

LYNDON CITY COUNCIL
REGULAR MEETING MINUTES OF
February 15, 2016

The Lyndon City Council met in regular session on Monday, February 15, 2016, 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 Chris Cole, Darby Kneisler, Doug Watson, Bill Patterson and Steve Morrison present.

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.

2. ADOPTION OF MINUTES OF PREVIOUS MEETINGS:

- a) Patterson made the motion to approve the Regular Meeting minutes of February 1, 2016 as written. Kneisler seconded, motion carried.

3. CONSENT AGENDA:

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

4. PUBLIC COMMENTS: None.

5. CORRESPONDENCE TO COUNCIL:

- Pledge of Securities from Lyndon State Bank as of January 29, 2016.
- Public Wholesale Water Supply District #12 meeting minutes of January 27, 2016.

6. UNFINISHED BUSINESS:

- a. SEWER PLANT EVALUATION UPDATE: The City Clerk stated the City received copies of the final report from BG Consultants on the sewer plant evaluation sent to KDHE for approval. Bruce Boettcher plans to attend the meeting on Monday, March 7 to discuss the report with Council. Watson asked the City Clerk to get the report in PDF form and send it to Council.
- b. HERITAGE TRUST FUND GRANT: The City Clerk stated she received a letter on Thursday, February 11, awarding the City the 2016 Heritage Trust Fund Grant to do renovations on the Bailey House for the full amount requested of \$42,240. She stated if the City wants to proceed with the grant,

the acceptance letter is due to the Kansas Historical Society by February 29, 2016. The City Clerk stated that she and Peggy Clark would attend the grant orientation session on Monday, February 22 at 10:00. She stated after looking at the budget, the project will be funded from the Bailey House Fund that has a fund balance of \$5,628.00 and the remaining portion of \$46,857.00 paid from City 1%. She reminded the Council the full project cost of \$52,800 is paid upfront by the city and will be reimbursed eighty percent of the project after completion. After further discussion, Patterson made the motion to accept the grant and authorized the Mayor to sign the letter. Watson seconded, motion carried.

- c. MEMORIAL AT JONES PARK TRAIL: The Council received a copy of the letter with the proposed location from Cathy Wilson of the Lyndon Alumni Association to submit to the Kansas Department of Wildlife, Parks and Tourism. The City Clerk stated she spoke with Kati Westerhaus with KDWP to let her know about the proposed memorial. Ms. Westerhaus stated that as soon as she received the request, she would send the approval letter. The Council approved the location of the memorial by consensus.

7. NEW BUSINESS:

- a) SEWER ABATEMENTS: The City Clerk provided sewer abatement information prepared by the City Treasurer for Mr. Decker and USD 421.

Mr. Decker had a leak in the service line during the month of January and the leak certified by maintenance. After further discussion, Cole made the motion to approve the sewer abatement for \$172.08. Kneisler seconded, motion carried. Watson asked about the City not having an emergency number for Maintenance per Mr. Decker's letter and the City Clerk stated she already put the emergency contact numbers on the City's website.

USD 421 requested sewer abatement on a leak in the concession stand bathroom at the football field. The Maintenance Supervisor stated it was due to a toilet that broke and processed through the sewer plant. He stated the concession stand water lines were not winterized and it had been running for a while before being noticed by a resident. After further discussion, it was consensus of the Council not to grant the sewer abatement. The Maintenance Supervisor stated he would revisit the meter with the City Clerk and double check the information due to the meter being manual.

- b) AUTHORITY TO EXPLORE PATROL CAR PURCHASE: The Police Chief stated the 2005 Crown Victoria is in need of a paint job and the 2008 Impala has over 100,000 miles on the odometer. He does not see the need to continue to put money into fixing the issues and provided Council with a list of vehicles from the Kansas Highway Patrol that include pricing. The Chief

stated he looked at other companies, but the mileage on those cars was higher. He stated he would like to go see the cars and be able to purchase a patrol car that includes the equipment installed to save time and money removing and installing equipment into a the other vehicle. Cole asked if it was going to be a lease purchase and the City Clerk stated that after the January distribution from the mill levy, the Law Enforcement fund would allow the City to purchase the car outright. The Chief stated after the City purchases a newer patrol car; the Impala and 05 Crown Victoria are no longer needed and could be sold. After further discussion, it was consensus of the Council to have the Chief of Police proceed on exploring the options for a newer patrol car.

