

File

CITY OF SILVER LAKE COUNCIL MEETING

CITY HALL

September 18, 2023

5:30 P.M.

ORDER OF BUSINESS MEETING

Pledge of Allegiance

Public Comments

Minutes

Appropriation Ordinance

Business Items:

1. Brad Womack-USD 372 Bond Issue/Land Swap Update
2. Library After-School Snack Program-Ashley Hanson
3. Public Officer Discussion
4. Full-Time Police Officer Salary Request

****PLEASE NOTE: This agenda is subject to additions or changes as may be necessary.

DRAFT
City of Silver Lake
Regular Session Minutes
Thursday, September 7, 2023

The Governing Body of the City of Silver Lake met in regular session at City Hall on Thursday evening September 7, 2023, with Mayor Mack Smith conducting the meeting and the following Councilmembers present: Brad Bryant, Steve Pegram (via conference phone), Heath Robinson, and Larry Ross (4). Absent: Jake Fisher (1). Also present were Public Works Superintendent Cary Deiter, Police Chief Marc McCune, City Clerk Liz Steckel, and Assistant Clerk Marie Beam.

During public comment, Ashley Hanson, a representative from the Silver Lake Library Board, was in attendance to request that the City allocate a portion of the City's American Rescue Plan Act funds to support the library's after-school snack program. This program was previously backed by a grant, which has now concluded. The Council requested that Mrs. Hanson provide additional details about the snack program and the library's current requirements to be included in the upcoming Council packet.

Also present in public comment was Bobby Pfannensteil, proprietor of the Silver Lake Car Wash. Mr. Pfannensteil expressed his concerns regarding a recent water shut-off incident, emphasizing the importance of timely notifications as an unexpected water shut-off can jeopardize his equipment, particularly the pumps. Mr. Pfannensteil mentioned that he had previously informed Public Works Superintendent Cary Deiter about the potential risks and felt it was also essential for the Council to be aware. He highlighted that the City has had his contact details for years and anticipated prior communication in situations like these.

Addressing Mr. Pfannensteil's concerns about the City's potential liability if his pumps were damaged, Mayor Mack Smith acknowledged the need for improved communication. The Mayor noted that such an incident was rare, occurring only once in the last twenty-five years. However, to mitigate future communication lapses, the City is in the process of developing a notification system. Additionally, Mayor Smith personally conveyed his appreciation for Mr. Pfannensteil's business. In response, Mr. Pfannensteil voiced his feelings about the perceived lack of support from the City, to which Mayor Smith clarified that, while he can't speak for everyone, he genuinely values the car wash's presence in the community.

A motion was made by Councilmember Ross to approve the Regular Meeting minutes of the August 21, 2023 meeting as written. The motion was seconded by Councilmember Bryant and carried.

Councilmember Bryant presented the monthly financial report.

Brian Foster of BG Consultants attended the meeting to elaborate on the city's need to upgrade its water lines dating back to the 1940s and 1970s. He presented various funding alternatives to the Council and detailed a 3-year project timeline: the first year for planning, the second for design, and the third for construction. He clarified that typical arrangements wouldn't require the City to make payments until post-construction. Mr. Foster highlighted that if the city is added to the intended use list by June 2024, a complete application could be filed by fall 2024, setting 2025 as the planning year. He emphasized the need for an updated preliminary engineering report for the application, estimating the update at approximately 5,000 dollars with a couple of months for completion. The Council instructed Mr. Foster to include the City on the 2024 intended use list.

Head Silver Lake High School Dance Coach, Jena Brown, accompanied by Senior Jersey Manhart, approached the Council to seek sponsorship for six seniors aiming to participate in the Macy's Thanksgiving Day Parade in New York City this upcoming November. Councilmember Ross made a motion to donate 100 dollars to the Silver Lake Dance Team Seniors for their trip. The motion was seconded by Councilmember Robinson and carried.

Claim vouchers in the amount of 7265.82 dollars were submitted to the Council for appropriation. An Ordinance entitled "An Ordinance Appropriating Money to Pay Certain Claims" was introduced. A motion was made by Councilmember Robinson and seconded by Councilmember Ross that said Ordinance be accepted as read and was then placed on final passage by a roll call vote: AYE: Brad Bryant, Steve Pegram, Heath Robinson, and Larry Ross.(4) NAY: None. With no further discussion the Ordinance was declared passed and was given No. 2579.

