

**LINDSBORG CITY COUNCIL**  
**Lindsborg City Hall**  
**February 20, 2023–6:30 p.m.**  
**Meeting Minutes**

**COUNCILMEMBERS PRESENT:** Kirsten Bruce, John Presley, Andrew Smith, Clark Shultz, Blaine Heble, Corey Peterson, Emile Gallant

**MEMBER ABSENT:** Rebecca Van Der Wege, Tanner Corwin

**OTHERS PRESENT:** Chief Davis, David Hay, Holly Lofton, Beth Ferguson, Jordan Jerkovich, Noah Flores, John Wesolowski (Enterprise Fleet Management), Kristi Northcutt, Zach Strella

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

**PUBLIC INPUT:**

There was no public input.

**AMENDMENTS TO THE AGENDA:**

City Administrator Kristi Northcutt announced the need for a removal of the Cow Creek Agenda item due to updated information that was received earlier in the day. Northcutt stated that the Wilson and Co. engineer was unable to attend, and she would like the Council to discuss this item at the next meeting.

**Councilmember Kirsten Bruce moved to remove Cow Creek from the February 20, 2023, agenda. Seconded by Councilmember Andrew Smith and passed by 6-0 voice vote.**

**MAYOR'S REPORT:**

In honor of President's Day, Mayor Shultz reported on stories of different U.S. Presidents that have connections with the City of Lindsborg. He gave his heartfelt condolences to President Carter and his family and stated the City of Lindsborg would be thinking of them.

**CONSENT AGENDA:**

**Councilmember Kirsten Bruce moved to approve the minutes from the February 6, 2023, regular Council meeting, Payroll Ordinance 5410, and Purchase Order Ordinance 5411. Motion seconded by Councilmember John Presley. The motion passed 5-0 by roll call vote. Council President Corey Peterson abstained.**

**APPOINTMENTS:**

**Councilmember Emile Gallant moved to appointment Demetric Toney to the Volunteer Lindsborg Fire Department. Seconded by Councilmember Andrew Smith and passed 6-0 by voice vote.**

**Committee Reports:**

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

The Tree Board presents the following 2023 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 Parks 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 taken.

**OLD BUSINESS:**

There was no old business.

**NEW BUSINESS:**

**Tree Cost Share Program**

The Tree Board would like to use the funding from the Capital Improvement Plan (CIP) tree planting line item to encourage residents to plant trees.

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 is 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 members were provided with a copy of the cost share program overview and application.

**Councilmember John Presley moved to approve the tree cost-share program as presented. Seconded by Councilmember Blaine Heble. Motion passed 6-0 by roll call vote.**

**Bobcat Tractor Replacement**

The Parks Department owns a Bobcat Toolcat 5600 machine that is used in a variety of capacities including snow removal, mowing, and general groundwork. The Toolcat does not receive heavy usage. However, this machine offers a unique blend of the features that make it very useful for the department. The Toolcat is scheduled for replacement in this year's Capital Improvement Program (CIP). After research and pricing, it was determined that a cabbed small tractor would serve the department equally as well as the Toolcat. It offers similar features such as a loader and hydraulic attachment capability.

The benefits include:

- Lower upfront cost
- Similar features
- Higher front load capacity
- Rear lift function/PTO option
- Old attachments fit

Drawbacks include:

- Lack of dump bed for versatility
- Lack of four-wheel steer
- lack of gross weight capability
- Only transports one employee

None of the listed above drawbacks dramatically affect the job tasks.

Three bids were obtained: from Bobcat of Salina (\$44,950.26); KanEquip (\$62,600.00): and LDI in Salina (\$53,935.00). After researching different options of tractors, staff has determined that the Bobcat model EHST CT5545 offers a good blend of power, value, and ease of service. One selling point is the government contract that brings the price down to undercut the competition while quality seems to be on par with competition.

