

LYNDON CITY COUNCIL  
REGULAR MEETING MINUTES OF  
July 14, 2014

The Lyndon City Council met in special session on Monday, July 14, 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 (7:02), Chris Cole, Bill Patterson, and Laura Moore present.

City Staff present: Julie Stutzman, City Clerk; Pat Walsh, City Attorney; David Wilson, Maintenance Supervisor; and Darrel Manning, Chief of Police; and Officer David Forkenbrock.

Others present: Betty Thompson, Incoming City Administrator, Kelly Hurla, Osage Herald Chronicle, Jenae Schmidt, Rick Schmidt, Bruce Deters with Exodus Disposal; Claude Ferguson and John Taylor with Ottawa Sanitation.

3. ADOPTION OF MINUTES OF PREVIOUS MEETINGS: Watson made the motion to approve the regular meeting minutes of June 16, 2014 as presented. Patterson seconded, motion carried.

Patterson made the motion to approve the special meeting minutes of June 23, 2014 as presented. Kneisler seconded, motion carried.

Kneisler made the motion to approve the special meeting minutes of June 30, 2014 as presented. Cole seconded, motion carried.

4. CORRESPONDENCE TO COUNCIL:
  - Pledge of Securities from Lyndon State Bank as of June 30, 2014.
  - Public Wholesale District #12 minutes from June 18, 2014.
  - Copy of the letter to the Mayor from Mediacom introducing the new Government Relations Manager.
  - Kansas Government Journal for June 2014.
5. CITIZEN'S STATEMENTS AND PETITIONS: Rick Schmidt and Jenae Schmidt presented to Council requesting the City to waive the street trench fee of \$150.00 due to the current condition of Monroe street. After further discussion, no action was taken. Mr. Schmidt also requested the City to close Madison Street that is platted from 10<sup>th</sup> to 11<sup>th</sup> as he owns the property on both sides. The City Attorney advised that the governing body would need a petition/letter request from all landowners adjoining the street requesting that the City consider vacating the street. The petition should specify exactly what portion of the street they are requesting be vacated and attaching a map is sometimes helpful in considering the request.
6. UNFINISHED BUSINESS:

- a) 2015 BUDGET: Councilmember Cole discussed the transfers from 2014 and gave an overview of where those transferred funds were used. He stated the transfer from water of \$100,000 was for Safe Routes to School and \$10,000 used for sidewalks. Mr. Cole stated currently the City has spent \$14,487 on engineering for Safe Routes to School and will receive a projected cost breakdown for SRTS from Bruce Boettcher in the near future for budget purposes. The email from Bruce Boettcher stated only 1/3 of the cost of the box culvert is included in the Safe Routes to School funding and the other 2/3 would be the City's responsibility. The cost to the City for the culvert would be approximately \$50,000.

Cole stated Police funding dropped significantly since 2012 in commodities and should be about \$14,000. He also stated the Police fund needs to have a Capital Outlay fund to begin saving for police vehicles which will need to be replaced in the future.

Cole stated the pool salaries budgeted for 2014 are \$26,250 and will drop significantly for the 2015 budget.

Cole stated the 2014 unencumbered cash in the Law Enforcement fund was \$19,872. He stated that the expenses currently are \$46,000 and the budget authority is only \$32,000 for the year. Mr. Cole stated there will be a significant raise in the fund and wanted to bring that to the attention of the Council ahead of time.

Cole stated the water fund is self-sufficient this year with revenue at approximately \$188,756 and expenses at approximately \$187,324. He also stated that the sewer fund is also maintaining with expenses being approximately \$20,000 under revenues. Further discussion continued regarding assessed value and no action taken.

- b) SAFE ROUTES TO SCHOOL: The Council received an email from Bruce Boettcher regarding the cost of the box culvert for the waterway on 8<sup>th</sup> street estimated at approximately \$50,000 and discussed the expense with the 2015 budget.
- c) TRASH BIDS: The City Clerk stated the City received solid waste disposal bids from Exodus Disposal, Ottawa Sanitation and Waste Management. The bids were opened with the following results:

Exodus Disposal: Residential at \$11.84 per pick up and \$3.00 for each additional cart. Yard waste was included in the residential rate at two 50lbs bags per pick up and \$1.00 per each additional 50 lb bag. Special items such as furniture and appliances were \$5.00 each with construction/demolition materials at \$1.00 per 50 lb bag.