Councilmember Robinson made a motion to approve the Special Event Cereal Malt Beverage License for Whiskey Wagon. The motion was seconded by Councilmember Bryant, and with no further discussion, the motion carried.

Councilmember Ross made a motion to approve a Salary Ordinance for a Part-Time Police Officer. The motion was seconded by Councilmember Bryant and was then placed on final passage by a roll call of the following vote: AYE: Brad Bryant, Steve Pegram, Heath Robinson, and Larry Ross (4). NAY: None. With no further discussion, the Ordinance was declared passed and was given No. 2581.

A motion was made by Councilmember Robinson, seconded by Councilmember Bryant and approved to adopt Resolution 2023-06 that would waive the requirements of K.S.A. 75-1120a(a) for the year 2023. This statute relates to the generally accepted accounting principles (GAAP) in the preparation of financial statements and reports.

Councilmember Robinson made a motion to reinvest two Certificates of Deposit that matured on September 10, 2023 at Stockgrowers State Bank, for twelve-month terms at a rate of 4.33 percent. The motion was seconded by Councilmember Bryant and passed. The interest earned from these CD's is applied to the General Fund.

City Clerk Liz Steckel presented Council with a final draft franchise agreement from Evergy. This agreement maintains the current franchise fee rate of five (5) percent, and has an option that would allow the City to consider franchise fee changes every five (5) years. The term of this franchise agreement is twenty (20) years from the effective date of the ordinance. The agreement was reviewed by City Attorney Luckman. A motion was made by Councilmember Robinson to approve the franchise agreement with Evergy for a term of twenty (20) years. The motion was seconded by Councilmember Ross and was placed on final passage by a roll call vote: AYE: Brad Bryant, Steve Pegram, Heath Robinson, and Larry Ross.(4) NAY: None. With no further discussion the Ordinance was declared passed and was given No. 2580.

Councilmember Pegram presented a bid from Apptegy for a package that includes website development, hosting, and a citizen notification system integrated with social media. The proposal outlined a 7,500 dollars initial setup cost and an annual fee of 6,000 dollars. Mayor Mack Smith emphasized the need for telephone notifications. After discussing the matter, the Council decided to look into alternative solutions. They tasked Councilmember Pegram with researching systems used by other cities, with plans to discuss various emergency notification options at the next meeting.

Mayor Smith happily announced the return of Police Chief Marc McCune. Chief McCune commended Public Works Superintendent Dieter and his team for their significant contributions to the enhanced cleanliness of the town's yards. Chief McCune noted that Superintendent Dieter has effectively achieved compliance from residents, resulting in the removal of items that had accumulated over the years. Chief McCune presented the monthly police activity report.

Chief McCune presented three training requests to the Council. He explained that full-time officers are mandated to undergo 40 hours of training annually. The upcoming KPOA (Kansas Peace Officer Association) training spans three days with a fee of 175 dollars; including lodging, with a total cost of 514 dollars. This training will account for half of Chief McCune's annual training hours. Additionally, there is a two-day de-escalation training in Alma in October, which is free of charge. Lastly, a four-day training session is scheduled in Salina in November, with a cost of 50 dollars, with no associated lodging expenses. Council directed Chief McCune to participate in all the mentioned trainings.

Chief McCune expressed his gratitude to the Council for approving Police Administrative Assistant Shelbi Scarbrough's attendance at the upcoming Child Passenger Safety training. Completion of this training will certify Scarbrough as a state-recognized child safety seat installer.

Chief McCune thanked everyone for their thoughts.

Public Works Superintendent Deiter presented the water report, highlighting the seven tests conducted due to the boil advisory. Mayor Smith commended Superintendent Deiter and Assistant Kirk for their exemplary work on the City Hall renovation. Deiter informed the Council of a malfunctioning windshield wiper on the flatbed truck and his intentions to seek an estimate in St. Mary's, where he'll also inquire about a replacement for a leaking cylinder. Councilmember Ross and City Clerk Liz Steckel both praised the Public Works team, with Steckel expressing her pride in working in such a beautifully refurbished Council room.

