

**\*Amended**  
**CITY COUNCIL MEETING MINUTES**  
**CITY OF LAKE QUIVIRA KANSAS**  
**July 12, 2021**  
**6:30 p.m.**

**Present**

Mayor Brady Lilja  
Council President John Christy  
Councilmember Gayle Best  
Councilmember Dave McCullagh  
Councilmember Greg Prieb, II

City Attorney Michelle Daise  
City Administrator / City Treasurer Erin Leckey  
City Clerk / Court Administrator Kathy Bounds

**Absent**

Councilmember Annie Noland  
\*Chief of Police / Building Official Fred Grenier

**Visitors**

Bill Cole – SIP Representative - 143 Lakeshore Drive South  
Angela Gupta – 171 Terrace Trail West

**ZOOM LOG-IN INFORMATION:**

<https://zoom.us/j/96942035872?pwd=ZS9zUlhMNEIKRENNcVhURjhqZWdzZz09>

**Meeting ID: 969 4203 5872**

**Passcode: 824286**

**+1 312 626 6799 US (Dial in)**

**Call to Order**

Mayor Lilja called the meeting to order at 6:31 p.m.

**Pledge of Allegiance**

Council President Christy led the Pledge of Allegiance. All were welcomed to participate.

**Visitor's Comments:**

None.

**Approval of Minutes from the Regular Council Meeting held on June 7, 2021.**

**Motion:** Council President Christy made a motion to approve the minutes from the June 7, 2021, Regular Council Meeting. **Second:** Councilmember Prieb seconded. **Vote: 4-0. Motion carried.**

**Approval of Minutes from the Special Council Meeting held on June 8, 2021. Motion:**

Councilmember Best made a motion to approve the minutes from the June 8, 2021, Special Council Meeting. **Second:** Councilmember Prieb seconded. **Vote: 3-0.** Council President Christy abstained. **Motion carried.**

**Treasurer's Report:**

The monthly treasurer's report for June was submitted by City Treasurer Leckey for review and consideration. **Motion:** Council McCullagh made a motion to approve the June 2021 Treasurer's Report as submitted. **Second:** Councilmember Prieb seconded. **Vote: 4-0. Motion carried.**

**ARPA update.** Application was submitted and confirmation received for the American Rescue Plan Act (Funding). The city will receive \$141,542.26. Of that amount, \$70,771.13 will be disbursed this year and the same amount this time next year. The City will have until 12/31/24 to implement a plan, following approved spending guidelines, for projects, and then will have until 05/30/26 to complete the projects/spend the funds.

**SIP Report – Bill Cole:**

- **Status of Dam Safety Report:** It has been drafted. Mr. Haag and Mr. Cole have reviewed it. Minor corrections to be made. Next step: submit to the State.
- **Status of Emergency Action Plan Submittal:** Submitted to the State a month ago. No news yet. Next step in following the plan, is to provide training to relevant personnel.
- **Preliminary Findings of the Conceptual Spillway Plan Validation Study:** McClure will provide study results by the end of this week.
- **City's Response to the KDHE Spillway rehabilitation project Phase 2 Deadline Notifier:** Delayed response required by 07-31-21. Can be by way of a letter indicating we have a new and better plan, if approved, we would have until 09-30-21. We can also apply for a one, two or three-year extension to original timeframe if we show we are making progress.
- **Next steps – Spillway, walkways, west intersection, power generation, downstream planning:** Options to completely cover up and disengage the west spillway and making the east spillway the auxiliary were discussed. Covering up the west spillway would eliminate the need for the gate and would allow water flow into the lake at a lower level. This could then be opened up for a waterfall or a water supply to a power generating facility. We still need a plan in place for downstream. Mr. Cole suggested opening up discussion to the community for feedback on downstream options. He noted there needs to be a land ownership agreement and a decision made if that will be with QInc or the City. Discussion ensued about having a survey done to determine

what the city owns and what QInc owns. Councilmember Prieb to obtain bids for the survey. Approaching the Foundation for help with survey costs to be considered.

