

LYNDON CITY COUNCIL
REGULAR MEETING MINUTES OF
November 17, 2014

The Lyndon City Council met in regular session on Monday, November 17, 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.

3. ADOPTION OF MINUTES OF PREVIOUS MEETINGS: Watson made the motion to approve the regular meeting minutes of November 3, 2014 as presented. Kneisler seconded, motion carried.
4. CORRESPONDENCE TO COUNCIL:
 - Pledge of Securities from Lyndon State Bank as of October 31, 2014.
 - Public Wholesale Water District #12 meeting minutes of October 15, 2014.
5. CITIZEN'S STATEMENTS AND PETITIONS: None
6. UNFINISHED BUSINESS:

- a) SEWER RATE REVIEW: The City Administrator provided the Council a spreadsheet for sewer rate options to try to lower the costs to residents. The current sewer debt is approximately \$102,132 in payments a year. The rate increased in 2012, 2013 and 2014 at 3% each year. This rate increase of 3% will continue until 2018 as per the current sewer ordinance. After further discussion, it was consensus of the Council that due to the current sewer debt, reducing the rate is not an option at this time. Council tabled the matter.
- b) JONES PARK USE AGREEMENT: Watson stated the next meeting is Wednesday, November 19th at 8 p.m. at the high school. The City Administrator provided the Council with information about what is currently missing in the agreement, which entity is responsible for maintaining certain facilities, as well as the current agreement for review. Discussion continued about the current state of the tennis court, playground, shelter house, concession stand, and facility maintenance/replacement responsibilities. The City Administrator also provided information about creating capital improvement plan for Jones Park. After further discussion, Watson asked Council to provide their ideas or concerns regarding the agreement.

Watson asked about the outdoor learning center site on the new trail. Patterson stated they had a meeting on the proposed structure on Friday, November 14th. Patterson stated Brad Loveless works for Westar and they are planning to build a structure like an open shelter house on the trail at the entrance. Watson asked if there are any drawings or plans for the structure and Patterson stated Mr. Loveless has them. Patterson also stated they decided to wait until spring to build the learning center. Watson also stated his concern about the maintenance of the facility once the structure is in place.

- c) APPROVAL TO PURCHASE SOLIDS METER FOR SEWER PLANT: The Maintenance Supervisor provided Council with two cost quotes for a solids meter for the sewer plant. After further discussion, Patterson made the motion to approve the Maintenance Supervisor to purchase the portable solids meter for the sewer plant at \$2,010.00. Cole seconded, motion carried.
- d) BUILDING PERMIT FROM ROCKING Z RIDGE: The Council received a copy of the approved permit for Rockin Z Ridge to place an ice machine. The Zoning Administrator stated the Planning and Zoning Commission reviewed and approved the permit at the last meeting. The City Administrator stated she received the hydraulic study from Bruce Boettcher at BG Consultants as requested by the Council. The Maintenance Supervisor asked if the water line for the project is going to be only big enough to provide service to the ice machine at this time or big enough to plant for future developments. The project is in the early stages and there are no decided plans to get water and sewer to the proposed project. After further discussion regarding the options for water and sewer services, no action taken.
- e) WATER BILL SURVEY SAMPLE: The City Administrator provided Council with a water bill sample that has survey questions and even information printed on the back. It was consensus of the Council to put the resident survey question and event information on the back of the bill and see how many residents respond.
- f) CITY LAKE INTAKE REPAIR: The Council received a copy quote from Dark Water Divers. After further discussion, Council tabled the matter.

