

**CITY COUNCIL MEETING MINUTES
CITY OF LAKE QUIVIRA KANSAS
December 2, 2019
6:30 p.m.**

Governing Body

Mayor Ben Kalny and the following Councilmembers were present:

Gayle Best
John Christy
Brady Lilja

Absent

Bruce Rimbo
Dave White

Newly Elected

Annie Noland
Greg Prieb, II

Appointed

Dave McCullagh

City Staff

The following staff members were present:

Erin Leckey, City Administrator/ Treasurer
Kathy Bounds, City Clerk / Court Administrator
Fred Grenier, Chief of Police / Building Official
Ellis Rainey, City Attorney

Recognition of Visitors:

Nate Byarlay
Gary & June Caler
Bill Cole
Dan Parker
Marti Lilja
Jack McCullagh
Joni McCullagh
John Nelson
Kent Noland
Ashley Prieb

Call to Order

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

Pledge of Allegiance

Councilmember Christy led the Pledge of Allegiance.

Mayor Kalny entertained a motion to approve the minutes from the November 4, 2019 meeting. Before a motion was made, Councilmember Lilja inquired whether an invoice submitted by Bill Cole for services rendered by his company, Foresight Solutions LLC, had been approved at the November 4th meeting. It was noted costs for services had been approved at a prior meeting and the invoice submitted was informational only for the outgoing governing body to provide an update on what had been billed, and paid, to date.

Approval of Minutes from the November 4, 2019 Council Meeting

Motion: Councilmember Brady made a motion to approve the minutes from the November 4, 2019 Council meeting.

Second: Councilmember Best seconded the motion.

Vote: 3-0 - Motion carried.

Following the approval of the minutes, as a token of appreciation for Mayor Ben Kalny's years of dedicated service to the City, Councilmember Lilja presented him with a plaque inscribed with his name and years of service (2012-2017 as Councilmember and 2017-2019 as Mayor). He was also presented with a rugby jersey featuring the City of Lake Quivira logo on the front and the number 13 on the back, acknowledging him as the 13th Mayor for the City. Councilmember Lilja explained Ben had been a competitive rugby player at one time in his life, thus the significance of the rugby jersey gift. Mayor Kalny expressed his gratitude and relayed he has full confidence in the direction the City was going, and would continue to go, under the leadership of the current and newly elected officials.

The Honorable Dan Parker led the Oath of Office by swearing in the newly elected Official's: Brady Lilja as Mayor; Gayle Best as Councilmember; Andrea (Annie) Noland as Councilmember; and Greg Prieb, II as Councilmember.

Following the Oath of Office for the newly elected officials, and upon his oath as Mayor, Brady Lilja announced his resignation as Councilmember and as Council President. He also gave written notice of such to the City Clerk. He then advised he would like to appoint Dave McCullagh to his vacant seat, noting Mr. McCullagh had the next highest amount of votes casted for Councilmember, during the election, following those who were just sworn in.

Motion: Councilmember Christy made a motion to accept Brady Lilja's resignation as Councilmember/Council President and to appoint Dave McCullagh to his vacant council seat.

Second: Councilmember Best seconded the motion.

Vote: 4-0. Motion carried unanimously.

Following the motion and the vote to appoint Dave McCullagh, the Honorable Dan Parker gave the Oath of Office to Mr. McCullagh. He was sworn in as Councilmember and officially took his seat on the council.

Mayor Lilja then resumed with the regular Council Meeting and introduced Nate Byarlay, a representative with CBIZ, who handles the City's insurance coverages.

Mr. Byarlay went over insurance coverages and premiums for the 2020 calendar year, including a new cyber policy the city is interested in adding. Discussion ensued about also adding an additional umbrella coverage, and increasing deductibles to decrease premium costs. Mr. Byarlay indicated he would research this and provide more information before the January meeting. Discussion then moved to the importance of adding cyber protection for the city and to do so, it would require a vote. Councilmember Christy made a motion to engage CBIZ to find appropriate cyber coverage for the city; however, before the motion was seconded, it was noted two different policies with the companies BCS and HISCOX, had been provided. Both offer similar protection coverages, but had slight monetary differences. The two policies were discussed in further detail, and with that information being more clearly defined:

Motion: Councilmember Christy made an amended motion for the City to engage in cyber coverage with the company BCS not to exceed \$1500 for the year.

Second: Councilmember McCullagh seconded the motion.

Vote: 5-0. Motion carried.

Treasurer's Report:

The Treasurer's Report was submitted by City Treasurer Leckey. She went through the report as a whole and then detailed the content of each report provided.

Motion: Councilmember Prieb made a motion to approve the Treasurer's Report as submitted.

Second: Councilmember Noland seconded the motion.

Vote: 5-0 - Motion carried.

**A complete copy of the Treasurer's Report can be obtained at City Hall.*

New Business:

- Community Mapping. City Administrator Leckey reported this project relates to assigning zones within the community in an effort to assist first responders in exact locations of where they need to go when a call for service is received that is not associated to a resident's address. Examples would be the golf course and the clubhouse. Calls of that nature are generically dispatched as "100 Crescent Blvd." which inhibits response time. The mapping project is anticipated to be completed once the community center opens as it is also included in the project. Updates will follow as the project progresses.
- Front door for City Hall. Chief Grenier reported on a bid from Janssen Glass & Door to replace the front door of City Hall (east entrance) in an effort to provide a more professional appearance and to assist the public in where to enter into City Hall. He noted Janssen Glass & Door is one of the contractor's performing work on the community center. He also noted he has requested bids from other companies, but they have not been responsive. Janssen cannot provide the work until 2020, so this would be a 2020 budget item. Chief Grenier made a recommendation to accept the bid

from Janssen Glass & Door to replace the front door of City Hall in 2020 not to exceed \$4000.00.