**Police Chief's Report:**

Chief Grenier absent. Police Activity Report provided in the agenda packet. On behalf of Chief Grenier, Mayor Lilja shared other than some extracurricular fireworks going off, the Fourth of July was pretty calm overall. Mayor Lilja noted if there were any questions related to the report, the Council could email Chief Grenier.

**City Attorney's Report**

No report.

**Council Reports:**

**Councilmember Best:**

**Street Sign Project.** The final report from the City of Shawnee was received. Councilmember Best will meet with Fred to go over the report and get his feedback on his recommendations for sign removal/replacement and to discuss areas where we may need signs that we do not currently have. The plan going forward is to remove all unneeded signs and add, or replace, remaining signs with new signage and posts to provide an updated and uniform look throughout city limits. The step following that will be to decide whether to do this project all at one time or to do it in phases for budgeting purposes. Once all the signs are replaced, the signs will then go on a rotating schedule, similar to how Shawnee schedules rotation of sign replacement, for future upkeep and compliance. If needed, before the next scheduled Council Meeting, a Special Meeting can be called to consider/approve funding for the project.

**City Hall Front Entrance; AMAI Service Agreement.** Service agreement revisions are under review by City Attorney Daise.

**Council President Christy:**

**Fourth of July.** Feedback received has been really positive. Collaboration efforts between the city, Q Inc and various clubs provided a very fun and smooth event this year. Mayor Lilja reported he received a lot of comments about how great the fireworks display was this year. Council President Christy advised Waste Management donated the portable restrooms for the event and expressed appreciation for the donation.

A suggestion was made to reach out to Ron Bower for photos from the Fourth OF July celebration to put on the City's website. Kathy will contact Mr. Bower.

**Councilmember McCullagh:**

**Fuel Station.** Councilmember McCullagh thanked Brady, Erin, Fred and Kathy for their work with the fuel station while he was out of town. He reported the management transition didn't go as smoothly as we had hoped; however, we are operational and moving forward. The EMV

chip reader was installed bringing our credit card processing system into compliance. The first load of fuel, purchased by the city, came in on June 24<sup>th</sup> and we made our first sale on the 25<sup>th</sup>. Options are being considered for updating the overall look of the fuel station island which includes adding a digital price sign. Consideration is also being given to a new point-of-sale software system. The current one is more designed for convenience stores and does not communicate with our new Veeder Root System. There are systems available that would better suit our fuel station needs and are not exclusively reliant on Double Check for maintenance.

Councilmember McCullagh shared information on the revenue side of the fuel station. He reported \$6,400 in sales over a 2 ½ week period, noting profits have already exceeded more than the monthly lease payment we were receiving from Mr. Presta. Possibly adding an ethanol free fuel option in the future was discussed noting this would benefit boat and golf cart owners in the community.

Upcoming work to the fuel island will be power washing it which will cost approximately \$500.00. A motion was not needed to move forward with this.

**Councilmember Noland:**

Absent. City's 50<sup>th</sup> Anniversary celebration update provided under the mayor's report.

**Councilmember Prieb:**

No report.

Councilmember Prieb will follow up with Bill Cole by email for contact information related to survey bids as discussed under Mr. Cole's SIP Report.

Councilmember Best inquired if monies left in the road repair budget could be used for filling potholes. Mayor Lilja noted Brandon is taking care of the one on Renner and he was not aware of any others. Discussion ensued about monies remaining in the road repair budget being used toward the street sign project.

**Mayor's Report:**

**Fourth of July.** Mayor Lilja expressed his appreciation to all who were involved in making the Fourth of July a success, and especially thanked John Christy for all his work organizing the event. Mayor Lilja reiterated his comments with all the compliments he received about the fireworks display and how pleased everyone seemed to be with the entire day.

**City's 50<sup>th</sup> Year Celebration update:** Following approval by the City Attorney, we will start reaching out for sponsorship donations to help offset some of the expenses for the celebration (dinner tables, fireworks, champagne). Erin put together a list of local vendors, so that request will be going out soon. The goal is to raise \$10,000.00 in donations.

