

LYNDON CITY COUNCIL  
REGULAR MEETING MINUTES OF  
February 18, 2014

The Lyndon City Council met in regular session on Tuesday, February 18, 2014, 7:00 p.m., at City Hall.

Members Present: Mayor Brandon Smith, Darby Kneisler, Chris Cole, Bill Patterson, and Laura Moore

Members Absent: Doug Watson

Others Present: Kimberly Newman, City Administrator  
Julie Stutzman, City Clerk  
Patrick Walsh, City Attorney  
David Wilson, Maintenance Supervisor  
Kelly Hurla, Osage Herald Chronicle

1. CALL TO ORDER: Mayor Smith called the meeting to order.
2. ROLL CALL: City Clerk called roll of the city council; all members present, Watson absent.
3. ADOPTION OF MINUTES OF PREVIOUS MEETINGS: Patterson made the motion to approve the regular meeting minutes of February 3, 2014 as presented. Kneisler seconded, motion carried.
4. CORRESPONDENCE TO COUNCIL:
  - Pledge of Securities from Lyndon State Bank as of January 31, 2014.
  - Letter from K-State Forest Service regarding 2013 Tree City USA Community Recognition Day and event brochure.
  - Municipal Derivatives Settlement letter.
  - Kansas Government Journal for January 2014.
5. CITIZEN'S STATEMENTS AND PETITIONS: Jeff Clark was not able to attend the meeting due to a schedule conflict. The Council received copies of a letter from Jeff Clark asking to list medical services as one of the priorities on the Snow Removal Policy. After further discussion with the Maintenance Supervisor, Cole made the motion to add medical services to priority #1 on the Snow removal policy. Kneisler second, motion carried.
6. UNFINISHED BUSINESS:
  - a) ELECT COUNCIL PRESIDENT: Patterson made the motion to elect Doug Watson as the Council President. Kneisler seconded, motion carried. Vote was unanimous.
  - b) LEASE PURCHASE AGREEMENT FOR STREET SIGN PROJECT: Due to corrections needed in the agreement, matter was tabled to March 3<sup>rd</sup> meeting.

- c) OTTAWA SANITATION CONTRACT - RATE MODIFICATION: Council members received a copy of the contract with Ottawa Sanitation and a request from Ottawa for rate modification due to the rate increase at the transfer station from \$38 to \$40 per ton. The rate modification would increase the rate at which Ottawa is paid per pick p by 57¢, therefore, the current rate of \$11.04 will increase to \$11.61. After further discussion, Cole made the motion to approve the rate modification and authorize the Mayor to sign. Patterson second, motion carried. It was consensus of the Council not to pass on this increase to residents by raising the current trash rate of \$14.00.

7. NEW BUSINESS:

- a) SEWER ORDINANCE AMENDMENT: The City Administrator stated when the ordinance for sewer was updated, it was supposed to have the language of the 3% increase every year starting January 2014 to January 2018 and was omitted. After further discussion, Patterson made the motion to amend Ordinance 782 adding item C in Section 26 with the following language:

*Unless the Governing Body of the City of Lyndon specifically determines otherwise, on April 1, 2014, and on the first day of each fiscal year thereafter starting on January 1, 2015, through January 1, 2018, all minimum charges/access fees/unit charges and tap fees will be increased 3% over the then current sewer rates and fees in order to account for anticipated inflation and to maintain adequate operating equipment, capital improvement, emergency and debt coverage reserves.*

Cole seconded, motion carried.

- b) CONNECTING LINKS AGREEMENT: The City Attorney noted in the past the City has not signed the Connecting Links Agreement. After further discussion, it was consensus of the Council not to sign the agreement.
- c) RED CROSS FACILITIES AGREEMENT: The City Administrator stated she has spoken with Bryce Romine of Emergency Management regarding this agreement. The City Attorney stated he review the agreement and stated it was fine. After further discussion, Moore made the motion to authorize the Mayor to sign the Red Cross Shelter agreement designating the Community Center as a temporary emergency shelter. Kneisler seconded, motion carried.
- d) PWWSD#12 CONTRACT REVIEW: Each member received a copy of the current contract with Public Wholesale Water District #12. After further discussion regarding what the City wants added to the current contract, Patterson made the motion to authorize the City Attorney and the City Administrator to start discussion with PWWSD#12 to update the contract and to include PWWSD#12 rates for next 5 years. Kneisler seconded, motion carried.
- e) ELECTRICAL UPGRADE AT CITY PARK PAVILLION: The Maintenance Supervisor provided the Council with cost estimates to do the electrical upgrade at the City Park

Pavilion. After further discussion, Kneisler made the motion to approve the project at the estimated cost of \$1,111.73 and to pay this expense from the Special Parks and Recreation fund. Cole seconded, motion carried.