- c) OFFICE EQUIPMENT PURCHASE: The City Clerk stated the computer tower that the City Treasurer is currently using is in need of replacement as is starting to have issues. The City purchased new towers in 2010 or 2011 and this tower is approximately 5-6 years old. The stated the cost of the tower would be approximately \$600 and IT services would be around \$300. She stated the total cost would not be more than \$1,000. After further discussion, it was consensus of the Council to allow the City Clerk to proceed with purchase.

8. STAFF REPORTS:

- a) POLICE: The Council received a copy of the Officer Activity report.
- b) PLANNING AND ZONING: The Planning and Zoning Commission met on February 3 at 6:30. The commission discussed the Comprehensive Plan and the Zoning Administrator discussed that briefly with Council.
- c) PUBLIC WORKS: The Council received a copy of the Maintenance Activity Report.

Kneisler asked about the new sod at the baseball field. The Maintenance Supervisor stated they installed 3-4 feet of sod around the outside of the softball diamond where they cut the raised area out. He stated they asked him to supply water and so he will be hauling water in the jetter truck due to the water supply at Jones Park still being off and winterized.

The Maintenance Supervisor briefly discussed the letter from Lonnie Boller of the Kansas Rural Water Association in regards to the City's water tower inspection. He stated he asked Mr. Boller and Tony Kimmi from KRWA to stop by and look at the current water tower inspection and the inspection from four years ago. The Maintenance Supervisor then asked them if the tower maintenance as far as painting could wait until the next tower

inspection and they thought the tower is in good shape. He stated there are a few blemishes seen previously.

Jake Duggar with Utility Service stopped and visited with the Maintenance Supervisor in regards to the tower. Utility Services is the company that conducted the wash out and cleaning of the tower. Mr. Duggar will contact the Maintenance Supervisor with pricing, however, would like to sit down with a couple of Council members beforehand to discuss the possibility of a maintenance contract.

Watson asked about the condition of the tiger painted on that tower and briefly discussed it with the Maintenance Supervisor as well as the condition of other areas of paint on the tower. The Maintenance Supervisor stated the paint on the tower should not change in another five years. Watson stated he wants to make sure repainting the images on the tower is also included for budgeting.

The Maintenance Supervisor stated the DO meter for the sewer plant needs replaced. He stated he sent the meter in for repair and the cost is \$600 and a new one costs \$735. If the meter is repaired, there is only a one-year warranty on parts and 90 days on labor versus three-year warranty and \$150 in trade value on a new meter. After further discussion, Cole made the motion to approve the purchase of the new DO meter. Watson seconded, motion carried.

The Maintenance Supervisor stated he was contacted by the representative at Musco Lighting and will be setting up an appointment to met with him.

d) CITY CLERK: The City Clerk provided the Council with the Clerk's report.

The Pride ended the year with approximately a \$6900.00 bank balance and the City Clerk briefly went over the events scheduled for 2016. Watson made the suggestion of blocking off downtown parking from eighth to sixth street to allow a better view of the July 4 parade.

9. COUNCIL/MAYOR COMMENTS AND REPORTS:

Council member Morrison stated he was pleased with the Pride update and thanked the Pride members for all of their efforts.

10. EXECUTIVE SESSION:

Cole made the motion to recess to executive session for 10 minutes for non-elected personnel with the City Attorney, City Clerk and the Maintenance Supervisor attending. Kneisler seconded, motion carried. Council reconvened with Cole

making the motion to authorize the City Clerk to advertise for the full-time Maintenance/Public Works position. Morrison seconded, motion carried.

11. ADJOURNMENT: Patterson made the motion to adjourn to Monday, March 7, 2016, at 7:00 p.m. for the regular meeting. Kneisler seconded, motion carried.

Judie Stutzman

City Clerk