Council directed City Clerk Steckel to refund rental fees for a community group using the Community Center Parking Lot as their garage sale location.

Council authorized City Clerk Steckel to post meeting details, permit prices and forms, office hours, and other relevant website information on Facebook.

Police Administrative Assistant Scarbrough warmly welcomed Chief McCune back and expressed her gratitude to Officer Ashcraft, City Clerk Steckel, and Assistant Clerk Beam for their guidance and support during his absence.

Councilmember Pegram signed off at 6:25 PM.

Mayor Smith reported that there has been no update from KDHE regarding Gary Taylor's water operator application.

The City's Annual Fall Community Clean-up is set for Saturday, September 16th, from 8am until dumpsters are full at Little Lake Park. Free dumpsters will be available for residents to dispose of trash, concrete, yard waste, cardboard, and glass.

Mayor Smith complimented City Clerk Steckel on the sales tax information flyer.

The next two meetings are scheduled for September 18, 2023 and October 2, 2023, both at 5:30 PM.

Councilmember Ross made a motion to adjourn the meeting at 6:27 PM. Councilmember Robinson seconded the motion and with nothing further to come before Council, the meeting was adjourned.

Liz Steckel, City Clerk

**City of Silver Lake
Record of Ordinance # 2582
Monday, September 18, 2023**

An Ordinance making appropriation for the payment of certain claims. Be it ordained by the Governing Body of the City of Silver Lake, Kansas. That in order to pay the claims hereinafter stated which have been properly audited and approved, there is hereby appropriated out of the respective funds in the City Treasury the sum required for each claim.

| Check # | Type | Name | Memo | Amount |
|--------------------------------|------|-----------------------------------|----------------------------------|------------------|
| General Operating | | | | |
| General Fund | | | | |
| 8584 | GEN | Silver Lake High School Dance | Thanksgiving Day Parade Support | -100.00 |
| 8588 | GEN | Wehner's Thriftway | Supplies | -17.29 |
| 8580 | GEN | Liz Steckel | Sales Tax Flyers | -14.99 |
| 8582 | GEN | Menards | City Hall Remodel | -15.91 |
| EFT | GEN | Verizon Wireless | Cellular Service | -92.86 |
| 8579 | GEN | Kansas Alcoholic Beverage Control | Lake Days Special Event Permit | -25.00 |
| 8581 | GEN | Logan Business Machines | Copy Contract | -65.64 |
| EFT | GEN | Evergy | Electricity | -1,233.91 |
| Total General Fund | | | | -1,565.60 |
| Law Enforcement | | | | |
| 8588 | LAW | Wehner's Thriftway | Supplies | -13.98 |
| EFT | LAW | Verizon Wireless | Cellular Service | -243.79 |
| 8587 | LAW | Wheatland Pest Control | Routine Bug Spray | -100.00 |
| EFT | LAW | Evergy | Electricity | -296.45 |
| 8578 | LAW | Jayhawk Software | Annual Court Software Charge | -650.00 |
| EFT | LAW | Card Service Center | Supplies | -143.41 |
| Total Law Enforcement | | | | -1,447.63 |
| Street | | | | |
| EFT | SDP | Evergy | Electricity | -1,091.49 |
| Total Street | | | | -1,091.49 |
| Park | | | | |
| 8583 | PRK | Schwant Tractor & Service, Inc. | Mower Filter & Blade | -211.00 |
| 8576 | PRK | Continental Research Corporation | Herbicide | -415.00 |
| EFT | PRK | FreeState Electric Cooperative | Electricity | -110.50 |
| Total Park | | | | -736.50 |
| Street Lighting | | | | |
| EFT | STL | Evergy | Electricity | -467.79 |
| EFT | STL | FreeState Electric Cooperative | Electricity | -187.50 |
| Total Street Lighting | | | | -655.29 |
| Total General Operating | | | | -5,496.51 |
| Waterworks Fund | | | | |
| 8577 | WW | Foley Equipment | Annual Inspections on Generators | -2,008.51 |
| EFT | WW | Verizon Wireless | Cellular Service | -81.44 |
| 8576 | WW | Continental Research Corporation | Wasp Away | -220.06 |
| 8576 | WW | Continental Research Corporation | Shipping | -69.36 |
| EFT | WW | Evergy | Electricity | -755.46 |
| 8585 | WW | Universal Chemical LLC | Second Skin Gloves | -120.14 |
| EFT | WW | FreeState Electric Cooperative | Electricity | -359.00 |
| 8578 | WW | Jayhawk Software | IT Labor | -37.50 |
| Total Waterworks Fund | | | | -3,651.47 |
| Dare Fund | | | | |
| 615 | DARE | Wehner's Thriftway | Back to School Bash Donations | -82.80 |
| Total Dare Fund | | | | -82.80 |
| TOTAL | | | | -9,230.78 |

