

LINDSBORG CITY COUNCIL
Lindsborg City Hall
December 4, 2023–6:30 p.m.
Meeting Minutes

COUNCILMEMBERS PRESENT: Mayor Clark Shultz, Corey Peterson, Andrew Smith, Rebecca Van Der Wege, John Presley, Kirsten Bruce, Tanner Corwin, Blaine Heble, Joshua Swanson

OTHERS PRESENT: Kristi Northcutt, Roxie Sjogren, Zach Strella, Chris Lindholm, Chief Davis, Milton Collins, Holly Lofton, Noah Flores, Marcus Petty, David Hay, Bethany Shultz

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

OATH OF OFFICE: City Clerk Roxie Sjogren administered the Oath of Office for Mayor Clark Shultz and Councilmembers Kirsten Bruce, Andrew Smith, Rebecca Van Der Wege, and Joshua Swanson.

PUBLIC INPUT:

There was no public input.

AMENDMENTS TO THE AGENDA:

There were no amendments to the agenda.

MAYOR'S REPORT:

Mayor Shultz shared that Bethany College Pathways Intern Ryan Holt's last day with the City will be Friday, December 8. Ryan has been with the City for 1 ½ years in the Community Development office.

The Lindsborg Community Hospital was recognized for Performance Leadership by the Jarvis Center for Rural Health.

CONSENT AGENDA

Councilmember Kirsten Bruce moved to approve the minutes from the November 20, 2023, regular Council meeting, Payroll Ordinance 5459, and Purchase Order Ordinance 5460. Motion seconded by Councilmember Andrew Smith and passed 8-0 by roll call vote.

APPOINTMENTS:

There were no appointments.

COMMITTEE REPORTS:

There were no committee reports.

OLD BUSINESS:

There was no old business.

NEW BUSINESS:

Audit Services

Fiscal year 2022 was the third year of a three-year agreement for audit services with Adams Brown; for reference, the City paid Adams Brown \$20,150.00 in 2022 for audit services. On October 31, 2023, the City received an Audit Engagement Letter from Adams Brown to continue audit services for another three-year term, in accordance with the Generally Accepted Auditing Standards (GAAS) and the Kansas Municipal Audit and

Accounting Guide (KMAGG), including tests of the City’s accounting records and other procedures. Based on the annual audit, they would issue an opinion in relation to the City’s financial statement as a whole, as well as a:

- Summary of expenditures—actual and budget
- Schedule receipts and expenditures
- Summary of receipts and disbursements

As presented in the engagement letter, Danielle Hollingshead would serve as the engagement principal auditor. The fee for services from Adams Brown would be as follows:

- \$14,500 for the year ending Dec. 31, 2023
- \$15,225 for the year ending Dec. 31, 2024
- \$15,986 for the year ending Dec. 31, 2025

As with any multi-year agreement, staff will bring each year’s expenditure to Council for approval.

The City has received a recommendation from the auditors that there is no reason to convert financials to a Governmental Accounting Standards Board (GASB) account standard for the enterprise funds as has been done in prior years. After checking with the City’s bond underwriter and the Southwest Power Pool, staff concluded that this additional audit is not necessary. Per the recommendation, the City is following GAAS and KMAAG for all funds. For this reason, the price of audit services per year reflects a reduction in costs over the previous three-year agreement.

Councilmember Rebecca Van Der Wege moved to approve entering into an agreement with Adams Brown for auditing services, as presented. Seconded by Councilmember John Presley and passed 8-0 by roll call vote.

Federico Duerst Consulting Services

In November of 2018, the City entered an agreement with Federico/Duerst Consulting for advocacy services to help build and enhance relationships with state legislators, executives, and agencies within the state.

With this agreement, meetings have been coordinated with the Governor, Lt. Governor, Commerce Secretary, Chair of the Senate Assessment and Taxation Committee, and Kansas Department of Transportation officials. Two “Lindsborg Day at the Capitol” events have been held, with another planned in 2024. In 2023, “8th Grade Day at the Capitol” returned, with the city hosting a field trip of SVMS 8th graders for a day touring the Capitol and meeting legislators. The “Meet in the Middle” rural summit, which brings legislators and other leaders from across the state to Lindsborg for non-partisan conversation about important issues affecting all Kansans, was inaugurated in Lindsborg in 2019 with 130 attendees; 2021 and 2023 events brought in more than 100 attendees each, with record sponsorship by local businesses and organizations in 2023. Federico/Duerst also provides daily committee reports and weekly recaps during the legislative session, as well as calls, virtual and in-person meetings, and talking points on bills that potentially or directly impact Lindsborg.

This year, one significant connection made initially by the Federico/Duerst team led to KDOT taking notice of Lindsborg’s K-4 Grade Separation project. The team initially connected the City to Peter Van Sickle at KDOT, who came to Lindsborg and held several in person and remote meetings with City staff to discuss the project. Following Mr. Van Sickle’s departure from KDOT earlier this year, staff connected with those who took his place and continued discussions about the project. In October, KDOT held Local Consult Meetings across the state. At District 2’s meeting (in person) and during a virtual meeting, Lindsborg’s projects rated high following a very successful turnout of staff, Councilmembers, and local community leaders who spoke on behalf of the project.

Since 2018, the City has not seen an increase in rates, which have remained stable at \$2,000/month. This year, the firm has requested an increase to \$2,250/month.

Councilmember Andrew Smith moved to approve the Memorandum of Understanding with Federico Duerst Consulting as presented. Seconded by Councilmember Kirsten Bruce and passed 8-0 by roll call vote.

CMB License Applications

The City has received applications for an on-premise Cereal Malt Beverage (CMB) license for 2024 from Jalisco, Pizza Hut, and Happy Swede as well as off-premise CMB license for 2024 from YesWay, Caseys, White's, and Happy Swede.

The applications have been reviewed, background checks completed by the KBI, and the application fees have been received.

Councilmember Blaine Heble moved to approve the applications for the 2024 on-premise licenses for Jalisco, Pizza Hut, and Happy Swede and the 2024 off-premise CMB licenses from YesWay, Caseys, White's, and Happy Swede. Seconded by John Presley and passed 8-0 by roll call vote.

EXECUTIVE SESSION:

Council President Corey Peterson moved that City Council recess into executive session to discuss the City Administrator's 2024 contract pursuant to the non-elected personnel matter exception, K.S.A. 75-4319(b)(1) for a period of 30 minutes and to include the Mayor and City Council. The open meeting will resume in Council Chambers at 7:30 p.m. Seconded by Joshua Swanson and passed 8-0 by voice vote.

After returning to the open meeting at 7:30 p.m., a second motion was made by Council President Corey Peterson to recess into executive session to discuss the City Administrator 2024 contract pursuant to the non-elected personnel matter exception, K.S.A. 75-4319(b)(1) for a period of 30 minutes and to include the Mayor and City Council. The open meeting will resume in Council Chambers at 8:01 p.m. Seconded by Councilmember John Presley and passed 8-0 by voice vote.

No action was taken. The open meeting resumed at 8:01 p.m.

ADJOURNMENT:

Councilmember Kirsten Bruce moved for adjournment, seconded by Councilmember Andrew Smith, and passed 8-0 by voice vote. The meeting was adjourned at 8:01 p.m.

Respectfully Submitted,
Roxie Sjogren, CMC
City Clerk