approved by the local governing body by ordinance or resolution and submitted to the Kansas Alcohol Beverage Control at least ten days prior to the event.

**Councilmember \_\_\_\_\_ moved to approve the Raymer Society for the Arts Notification of Nonprofit Organization Event Promoting the Arts and Resolution No. 12-2022 authorizing the serving of complimentary alcoholic liquor or cereal malt beverage at the December 24, 2022, event as presented. Seconded by Councilmember \_\_\_\_\_**

**EXECUTIVE SESSION:**

There was no executive session.

**ADJOURNMENT:**

**Councilmember \_\_\_\_\_ moved for adjournment, seconded by Councilmember \_\_\_\_\_, and passed \_\_\_\_\_ -0. Meeting was adjourned at \_\_\_\_\_ p.m.**

Respectfully Submitted,  
Roxie Sjogren, CMC  
City Clerk