

LYNDON CITY COUNCIL  
REGULAR MEETING MINUTES OF  
March 3, 2014

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

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

Members Absent: None

Others Present: Kimberly Newman, City Administrator  
Patrick Walsh, City Attorney  
David Wilson, Maintenance Supervisor  
Darrel Manning, Chief of Police  
Erika Bradshaw  
Rhonda Moon  
Wayne White, OsageCountyOnline.com  
Kelly Hurla, Osage Herald Chronicle  
Jan Ogelby, Osage Herald Chronicle

1. CALL TO ORDER: Mayor Smith called the meeting to order.
2. ROLL CALL: City Administrator called roll of the city council; all members present.
3. ADOPTION OF MINUTES OF PREVIOUS MEETINGS: Patterson made the motion to approve the regular meeting minutes as amended of February 3, 2014. Kneisler seconded, motion carried. Patterson made the motion to approve the special meeting minutes of February 22, 2014 as presented. Watson seconded, motion carried.
4. CORRESPONDENCE TO COUNCIL:
  - Snow Plow Bids
  - Request for Donation to Marais Des Cygnes for After Prom
  - Fireworks donation from Justin Graham
5. CITIZEN'S STATEMENTS AND PETITIONS: None
6. UNFINISHED BUSINESS:
  - a) LEASE PURCHASE AGREEMENT FOR STREET SIGN PROJECT: Due to corrections needed in the agreement, tabled the matter to March 17<sup>th</sup> meeting.
  - b) 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.*

Watson seconded, motion carried.

7. NEW BUSINESS:

- a) RECREATION COMMISSION UPDATE: The City Administrator distributed the latest financial report from the Recreation Board. Mayor Smith explained why the City would not be continuing swim lessons, swim team, and other summer classes. The costs last summer for the combined programs were approximately \$5100. Recreation Board Member Rhonda Moon stated she understood the City's rationale and agreed with the decision. The City Administrator stated she would send the Recreation Board a letter detailing this change for their March 17<sup>th</sup> meeting.
- b) FARMERS MARKET: Erika Bradshaw spoke about running the Lyndon Farmer's Market in 2013. After some discussion, the City Council decided to move the market to the 2<sup>nd</sup> and 4<sup>th</sup> Saturday every month from May to Oct. This change will hopefully allow more Lyndon residents to participate.
- c) OSAGE COUNTY GUIDE: Jan Ogleby from the Osage County Herald Chronicle spoke about advertising in the Osage County Guide in which the City had previously participated. Council members discussed possible ad changes. Council members agreed to review the ads and to report back at the next meeting with suggestions.

8. STAFF REPORTS:

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

Moore thanked the Police for the increase in the number of citations in the previous month.

- b) PLANNING AND ZONING: No report. Planning and Zoning Administrator reported that there are two vacancies on the commission.
- c) MAINTENANCE: Council received a copy of the Maintenance report.

Maintenance Superintendent Wilson gave an update on the LED light conversion.

Kneisler asked about including funding in the 2015 budget for the purchase of a snow blade. The City Administrator agreed to add approximately \$5000 to the 2015 budget proposal.

d) CITY ADMINISTRATOR:

The City Administrator reported that staff had meet with the contractor and the engineer on the Jones Park Trail project. A punch list of items has been given to the contractor with the majority of the minor issues regarding drainage. The project is 95% complete. There is a meeting on the classroom next week. A kick off/grand opening will be planned for May.

Reported that she applied for a grant from the Dollar General Literacy Foundation on behalf of the Lyndon Carnegie Library.

Rhonda Moon presented the Council with a letter requesting support for the Easter Egg Hunt. She expressed concerns that the City has not provided support in the past. The City Administrator explained the City's policy on giving and reminded the Council that we have donated \$100 worth of swim coupons in the past.

Kneisler made a motion that City donate \$100 worth of swim coupons to the Easter Egg Hunt. Moore seconded. Motion carried.

10. COUNCIL COMMENTS:

PATTERSON: Patterson asked about the Tree Board and advertising for Tree Month. The City Administrator reported that she would be speaking with Brad Loveless the following week and would inquire about the dates for this year.

MOORE: None

COLE: Cole asked about the status of the new water meter testing. Maintenance Superintendent reported on the status of the new meter and the testing.

Cole also reported that he is working with a group who will be assisting with City Wide cleanup. They are looking for properties or projects that might need extensive work.

Cole also reported that Osage County Economic Development can provide data per our request regarding getting more insight into business trends in Osage County.

Cole also gave an update on Senior Housing. It has been reported that a buyer has been located for the tax credits.

KNEISLER: Kneisler asked about funding for fireworks. The City Administrator reported that the funding for the fireworks is in the Pride's budget.

WATSON: Watson stated that he has heard positive comments on the trail.

SMITH: None.

10. EXECUTIVE SESSION: Patterson made the motion to recess to executive session for non-elected personnel for 25-minutes. Kneisler seconded, motion carried. Council reconvened with no action taken.

11. ADJOURNMENT: Moore made the motion to adjourn to Monday, March 17, 2014 at 7:00 p.m.. Kneisler seconded the motion, which carried.

Kimberly Newman  
City Administrator