

**APPROVED**  
**CITY COUNCIL MEETING MINUTES**  
**CITY OF LAKE QUIVIRA KANSAS**  
**December 7, 2020**  
**6:30 p.m.**

**Present**

Mayor Brady Lilja  
Council President John Christy – via Zoom  
Councilmember Gayle Best  
Councilmember Dave McCullagh – via Zoom  
Councilmember Annie Noland  
Councilmember Greg Prieb, II

City Attorney Michelle Daise  
City Administrator / City Treasurer Erin Leckey  
City Clerk / Court Administrator Kathy Bounds  
Chief of Police / Building Official Fred Grenier

**Visitors**

Bill Cole – 143 Lakeshore Drive South  
Kelly Thompson – 915 Valentine Road  
Robert Whitman – 6332 Caenen Lake Road, Shawnee, KS

**Call to Order**

Mayor Lilja called the meeting to order at 6:30 p.m.

Mayor Lilja advised the audience due to COVID-19 pandemic, the City continues to take steps to follow federal, state, and local guidelines regarding social distancing and crowd size. If attendance at the City Meeting is not essential, we strongly encourage you to listen to the meeting live via Zoom. No comments were received from the public via email.

**ZOOM LINK:** <https://zoom.us/j/93172531367?pwd=bHFYa3FHnkpiNmdEOHBIMHBOOTFFQT09>

**Meeting ID:** 931 7253 1367

**Passcode:** 924445

**One tap mobile:** 1 312 626 6799 US

**Pledge of Allegiance**

Mayor Lilja led the Pledge of Allegiance. All were welcomed to participate.

**Visitor's Comments:**

Mr. Robert Whitman, Supervising Election Judge for the Lake Quivira precinct, was present to express his and the Election Commissioners appreciation to the City for providing the Council

Chambers as a polling place during the Primary and General Elections. He also thanked the Mayor, City staff and Police Department for their assistance with room set-up and overflow parking. Mr. Whitman reported Lake Quivira had an approximate 82% voter turnout after in-person, advanced, and mail-in ballots were tabulated, which he thought was a phenomenal turnout. Mayor Lilja thanked Mr. Whitman and expressed his appreciation to all the election workers, noting they put in long hours working the Elections.

### **City Hall Parking Lot Reconfiguration - Conceptual Design**

Mr. Kelly Thompson, of Olsson Engineering, presented the Council with a conceptual design for the City Hall Parking Lot Reconfiguration Project. The conceptual design included:

- Relocation of the parking lot entrance - further north, on the west side, away from the guard house.
- 12 parking stalls.
- New signage at the entrance designating it as City Hall. Signage would be consistent with newer city signage, similar to the monument style signage as you enter the community, but on a smaller scale.
- Adding dormers over the entry ways.
- Adding five golf cart parking spaces in front of City Hall.
- Adding a plaza area in front of City Hall with bench seating and nice planters for a more welcoming entrance.
- Move the handicapped parking space closer to the ramp for easier access and extend the ramp through the plaza area and to the main entrance to City Hall (west door).
- Removal of the large Oak tree in front of the building.
- Adding new turf/grass and shrubbery all around.

Concern was raised about the limited number of parking stalls, especially during high traffic times such as court and elections. Mr. Thompson explained expansion of the lot to the west is a viable option for additional parking; however, utility and other regulations would have to be met that are not required with the current design, noting there is no room to expand any further east. Expansion to the west may be considered as a future enhancement project. The Governing Body agreed to move forward with the conceptual design as presented and to proceed with the next steps of the project. A budgetary inquiry was made, and City Treasurer Leckey noted there is \$15k in the budget for the project, with an additional \$93k in reserves that could also be allocated if needed.

**Approval of Minutes from the Regular Council Meeting held on November 2, 2020. Motion:** With a spelling correction made on page 5. under the Mayor's report, Councilmember Best made a motion to approve the minutes from the, November 2, 2020 Council Meeting. **Second:** Councilmember Noland seconded the motion. **Vote: 4-0. Motion carried.** Councilmember Prieb abstained from the vote.

### **Treasurer's Report:**

A written report was submitted by City Treasurer Leckey for review and consideration. **Motion:** Councilmember Best made a motion to approve the Treasurer's Report as submitted. **Second:** Council President Prieb seconded the motion. **Vote: 5-0 - Motion carried.**

City Treasurer Leckey provided an update on the Cares Funding project and the county's revised reimbursement procedures.

