

LINDSBORG CITY COUNCIL
Lindsborg City Hall
January 3, 2023–6:30 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

OTHERS PRESENT:

Kristi Northcutt, Roxie Sjogren, Zachary Strella, Beth Ferguson, Marcus Petty, Chief Michael Davis, David Hay, Jordan Jerkovich, Holly Lofton, Lisa Johnson, Pastor Chris Deines

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

Invocation was led by Pastor Chris Deines of Bethany Lutheran Church.

PUBLIC INPUT:

There was no public input.

AMENDMENTS TO THE AGENDA:

No amendments to the agenda.

MAYOR'S REPORT:

Mayor Shultz shared that Bethany Lutheran Church is on the agenda with the Kansas Historical Society to be considered for listing in the Register of Historic Kansas Places as well as for nomination not the National Register of Historic Places.

Mayor Shultz mentioned the coverage Lindsborg received previously in the *Kansas City Star* and now in the *Wichita Eagle*. He thanked CVB Director Holly Lofton and her staff for all their work.

Mayor Shultz recognized Jim Richardson for being inducted into the Kansas Photojournalism Hall of Fame.

CONSENT AGENDA:

Councilmember Kirsten Bruce moved to approve the minutes from the December 19, 2022, regular Council meeting, Payroll Ordinance 5402, and Purchase Order Ordinance 5403. Motion seconded by Councilmember Andrew Smith. The motion passed 8-0 by roll call vote.

APPOINTMENTS:

No appointments.

PLANNING AND ZONING:

No report.

OLD BUSINESS:

Employee Handbook

The last update to the City of Lindsborg Employee Handbook was in 2019, with amendments being made in 2020 and 2021. A full five-year review of the handbook and all policies is planned for 2023, with implementation in 2024. This year, Administration reviewed the current handbook and after consultation with HR Partners, recommends the changes outlined below.

- **Call Back Policy (III-13):** Increasing emergency call back pay from \$90 to \$100.
- **Holidays (IV-2):** Adding Martin Luther King, Jr. Day to more closely align with State of Kansas observed holidays and most other municipalities queried. Good Friday is not on the list of state-observed holidays, but because of its significance in Lindsborg with The Messiah Festival of the Arts, would remain.
- **Bereavement Leave (IV-8):** Increasing days offered to 10 for spouse or child, five days for any other immediate family member as defined.
- **Nursing Mothers: (IV-9)** Adding a policy that reflects reasonable accommodation for nursing mothers, including paid break time and a private Mothers' Room in City Hall.
- **Family and Medical Leave (IV-10):** This policy has been updated to the most current policy language recommended by HR Partners.
- **Community Service Day (IV-21):** To help promote and allow staff to volunteer within the community and to boost community spirit and belonging, all benefits-eligible staff will be allowed up to eight (8) hours per calendar year to volunteer.
- **Infectious Disease Policy (VI-2):** A result of the pandemic, an infectious disease policy was previously passed, and now is being added to the handbook rather than being a separately distributed policy.
- **Drug and Alcohol Use (VI-9):** Adding the previously approved policy on use of CBD products to the handbook rather than it being a separately distributed policy.

Councilmember Rebecca Van Der Wege moved to approve the Employee Handbook as presented. Seconded by Councilmember John Presley. Motion passed 6-2 by roll call vote with Councilmembers Tanner Corwin, John Presley, Blaine Heble, Kirsten Bruce, Andrew Smith, and Rebecca Van Der Wege voting aye and Councilmembers Emile Gallant and Corey Peterson voting nay.

Parallel Generation – Electric Rates Revision (Ordinance No. 5401)

On November 15, 2021, City Council adopted Ordinance No. 5331, adopting the Interconnection Standards for Installation and Parallel Operation of Customer-Owned Renewable Electric Generation Facilities. Prior to that, customers purchased and installed renewable generation (solar) under a net metering policy and agreement. That same night, Council adopted Ordinance No. 5332, amending the user charge system and electric rates to reflect three customer classes: Residential, Small Commercial, and Large Commercial.