That this Ordinance shall take effect and be in force from and after its passage.

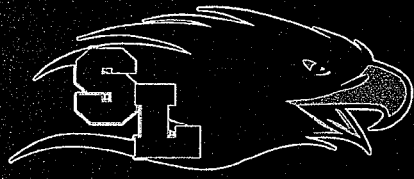
Passed this 18th day of September, 2023

Signed or Approved this 18th day of September, 2023

Attest:

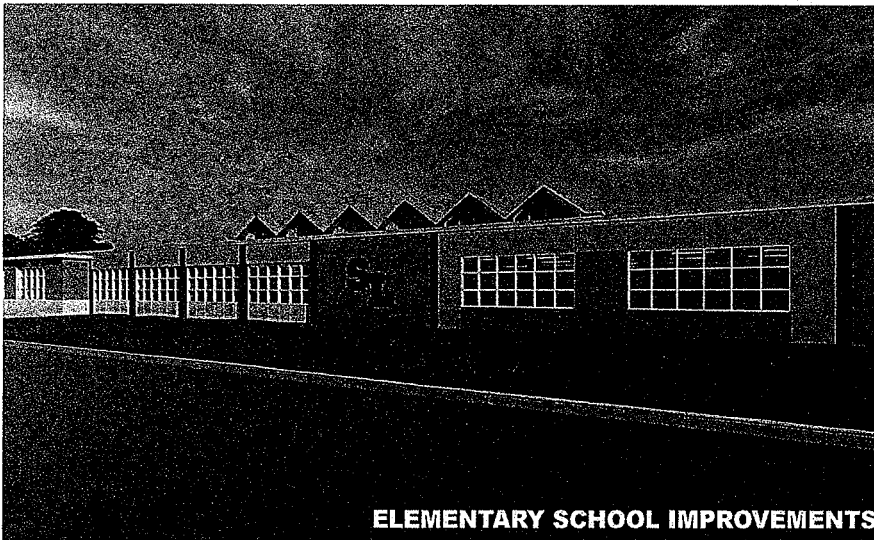
City Clerk

Mayor



SILVER LAKE USD 372







\$16,365,000 BOND ISSUE

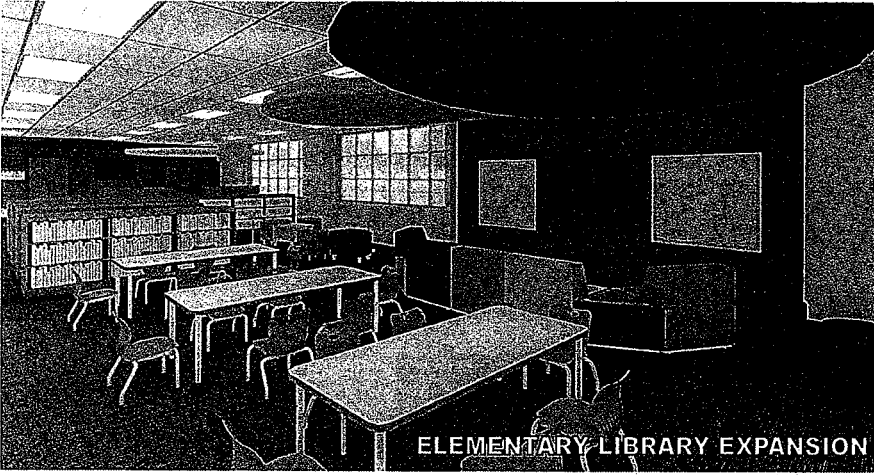


ELEMENTARY SCHOOL IMPROVEMENTS

YOUR INVESTMENT

3.75 mill levy increase over 30 years
Monthly investment per property type:

| | | |
|---------------------------|---|--|
| MONTHLY RESIDENTIAL |  \$100K |  \$150K |
| | \$3.59 | \$5.39 |
| MONTHLY COMMERCIAL |  \$100K |  \$150K |
| | \$7.81 | \$11.72 |
| MONTHLY LAND ON 160 ACRES | Dry Crop  | Grass  |
| | \$7.29 | \$1.47 |

