

LYNDON CITY COUNCIL
REGULAR MEETING MINUTES OF
October 19, 2015

The Lyndon City Council met in regular session on Monday, October 19, 2015, 7:00 p.m., at City Hall.

1. CALL TO ORDER: Mayor Smith called the meeting to order.

- a) City Clerk called roll of the City Council. Mayor Brandon Smith and members Darby Kneisler, Chris Cole, Bill Patterson and Steve Morrison (7:24) are present. Watson is absent with notification.

City Staff present: City Attorney, Pat Walsh; Julie Stutzman, City Clerk; David Wilson, Maintenance Supervisor; and Darrel Manning, Chief of Police.

Others present: Kelly Hurla, Osage County Herald Chronicle, Peggy Clark, HPPL.

2. ADOPTION OF MINUTES OF PREVIOUS MEETINGS:

- a) Kneisler made the motion to approve the Regular Meeting minutes of October 5, 2015 as amended. Patterson seconded, motion carried.

3. CONSENT AGENDA:

- a. Approval of Bills: Patterson made the motion to approve the bills as set forth. Kneisler seconded, motion carried.

4. PUBLIC COMMENTS: None

5. CORRESPONDENCE TO COUNCIL: None.

6. UNFINISHED BUSINESS:

- a. JONES PARK USE AGREEMENT: The City Clerk stated she spoke with USD 421 Superintendent Cheryl Cook about the agreement. She stated that since she was not superintendent when the work began on the agreement that she would like to have a meeting with the committee to get better background of the agreement and current concerns. The City Clerk will contact the other committee members to try to get the meeting scheduled.
- b. UPDATE ON LEARNING CENTER: The Maintenance Supervisor stated there have been four poles at the site of the structure and brief discussion continued about the project with no action taken.

- c. BAILEY HOUSE GRANT: Cole stated there is not enough of a fund cushion in the 2016 budget to do the project. He stated the Council has two options. One option is to pay the cost of the project and republish the 2016 budget for the Capital Improvement fund or option two is to reduce some other line items in Capital Improvement to pay for the grant match. Cole noted that some of the expense might be in 2016 and some in 2017 as well as not being reimbursed in the same year. Cole stated he toured the Bailey House and there is work to be done. After further discussion, it was consensus of the Council to expense the project from the Capital Improvement Fund and discussed the timeline for amending the 2016 budget if needed. Cole made the motion to authorize the Mayor to sign the letter committing funds for the Heritage Trust Fund Grant up to \$52,800 for the Bailey House project as presented with the anticipation of receiving 80% reimbursement of the grant application. (Note: The City's estimated final cost after grant reimbursement is \$10,560.)

7. NEW BUSINESS:

- a) WASTEWATER TESTING: The Maintenance Supervisor provided the Council two pricing quotes from Pace and Continental laboratories for the required monthly wastewater testing. He stated Pace Analytical is less expensive than what the City is paying at this time, but another copper test needs to be added and the PH level removed as the City now runs that test. The Maintenance Supervisor stated the difference of adding the copper and removing the PH does not change the amount for testing by more than approximately \$5.00. He stated Pace does provide a courier to pick up the samples. He stated that Continental does not have a courier and the sample shipped from UPS in Topeka overnight. After further discussion, Patterson made the motion to accept and authorize the Mayor to sign the corrected bid from Pace Analytical for wastewater testing services not to exceed \$395.00. Kneisler seconded, motion carried.

8. STAFF REPORTS:

- a) POLICE: The Council received a copy of the Officer Activity report for October 2015.
- b) PLANNING AND ZONING: The Planning and Zoning Committee did not meet due to lack of quorum at the October 7. The next meeting for the committee is Wednesday, November 4 at 6:30 p.m. The Zoning Administrator provided the Council with a copy of the most current approved building permits.
- c) PUBLIC WORKS: The Maintenance Supervisor provided Council the Maintenance Activity report for review.

The Maintenance Supervisor stated he is meeting with Steve Zerr and Torgenson on boring the highway tomorrow, October 20. The meeting is to discuss what it will cost to get water service for what Mr. Zerr needs and also for upgrading the line to a six or eight inch line. Mr. Zerr also plans to construct a building on an adjoining

property and wishes to have a service there also. Morrison stated it is his understanding that it will be a two-inch line. Kneisler asked if the property is zoned as commercial and the Zoning Administrator concurred. The Maintenance Supervisor stated there is research to be done in terms of easements and right of ways.

The Maintenance Supervisor stated he put new batteries in the tornado sirens, however, the siren at the pool is not showing lights on the circuit board. He stated he called the company they were purchased which is now CDL, Incorporated and is working with them on a printed circuit board to see if there is a warranty left. The Mayor asked what year they are and the Maintenance Supervisor stated 2011. Kneisler asked why the sirens do not sounded daily, and the Maintenance Supervisor stated it is an emergency device and quit daily use after the new sirens were installed.

- d) CITY CLERK: The City Clerk stated there will not be a haunted trail this year and planned for next year.

The City Clerk stated the City is online with One Call and the system was tested.

Trunk or Treat is Saturday, October 31 from 4:30 p.m. - 6:30 p.m. at Jones Park.

9. COUNCIL/MAYOR COMMENTS AND REPORTS:

Cole stated the Jones Park trail sign has not been updated recently and asked the Maintenance Supervisor if there are plans for another case. The Maintenance Supervisor briefly discussed the proposed signage for regulations and trail map. He called and got material and pricing information for the sign from a company in Topeka. The sign will be updated within the next few days and the school and recreation commission are welcome to post information.

10. EXECUTIVE SESSION:

Kneisler made the motion to recess to executive session for 15 minutes for non-elected personnel with City Attorney, Maintenance Supervisor and City Clerk attending. Morrison seconded, motion carried. Council reconvened with no action taken.

Morrison made the motion to recess to executive session for 15 minutes for non-elected personnel with City Attorney attending. Patterson seconded, motion carried. Council reconvened with no action taken.

Patterson made the motion to recess to executive session for 5 minutes for non-elected personnel with City Attorney attending. Morrison seconded, motion carried. Council reconvened and Cole made the motion to promote Scott Culley to Assistant Public Works Superintendent at a wage \$17.71, increase the salary of the City Clerk to \$18.00, increase the wage of Officer Forkenbrock to \$16.01, and pay increase to all full time employees of 2%. The 2% increase will take effect as of November 2015 pay period and calculated for the City

Clerk, Scott Culley, and David Forkenbrock after wage increase. Kneisler seconded, motion carried.

Cole made the motion to recess to executive session for 11 minutes for non-elected personnel with the City Clerk attending. Kneisler seconded, motion carried. Council reconvened and Kneisler made the motion to offer employment to candidate #1 with a starting wage of \$8.50 per hour and starting when available. Cole seconded, motion carried.

11. ADJOURNMENT: Cole made the motion to adjourn to Monday, November 2, 2015 at 7:00 p.m. for the regular meeting. Kneisler seconded, motion carried.

Julie Stutzman

City Clerk