

File

CITY OF SILVER LAKE COUNCIL MEETING

CITY HALL

October 16, 2023

5:30 P.M.

ORDER OF BUSINESS MEETING

Pledge of Allegiance

Public Comments

Minutes

Appropriation Ordinance

Business Items:

1. Recognition of school crossing guard volunteers; Ivan May & Taylor Benteman/
National Pedestrian Safety Month
2. Police Department Spending Request-Mobile Data Unit Maintenance
3. Hamilton Parkway Discussion
4. Backhoe Trade-In/2024 Request to Purchase UTV
5. Lead & Copper Resident Survey Incentive Discussion
6. Community Tailgate Expense Discussion
7. Resignation of Housing Authority Board Member

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

**City of Silver Lake
Record of Ordinance # 2584
October 16, 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
ARPA Fund				
8623	ARPA	Silver Lake Library	Snag-A-Snack Donation	-2,000.00
8612	ARPA	CivicPlus	Emergency Communication System	-2,850.00
Total YR2021 ARPA Fund				-4,850.00
General Operating				
General Fund				
EFT	GEN	Verizon Wireless	Cellular Service	-92.92
8613	GEN	DBI GreenPoint	Roll-off for Fall Clean-Up	-416.46
8622	GEN	Salisbury	Ear Plugs	-31.65
EFT	GEN	Cox Business	Internet/Phone Service	-392.27
8626	GEN	Wehner's Thriftway	Supplies	-34.87
8624	GEN	TARC, INC.	Shred Container Rental	-10.00
8619	GEN	Logan Business Machines	Copy Contract	-54.78
8617	GEN	Jayhawk Software	New Computer City Hall	-1,755.00
Total General Fund				-2,787.95
Law Enforcement				
EFT	LAW	Evergy	Electricity	-996.07
EFT	LAW	Verizon Wireless	Cellular Service	-243.89
EFT	LAW	Cox Business	Internet/Phone Service	-185.54
8626	LAW	Wehner's Thriftway	Supplies	-49.79
8615	LAW	Fast Signs	2024 UTV Stickers	-193.16
EFT	LAW	Evergy	Electricity	-182.11
Total Law Enforcement				-1,850.56
Street				
EFT	SDP	Evergy	Electricity	-1,083.94
Total Street				-1,083.94
Park				
8614	PRK	Epic Supply	Towel, Soap and Toilet Paper Dispensers for Park	-492.11
EFT	PRK	FreeState Electric Cooperative	Electricity	-110.50
Total Park				-602.61
Street Lighting				
EFT	STL	FreeState Electric Cooperative	Electricity	-187.50
EFT	STL	Evergy	Electricity	-464.54
Total Street Lighting				-652.04
Total General Operating				-6,977.10
Waterworks Fund				
EFT	WW	Verizon Wireless	Cellular Service	-81.47
8616	WW	Gary Taylor	Contracted Water Operator Charges September 2023	-733.75
EFT	WW	Cox Business	Internet/Phone Service	-114.38
EFT	WW	FreeState Electric Cooperative	Electricity	-368.00
8625	WW	Universal Chemical LLC	Gloves & Hand & Body Warmers	-375.48

**City of Silver Lake
Record of Ordinance # 2584
October 16, 2023**

Check #	Type	Name	Memo	Amount
8618	WW	KDOR - Clean Water Fee	Clean Drinking Water Fees 3rd Quarter	-520.11
EFT	WW	KDOR - Retail Sales Tax	3rd Quarter Retail Sales Tax	-988.83
8621	WW	Postmaster	Water Postage through 2024	-4,500.00
8617	GEN	Jayhawk Software	New Computer City Hall	-1,755.00
EFT	WW	Evergry	Electricity	-695.59
Total Waterworks Fund				-10,132.61
Capital Improvement Fund				
8620	CAP	Mammoth Sports Construction	Rip Rap Legion Memorial	-3,400.00
Total Capital Improvement Fund				-3,400.00
TOTAL				-25,359.71

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

Passed this 16th day of October, 2023

Signed or Approved this 16th day of October, 2023

Attest:

City Clerk

Mayor

DRAFT
City of Silver Lake
Regular Session Minutes
Monday, October 2, 2023

The Governing Body of the City of Silver Lake met in regular session at City Hall on Monday evening October 2, 2023, with Mayor Mack Smith conducting the meeting and the following Councilmembers present: Brad Bryant, Steve Pegram, 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, Mr. Jeff Wooster, owner of several properties within Silver Lake, revisited a concern he initially raised two years ago. He highlighted the state of Bahm Demolitions' property situated at the eastern part of town, close to Chilson. Mr. Wooster raised questions about the property's alignment with its designated zoning, observing the presence of four trailers and multiple dumpsters. Expressing concern for the visual appeal of the area and its potential impact on the value of nearby properties, Mr. Wooster emphasized the importance of maintaining an aesthetic that would be inviting to prospective tenants of his apartment complexes.

