

LYNDON CITY COUNCIL
REGULAR MEETING MINUTES OF
October 20, 2014

The Lyndon City Council met in regular session on Monday, October 20, 2014, 7:00 p.m., at City Hall.

1. CALL TO ORDER: Mayor Smith called the meeting to order.
2. ROLL CALL: City Clerk called roll of the City Council. Mayor Brandon Smith and members Doug Watson, Darby Kneisler, Chris Cole, Bill Patterson present.

City Staff present: Betty Thompson, City Administrator; Julie Stutzman, City Clerk; Pat Walsh, City Attorney (7:11); David Wilson, Public Works Supervisor; and Darrel Manning, Chief of Police.

Others present: Kelly Hurla, Osage County Herald; Bruce Boettcher, BG Consultants; Steve and Shelley Zerr, Rockin Z Ridge.

3. ADOPTION OF MINUTES OF PREVIOUS MEETINGS: Kneisler made the motion to approve the regular meeting minutes of October 6, 2014 as presented. Patterson seconded, motion carried.
4. CORRESPONDENCE TO COUNCIL:

- Kansas Government Journal for October 2014.
- Copy of the Thank You note from Dan and Erin Burkdoll for the baby gift.
- Copy of letter from MediaCom regarding new ESPN channel 663.
- 11th Annual Toy Run flier.
- Flier from the American Legion for Veteran's Day events.

5. CITIZEN'S STATEMENTS AND PETITIONS: Steve Zerr with Rockin Z Ridge presented to the Council to discuss the re-plat of Rockin Z Ridge, Addition #2 and provided Council with a copy of the re-plat for their review. He stated they have an agreement with the Rural Water District #3 and have discussed plans with KCPL for electricity. Mr. Zerr wants to proceed with developing the frontage of the property by placing a Rocking Z Ice machine on the property which provides ice and purified water. Mr. Zerr discussed with Council the need to get water to machine and the options of rural water versus City connection. He stated that due to the rural water district having the maximum connections on the line according to KDHE, it would better to connect to the City side. Mr. Zerr discussed the plan for the project detailing entry points off US 75 Highway, possibility of connection to city water, options for sewer and proposed placement of the machine. After further discussion, the Mayor stated the City would research the proposed project and thanked Mr. and Mrs. Zerr for the update.

6. UNFINISHED BUSINESS:

- a) BRUCE BOETTCHER, BG CONSULTANTS - SAFE ROUTES: Bruce Boettcher with BG Consultants, per the request of the Council, presented to discuss options for Safe Routes to School and KDOT funding. Mr. Boettcher stated the City has four options

for the project. Option 1 is to discuss phasing the project with KDOT, however, more expenses may be incurred for administration and cost of materials. Option 2 would be optimizing KDOT's funding by having BG Consultants proceed with design and value engineering of the project keeping what is critical for the design that would maximize KDOT's funding; minimize the City's matching funds and go to bid with that project. Option 3 would be to show the project with the full replacement of the 8th Street culvert. Option 4 would be to stop the project altogether. After further discussion of the project with Mr. Boettcher, Patterson made the motion for BG Consultants to proceed with the design and provide options to the Council of value engineering that would maximize the funding from KDOT and minimize the City's matching funds to \$50,000 which is not to include engineering fees. Kneisler seconded, motion carried. The Mayor and Council thanked Mr. Boettcher for coming to the meeting.

- b) JONES PARK MEMORIAL TRAIL UPDATE: The Maintenance Supervisor provided the Council with a quote for the materials to build the sign kiosk at the new trail and the proposed sign design. After further discussion, Kneisler made the motion to approve \$828.75 to purchase the kiosk materials from Lyndon Building Materials, two yards of concrete at approximately \$200 with the project not to exceed \$1100. Watson seconded, motion carried. It was noted that the grant that Peggy Clark has been awarded will pay \$950 towards the kiosk, \$250 for a materials rack and \$700 for bike racks at the new trail.

Patterson stated he had given the task of the Schmitt Memorial tree planting to the Maintenance Supervisor. The Maintenance Supervisor stated the tree was planted along the trail.

The City Administrator provided the Council an email from the school with the list of trail names. After further discussion, it was consensus of the Council to table the matter to the next Council meeting.