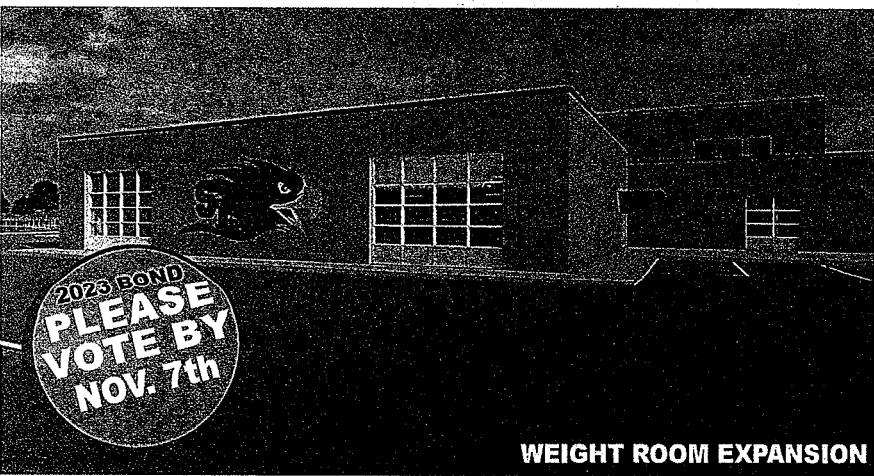


ELEMENTARY LIBRARY EXPANSION

ELECTION INFORMATION

REGISTER TO VOTE @
<https://www.snco.us/election>

- Oct. 17th Last day to register to vote
- Oct. 18th Advance Voting by Mail Begins
- Oct. 23rd Early Voting in Office Begins
- Oct. 31st Deadline for Advance Mail Ballot Application
- Nov. 7th Polls open 7am-7pm GO VOTE!



WEIGHT ROOM EXPANSION

COMMUNITY MEETING DATES

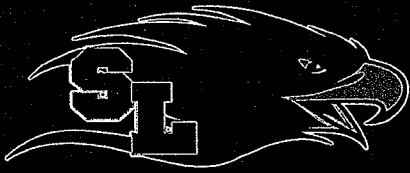
- Sept. 19th 6pm @ Elementary School
- Sept. 20th 6pm @ JR/SR High School
- Oct. 24th 6pm @ Elementary then JR/SR HS

WANT TO LEARN MORE?



