

LYNDON CITY COUNCIL
REGULAR MEETING MINUTES OF
March 17, 2014

The Lyndon City Council met in regular session on Monday, March 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 and Laura Moore present. Bill Patterson absent with prior notification.

City Staff present: Kimberly Newman, City Administrator; Julie Stutzman, City Clerk; David Wilson, Maintenance Supervisor; and Darrel Manning, Chief of Police.

Others present: Kelly Hurla, Osage Herald Chronicle

3. ADOPTION OF MINUTES OF PREVIOUS MEETINGS: Kneisler made the motion to approve the regular meeting minutes of March 3, 2014 as presented. Moore seconded, motion carried.
4. CORRESPONDENCE TO COUNCIL:
 - Pledge of Securities from Lyndon State Bank as of February 28, 2014.
 - Letter from USD 421 Superintendent Brian Spencer in response to City Administrator's letter regarding summer programming at the pool.
 - Annual donation request letter from the Lyndon Carnegie Library.

There was a brief discussion about the Recreation board and summer programming at the pool. No action taken.

Discussion between the City Administrator and Council continued regarding the donation to the library and tabled the matter.

5. CITIZEN'S STATEMENTS AND PETITIONS: None.
6. UNFINISHED BUSINESS:
 - a) LEASE PURCHASE AGREEMENT FOR STREET SIGN PROJECT: Tabled matter to April meeting.
 - b) OSAGE COUNTY GUIDE AD: After further discussion about the guide, Moore made the motion to advertise with ¼ of page color ad in the amount \$227.00. Kneisler second, motion carried with Cole opposed.

7. NEW BUSINESS:

- a) SEWER ABATEMENT - SANDSTROM: The City Clerk stated the residence had a leak verified by the Maintenance Supervisor as a broken meter bottom. Kneisler made the motion to approve the proposed sewer abatement of \$11.21. Cole seconded, motion carried.
- b) SEWER ABATEMENT - MOON: The City Clerk stated the residence had a leak verified by the Maintenance Supervisor as a broken pipe under the house. Kneisler made the motion to approve the proposed sewer abatement of \$13.57. Watson second, motion carried.

8. STAFF REPORTS:

- a) POLICE: Council received the officer activity report for March 2014.
- b) PLANNING AND ZONING: Council received the update that no meeting of the board was held in March due to lack of quorum. Charna Williams and Deb Edwards were the only members present. The Planning and Zoning Administrator received a building permit submission for an addition to a residence.
- c) MAINTENANCE: Council received a copy of the Maintenance report and a copy of a letter from Tony Kimmi of KRWA dated March 12, 2014 regarding the certification of PWWSD#12 master meter. The Maintenance Supervisor discussed the findings of the meter test with Council and reported actions taken to reduce water loss. He also stated that KRWA is to set a time to conduct a water loss survey of the town in the next few weeks.
- d) CITY ADMINISTRATOR: The City Administrator stated the trail completion date is next week. The Maintenance Supervisor stated the trail is seeded and he walked the trail with Bruce Boettcher looking at drainage issues that needed corrected. Watson asked about the contractors warranty once the project is final and the City Administrator stated 1 year. The City Administrator discussed the need for signage and the possibility of doing event fundraisers to help with funding. The City Administrator stated Peggy Clark is working on a grant paying up to \$1500 for trail amenities such as signage, trashcans and bike racks. Discussion continued regarding funding for signage, trail ideas and ribbon cutting.

The City Administrator stated she also attended the trail meeting on Friday with Westar, high school students and Bill Patterson. She stated students are working on three projects for the trail that include blue bird boxes with materials being donated by Westar, brush piles for small wildlife, and the controlled burn for either March or April and possibly one in the fall. Due to the recent seeding of the trail, the controlled burn will not happen until the fall. The City Administrator stated that she would also like to see bat houses on the trail and talked with Westar who will also supply the materials needed to the students to build.

The City Administrator stated the auditor was in the office and the audit is underway.

9. COUNCIL COMMENTS:

MOORE: Moore asked about the trail completion date and the Maintenance Supervisor stated April 21st. Moore asked about having the ribbon cutting and the City Administrator stated would like to wait to see if learning center is to be completed. Watson stated that the ribbon cutting should also wait if they do burn the trail. Discussion continued regarding about holding the ribbon cutting in May.

Moore stated some residents have been asking what the City is going to do about run down properties in town and she reported it is on the list of things to do.

Moore stated a resident asked her about fixing the road at 10th and Monroe. The City Administrator stated it might be on the street project for this year.

COLE: Cole asked about the letter that was sent to the Joint Rec Board and if council members received a copy. The City Administrator stated she emailed them.

KNEISLER: Kneisler asked if the City's representative for the Rec discussed the letter regarding programming at the pool with the other board members. The Mayor stated not to the extent it should have.

Kneisler stated there is a need for better communication between the City, USD 421 and the Rec Board to resolve conflicts and work together.

WATSON: Watson asked about the tree planting date and kind of trees available. The City Clerk stated she is still waiting to hear word from Brad Loveless to set the date. She stated the process is to sign up and then a tree board member will contact and meet with you to discuss your requests.

SMITH: Smith asked about disc golf. The City Administrator stated the grant went in for the garden shed, however, in September another grant can be submitted for the disc golf.

Smith stated the Sons of the American Legion group is in the early stages of being form and encouraged everyone to spread the word to promote membership. He stated to qualify for membership a parent or grandparent have to be eligible for legion membership.

10. EXECUTIVE SESSION: Kneisler made the motion to recess to executive session for 15 minutes for non-elected personnel. Watson seconded, motion carried. Council reconvened with no action.

Kneisler made the motion to recess to executive session 10 minutes for non-elected personnel. Moore seconded, motion carried. Council reconvened. Kneisler made the motion to accept the resignation of City Administrator Kimberly Newman effective April 17, 2014. Cole seconded, motion carried.

11. ADJOURNMENT: Moore made the motion to adjourn to Tuesday, March 25th, 2014 at 7:00 p.m. for special meeting. Watson seconded, motion carried.

Julie Stutzman
City Clerk