City Attorney Todd Luckman, acknowledged Mr. Wooster's concerns. He verified that the equipment and trailers being stored on Bahm Demolitions' property do not conform with the C-2 zoning limitations. Reflecting on the history of the issue, Mr. Luckman noted that when this matter was previously addressed in November 2021, corrective actions were taken, which met the Council's standards at that time. However, he affirmed that the current state of Bahm's property appears to deviate from the C-2 zoning regulations. Council directed City Attorney Luckman to proceed in municipal court regarding the zoning non-compliance.

Also present in public comment, Mr. Gary McDaniel of 203 Aquarius presented to Council a drainage concern near his residence, specifically located between Aquarius and Sage streets. To provide a clearer picture of his concern, Mr. McDaniel provided several photographs for reference.

Upon review, Public Works Superintendent Deiter acknowledged the situation, noting its significance and the need for potential improvement. City Attorney Luckman confirmed that the drainage concern falls within the scope of maintenance responsibilities pertaining to the City's easement. Mr. Deiter plans to collaborate with Mr. McDaniel to devise an effective plan to address the drainage issues.

A motion was made by Councilmember Pegram to approve the Regular Meeting minutes of the September 18, 2023 meeting as written. The motion was seconded by Councilmember Bryant and carried.

Councilmember Bryant presented the monthly financial report.

Claim vouchers in the amount of 9230.78 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 Ross and seconded by Councilmember Bryant 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. 2582.

Proposed Council and Court dates for 2024 were approved by Council.

City Clerk Liz Steckel presented quotes and a request to purchase two new computers for City Hall. Councilmember Pegram made a motion to purchase two new computers for City Hall with the total expenditure not to exceed 4500.00 dollars. The motion was seconded by Councilmember Ross and passed.

Ashley Hanson, representing the Silver Lake Library Board, revisited the Council to request support for the library's after-school "Snag-a-Snack" Program. Previously, Councilmember Pegram had committed to exploring Kansas Department of Education (KSDE) for further funding opportunities for the library. Pegram informed the Council that based on Silver Lake's demographic profile, no assistance programs are currently available from the KSDE. Councilmember Pegram then suggested that a donation for the library program might be sourced from the American Rescue Plan Act (ARPA) Fund. Councilmember Robinson asked if it was common practice for cities to financially support library-based food programs. In response, Mrs. Hanson emphasized the heightened grocery costs resulting from the aftermath of the COVID-19 pandemic, leading to increased food insecurity among families. She highlighted an added benefit the "Snag-a-Snack" Program offers is it's promotion of increased library patronage. Mrs. Hanson conveyed the value of the program in strengthening community ties and supporting Silver Lake families during challenging times. Councilmember Ross made a motion to donate 2000.00 dollars from the ARPA Fund to benefit the library's "Snag-a-Snack" Program. The motion was seconded by Councilmember Robinson and carried.

Councilmember Pegram introduced a proposal for an emergency notification system from CivicPlus, based in Manhattan, Kansas. This system offers comprehensive notifications across phone, text, email, and social media platforms. At a cost of 2850.00 dollars for the first year and an annual cost of 2500.00 dollars thereafter, it addresses the City's need for effective communication, especially during events like water shutoffs. Councilmember Bryant noted that he would like to see this system used for more than simply emergencies. Councilmember Pegram motioned to adopt CivicPlus using the ARPA fund for payment. This motion was seconded by Councilmember Ross and was approved.

Before departing at 6:33 PM, City Attorney Luckman endorsed the idea of using incentives to boost participation in the upcoming Lead & Copper Resident Survey. He stressed the survey's completion deadline as October 16, 2024, and suggested that incentives might prevent City staff from needing to conduct door-to-door reminders.

Public Works Superintendent Deiter reported that he and Police Chief Marc McCune had discussed issues concerning speeding on Hamilton Parkway, especially with children playing nearby. Both officials recommend either installing "Kids at Play" signs or designating the road as one-way. The Council requested Superintendent Deiter consult with local business, Moore Tire, about the issue and report back to Council.

Public Works Superintendent Deiter expects substantial paperwork for the upcoming Lead & Copper Resident Survey. City Clerk Steckel consulted peers and presented some incentive ideas to boost survey participation. The Council requested a preview of the survey and asked Superintendent Deiter to present it at the upcoming meeting to assist them in selecting incentives.

