

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 for all or portions of the meeting: Angela K. Corpstein, Hayden Howard, Elijah Keever, Melodee K. Larsen, and Mark Luce. Officials present: Attorney Jeffrey A. Norris and Clerk Heather N. Hillegeist. Also, present: Superintendent Jeff Ahring.
- VISITORS: Visitors in attendance for all or portions of the meeting: Danielle Hollingshead, Keegan Bailey, Lisa Feldkamp, Carla Errebo, Bob Berthelson, Kelly Gourley, and Robert Loveless.
- AGENDA AMENDMENTS: There were no amendments to the council meeting agenda.
- MINUTES: Upon motion by Larsen, seconded by Corpstein, Minutes of the April 8, 2024, regular meeting were approved as written. Corpstein made a motion to approve Minutes of the April 29, 2024, special meeting, seconded by Keever.
- PAYROLL VOUCHER: Payroll Voucher No. 24-04, for April wages and salaries in the amount of \$72,803.63 was presented. A motion by Keever, seconded by Corpstein, to approve said Payroll Voucher, carried.
- ACCOUNTS PAYABLE: Accounts Payable lists were reviewed. Invoices prepaid in April totaled \$27,543.82. The list of unpaid invoices received to date totaled \$115,176.77. Upon motion by Larsen, seconded by Corpstein, all said invoices in the amount of \$142,720.59, were approved for payment.
- DELINQ. ACCNTS.: Eight (8) accounts, totaling \$4,438.41, were on the list of delinquent utilities reviewed.
- FRA TREASURER BOND: Upon motion by Keever, seconded by Corpstein, the Treasurer's bond for the Lincoln Firefighters Relief Association, in the amount of \$15,000.00, was approved.
- CDBG CLOSE OUT HEARING: Mayor Schwerdtfager opened the final performance public hearing to receive comments for the purpose of evaluating the performance of Grant No. 22-HR-005 which was for the rehabilitation of eight occupied houses and five demolitions of dilapidated unoccupied units in the City of Lincoln Center. Keegan Bailey, NCRPC grant administrator reported that the grant completed five rehabilitations and two demolitions, expended \$191,971.00 and did not utilize \$108,029.00 of grant dollars from the Kansas Department of Commerce CDBG program. There were local matches of \$69,895.00 which came from the NCRPC Weatherization Program, Homeowner Match, County Match, and the City Environmental Review fee. No public comment was received. Keever moved to certify the completion of the CDBG Housing Rehabilitation & Demolition project 22-HR-005. Motion seconded by Corpstein, carried.
- POST ROCK FESTIVAL: Lisa Feldkamp explained the requests for the Post Rock Festival are the same as years past. Keever moved to allow the Post Rock Festival use of the City Park, Scout Cabin & Municipal Pool for the activities on August 31st and waive the \$25 city fees for the temporary alcohol permit, seconded by Luce. Motion carried. Carla Errebo asked for a monetary donation to help with the expense of an ADA portable restroom. Keever moved to approve a \$750 donation to the Post Rock Festival. Motion seconded by Larsen, carried.
- HOUSING LOTS: Bob Berthelson inquired if the city would be willing to sell the remaining empty lots in the Sheppard housing development. Berthelson is aware the development is in the new flood plain area and would like to purchase additional property adjacent to the east and north to use to back fill the lots. Berthelson plans to build homes and duplexes on the remaining lots. Attorney Norris explained there are covenants attached to the property and the structures would need to remain in

compliance with the covenants or he could visit with the other development residents to discuss removing them. Keever moved to accept the \$70,000 offer for the housing development and the two adjacent properties to the North and East all contingent on what Attorney Norris discovers with the bond commitments. The sale would further be subject to any existing lease agreements and the restrictive covenants of record. Motion seconded by Luce, carried. Larsen abstained.

2023 AUDIT REPORT:

Danielle Hollingshead reviewed the City of Lincoln Center Financial Statements for the year ending December 31, 2023, with the Governing Body. She thanked the City management and staff for its cooperation with the audit process. She then reviewed the “City of Lincoln Center’s Primary Government Financial Statement with Independent Auditor’s Report” document, making note of any significant changes. Hollingshead shared that increasing the sewer rate has finally improved the balance and stability of that fund. There followed a motion by Keever, seconded by Corpstein, to approve and accept the 2023 Audit Report and Financial Statements, as presented. Motion carried.