*\*A copy of the Treasurer's Report can be obtained, by request, at City Hall.*

#### **SMAC Report:**

Bill Cole, Consultant for the Spillway and Dam project, provided an update related to the project:

- **Spillway recommendation:**
  - a. Conceptual plan for East Spillway becoming the main and auxiliary Spillway.
  - b. RFP for East Spillway Enhancement.
  - c. Engineer reviews & concurs and/or states alternative.
  - d. Obtain DWR (KS) approval.
  - e. Develop alternatives for retired west spillway such as west side waterfall; reconstruct shoreline for improved traffic and pedestrian use, design downstream park facilities.
- **Dam and Infrastructure:**
  - a. Seepage has declined/stopped. Will continue to monitor; no action unless flow increases
- **Dam History:**
  - a. Completed three ring binders for full Dam/Spillway Technical history.
- **City Infrastructure Drawings:**
  - a. Recommend drawing control files for all City Infrastructure including Dam/Spillway.
- **Emergency Action Plan:**
  - a. Update to achieve complete EAP.
  - b. Submit to current Dam Inspector for completion and filing.
  - c. Keep Dam inspection and EAP as coordinated activities.
- **Next Steps:**
  - a. RFP for total design.
  - b. Construction timeline
  - c. Budget
  - d. Hire an Engineer.

#### **Police Chief's Report:**

Chief Grenier provide a written report. There were no questions related to the report. Mayor Lilja noted Chief Grenier received a nice email from a resident expressing appreciation for assistance he received by Officer Tennis recently.

## **City Attorney's Report**

No report.

## **Council Reports:**

### **Councilmember Best:**

Overflow at the recycling area continues to be problematic. Discussion ensued about adding 2-3 more service days to the schedule, especially during the holiday season. It was also noted broken down cardboard boxes can be placed next to residential curbside containers for pick-up on the regular Wednesday trash and recycling pick-up day. Discussion ensued about adding a second recycle dumpster, having people call City Hall when the bin is full, and distributing an informational flyer to the black boxes explaining recycling protocols and reminding members they can purchase trash stickers at city hall for overflow trash. John Blessing of Waste Management has requested we provide him with addresses of missed curbside recycling. Councilmember Best will check on costs for adding another dumpster as well as costs for additional service trips to empty the recycle dumpster.

Brush along various areas of Holliday Drive and Renner is overgrown. Councilmember Best indicated she will meet with Todd at Q-maintenance to discuss clearing those areas out. Chief Greiner requested they use the sickle bar to clear as far back as they possibly can along the roadsides. Councilmember Best will relay that request.

Plumbing work for the new water bottle filling station for the water fountain will begin in the next week or so.

### **Council President Christy:**

The Mayor's Christmas tree lighting ceremony had a very nice turnout. The preschooler's sang Christmas songs which was a big hit and will hopefully become a tradition at the event.

### **Councilmember McCullagh:**

Councilmember McCullagh met with Terry Presta to go over data needed for filling out state required logs (KDHE). With this last piece of information in hand for the logs, he hopes to have a recommendation regarding moving forward with in-house management of the gas station at the next Council Meeting.

The Council room technology upgrade is underway and scheduled to be completed by the end of the year. Councilmember McCullagh expressed what a great job Erin has done managing the project and how much he has appreciated all her help.

### **Councilmember Noland:**

Councilmember Noland reported she and Kathy are working on content for a City Hall "Q&A" brochure to be included in the new member packet distributed by Qinc. Likewise, Kathy will have information related to the community to hand out to people at City Hall who come in and inquire.

Fifty-year Celebration. Planning continues. Tentative festivities including clubhouse dining, live music, a fireworks display, and testimonials from past and present dignitaries about the city's history. The date for the celebration will be announced as soon as it is secured, with formal invitations to follow.

Tree Ordinance. During the last committee meeting, it was discovered that the City already has two established ordinances in place, and while they are pretty simplistic, they do provide a good outline. Committee members to begin working on an educational brochure explaining our Tree City U.S.A. designation and what the significance of the designation means to Lake Quivira. It will also provide information about why we need to preserve our trees, what trees to consider planting, what trees already exist here, and a host of other information relating to natural resources and nature clubs in Lake Quivira.

Security cameras. This project is temporally on hold while more information is gathered. Updates will be provided as they become available.

**Councilmember Prieb:**

Councilmember Prieb to begin prioritizing 2021 road projects for discussion at the next Council Meeting. An inquiry was made about replacing road signs and posts. A variety of post designs were discussed. It was noted posts have to conform to certain traffic rules and regulations. Councilmember Prieb will research replacement options and costs for road signs and posts.