Ottawa Sanitation: Residential at \$11.61 per pick up, \$1.25 for each additional cart, and yard waste at no charge. Special items such as furniture included in the rate with 1 piece per week, appliances \$15.00 and construction/demolition materials negotiated between the contractor and customer.

Waste Management: \$13.00 per pick up; \$8.00 for additional cart; yard waste included in residential rate. Special items such as furniture and construction debris negotiated with residents and appliances are not an item they include for pick up.

After further discussion, Kneisler made the motion to award the bid for solid waste to Ottawa Sanitation at \$11.61 per month per customer, \$1.25 for each additional cart, and yard waste at no charge contingent upon the signed contract. Watson seconded, motion carried.

- d) CITY EQUIPMENT BIDS: The City Clerk received two bids for the 1988 Chevy truck from David Wilson for \$250.00 and Jayson Massey for \$100.00. Kneisler made the motion to accept the bid from David Wilson for \$250.00. Patterson seconded, motion carried.

The City Clerk received one bid from Jayson Massey for the Océ copier in the amount of \$50.00. Cole made the motion to accept the bid. Moore seconded, motion carried.

- e) FARMER'S MARKET: Councilmember Cole reported to the Council that the Farmer's Market is not picking up as planned. He stated if there is not an increase in vendors by August, the Council should decide if it is worth continuing. After further discussion, it was consensus of the Council to have Mrs. Heit contact the vendors and get their input on which day would be better. Cole also asked the Council to think about the market and give ideas on how to improve it.
- f) JONES PARK AGREEMENT: Councilmember Watson stated that he has heard from 3 people and due to baseball tournaments and vacations they are looking at the first week in August for the meeting. Watson reminded Council to provide him with their questions or concerns regarding the agreement.
- g) LED LIGHTING UPDATE: The City Clerk provided Council 3 months of electric bills for City Hall and the decorative lights for comparison since installing the LED lighting. The City Clerk stated at City Hall the average savings over the last 3 months was \$80.00 with an approximate savings of \$965.00 yearly. She stated the decorative streetlights are showing more of a savings in those months at an average of \$136.00 per month and \$1600.00 yearly. The Council was pleased with these results and Watson stated he would like a letter written to KCPL about changing City streetlights to LED to further savings.

## 7. NEW BUSINESS:

- a) KDOT CONNECTING LINKS AGREEMENT: The City Clerk provided the Council with the latest executed city connecting link agreement with KDOT for informational purposes. No action needed.
- b) EM TIFFANY MEMORIAL: The City Clerk stated she had received a phone call from an FFA Chapter out of Burlington, Oklahoma. She stated that Travis Bradshaw stated his students would like to erect a memorial for E.M. Tiffany who wrote the

FFA creed and graduated from Lyndon High School. Mr. Bradshaw stated he and his students have visited Lyndon a couple of times, one trip included visiting Tiffany's gravesite. Mr. Bradshaw stated that the students would raise the funds and purchase the necessary items for the memorial and all they are requesting from the City is an area to place it. After further discussion, the Council agreed that they are open to having the memorial placed in town and asked the City Clerk to contact Mr. Bradshaw about sign specifics.

8. STAFF REPORTS:

- a) POLICE: The Council received a copy of the Police Activity Report.

Council discussed the cat issue included in the Chief's report. Cole asked about a cat ordinance and the Police Chief stated some cities combine the cat and dog ordinances. The Police Chief provided the City Attorney with cat ordinance information.

- b) PLANNING AND ZONING: No meeting due to lack of quorum.

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

Watson asked the Maintenance Supervisor how long residents would be able to drop off limbs and the Maintenance Supervisor stated until July 16<sup>th</sup>.

Moore asked about the tree in City Park and the Maintenance Supervisor stated a gentleman removed the tree for firewood. The Maintenance Supervisor stated they also have removed the tree stump.

The Maintenance Supervisor stated he received the wastewater permit and discussed details with Council. He stated the one of the priorities for the sewer plant is to build the trickle filter to help control the ammonia.

Watson asked about the water tower and the Maintenance Supervisor stated the inspection is scheduled for next year. Patterson asked if that was included in the budget and the Maintenance Supervisor stated he provided those costs and it has been budgeted. Watson asked about the paint on the tower and the Maintenance Supervisor stated it was in good shape.