BASE GRANT UPDATE:

Lincoln County Economic Development Foundation (LCEDF) Director Kelly Gourley reported that Applequist Manufacturing Inc. have decided to put the project on hold and need to decline the BASE Grant funds. With this news the City has two options; notify the state of declining the grant or submit a letter requesting to transfer the grant to a different project that would meet the grant eligibility requirements. The Kansas Department of Commerce would have to approve the transfer and the project would need to have a solid plan, with the grant deadline in June 2025. LCEDF is working on a downtown rehab project converting the vacant 127 W Lincoln Ave property into office suites for small business startups. Gourley said LCEDF has put \$60,000 into the project to date and believes it meets the grant requirements and the deadline. If the Governing Body approved the attempt to transfer the grant the City would need to approve the Mayor and Clerk to sign and submit a letter of request to transfer the project, Internal Controls Plan, and the Addendum Procurement Procedure. Following discussion, Larsen moved to approve Mayor Schwerdtfager and Clerk Hillegeist to submit a letter requesting a transfer of the grant to the LCEDF’s project and to sign all necessary documents on behalf of the City. Motion seconded by Corpstein, carried.

PERSONNEL:

Upon motion by Corpstein, seconded by Keever, the employment of Taegen Walters, as the Swimming Lesson Instructor at \$20/participant, setting swimming lessons at \$30/week, with the understanding she would pay any additional help she needed, effective for the 2024 season.

MOWING BIDS:

The Governing Body was not inclined to advertise mowing bids this year.

NUISANCES:

Public Officer, Robert Loveless reported he is having trouble with several residences with nuisance issues; health, vehicles and lawns needing mowed. Following discussion, Public Officer Loveless was instructed to deliver notices by personal service when possible. This notice would allow the city to move more swiftly during the abatement process.

WATER LINES/CITY CODE:

Superintendent Ahring and Councilmember Howard gave suggestion to what they thought should be the city vs. customer’s responsibilities for water line repairs. Following discussion, Ahring agreed to bring the full list in writing to the next council meeting.

COMMUNITY SOLAR:

Superintendent Ahring relayed that natural gas prices are projected to increase significantly, and Kansas Municipal Energy Agency (KMEA) had suggested members consider alternate power sources. Ahring said examples would be a community owned solar farm or buying in to a large-scale system. After discussion, Clerk Hillegeist was instructed to put Power Plant Engines on the agenda for June.

RESOLUTION #24-03:

Resolution No. 24-03, entitled “A RESOLUTION, PURSUANT TO CODE SECTION 4-607, RENDERING THE GOVERNING BODY’S DETERMINATION THAT THE STRUCTURE AND SURROUNDING PROPERTY LOCATED AT 306 E. PARK STREET, LINCOLN, KANSAS, IS DANGEROUS, UNSAFE, AND UNFIT FOR HUMAN HABITATION, AND ORDERS THE STRUCTURES LOCATED THEREON BE DEMOLISHED AND THE HEALTH HAZARDS ON THE PREMISES BE ABATED.” was presented. Said Resolution pursuant to section 4-607 of Article 6 of the Code of the City of Lincoln Center, sets the deadline for demolish or abatement of health hazard to June 30, 2024. After discussion, Keever moved to adopt Resolution 24-03, seconded by Howard, carried.

COPY MACHINE PROPOSALS:

Clerk Hillegeist presented the Governing Body with three different proposals for copy machines that was prepared by Key Office Products and Century Business Systems. After discussion, Keever moved to accept Century Business Systems; Kyocera 3554ci copy machine in the amount of \$5801.40, with an annual maintenance agreement of \$340, and to purchase the two optional printers for \$1670, with an annual maintenance agreement of \$180. Motion seconded by Larsen, carried.

GRDA CONTRACT:

Superintendent Ahring reported to the Governing Body that the city’s Grand River Dam Authority (GRDA) contract expires in April 2026, the city receives 1000 kW monthly. The city is a member of KMEA and Energy Management Project 2 (EMP2), they negotiate energy purchases on behalf of several cities. The Governing Body approved Ahring to confirm the city’s intent to follow KMEA’s recommendation.

ADJOURN:

There being no further business, Larsen moved to adjourn. Motion seconded by Corpstein, carried. Council adjourned at 8:54 p.m.

/s/ Heather N. Hillegeist, MMC
City Clerk