

**CITY COUNCIL MEETING MINUTES
CITY OF LAKE QUIVIRA KANSAS
December 5, 2022
6:30 p.m.**

Present

Mayor Brady Lilja
Council President Dave McCullagh
Councilmember Angela Gupta
City Attorney Michelle Daise
City Administrator / City Treasurer Erin Leckey
City Clerk / Court Administrator Kathy Bounds
Chief of Police Fred Grenier

Absent:

Councilmember Gayle Best

Visitor's:

Chip Zimmer

Call to Order

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

Pledge of Allegiance

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

Public Comments:

None.

New Business:

i. Final invoice & contract termination from Foresight Solutions, LLC.

Mr. Cole submitted the final invoice for services provided by FS, LLC. and notified the city he will not be renewing his contract when it terminates on 12-31-22. Mayor Lilja thanked Mr. Cole for his dedication to the city and the community and relayed Mr. Cole has agreed to continue as the city's SMAC representative.

Consider approval of the 2023 Council and Court meeting dates.

The council reviewed the meeting dates presented for 2023. Due to the Fourth of July holiday, it was decided to move the July Council Meeting to the second Monday (July 10th) that month.

Motion: Council President McCullagh made a motion to approve the 2023 city council meeting calendar as presented; revising July 10th as the July meeting date. **Second:** Councilmember Noland seconded. **Vote: 4-0. Motion carried.** City Attorney Daise verified the municipal court judge has the authority to approve the court docket dates and does not require a council vote.

Request for articles for the fourth quarter newsletter.

Councilmember Noland requested updates from members regarding city projects, if available, for articles in the fourth quarter newsletter. Mayor Lilja will provide a year in review article. Articles should be submitted to Clerk Kathy by December 19th.

Approval of Minutes from: November 7, 2022, Regular Council Meeting. **Motion:** Council Member Gupta made a motion to approve the minutes, as amended, from the Regular Council Meeting held on November 7, 2022. **Second:** Council Member Noland seconded. **Vote: 3-0** Council Member Prieb abstained. **Motion carried.** *The amendment includes verbiage: Jake Heller to research fee schedules from surrounding cities, including the City of Shawnee, related to building permits.*

Treasurer’s Report:

The November monthly treasurer’s report was submitted by City Treasurer Leckey for review and consideration. **Motion:** Council President McCullagh made a motion to approve the November 2022 treasurer’s report. **Second:** Council Member Gupta seconded. **Vote: 4-0.** **Motion carried.** City Treasurer Leckey advised the audit is scheduled for January 25th.

SMAC Report – Bill Cole

No Report.

Committee Reports:

Dam & Spillway Committee:

Councilmember Noland reported the contract with Olsson has been finalized. The next step will be coordinating field work and tree clearing. Olsson recommends establishing monitoring procedures.

Land Development Committee:

No report from the land development committee.

Councilmember Prieb inquired about making a principal payment on the land before year-end. His recommendation is \$100k to \$150k. Discussion ensued related to the 2022 budget and remaining funds in both the general and reserve fund accounts. After discussing the remaining 2022 budget, the council indicated they were in favor of making a principal payment before year-end in the amount of \$100k. Looking ahead to 2023, City Treasurer Leckey reminded we only budgeted for interest payments on the land (\$18,761.00).

Motion: Councilmember Prieb made a motion to make a \$100k principal reduction payment on the land from regular operational expenses. **Second:** Councilmember Gupta seconded. **Vote: 4-0. Motion carried.**

Police Chief’s Report:

Chief Grenier provided his monthly report. An inquiry was made regarding a report involving an off-lake member and injury to their dog. Chief Grenier confirmed it involved an off-lake member, a report was filed, and it is still pending at this time.

Chief Grenier made a request to the council to hire a new part time officer, Dustin Abercrombie, pending the results of his background investigation, with a start date in January 2023. Discussion ensued related to Mr. Abercrombie prior experience. **Motion:** Council President McCullagh made a motion to allow Chief Grenier to hire Dustin Abercrombie pending his background investigation. **Second:** Councilmember Prieb seconded. **Vote: 4-0. Motion carried.** Clerk Kathy to send an email to the governing body once he is hired.

City Attorney’s Report:

None.

Council Reports:

Councilmember Gupta:

No report.

Councilmember Prieb:

No Report.

Councilmember Noland:

Council Member Noland reported performance reviews are underway and should be completed by year-end.

Council President McCullagh:

Council President McCullagh and Councilmember Gupta visited the Johnson County Community College and met with students in the film class. The students presented recycling videos they have been working on. Both councilmembers noted it was a fun visit and some of the videos were very creative. Council President McCullagh provided feedback to the teacher with recommendations of incorporating pieces from a few of the videos into one. Once we have a final product, we will post the video on our city website and city YouTube channel.

Hoidale was onsite today at the fuel station for a service call that was placed. There may be some repairs needed; however, we are waiting on the final report and a quote at this time.

Mayor’s Report:

Mayor Lilja provided an update on the south silt pond repairs, noting Q Inc. completed their repair. Mayor Lilja received two bids from Dave’s Welding, LLC. to replace the grate covering.

- 1) \$3,600 – Steele material
- 2) \$4,723.92 – Stainless aluminum material

Mayor Lilja's recommendation is to accept the second bid in the amount of \$4,723.92. The material is better quality and will last longer. **Motion:** Councilmember Noland made a motion to approve the bid from Dave's Welding, LLC. for the stainless aluminum cover not to exceed \$5k. **Second:** Councilmember Prieb seconded. **Vote: 4-0. Motion carried.**

Fred attended the recent Safety & Security meeting and provided an overview from recent meetings with Winn and Mike. They will continue reviewing the STO book for possible revisions to HOA rules in the future.

Due to the weather, the Mayor's Christmas tree ceremony was moved inside the clubhouse. The preschoolers and Dicken's Carolers performed Christmas songs and hot drinks were served. Mayor Lilja indicated approximately 50-75 people attended and the event turned out nice despite it not being held outside.

Old Business:

Discussion of Professional Services Agreement with Witt O'Brien's for grant services.

City Attorney Daise provided an overview of changes that were requested to the contract. The changes mainly involve the scope of services with the general agreement with a not to exceed amount of \$25k for all projects, and the city will be billed for time and material based off independent projects. To save on time, since Council Meetings are only held once per month, if the council chooses, they can authorize the mayor to sign off on projects, pending legal review, or request that each project come before them for consideration and approval each time. If the mayor is authorized to sign off on projects, he can still advise the council on what the project is but will allow him to move forward without it having to be approved at a council meeting. **Motion:** Councilmember Prieb made a motion to approve a Professional Services Agreement with Witt O'Brien's LLC for grant management services on a time and materials basis in an amount not to exceed \$25k and authorize the mayor to approve individual project task orders, subject to legal review by the City Attorney. **Second:** Council President McCullagh seconded. **Vote: 4-0. Motion carried.**

Executive Session:

None.

Adjournment:

Motion: Council President McCullagh made a motion to adjourn at 7:25 p.m. **Second:** Councilmember Noland seconded. **Vote: 4-0. Motion carried.**

The meeting adjourned at 7:25 p.m.

Respectfully submitted by:
Kathy Bounds
City Clerk



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.

Vacancy - 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.