Motion: Councilmember Best made a motion to approve the bid from Janssen Glass & Door to replace the front (east) door of City Hall in 2020 not to exceed \$4000.00.

Second: Councilmember Christy seconded the motion.

Vote: 5-0. Motion Carried.

- Gas Station Island. Chief Grenier reported on a quote he received from Hunter Pump Islands to replace the current island at the gas pump which is deteriorating. Discussion ensued about replacing the canopy over the pump as well, although noted it was not a part of the island bid. Discussion continued relating to the gas station ascetics and the importance of keeping it nice since it is one of the first things commuters see as they come into the city. The quote from Hunter Pump is only valid through 2019, and with it being so late in the budget cycle, these items will be revisited in 2020.

SMAC Report:

Bill Cole introduced himself to the new councilmembers and explained his role with SMAC and OPTI. He and John Nelson then explained how SMAC & OPTI relate to storm water projects within the city, such as Duck Cove, the spillway, and the lake level monitoring equipment. They also explained how projects like Duck Cove received funding through county initiatives.

Police Chief's Report:

Chief Grenier reviewed his monthly report, noting he had nothing new to add.

Fire Chief's Report:

Mayor Lilja gave an update on the sale of the firetruck, noting it is listed with multiple vendors; however, no offers have been received. The city will continue its efforts in selling the truck.

City Clerk's Report:

City Clerk Bounds reported on the City Clerk Certification Program she attended through Wichita State University the week of November 11th, and thanked the Mayor and Council for encouraging and supporting her attendance in the program and that she took a lot away from it.

City Attorney's Report

City Attorney Rainey gave an overview to the newly Elected Officials as to their responsibilities as Councilmembers, and explained some of the dos and don'ts as it relates to open meetings. He also advised he is available to answer questions anytime and encouraged them to reach out to him if they had any.

Mayor's Report:

Areas of Responsibilities. Areas of Responsibilities were assigned and copies were distributed to each Councilmember. Mayor Lilja noted this is just a starting point and areas can be

reassigned if need be. He encouraged the Council to reach out to him and to each other with questions and for guidance, and he noted past councilmembers would be a great resource also.

***A listing of the Areas of Responsibility is provided at the end of the minutes.**

Sunshine law. Covered by City Attorney Rainey.

Website/ app update. The website app is now available for download via Apple and Android play stores. Residents will be notified via Q-news and black boxes about downloading the app and also signing up to receive emergency alerts and/or other push notifications.

Deer Harvest. Final report: total of 35.5 hours of hunting, 52 Doe sightings, 14 Buck sightings, and 2 Doe harvested.

Holliday Drive west of Renner Road. Relates to a dip in the road in that particular area. Concerns are of traffic hazards and potential accidents. The UG has helped with patching in the past; however, long term repair options need to be pursued in 2020.

Appointment and Vote on open Council Seat. Dave McCullagh appointed.

Appointment and vote of new Council President. To be announced and voted upon at January 6, 2020 meeting.

Gas Station Lease Renewal. Currently the gas station lease renews automatically each January with a 3% increase in rent each year. This equates to approximately \$10.00 a year. Dave McCullagh was asked to review the lease. Exploring new lease terms and/or possibly putting operational duties out to bid are items the Council would like to revisit at another meeting.

Tree/shrub removal at City Hall. Gayle Best will coordinate removal of shrubbery that is blocking the line of sight for vehicles leaving the city hall parking lot on the upper east corner.

February Council Meeting. Due to a scheduling conflict with several members, it was discussed, and agreed upon, to move the February 3rd Council Meeting to February 10th. City Attorney Rainey advised it needed to go to a vote to change the date.

Motion: Councilmember Prieb made a motion to move the Council Meeting on February 3rd at 6:30 p.m. to February 10th at 6:30 p.m.

Second: Councilmember McCullagh seconded the motion.

Vote: 5-0. Motion carried.

Council Reports:

Councilmember Best:

Councilmember Best reported the large item pick up day went well and that Mr. Depew relayed he picked up approximately two truckloads of donations and delivered them to City Union Mission.

Discussion ensued about who trims the trees along Holliday Drive. Councilmember Best explained which part BPU takes care of and what part the city takes care of. Discussion then moved toward installing decorative lamp posts along Holliday Drive. It was noted it would be a nice ascetic piece for the city, but it is very expensive to install them and that the burden of cost would fall on the city.

Councilmember Christy:

Councilmember Christy reported the Mayor’s Christmas tree lighting was very successful and noted a good turnout for the event. His focus will now shift to the 4th of July event. He will reach out to the fireworks vendor to finalize the contract and anticipates having the contract in place by the January meeting.

Councilmember McCullagh:

No report.

Councilmember Noland:

No report.

Councilmember Prieb:

No report.

Old Business:

None.

Executive Session:

None.

Adjournment:

Motion: Councilmember Prieb made the motion to adjourn at 8:55 p.m.

Second: Councilmember Best seconded the motion.

Vote: 4-0. Motion carried.

*Councilmember Christy had to leave prior to adjournment; therefore, was not present to cast a vote.

The meeting adjourned at 8:55 p.m.

Respectfully submitted by:

Kathy Bounds

City Clerk

**NEXT SCHEDULED MEETING
January 6, 2020 AT 6:30 P.M.**



AREAS OF RESPONSIBILITY

12-02-19

- **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.