

LYNDON CITY COUNCIL  
REGULAR MEETING MINUTES OF  
February 16, 2015

The Lyndon City Council met in regular session on Monday, February 16, 2015, 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, Chris Cole, and Bill Patterson present. Kneisler absent with prior notification.

City Staff present: City Attorney, Pat Walsh; Betty Thompson, City Administrator; Julie Stutzman, City Clerk; David Wilson, Public Works Supervisor; and David Forkenbrock, Patrolman.

Others present: Kelly Hurla, Osage County Herald Chronicle.

3. ADOPTION OF MINUTES OF PREVIOUS MEETINGS: Cole made the motion to approve the regular meeting minutes of February 2, 2015 as read. Watson seconded, motion carried.

4. CORRESPONDENCE TO COUNCIL:

- Kansas Government Journal January/February 2015.
- Pledge of Securities from Lyndon State Bank as of January 31, 2015.
- Public Wholesale #12 meeting minutes of January 21, 2015.
- Event flyer Get Rev'd Up Car show in June.

5. CITIZEN'S STATEMENTS AND PETITIONS: None.

6. UNFINISHED BUSINESS:

- a) FINANCIAL UPDATES: The City Administrator stated she has been working mainly on the cash flow with the General Fund and is still working on that.
- b) SAFE ROUTES UPDATES: The City Administrator stated City received the executed agreement from KDOT. She stated Jason with BG Consultants will be here either the last week in February or the first week in March to review the project the Maintenance Supervisor and herself. At this meeting, they will discuss specific details of the project such as sidewalk locations, relocation of water meters, and the trees that need removed. The City Administrator stated she reviewed the cost of the project with \$50,000 still being the City's share, however, there is still \$10,000 remaining of the \$27,500 to be spent on engineering fees. She also stated the project inspection cost is approximately \$24,000-25,000 and the City's share is \$5,000. She stated the total cost of the project is approximately \$65,000.

The City Administrator stated the Maintenance Supervisor has discussed working overtime to work on a Saturday to work on capping the water line on 8th Street and require the water to be shut off at the courthouse. The Maintenance Supervisor

stated they are not asking for overtime, just wanting to exchange a Saturday for a regular workday to complete the work. The employee can then use it as a day off during the regular workweek.

- c) SALES TAX POSTCARD, FLYERS AND HANDOUTS: The City Administrator provided the Council drafts of the postcard, flyer and handout for the half-cent sales tax. The Council reviewed the information in detail and proposed changes. The City Administrator will make the changes and email them to Councilmembers.
- d) CITY DONATION POLICY FOR POOL PASSES: The Council received several requests for donations from local groups. The City Administrator and City Clerk's recommendation was to set a policy of providing 100 passes to the Easter Egg Hunt and 100 pool pass donations per year with 10 passes per group which include passes for the 4th of July Celebration. After further discussion, it was consensus of the Council to give 50 passes to the Easter Egg Hunt and have a 10 pass limit per group request with no limits on requests per year.
- e) APPOINTMENT OF CITY REPRESENTATIVE FOR COMMUNITY GROUP: The City Administrator stated there is a community group that has been formed by the school and churches and their first meeting is on Thursday, February 26th. They will be focusing on youth support outside of school with establishing safe houses and activities. She stated they have asked to have a representative from the City on the committee. Cole volunteered to attend the meetings and will be the City's representative on the committee.

7. NEW BUSINESS:

- a) PRIDE ACCOUNT: Cole stated the Lyndon Pride has elected officers and finalizing the constitution to receive tax exemption status. He stated there are some Pride projects starting soon that need funding. Cole stated the Pride would like to have its own checking account and be its own entity. He asked the Council to consider letting the Pride open an account using the City's tax number until the Pride attains the 501c3 status which will take approximately six months. The City Attorney stated he didn't see any issues other than making sure it is run like any other City account and has the proper signatures. After further discussion, it was consensus of the Council to allow the Pride to open a checking account using the City's tax number and to provide funding of one mill as budgeted.
- b) RESOLUTION NO. 15-03 GAAP WAIVER: Watson made the motion to approve Resolution 15-03. Cole seconded, motion carried.
- c) RESOLUTION NO. 15-04 LOCAL ELECTIONS: Cole made the motion to approve Resolution 15-04. Patterson seconded, motion carried.

8. STAFF REPORTS:

- a) POLICE: Council received a copy of the Officer Activity report for January/February 2015.

- b) PLANNING AND ZONING: No report. The City Administrator stated she attended the last Planning and Zoning meeting and the commission is focusing on updating the Comprehensive Plan that was last updated in 2001. She passed around handouts on Asset Based Community Development from the KACM conference.
- c) MAINTENANCE: The Council received a copy of the Maintenance Activity Report.
- d) CITY CLERK: Council received a copy of the Clerk's report.
- e) CITY ADMINISTRATOR: Council received a copy of the City Administrator's report and she discussed it with Council.

The City Administrator stated the grant for the Bailey House was not approved.

The City Administrator stated she received the agreement from the auditor which she will sign. She stated the cost for the audit of the 2014 financial records is approximately \$5,100 as stated in the contract.

9. COUNCIL COMMENTS:

Patterson asked to have the pool season put on the agenda for next meeting on March 2<sup>nd</sup>.

Patterson notified the Council that he may not be at the March 2<sup>nd</sup> meeting.

Watson stated that he and Cole sat in on interviews for the Recreation Director. He stated they had three good candidates and the interview process went well. Watson stated after the interviews, a discussion continued regarding the duties of the director and the salary of the position. The interview committee also discussed having the Recreation Director position more administrative and each sport having a manager/facilitator for the program responsibilities. Cole stated there will also need to be clarification with the Recreation Commission regarding pool programming.

10. EXECUTIVE SESSION: None.

11. ADJOURNMENT: Cole made the motion to adjourn to March 2, 2015 at 6:00 p.m. for special meeting. Patterson seconded, motion carried.

*Julie Stutzman*

City Clerk