DISTRICT FAQ SITE
WWW.SILVERLAKESCHOOLS.ORG

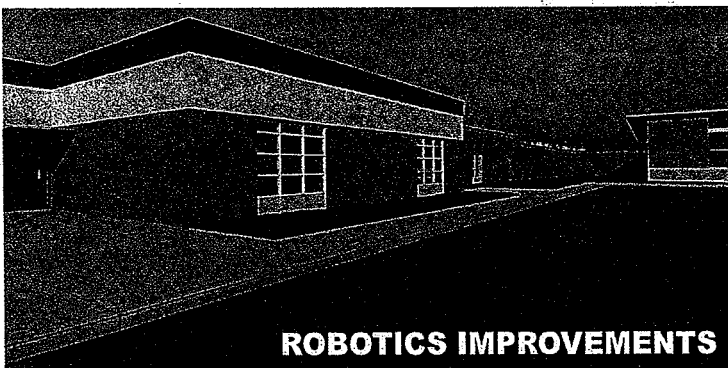
2023 BOND
PLEASE
VOTE BY
NOV. 7th



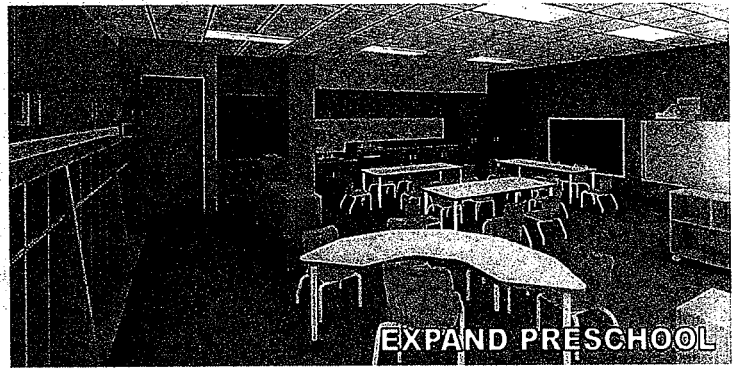
SILVER LAKE USD 372

\$16,365,000 BOND ISSUE HIGHLIGHTS

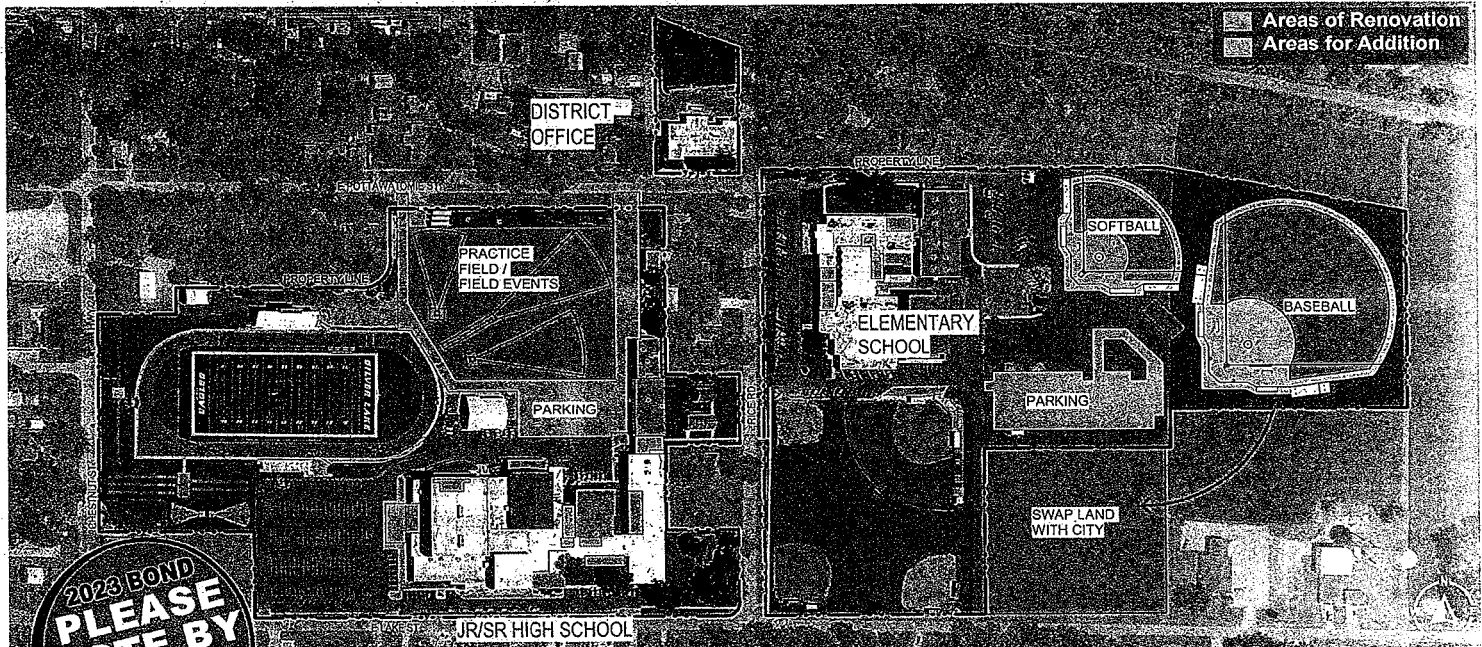
- Elementary Library & Innovation Center Expansion
- Expand Preschool Program
- Kitchen Improvements at both buildings
- Roof and Mechanical Improvements at both buildings
- District Wide Phone and Intercom Improvements
- High School FACS, Science, Art, Business, & Robotics Improvements
- Counseling Services Improvements at both buildings
- JR/SR HS Weight Room Expansion
- Baseball and Softball Relocation allowing for future growth of district and expanded parking!