Since the switch from the Net Metering Policy to the Parallel Generation Policy (July 1, 2022), it has become evident that some customers who made the decision and investment to purchase, size, and install their systems under the previous ordinance (*Ordinance No. 4788, attached*) have been negatively impacted. In consultation with these customers, the Kansas Municipal Energy Agency (KMEA), Kansas Municipal Utilities (KMU), other cities, and legal counsel for the City, KMEA and League of Kansas Municipalities, staff has developed revisions to Ordinance No. 5332 (*resulting in new Ordinance No. 5401, attached*) that would leave the customer classes intact but revise billing. As outlined in the redlined version of the Ordinance, attached:

- **Section D:** Last line of paragraph 1 would be deleted, as this refers to net metering, and remained in the parallel generation ordinance. Parallel generation customers with appropriately sized systems would be eligible for a credit at least annually or when the total compensation due equals \$25 or more, per 2018 Kansas Statutes 66-1,184 (2). This change also applies to Large Commercial Section D.
- **Section D:** Addition of a paragraph outlining the parameters associated with the proposed grandfathering agreement (*attached*) for customers with renewable parallel generation installed before July 1, 2022 (when the new ordinance went into effect).
- **Small Commercial:** Same changes.

If these changes are approved by Council, staff would meet with each of the five customers (representing 10 properties) that would be affected by the change to provide them with data specific to their properties that they could use to help them better assess whether to opt into the net metering grandfathering agreement or to remain on parallel generation.

As a municipal utility, the City is not under the Kansas Corporation (KCC) jurisdiction. Offering Net Metering to these customers would be a voluntary--not mandated--change.

Councilmember Emile Gallant moved to approve Ordinance No. 5401 and the Net Metering Grandfathering Agreement as presented. Seconded by Councilmember Andrew Smith and passed 8-0 by roll call vote.

NEW BUSINESS:

Lexipol Policy Manual Renewal

At the June 2020 Council meeting, City Council approved the Lindsborg Police Department's subscription to the Lexipol Policy Management System. At both January 2021 and January 2022 City Council meetings, City Council approved the renewal of the policy manual subscription with Lexipol.

With the beginning of a new year, the city's annual subscription to the Lexipol Policy Management system is due. As part of the negotiated agreement, the city receives a 15% discount for this year's subscription renewal; the cost is \$5,389.00.

Councilmember Tanner Corwin moved to approve \$5,389.00 for the discounted annual subscription renewal with Lexipol for public safety policy management. Seconded by Councilmember Emile Gallant and passed 8-0 by roll call vote.

City Fee Schedule

Ordinance No. 5404 would amend the City Fee Schedule for fees related to court appointed attorney hourly rates and refuse service (that was approved at the December 5, 2022, City Council meeting).

The changes made to the City Fee Schedule have been marked with red lines; the following changes have been highlighted in yellow.

- Increasing the court appointed attorney rate from \$75 to \$100.
- Refuse Service Rates as approved at the December 5, 2022, Council meeting; the city fee schedule has now been updated to reflect the new rates.

Councilmember Andrew Smith moved to approve Ordinance No. 5404 amending the City Fee Schedule for 2023. Seconded by Councilmember Tanner Corwin and passed 8-0 by roll call vote.

KMIT Workers Compensation Renewal

Councilmembers were provided with a copy of the renewal quote from Kansas Municipal Insurance Trust (KMIT) for the city's 2023 workers compensation insurance. The quote is based off estimated payroll for 2023.

The cost of coverage is driven by the Experience Mod, a multiplier used to calculate workers' compensation premium. This shows how the organization workers' comp claims compare to others in our industry; anything below 1 is considered good. The rate for the City of Lindsborg has been set at 0.73 for 2023, which is slightly lower (better) than the rate of 0.74 set last year.

KMIT also offers a premium discount based upon various criteria affecting the City's safety rating. For 2023, based upon a low experience factor, a 10% discount is being given.

Councilmember Kirsten Bruce moved to approve the 2023 KMIT Workers Compensation Insurance in the amount of \$25,831.00. Seconded by Councilmember John Presley and passed 8-0 by roll call vote.

EXECUTIVE SESSION:

There was no Executive Session.

ADJOURNMENT:

Councilmember Kirsten Bruce moved for adjournment, seconded by Councilmember Blaine Heble, and passed 8-0 by voice vote. The meeting was adjourned at 7:20 p.m.

Respectfully Submitted,
Roxie Sjogren, CMC
City Clerk