**Foundation:** Next meeting with the Foundation is on Friday, July 16<sup>th</sup>. Mayor Lilja will discuss items from this evening such as the survey mentioned in the SIP report.

**Court Fee Schedule:** Kathy discussed the court fee schedule, explaining this schedule includes fees assessed by the court, in addition to scheduled fines, such as court costs. She noted there has been no revisions to the fee schedule since 2017. After discussing this with Judge Parker, if the Council's approved, she made the following recommended: Increase court costs by \$5.00 (from \$35 to \$40) for the purpose of establishing a Police Equipment Fund. Every \$5.00 collected from court costs would go into that fund. She noted monies deposited into the Police Equipment fund would only be available for Police Equipment purchases. It is not money that can be moved around for other projects such as with the Reserve funds.

**Motion:** Council President Christy made a motion to increase court costs from \$35 to \$40 with every \$5 of court costs collected, as applicable by statute, to be allocated to a special Police Equipment Fund. **Second:** Councilmember Prieb seconded. **Vote: 4-0. Motion carried.**

*Before the budget discussion, the regular meeting recessed for a 15-minute break beginning at 8:30 p.m. Mayor Lilja called the meeting back to order at 8:45 p.m.*

#### **Old Business:**

**I. Budget Discussion – Erin Leckey.**

The City of Lake Quivira received its assessed valuation on June 15<sup>th</sup>. As determined by Johnson County, the revenue neutral rate came in at 16.58. Erin reported we the city has held the mill levy at 17.228 for the past several years, and to keep it at that same rate, the Council would need to vote to exceed the revenue neutral rate this evening. If the Council decides not to exceed the revenue neutral rate, the budget will need to be cut by \$21,000.00. Following Council comments at the last Council Meeting, Erin presented the adjusted 2022 proposed budget to the Council. Following discussion of each line item in the proposed budget for 2022, with the adjusted numbers, a motion was made to exceed the revenue neutral rate.

**Motion:** Council President Christy made a motion that the Council set the 2022 mill levy rate not to exceed 17.227, which is unchanged from the 2021 mill levy rate. Based on Kansas Senate Bill 13, this constitutes an intent to exceed the revenue neutral rate. **Second:** Councilmember Prieb seconded. **Vote: 4-0. Motion carried.**

#### **New Business:**

- I. Consider purchase of new court software through gWorks/Simple City – Kathy Bounds.** Kathy provided information on the court's current court software which was purchased in 2005. She explained issues she has encountered with the system and provided examples. Because the program is dated and the issues encountered, which if the software was being properly maintained by the vendor, would not have occurred, she was before the Council to request approval to purchase new court software this evening.

After researching several software companies, it was narrowed it down to three, and information, including quotes from the three companies, were provided. The proposed software purchase is through gWorks/Simple City. Kathy noted she reached out to other courts of similar size and volume who use the software and received positive feedback from them. The quote to purchase the gWorks/Simple City court software is \$4675.00. City Treasurer Leckey advised there is \$400 in the court budget for 2021 that can be used toward the purchase of new software and the remaining amount, if approved, would need to come from the Reserve fund.

**Motion:** Councilmember McCullagh made a motion to approve the purchase of new court software through gWorks/Simple City in an amount not to exceed \$4,675.00.

**Second:** Councilmember Prieb seconded. **Vote: 4-0. Motion carried.**

**Motion:** Councilmember McCullagh made a motion to pay for the new court software from gWorks/Simple City in an amount not to exceed \$4,675.00 from the Reserves Fund. The purchase is pending contract review and approval of the 2022 support fees being paid in January: following the Kansas Cash Basis law. **Second:** Councilmember Prieb seconded. **Vote: 4-0. Motion carried.**

**Executive Session:**

None.

**Adjournment:**

**Motion:** Councilmember McCullagh made a motion to adjourn the meeting at 9:40 p.m.

**Second:** Councilmember Best seconded. **Vote: 4-0. Motion Carried.**

The meeting adjourned at 9:40 p.m.

Respectfully submitted by:

Kathy Bounds

City Clerk



**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.