ROBOTICS IMPROVEMENTS



EXPAND PRESCHOOL



2023 BOND
PLEASE
VOTE BY
NOV. 7th

WANT TO LEARN MORE? →

Request for Funding of Library After School Snack Program

Ashley Hanson: Board Member for the Silver Lake Public Library

A small, but growing portion of our community has found itself living below the poverty line. This places around 150 kids in a position of food insecurity. There are programs in the area targeted towards easing the strain of feeding the children of families struggling to make ends meet.

¹There is an association between food security and low academic and behavioral development, which programs like these help fight against. One of those programs is the after school snack program based out of the Silver Lake Public Library.

The number of free and reduced lunch eligible students is also on the rise. In the wake of the 2020 Covid pandemic the number of families struggling to make ends meet has increased. In our school district 13.5% of students are considered economically disadvantaged and 17% of students qualify for free and reduced lunch. For this reason, The Silver Lake Public would like to request funding for the 2024-2025 after school snack program.

USD #372 Free and Reduced Lunch Data

| Year | Free Lunch Eligible | Reduced Lunch Eligible |
|-----------------------|---------------------|------------------------|
| 2023-2024 | 133 | 12 |
| 2022-2023 | 131 | 19 |
| 2021-2022 | 83 | 48 |
| 2018-2019 (pre COVID) | 87 | 25 |

In the past the after school snack program has operated three days a week and provided two snacks per child who attends. This year the number of days has been reduced to two days a week, due to lack of funding. **The cost to maintain the program is approximately \$2,000 to fund the program 3 days a week for 9 months, and \$1,400 to maintain the program for 2 days a week for 9 months.**

Lastly, the after school snack program encourages students to visit their local library. Children who come to get a snack are often accompanied by a parent or guardian who spends time looking at library materials, often checking them out leading to increased literacy for all members of the family. This is a small program which has a positive impact on many families in the community.

¹ Grineski, Sara E. PhD[†]; Morales, Danielle X. PhD[†]; Collins, Timothy W. PhD[†]; Rubio, Ricardo BA[†]

§ 8-404 PUBLIC OFFICER.

The Mayor, with the consent of the City Council shall designate a public officer to be charged with the administration and enforcement of this article.

(Ord. 1823, passed --) 7-10-2000

§ 8-405 COMPLAINTS; INQUIRY AND INSPECTION.

The public officer shall make inquiry and inspection of premises upon receiving a complaint or complaints in writing signed by two or more persons stating that a nuisance exists and describing the same and where located or is informed that a nuisance may exist by the Board of Health, Chief of Police or the Fire Chief. The public officer may make such inquiry and inspection when he or she observes conditions which appear to constitute a nuisance. Upon making any inquiry and inspection the public officer shall make a written report of findings.

(Ord. 1823, passed --) 7-10-2000

§ 8-406 RIGHT OF ENTRY.

The public officer has the right of access and entry upon private property at any reasonable time for the purpose of making inquiry and inspection to determine if a nuisance exists.

(Ord. 1823, passed --) 7-10-2000

§ 8-407 ORDER OF VIOLATION.

(a) The governing body shall serve upon the owner, any agent of the owner of the property, or any other person, corporation, partnership or association found by the public officer to be in violation of § 8-403 an order stating the violation. The order shall be served on the owner or agent of such property by certified mail, return receipt requested, or by personal service. If the property is unoccupied and the owner is a nonresident, then by mailing the order by certified mail, return receipt requested, to the last known address of the owner.

(b) If the owner or the agent of the owner of the property has failed to accept delivery or otherwise failed to effectuate receipt of a notice or order sent pursuant to this section during the preceding 24-month period, the governing body of the city may provide notice of the issuance of any further orders to abate or remove a nuisance from such property or provide notice of the order by such methods including, but not limited to, door hangers, conspicuously posting notice of such order on the property, personal notification, telephone communication or first-class mail. If the property is unoccupied and the owner is a nonresident, notice provided by this section shall be given by telephone communication or first-class mail.

(K.S.A. 12-1617e)