Superintendent Deiter would like to trade in the City's Backhoe for 14000 dollars and purchase a 2024 UTV from Heritage Tractor. In it's current condition, the backhoe would cost 8000.00 dollars to be used safely. The Council instructed City Clerk Steckel to consult with City Attorney Luckman on the appropriate wording for a motion to purchase in 2024.

Police Chief Marc McCune presented the September Activity Report.

Mayor Smith commended Chief McCune for his preparedness for the upcoming Homecoming Parade scheduled for Friday, October 6, 2023.

Public Works Superintendent Deiter presented the monthly Public Works Report. He updated the Council on the removal of the fence surrounding the shelter house and the tilling performed along the fence line and around the pickle ball court to optimize seed usage in the future. He expressed a desire to remove dead trees from the park and rent a stump grinder for their roots. On a separate note, Deiter informed the Council of an incident where a fire hydrant was damaged last Sunday. Chief McCune confirmed that the responsible party had insurance. Deiter is in the process of obtaining a quote for a replacement hydrant.

City Clerk Steckel requested a combined \$4,305 for water bill postage: 440.00 dollars for the remainder of 2023 and 3865.00 dollars for 2024. Councilmember Ross made a motion to approve a postage expenditure not to exceed 4500.00 dollars. Councilmember Pegram seconded the motion, which was then approved.

Councilmember Ross had the privilege of attending the Silver Lake Housing Authority meeting and reported that they are to have a TV Tower removed by Hayden Tower.

Councilmember Pegram extended an invitation to the Council to assist at the City District Homecoming Hotdog Roast, commencing at 4:00 PM. The meal is scheduled from 5:00-6:15 PM, followed by an acknowledgment of Past State Championships.

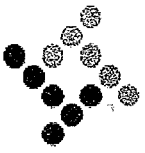
Mayor Mack Smith reported that there has been no update in the status of the City's Water Contract Operator application with KDHE.

Mayor Smith announced that the Homecoming Parade will be at 1:45 PM on Friday afternoon, October 6, 2023, and Chief McCune has the parade under control.

The next meeting is scheduled for October 16, 2023. The following two meetings are schedule for Mondays, November 6, and November 20, 2023, both at 5:30 PM.

Councilmember Ross made a motion to adjourn the meeting at 7:02 PM. Councilmember Robinson seconded the motion and with nothing further to come before Council, the meeting was adjourned.

Liz Steckel, City Clerk



tyler
technologies

Remittance:
Tyler Technologies, Inc
(FEIN 75-2303920)
P.O. Box 203556
Dallas, TX 75320-3556

Invoice

Invoice No	Date	Page
130-140743	11/01/2023	1 of 1

Questions:
Tyler Technologies- Public Safety
Phone: 1-800-772-2260 Press 2, then 5
Email: ar@tylertech.com



Bill To: SILVER LAKE POLICE DEPARTMENT, KS
218 W RAILROAD ST
SILVER LAKE, KS 66539-9550

Ship To: SILVER LAKE POLICE DEPARTMENT, KS
218 W RAILROAD ST
SILVER LAKE, KS 66539-9550

Cust No.-BillTo-ShipTo	Ord No	PO Number	Currency	Terms	Due Date
50219 - MAIN - MAIN	27457		USD	NET30	12/01/2023

Date	Description	Units	Rate	Extended Price
Contract No.: Silver Lake Police Depart				
	New World Fire Mobile Unit Standard Maintenance - New World AVL	2	110.90	221.80
	Maintenance Start: 01/Dec/2023, End: 30/Nov/2024			
	New World Law Enforcement Mobile Unit Standard Maintenance- Mobile Message - LE CAD via Switch	2	276.65	553.30
	Maintenance Start: 01/Dec/2023, End: 30/Nov/2024			
	New World Third Party LE Records Interface Standard Maintenance- LE State/NCIC Interface (multi-state)	2	184.83	369.66
	Maintenance Start: 01/Dec/2023, End: 30/Nov/2024			

****ATTENTION****
Order your checks and forms from
Tyler Business Forms at 877-749-2090 or
tylerbusinessforms.com to guarantee
100% compliance with your software.

Subtotal	1,144.76
Sales Tax	\$0.00
Invoice Total	1,144.76

Kansas Customer Water System Service Line Inventory Questionnaire

Water System Name

Dear Water Customer:

The U.S. Environmental Protection Agency (EPA) recently issued regulations requiring all public water supply (PWS) systems to develop a Lead Service Line Inventory (LSLI) of both water system owned and your privately owned service lines. Your PWS system must submit this inventory to the Kansas Department of Health and Environment (KDHE) by October 16, 2024.

