

LYNDON CITY COUNCIL
REGULAR MEETING MINUTES OF
February 3, 2014

The Lyndon City Council met in regular session on Monday, February 3, 2014, 7:00 p.m., at City Hall.

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

Members Absent: None.

Others Present: Julie Stutzman, City Clerk
David Wilson, Maintenance Supervisor
Darrel Manning, Chief of Police
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.
3. ADOPTION OF MINUTES OF PREVIOUS MEETINGS: Cole made the motion to approve the regular meeting minutes of January 21, 2014 as amended. Watson seconded, motion carried.
4. CORRESPONDENCE TO COUNCIL:
 - PWWS#12 minutes from January 15, 2014.
5. CITIZEN'S STATEMENTS AND PETITIONS: None.
6. UNFINISHED BUSINESS:
 - a) RESOLUTION 14-02 VACATING 7TH STREET: The Council received a copy of Resolution 14-02 agreeing to close 7th after approval of USD 421 bond issue. After further discussion, Kneisler made the motion to authorize the Mayor to sign Resolution 14-02. Patterson second, motion carried.
7. NEW BUSINESS:
 - a) NEW PLOW FOR 1 TON: Kneisler stated he would like the Council to authorize the Maintenance Supervisor to get bids for purchasing a snowplow to help City crews with snow removal. After further discussion with the Maintenance Supervisor, it was consensus of the Council for the Maintenance Supervisor to get bids to review and for the City Clerk to get funding information.
8. STAFF REPORTS:

- a) POLICE: Council received the officer activity report for the full month of January 2014.

The Mayor asked the Chief of Police how the new officer was doing. The Chief stated he had put in an extension for Officer Forkenbrock to start training in April and was denied. Officer Forkenbrock is currently in KLETC training and will be there for 14 weeks.

- b) PLANNING AND ZONING: The Planning and Zoning Administrator stated no meetings have been held. The Mayor noted there were 2-3 vacancies on that board.

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

- d) CITY ADMINISTRATOR: Absent.

Mayor Smith asked the Maintenance Supervisor if he was getting any assistance from the State on the prices of the signage for 75 highway. The Maintenance Supervisor reported he is waiting for the State to get back to him.

Kneisler asked about the additional electricity at City Park. The Maintenance Supervisor stated there have been issues about not enough electrical outlets. He stated he has gotten cost estimates which are a little high, and that it is going to take some money to add the additional outlets and new breaker box.

Mayor Smith asked the Maintenance Supervisor about any progress resolving the City's water loss issue for 2013. The Maintenance Supervisor stated he is waiting for the billing from PWWSD#12 for January to gauge usage. He reported to the Council about the discussion with the Mayor regarding the City's water loss. The Maintenance Supervisor stated he and the City Clerk had been through a considerable amount of paperwork and were unable to find the reason for the high percentage of water loss. He stated things are implemented in the City's water metering system to keep track of purchased water compared to water sold. The Maintenance Supervisor stated the purchased water from last year is gaining. He stated that if he sees this continue he will talk with the City Administrator to see about the certification of PWWSD#12's meter as it has not been certified in quite some time. He stated if the City had a water leak of this magnitude, they should have found it by now. The maintenance crew has checked fire hydrants and walked several City lines looking for the problem. The Maintenance Supervisor stated after the billing is received from PWWSD12 for January, a comparison of purchased water against the City's billing will be done. If the percentage is still the same, he is going to request a certification of the meter. The Mayor and Maintenance Supervisor voiced their concern regarding the contract with PWWSD#12. It was noted that no updates have been done since 2005 and the contract needed updated at the time of the rate increase from PWWSD#12 in October of last year. The Maintenance Supervisor stated he is going to talk to PWWSD#12 soon to discuss the certification of the meter and increase of usage before getting any further into 2014. He stated from paperwork he has, it is possible that this meter's last certification was in 2000 unless PWWSD#12 has certification paperwork since that time. The Maintenance Supervisor stated the City has meters on everything the City uses which includes getting a meter on the potable water and the purchase of a fire hydrant meter to measure the use from flushing of hydrants.

The potable water is measured from the amount of water clicks, however, a meter would be more accurate. The Mayor asked the Maintenance Supervisor about the fire department's use and the Maintenance Supervisor stated the fire department uses fire hydrants to pull water. He stated in the past when the City made their own water it was not much of an issue, however, now that the City purchases its water, a possible written agreement with the fire department may need to be put in place instead the long-standing verbal agreement. The Maintenance Supervisor stated the fire department does report water as far as testing trucks, however, city crews have seen the fire department drawing water for grass fires, which possibly are not getting recorded. He stated that it is not viable to make them put a meter to measure the water in an emergency and shouldn't be expected to. Kneisler agreed that a written agreement with the fire department would ensure the City and fire department are on the same page.