8. STAFF REPORTS:

- a) POLICE: Council received the officer activity report for January/February 2014.

The Council received a letter from Phil Shepard resigning his part time position with the City.

- b) PLANNING AND ZONING: No report.

- c) MAINTENANCE: Council received a copy of the Maintenance report.

Smith asked the about burning brush in the City. The Maintenance Supervisor stated residents can burn in their yards in 10 x 10 pile and the City cannot have a burn pile due to State regulations.

- d) CITY ADMINISTRATOR:

1. POOL: The City Administrator stated pool season is coming soon and discussed with the Council the costs of providing programming. She stated if the City is not going to provide swim lessons, swim team or other programming due to costs, the Joint Recreation Commission needs to be notified and hopefully take these programs over. After further discussion, it was consensus of the Council to have the City's representatives for the Joint Recreation Commission come to the next council meeting to discuss programming at the pool. The City Council also directed the City Administrator to start drafting a letter to the Recreation Board for the Council review. This letter will be sent to the Rec prior their next meeting in March.
2. The City Administrator reminded the Council of the meeting on Saturday, February 22<sup>nd</sup> at 8:00 a.m. at the Community Center.
3. Pride Meeting next Thursday, February 26<sup>th</sup> at 6:30 p.m. The City Administrator stated they Pride will start planning for the events for the year. Patterson asked about event dates. The City Administrator stated 4<sup>th</sup> of July is on the 4<sup>th</sup>, Fall Fest will always be the first Saturday in October, Winterfest will always be the first Saturday in December, and the Daddy Daughter Dance will be the day after prom which is in April.

10. COUNCIL COMMENTS:

PATTERSON: Patterson asked about City Wide Clean up. The City Clerk stated that she spoke with the County and they will not be doing the yearly hazardous waste cleanup. She stated that if the City sets a date, the County would mirror the date if they have the event. The City Clerk stated the City Administrator suggested having clean up day after the

citywide garage sale. The City Clerk also stated that she spoke with Ottawa Sanitation about the day and due to their county have clean up for the whole month of April, the first weekend would be a good date. Cole stated a group from the Baptist Church will be coming to Lyndon soon with approximately 100 people to help elderly people clean up. The City Administrator stated having the cleanup day would be beneficial after the garage sales, but wanted to wait until Cole attends the meeting at Help House to set a date.

Patterson asked about the end of year balance sheet. The City Administrator stated those are complete less the transfers that need to be done. She stated the auditor will be here in the first week of March and will have better numbers then.

Patterson stated that Brad Loveless is having meeting at the trail on May 13th at 2:00 p.m.

Patterson asked about progress on Safe Routes to School and the City Administrator stated it will be June.

MOORE: Moore stated she walked on the trail for the first time and enjoyed her walk.

Moore stated there is a statewide seat belt enforcement period for the SAFE program that is coming up and will be from February 24<sup>th</sup> to March 7<sup>th</sup>. She stated Chief Manning is participating and will be patrolling around the school focusing mainly on seatbelts. Moore encouraged everyone to spread the word that this event is approaching.

Moore stated a resident spoke with her about the increase of rates across the board for rental of the community center. She stated this resident was an employee of the library and stated the library cannot afford to rent the building for the summer reading program. Moore asked about a discount or scholarship. Cole stated it was his understanding that summer reading has sponsors and receives tax funding. It was consensus of the Council that summer reading is a great program, however, have to remain consistent with the Community Center rental policy.

COLE: Cole stated there are alot of great events coming up within the City and several great groups working together.

Cole stated he is not a fan of increasing utility rates, however, wants the City to look at property values to bring more people to town.

KNEISLER: Kneisler thanked the City Administrator for promoting events in town and bringing groups together.

Kneisler stated he understands the cost of utilities, however, wants to work on keeping increases to residents at a minimum if possible.

Kneisler stated he would like to see a monthly financial report and be able to make financial decisions with better information.

SMITH: Smith stated he has been on Council for several years and does hear negative things from residents, however, wants Council not to get discouraged and stay positive.

Smith stated that prices for things change and the City is doing what it needs to do to be fiscally responsible.

Smith thanked the maintenance crew for their hard work on the snow removal during the storm.

10. EXECUTIVE SESSION: Patterson made the motion to recess to executive session for non-elected personnel for 15-minutes. Kneisler seconded, motion carried. Council reconvened and Patterson made a motion to recess to executive session for another 15-min for non-elected personnel. Moore seconded, motion carried. Council reconvened with no action taken.

11. ADJOURNMENT: Patterson made the motion to adjourn to Saturday, February 22, 2014 at 8:00 a.m. at the Lyndon Community Center for work session. Kneisler seconded the motion, which carried.

*Julie Stutzman*

City Clerk