The City Administrator stated she spoke with Bruce Boettcher at the conference and he stated that he would write a letter to Dayhoff if the Council requested it about the sidewalk issues. She stated that after walking the trail Mr. Dayhoff he is going to do the dirt work and re-seeding, however, felt it would be pushing the issue to have him fix the cracks in the sidewalks. It was consensus of the Council not to push the sidewalk issue and have Mr. Dayhoff do the dirt work and re-seeding as discussed.

- c) FINANCIAL UPDATES: The City Administrator provided the Council budget notebooks for their review. These will be updated and include the 2014 and 2015 budgets; 2013 audit, and fund spreadsheets. She stated she spoke with Rick Ensz with Cooper, McClain and Malone and the City will not gain any savings at this time by refinancing the water bonds and sewer loan.

The City Administrator discussed with Council the neighborhood revitalization rebate and how these impact the mill levy revenue on City's budget. She also discussed the Compensating Use Tax and gave a brief yearly overview. The City Administrator discussed fund balances and projected year-end balances.

7. NEW BUSINESS:

- a) JONES PARK AGREEMENT MEETING, OCTOBER 21: Councilmember Doug Watson stated representatives from the City, USD 421 and the Lyndon Recreation Commission will meet tomorrow night, October 21st at 8 p.m. to discuss the Jones Park Use Agreement. The City Administrator and Council had a brief discussion about upgrades to the park, the need to have an updated agreement and the appointed representatives for the City need to attend the LRC meetings. It was noted the agreement is to be completed June or July of 2015.
- b) VETERAN'S DAY PROCLAMATION: The Council received a copy of the 2014 Veteran's Day proclamation. Kneisler made the motion to authorize the Mayor to sign the proclamation. Patterson seconded, motion carried.

8. STAFF REPORTS:

- a) POLICE: The Council received a copy of the Police Officer Activity report for October 1st through October 17th for review. The Mayor asked if any City staff or Councilmembers went to the emergency preparedness exercises in Burlingame. The Chief of Police attended and gave a brief overview.
- b) PLANNING AND ZONING: No report. The City Attorney suggested the Rocking Z Ridge project needs to be reviewed by the Planning and Zoning Commission. The Zoning Administrator stated he has not received the building permit for the project.
- c) MAINTENANCE: The Council received a copy of the Maintenance report. The Maintenance Supervisor voiced his concerns about Jones Park in regards to mowing, baseball field / park maintenance and lighting.
- d) CITY CLERK: The Council received a copy of the Clerk's report, the bill list for September 2014 and final revenue and expense fund spreadsheet for the Community Garden. The City Clerk discussed with Council considering changing the payroll system to Denali from Cougar Mountain. She also reported they have received the cash drawer and thermal printer for Jayhawk Payment Receipting and will train on the system in a few weeks.
- e) CITY ADMINISTRATOR: The City Administrator received a call about the City sponsoring an ad for the girls sub-state volleyball. It was consensus of the Council that the City stays consistent with the current policy.

The City Administrator attended the LKM conference and mentioned the workshops she had went to. She spoke with USDA Rural Development regarding development funding.

9. COUNCIL COMMENTS:

Patterson asked about the streetlight out at Jones Park and if it was added to the list sent to KCPL. The Chief of Police stated he has been on the day shift and no list has been done since then.

Patterson stated he will be at City Hall at 5:30 to help with City Hall Halloween.

Cole thanked the City Clerk and her family for their time spent in the Community Garden.

Cole stated he has gotten several compliments on the street work.

Kneisler also complimented the Maintenance crew for the work on the streets.

Kneisler thanked the Maintenance Supervisor and his crew for their work on Fall Festival.

Kneisler stated the things on the master list need to be completed which include the sewer ordinance and employee handbook update. Kneisler briefly discussed the sewer ordinance and voiced his concern about high sewer rates.

Mayor Smith also stated he would like the sewer ordinance reviewed and start discussion of sewer rate averaging.

Mayor Smith briefly discussed dilapidated buildings and options for the City. The City Attorney stated it is a straight expense for the City that could be up to \$15,000 which needs to be a budgeted. The City does not recoup those funds.

Mayor Smith inquired about filling the vacant Council seat. It was consensus of the Council to not fill the position at this time as the election is just months away and the vacant position is up for re-election.

10. EXECUTIVE SESSION: None.

11. ADJOURNMENT: Cole made the motion to adjourn to November 3, 2014 at 7:00 p.m. for regular meeting. Kneisler seconded, motion carried.

Julie Stutzman

City Clerk