**Mayor's Report:**

Cares funding.

- Furnaces: three new furnaces, along with HEPA air purification systems, were installed replacing the 18 year old furnaces.
- Video technology: the technology update for the Council room is underway and anticipated to be completed by year-end.
- Handicapped automated door access: Wiring for the automated door has been scheduled and is anticipated to be completed by the end of next week. Once the wiring is complete, installation for the automated push buttons will be scheduled.

January Council meeting date.

An inquiry was made about changing the January 4<sup>th</sup> Council meeting date to January 11<sup>th</sup>. Discussion ensued and it was determined it would be best to keep the Council meeting as scheduled on January 4<sup>th</sup>. To ensure a quorum, participation by phone or Zoom was encouraged for members unable to attend the Council meeting in person.

Mayor's Christmas tree lighting.

It was a great event, we had good weather, and a really nice turnout. Thank you to all who attended.

Yard Waste Dumpster.

Discussed under Councilmember Best's report. Informational flyer to be distributed to black boxes soon.

**Old Business:**

None.

**New Business:**

- I. **Consider adopting a Resolution for the Kansas Homeland Security Region "L" Hazard Mitigation Plan.** The Mitigation Plan will provide (the City) assistance with pre and post grant funding through FEMA as well as guaranteed contractor services in the event of a natural disaster or declared state of emergency. *Upon correction of Region G to Region L in the last paragraph of the Resolution, a motion was made:* **Motion:** Councilmember Noland made a motion to adopt a Resolution for the Kansas Homeland Security Region L Hazard Mitigation Plan. **Second:** Councilmember Prieb seconded. **Vote: 5-0. Motion carried.** City Clerk Bounds assigned #142 to the Resolution.
  
- II. **Consider Government Enforcement Services Agreement for Johnson County Local Health Officer and County Board of Health Orders By and Between Johnson County, Kansas and the City of Lake Quivira, Kansas.** Resolution 108-20 was adopted by the County on November 19, 2020, establishing noncompliance with the Health Order as a violation of the Johnson County Code. Pursuant to K.S.A. 19-101d, the Board of County Commissioners have the power to enforce all resolutions passed pursuant to county home rule powers.

A lengthy discussion ensued as to why the City should enter into the above-referenced Enforcement Agreement with the County. In summary, the City simply does not have the staffing required to enforce violations resulting from large public gatherings; and by entering into the Agreement, the county not only becomes responsible for enforcement, but prosecution through county court as well. The City can opt out of this agreement at any time.

**Motion:** Councilmember Prieb made a motion to enter into a Government Enforcement Services Agreement for Johnson County Health Orders with Johnson County. **Second:** Councilmember Best seconded. **Vote: 5-0. Motion carried.** **Discussion ensued to:** designate City Administrator Leckey as the liaison to approve amendments to this Agreement upon adoption of updated Health Orders so long as such Orders are consistent with the topics covered in Health Order 002-20 and Resolution 108-20. **Motion:** Councilmember Prieb made a motion to designate City Administrator Leckey as the liaison to approve amendments to this Agreement upon adoption of updated Health Orders so long as such Orders are consistent with the topics covered in Health Order 002-20 and Resolution 108-20. **Second:** Councilmember Noland seconded. **Vote: 5-0. Motion carried.**

**Executive Session:**

None.

**Adjournment:**

**Motion:** Councilmember Best made a motion to adjourn the meeting at 9:06 p.m. **Second:** Councilmember Prieb seconded the motion. **Vote: 5-0. Motion Carried.**

The meeting adjourned at 9:06 p.m.

Respectfully submitted by:

Kathy Bounds

City Clerk

**NEXT SCHEDULED MEETING**

**January 4, 2021**

**6:30 P.M.**



**AREAS OF RESPONSIBILITY**

**Brady Lilja** - Quivira Inc., Q2 Board, Lake Quivira Foundation and Police.

**Gayle Best** - Tree City, Railroad, Aesthetics, Landfill, City Hall and Holliday Drive.

**John Christy** - Dam/Spillway, Litigation, 4th of July/Fireworks, and Holliday Drive.

**Dave McCullagh** - Budget/Finance, Ordinances, Gas Station, Landfill Odor, Deer Harvest and Research.

**Annie Noland** - Employee Performance Reviews and Issues, Insurance, Web Presence and vacant fire station space.

**Greg Prieb** - Roads, Lake Preservation, Zoning and Development, Building Requirements and City Hall.