

Council Meeting
2023

October 9,

City Hall Council Chambers:

- ROLL CALL: The City Council of Lincoln Center convened in regular session at 6:30 p.m. with Mayor Travis Schwerdtfager presiding. Councilmembers present: Angela K. Corpstein, Hayden Howard, Elijah Keever, Mark Luce and Melodee K. Larsen. Officials present: Attorney Jeffrey A. Norris, Deputy Clerk Kristin Dail and Clerk Heather N. Hillegeist. Also present: Superintendent Jeff Ahring.
- VISITORS: Others in attendance for all or portions of the meeting: Kelly Gourley, Kris Heinze, Alan Luck, Mike Hansen, Jesse Knight, Austin Biggs, Jyll Phillips, Chaz Edmundson and Dena Donley.
- AGENDA AMENDMENTS: There were no amendments to the council meeting agenda.
- MINUTES: Upon motion by Corpstein, seconded by Keever, Minutes of the September 11, 2023, regular meeting were approved as written.
- PAYROLL VOUCHER: Payroll Voucher No. 23-09, for September wages and salaries in the amount of \$69,703.23, was presented. A motion by Keever, seconded by Larsen, to approve said Payroll Voucher, carried.
- ACCOUNTS PAYABLE: Accounts Payable lists were reviewed. Invoices prepaid in September totaled \$63,925.84, and unpaid invoices received to date totaled \$166,619.67. Upon motion by Larsen, seconded by Corpstein, all invoices, in the amount of \$230,545.51, were approved for payment.
- DELINQ. ACCNTS: The Governing Body reviewed a list of twelve (12) delinquent utility accounts totaling \$4,379.28.
- CHAMBER BUSINESS BOO: Chamber manager Kris Heinze asked the Governing Body for permission to block Lincoln Avenue from 3rd Street to the Rec Building, on North 4th and 5th to the alley as have been done in past years on October 31, 2023 from 5 p.m. to 6 p.m. The Governing Body had no objections to the annual Business Boo.
- CHAMBER XMAS PARADE: Chamber manager Kris Heinze requested the approval for use of barricades and street closure on December 9, 2023 for the 3rd annual lighted Christmas parade. Heinze presented a list of barricades requested to block Lincoln Avenue from 2nd Street to 5th Street at 6 p.m. for the Christmas parade. The Governing Body had no opposition to the annual Christmas Parade requests.
- CUSTOMER BBQ: Farmway Credit Union Branch Manager Alan Luck, requested permission to block 2 parking spaces in front of the 113 E Lincoln Avenue to allow patrons to enjoy hamburgers and hotdogs for a customer appreciation barbeque from 11 am to 1 pm. Luck would need 4 barricades dropped of the morning of October 24th. The Governing Body had no concern allowing the Farmway Credit Union to block off 2 parking spaces for the customer appreciation barbeque.
- UTILITY BILL EXCEPTION: Mike Hansen relayed to the Governing Body his concerns that Chaz Edmundson's water meter had been overread in September. Clerk Hillegeist notified the Governing Body the meter in question had been reread multiple times, she stated the timeline and water meter readings. After discussion, Council was empathic, agreed to change out his water meter as he

requested but unable to agree the water meter was overread, as no readings were under the initial reading received September 15, 2023.

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BUSINESS OPPORTUNITY: Jesse Knight, proposed his business plan to establish a craft micro-distillery in the city, located at 152 E. Lincoln Avenue. Knight is currently undergoing the Kansas Department of Revenue Alcoholic Beverage Control (ABC) and Alcohol and Tobacco and Trade Bureau (TTB) permitting process. Knight planned to return to the Governing Body when it was time to get the local permits necessary to operate his micro-distillery.

KDOT GRANT: Kelly Gourley reported that there is a grant opportunity available through the Kansas Department of Transportation (KDOT) Economic Development Program that Applequist Manufacturing Inc (AMI) is requesting the city apply for on their behalf. The grant is for road improvements that would promote job growth and capital investment in the state. AMI will need the Industrial Park Drive to be paved due to the heavy truck traffic that will be daily due to the nature of the business. There is a preferred twenty-five percent match. Keever moved to apply for a grant on behalf of AMI, seconded by Corpstein, carried.

VACATE STREET ORD: Attorney Norris reported there are some legal descriptions necessary for the street vacation ordinance to be complete. Norris will be meeting with the Register of Deeds to get the necessary information.

UNFIT STRUCTURE: Attorney Norris reported to the Governing Body the order of legal procedures to abate an unfit structure. Following discussion, Norris was instructed to move forward with the process to abate the unfit structure at 306 E. Park Street.

TRUCK PURCHASES: Superintendent Ahring presented the Governing Body with three (3) utility trucks available for purchase. After discussion, Larsen moved to purchase the 2015 Ford 4-wheel drive F250 for \$40,000 and the 2013 Ford F250 for \$32,000 both with knapheide utility beds. Luce seconded the motion, carried.

UB MAILING SERVICE: Clerk Hillegeist reported she had been approached by Postalocity, a company that prints, folds and mails out bulk mailings for a variety of companies. The clerks office attended a virtual meeting with the company and they could process the city's utilities bills for \$1.02 each. Hillegeist explained the office spends roughly 8 hours printing, folding, sorting and stuffing an average of 915 utility bills each month with the cost of \$1.12 each. Hillegeist explained that the utility billing paper would no longer be in color but otherwise nothing would change with. Postalocity does have the ability to insert additional notices in with the utility bills for \$.02 each. Larsen moved to accept the proposal from Postalocity for our utility billing process, seconded by Corpstein, carried.

TRANSFER FUNDS: Upon motion by Keever, seconded by Larsen, the transfer of \$125,000.00 from the Electric Fund, \$15,000.00 from the Sewer Fund and \$3,000.00 from the Solid Waste Fund, to the City's General Fund, was approved.

NUISANCES: There was nothing new to report on nuisances.

SERVICE AWARDS: Clerk Hillegeist requested clarification on the motion from last year on service awards. Hillegeist said in the past, elected and appointed officials were recognized for years of service. The motion last year was to pay \$100 year for years of service starting at 10 years, in 5-year increments thereafter for city employees. Hillegeist requested the monetary funds be paid the month of earning the years of service and the employee could be recognized either at the

December or following January Council meeting, once the city received the awards from the League of Kansas Municipalities (LKM). Keever moved to pay \$100 year for years of service starting at 10 years, in 5-year increments thereafter for full time city employees and elected or appointed officials, with the funds paid through payroll in the

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month it was earned, effective in 2023. Corpstein seconded the motion, carried. Hillegeist will still invite the employee for recognition at the December council meeting as years past.

UPSTAIRS USE:

Hillegeist said Darren Johnson, Lincoln County Wrestling Club, requested use of City Hall's upstairs for wrestling practice from November 2023 through March 2024 on Mondays & Fridays from 6 p.m. to 7:30 p.m. Johnson would clean and make sure all is locked up the same as last year.

SUPERINTENDENT RPT:

Superintendent Ahring reported the city finally received the new pump for the Tunnel wells at the city park that was ordered months ago. The city crew has been replacing cutouts and crossarms in the electric distribution system. Ahring relayed water operator Darren Johnson and himself had recently attended a training session on the new copper and lead rule.

ADJOURN:

There being no further business, Larsen moved to adjourn. Motion seconded by Corpstein, carried. Council adjourned at 7:45 p.m.

/s/ Heather N. Hillegeist, MMC
City Clerk