**Councilmember Emile Gallant moved to approve the purchase of the Bobcat CT5545 Compact Tractor eHST for \$44,950.26. Seconded by Councilmember Blaine Heble. Motion passed 6-0 by roll call vote.**

**Renewable Energy Certificates**

The City has a purchase power agreement with the Buckeye Wind Farm. Wind energy receives renewable energy certificates (RECs) which may be marketed. RECs represent the technology and environmental attributes of electricity generated from renewable sources and are usually sold in 1 megawatt-hour (MWh) units. A certificate can be sold separately from the underlying generic electricity with which it is associated. Once the REC is sold separately from the underlying electricity, the electricity is no longer considered renewable. Buckeye Wind RECs are created in the NAR Registry each month and assigned a unique identification number. The two main options for RECs are:

- **Sell**
  - Current market is believed to be in the \$3.25/REC range.
  - Relinquishes environmental attributes.
  - If sold, RECs should be marketed in a timely manner.
  - RECs can be sold forward (i.e., sell all calendar year 2023 RECs).
- **Retire**
  - Retain the environmental attribute.
    - Allows the community to make a public claim about being ‘green’ or to satisfy a renewable energy portfolio goal.
    - Retired RECs can’t be sold or claimed later.
  - There are small volumetric fees assessed by the NAR when RECs are issued or retired (\$0.03/REC).

The table below shows estimated annual revenue if the city sells all RECs based on a 43% capacity factor for Buckeye Wind and a \$3.25/REC net sale price (market price fluctuates with supply and demand). This is based on based on the actual observed average capacity factor at Buckeye Wind over the last 36 months & estimated of the market price for RECs for 2023:

<b>Buckeye Wind RECs</b>			
	<b>Contract Qty (MW)</b>	<b>Estimated Annual RECs @ 43% Capacity Factor</b>	<b>Estimated Annual REC Sale Revenue Assuming 43% Capacity Factor and \$3.25/REC Net Sale Price</b>
<b>Lindsborg</b>	1.0	3,767	\$12,242

**Councilmember Emile Gallant moved to approve the Kansas Municipal Energy Agency to sell the vintage 2023 Renewable Energy Credits from the Buckeye Wind Farm for the benefit of the City of Lindsborg. Seconded by Council President Corey Peterson. Motion passed 6-0 by roll call vote.**

## **EMS Overhead Radio**

Currently, Lindsborg EMS monitors radio traffic, receives call notifications, and operates during emergency situations on their portable radios. This requires them to change out their portable batteries regularly to ensure the radios have sufficient power to conduct activities while also completing training, doing maintenance tasks, and other assignments around the station. Continuously carrying these radios can be cumbersome and submits the radios to increased chances of being damaged. Additionally, if the battery dies, there is a risk of missing a call or having a delayed response.

Putting in a base radio and speaker system throughout the EMS building will ensure radio calls are more clearly received and heard throughout the entire EMS building, including the bedrooms and bathrooms, without having to carry a portable radio around risking unnecessary damage to them and preserving the portable battery power that is in limited supply.

Two quotes were received for this project from companies used in the past:

- **Ka-COMM** quoted the entire project at \$6,274.66.
- **Motorola** quote comes in two parts for a total of \$7,726.20.
  - Motorola radio and parts comes in at \$3,265.20.
  - Installation of equipment comes from a contractor (MobileRadio) for \$4,461.24.

**Councilmember Kirsten Bruce moved to approve the purchase of a base radio and a speaker system install in the EMS building from Ka-COMM in the amount of \$6,274.66. Seconded by Councilmember Andrew Smith. Motion passed 6-0 by roll call vote.**

## **CVB Visitor Guides**

Visitors guides for each year are typically purchased in a quantity of 10,000. This quantity should last approximately one year. The CVB received two bids.