7. NEW BUSINESS:

- a) ORDINANCE 803 TO AMEND ORDINANCE 800 (2014 STANDARD TRAFFIC ORDINANCE): Patterson made the motion to approve and authorize the Mayor to sign Ordinance No. 803 that amends Ordinance No. 800 due to the 2014 Edition of the STO having errors which needed to be corrected per the League of Municipalities. Kneisler seconded, motion carried.
- b) 2015 HOLIDAY SCHEDULE: The City Clerk provided Council with the proposed 2015 Holiday Schedule requested by employees and per the employee handbook. Kneisler made the motion to approved the 2015 Holiday Schedule. Watson seconded, motion carried.
- c) CITY HOLIDAY PARTY: The City Clerk stated the holiday party is scheduled for Friday, December 19th at 6:30 p.m. at the Lyndon Community Center and gave each member and the City Attorney their invitations. She stated the invites will be sent

out the next day to members of the Pride and all City-appointed boards. It was consensus of the Council to allow the City Clerk a budget of \$150.00 for the party.

- d) ADVANTAGE COMPUTER CONTRACT FOR DENALI: The City Clerk provided Council with the yearly service contract for the Denali accounting software. After a brief discussion, Cole made the motion to approve and authorize the Mayor to sign the contract with Advantage Computer for the Denali Software for December 2014 to December 2015 for \$917.00. Kneisler seconded, motion carried.

8. STAFF REPORTS:

- a) POLICE: Council received a copy of the Officer Activity report for November 1 to November 14, 2014.
- b) PLANNING AND ZONING: Council received a copy of the Planning and Zoning meeting minutes and provided a copy of the Rockin Z Ridge building permit.
- c) MAINTENANCE: The Council received a copy of the Maintenance Activity Report.

Patterson complimented the Maintenance Supervisor on the progress of the sign at Jones Park for the new trail.

The Mayor asked the Maintenance Supervisor about the progress with the wind wall at the sewer plant. The Maintenance Supervisor stated the materials for the polymer wall were ordered and briefly discussed the project with Council.

- d) CITY CLERK: Council received a copy of the Clerk's report and discussed Winter Festival and upcoming community Thanksgiving dinner with Council.
- e) CITY ADMINISTRATOR: The City Administrator discussed her written report with Council.

Patterson stated Brad Loveless, the City Administrator, the new biology teacher, himself and a few members of school staff met to discuss the learning center. He stated they discussed burning in the spring, bird houses, etc. Patterson also stated they will be having another meeting in January.

The City Administrator discussed with Council the Recreation board's concern about the city-appointed representatives not attending meetings. The City Administrator was directed by Council to write another letter to the current representatives. The City Administrator stated the Joint Recreation Board is wanting to hire a part-time recreation director and would like two Council members to attend the December 21st meeting to discuss the job description and interview questions. They board would like to begin interviewing in January. Council members Cole and Watson will attend the meeting.

The City Administrator went to the County Commissioner's meeting after getting a call from the County Clerk regarding a drainage issue next to the jail. After further discussion, the Maintenance Supervisor stated the City does not have any action to take on the issue.

9. COUNCIL COMMENTS:

Patterson inquired about the December meetings and noted in the past the last December was held later than the 3rd Monday of the month. It will be discussed at the first meeting in December when to have the second meeting.

Patterson asked why the mill levy rate is higher on the tax bill that goes out to residents than what the Council approved. The City Clerk and City Administrator will research and find out why.

Kneisler stated residents have asked him about revisiting the 1/2 cent sales tax and received good feedback. He stated the residents he spoke to want the 1/2 cent sales tax to pass and it needs to be given to the County Clerk by January 31st if it is to be on the spring ballot. Kneisler stated there should also be town hall meetings and a clear picture of what the funds would be set aside for.

10. EXECUTIVE SESSION: Patterson made the motion to recess to executive session for 10 - minutes for non-elected personnel with the City Administrator attending. Watson seconded, motion carried. Council reconvened with no binding action taken.

Patterson made the motion to recess to executive session for 15-minutes for attorney-client privilege. Kneisler seconded, motion carried. Council reconvened with no binding action taken.

11. ADJOURNMENT: Patterson made the motion to adjourn to December 1, 2014 at 7:00 p.m. for regular meeting. Cole seconded, motion carried.

Julie Stutzman

City Clerk