While these contaminants are not in the source water, they can enter tap water through the corrosion of service line piping and older household plumbing materials. Your water system is now required under drinking water regulations to send surveys to all customers asking that you complete and return the survey form below. We thank you for your cooperation in helping us with this to continue to serve clean and safe drinking water to our customers. Please take a few minutes to complete this questionnaire to the best of your ability and return to the address at the end of the questionnaire.

Additional information on the Lead and Copper Rule and identifying lead pipes and plumbing can be found on the KDHE website at: kdhe.ks.gov/547 or at the EPA Website at: epa.gov/dwreginfo/lead-and-copper-rule

Contact Information

Name of Person filling out this questionnaire: _____

Phone Number should we have questions: _____

Property Street Address: _____

Structure Type: Single Family Home _____ Multi-Family (duplex/Quadraplex _____

 Apartment _____ Commercial Building _____ Industrial Facility _____

Year Built: _____

Materials List (Check all that apply) See drawing on back of this paper for more information.

1. What pipe material is the service line pipe entering your house, foundation or business made of?

Lead _____ Copper _____ Galvanized Steel _____ PVC _____

Polyethylene _____ Unknown _____

2. What year was your service line installed? _____ (This may be the year structure was built)

3. What size pipe is the service line entering your house or business? _____ inches

4. What material are the plumbing pipes in your house or business mostly made of?

Lead _____ Copper _____ Galvanized Steel _____ PVC _____

Polyethylene _____ Unknown _____

5. What is the second most material the plumbing pipes are made of?

Lead _____ Copper _____ Galvanized Steel _____ PVC _____

Polyethylene _____ Unknown _____

6. How old are the pipes inside your house?

Installed before 1989 _____ Installed after 1989 _____

7. Do you have a water softener, a whole home water purification system, RO-System, faucet filter or any other treatment device installed in your house or business?

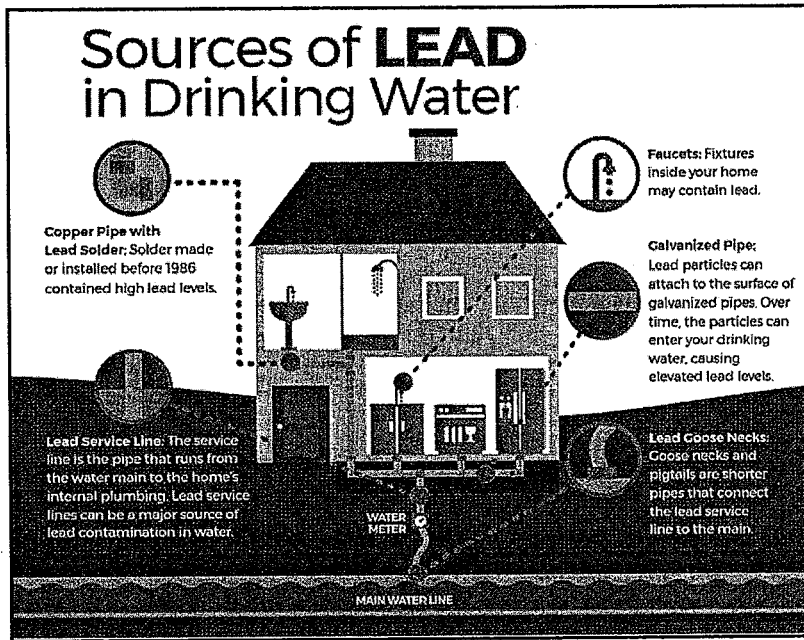
Yes _____ No _____

8. If your home or business meets the criteria for lead and copper sampling, would you be willing to participate in this testing? During testing, a Water Supply Employee would bring an empty bottle to your house, provide you with documentation and instructions on collecting the sample, and pick it up the next morning.

Yes _____ No _____

Thank you for participating in this survey. Please return your completed survey to:

Water system Return Address Here



William R. Ross
417 Rice Rd.,
Silver Lake, Kansas 66539

October 4, 2023

Hon. Mayor Mack Smith
218 W. Railroad St.,
Silver Lake, Kansas 66539

Dear Mack,

First of all, **CONGRATULATIONS** on your more than two decades as the Mayor of Silver Lake! You have successfully guided our city through some tough years and we all benefited from your decisions.

You appointed me to the Silver Lake Housing Authority Board of Directors in your first term as mayor. After these many years on the board, I think I've served long enough. Please accept my resignation from the Housing Authority Board of Directors effective immediately. Thanks for giving me the opportunity to serve.

Sincerely,



William R. Ross

Copy: Brian Goodman