**Councilmember John Presley moved to approve the purchase of 10,000 visitors guides from Allen Press in the amount of \$3,019.73. Seconded by Councilmember Andrew Smith. Motion passed 6-0 by roll call vote.**

## **Enterprise Lease Agreement**

On August 1, 2022, the Lindsborg City Council approved an agreement with Enterprise Fleet Management to manage the City of Lindsborg vehicle fleet. The first vehicle has arrived, and the lease agreement is being presented to Council for approval.

The process for the acquisition by Enterprise was smooth glitch-free, as was the delivery of the vehicle. It was delivered directly to the dealership; staff walked in, inspected the vehicle, and left with it ready to go, including the title and registration process being handled by Enterprise. This made the entire process more efficient, and a time saver for staff.

The 2023 Ford Explorer is a 12-month lease with the option to continue month-to-month for an unlimited period (TBD by the market/re-sale value, etc.). The monthly lease payment is \$804.39 per month, which will come out of the newly created Fund account called *Fleet*. This fund will receive all proceeds from the sale of vehicles after a fleet vehicle is received to replace it and that equity will then be used for the lease payments. In this case, the proceeds from the sale of the Tesla will be added to the fund to pay for the Explorer (the Tesla was chosen as the first vehicle to be changed out to due to its high resale value in the current market).

Staff also recommends that the City sign up for Enterprise’s Full Maintenance Program on this vehicle at a cost of \$45.83 per month. This will ensure that all maintenance is done on time and will allow for vehicle maintenance records to be recorded.

**Councilmember Andrew Smith moved to approve the lease for the 2023 Ford Explorer XLT with VIN ending in 1910 in the amount of \$804.39 per month plus an additional \$45.83 for the full maintenance agreement. Seconded by Councilmember Blaine Heble. Motion passed 5-1 with Councilmembers Bruce, Presley, Smith, Heble, and Peterson voting aye and Councilmember Gallant voting nay.**

**Amending the City Fee Schedule-Ordinance No. 5412**

Ordinance No. 5412 would amend the City Fee Schedule for fees related to the Electric Service Rates. Per the rate study adopted by Council on November 15, 2021, the rates for 2023 should be as follows:

<b>Residential</b>	<b>2022</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>
Customer Charge (\$/mo)	20.00	20.00	25.00	25.00	25.00
Distribution Charge (\$/kWh)	0.0440	0.0440	0.0440	0.0440	0.0440
Energy Charge (\$/kWh)	0.0555	0.0601	0.0584	0.0633	0.0684

<b>Small Commercial</b>	<b>2022</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>
Customer Charge (\$/mo)	20.00	20.00	25.00	25.00	30.00
Distribution Charge (\$/kWh)	0.0440	0.0440	0.0440	0.0440	0.0440
Energy Charge (\$/kWh)	0.0589	0.0629	0.0644	0.0687	0.0706

<b>Large Commercial</b>	<b>2022</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>
Customer Charge (\$/mo)	35.00	55.00	75.00	95.00	115.00
Distribution Charge (\$/kWh)	0.0260	0.0260	0.0260	0.0260	0.0260
Demand Charge (\$/kWh)	0.0280	0.0280	0.0280	0.0280	0.0280
Energy Charge (\$/kWh)	0.0500	0.0520	0.0550	0.0580	0.0610

A new manual meter reading fee has also been added. This fee will be for any time that a manual read must be done due to a customer either not allowing city staff to update equipment or tampering with a device that causes it not to read through the new AMI system.

**Councilmember Kirsten Bruce moved approve Ordinance No. 5412 amending the City Fee Schedule as presented. Seconded by Councilmember Emile Gallant. Motion passed 6-0 by roll call vote.**

**EXECUTIVE SESSION:**

There was no Executive Session.

**ADJOURNMENT:**

**Councilmember Kirsten Bruce moved for adjournment, seconded by Councilmember John Presley, and passed 6-0 by voice vote. The meeting was adjourned at 7:20 p.m.**

Respectfully Submitted,  
 Roxie Sjogren, CMC  
 City Clerk