Watson stated updates to the contract with PWWSD#12 should include language about having the master meter certified every 1-2 years. The City's PWWSD#12 representative Russell Swanson has talked with the Maintenance Supervisor. Mr. Swanson stated there was discussion about the City's usage and billing for the last couple of years and is aware of the situation. The Maintenance Supervisor stated he would get with PWWSD#12 before their next meeting about this issue. He stated PWWSD#12's meter is read daily by maintenance and shows if the water use is up or down which has been consistent.

Further discussion continued regarding what the City could do further to monitor and account for water loss in the future.

The Mayor asked the City Clerk if there was anything for the City Administrator. The Clerk stated that the loan paperwork for the street sign project should be ready for the next meeting. She also stated that due to the City Attorney not being present, the next meeting would include the Osage County Connecting Links agreement and the Red Cross agreement for use of City facilities for disasters. The Mayor asked about the Kansas Sampler and if the City had paid the fees to participate. The City Clerk stated that she does not have the email about the Kansas Sampler, however, will get with Stephanie Watson to get that taken care of. She also stated that any input or ideas for the City's booth are appreciated.

10. COUNCIL COMMENTS:

PATTERSON: Patterson stated he appreciated the maps, but pointed out the Kirkpatrick addition is not on the smaller map. The City Clerk stated she would go back to Becky Bartley and get an updated map.

Patterson asked if dates were set for City Wide Cleanup and Fall Festival. The City Clerk stated she has not received the Hazardous Waste schedule from the County and has called Christine Crawford. She stated as soon as she has that schedule the date for City Wide Clean up will be set. The City Clerk stated that as far as Fall Festival, no date has been set.

Patterson asked if the City should have a ribbon cutting or official opening for the trail and it was consensus to plan that for April or early spring. The Maintenance Supervisor stated if we get the grant we will have benches and that signage is still needed.

MOORE: Moore asked about having a City workday. Patterson stated when Brad plants trees on the new trail he will be asking for volunteers.

Moore stated the parking issue on 10th and Cedar at the rental housing is not getting better, but worse. The Maintenance Supervisor stated he spoke with Jeff Clark and Jeff had spoken with Cindy Decker about the issue. Cindy called the Maintenance Supervisor and stated she was going to talk to the tenants about not parking there. She also asked if the visitor parking sign could be replaced with a no parking sign. The Maintenance Supervisor stated there are no laws against parking there, but it is eroding. The Chief of Police stated they are coming in from a different way to park as he asked them not to drive through where the guttering was, and also stated the problem will resolve itself in 25 days as these tenants will no longer be living at this location. Moore stated there is no ordinances on the books prohibiting parking in yards, however, asked if this was something that could be discussed. Kneisler stated he is not in favor of making it to where people cannot park on their lawns and as a taxpayer should be able to park on his lawn if he chooses to. Kneisler also stated the property owner is responsible for maintaining that ditch as far as mowing and pays taxes on the property to the center of the street. Moore asked if the City is responsible for stormwater drainage and if the issue of parking in the ditch causes a drainage problem the City fixes it. It was noted if there are drainage issues, the City has the right to fix it and would. After further discussion, no action taken.

COLE: Cole asked about the placement of stop signs as he had a resident who told him about the need of one at an intersection. He wanted to know the City's process of getting a sign placed and who to address within the City. The Chief of Police stated if someone wanted a stop sign, it would need to be with a written request from the resident.

Cole asked for a sign that says slow down if or when senior housing is built. The Maintenance Supervisor stated he has signage planned and if things need added he will speak with the Chief of Police.

KNEISLER: Kneisler asked if the LED lighting in City Hall is done and the Maintenance Supervisor stated it is not. It was noted the City has not received the supplies to start the project.

Kneisler asked if there was a written policy about pushing snow from residential drives and pushing it into or across City streets. The Maintenance Supervisor stated it does happen, however, if the snow is on your property it needs to stay on your property. Further discussion continued on snow removal and it was consensus of the Council to put a friendly announcement on the City's Facebook page asking residents not to push the snow into or across City's streets.

WATSON: Watson thanked the maintenance crew in advance for the work they will be doing in the next couple of days due to the impending snowstorm.

SMITH: None.

10. EXECUTIVE SESSION: At 8:12 p.m. Kneisler made the motion to recess to executive session for 10-minutes for non-elected personnel. Watson seconded, motion carried. At 8:23 p.m. Council reconvened and Kneisler made the motion to recess to executive session for an additional 10-minutes for non-elected personnel. Watson seconded, motion carried. At 8:33 p.m. Council reconvened with no action taken.
11. ADJOURNMENT: Patterson made the motion to adjourn to Monday, February 18, 2014 at 7:00 p.m. for regular meeting. Cole seconded the motion, which carried.

Julie Stutzman
City Clerk