The Council and Maintenance Supervisor briefly discussed the street and alley trenching fees and asked the City Clerk to add the fee update to the master list for future discussion/action.

- d) CITY CLERK: Council received a copy of the Clerk's report.

Moore asked the City Clerk about the Jayhawk quote. The City Clerk stated Kelly from Jayhawk called her about a receipts module the City purchased in 2011, but never installed. The City Clerk asked getting a refund from the unused software, however, the return policy is 15 days after purchased and that has elapsed. The City Clerk stated the module is scheduled to be installed Thursday and training on Friday. Moore asked

about the equipment and the City Clerk stated she would like to wait until we know more about the system before buying the cash drawer and thermal printer quoted at \$620.00.

Moore asked if the costs associated with the Summer Movies were the same as last year in which the Pride loses money. The City Clerk stated the Pride does lose money on the event due to the costs of the licenses and DJ. The Pride is looking to possibly purchasing the rest of the equipment to be able to save on some of the costs.

The Council discussed the success of the July 4<sup>th</sup> celebration and also looked at the costs. Pride was able to donate \$415.00 to the Cross Country team.

Kneisler asked about mileage reimbursement for the pool manager and the current mileage rate. The City Clerk stated that anytime the pool manager makes a trip to Sam's for concessions she is paid mileage and the current rate is .555 per mile. The City Clerk stated the mileage was not only for the pool concessions, but also for the luau supplies.

Patterson asked about the water deposit refund and the City Clerk stated those are refunds of the water deposits given back to residents after a year. Patterson asked about the refund to Kevin Colbert and the City Clerk stated that was the remainder of the water deposit refunded after they deducted the final bill.

#### 9. COUNCIL COMMENTS:

Patterson stated the cleanup day went well and asked that a thank you note be sent to Pastor Moore and the First Baptist Church. Cole stated that he would get the address for the Flint Hills Baptist group that facilitated it. The Mayor stated that the First Baptist Church also donated water for the swim meet on Saturday.

Patterson stated that Deb Smith approached him about using the community center for a 24-hour quilting class and would donate the quilt made to the Pride for a fundraiser in lieu of paying the fees. Cole stated that maybe the Pride could pay the fee for the class and then receive the quilt for raffle. After further discussion, it was consensus of the Council to see if the Pride would pay the \$60 fee.

Patterson stated that he was asked to work on trail signage and provided the Council with a picture of a sign being built at Eisenhower State Park which has 3 sections. He stated one section maybe used for the Aldie Christensen trail, one section for the new trail and one section used for information on Jones Park. Patterson also stated the backsides could be used for information about ballgames. Kneisler stated he would talk to the Masons about volunteering their time to construct the sign.

Moore notified the Council that she will not be at the meeting on July 21<sup>st</sup>.

Moore asked for an update about the memorial tree request. The City Clerk stated she has spoken with Nikki Schmitt a couple of times about the information the Council has requested, however, has not gotten any response or new information.

Moore asked about the grant that Peggy Clark submitted. The City Clerk stated she has not heard anymore from Ms. Clark, but reminded them that revisions to the grant were to happen this month. The City Clerk stated Ms. Clark did let her know the trail counter was installed in the east end of the trail to count the number of rotations on the trail.

Moore asked about the fees to the local vet clinic and the City Clerk stated those fees are associated with the boarding and euthanasia. Moore asked if the City loses money from those fees and the City Clerk stated if the dog is claimed the city recoups the fee. The Police Chief stated approximately 50-60 dogs are impounded a year and that about 4-5 dogs are not claimed.

Cole thanked the City maintenance crew for their hard work clearing limbs after the storm.

Cole stated that a ribbon cutting ceremony should be done when the new business opens in town.

Kneisler asked about the report from KDHE and asked if the Maintenance Supervisor talked to Mr. Weinhold. The Maintenance Supervisor discussed the letter and permit with the Council and stated he had not spoken to Mr. Weinhold as he just received the letter that day.

Kneisler asked the Maintenance Supervisor about the options the City has for the box culvert on 8<sup>th</sup> street. The Maintenance Supervisor stated he did not have enough information about the project and discussed it briefly with Council.

Watson requested a letter from the Mayor be written to KCPL regarding information to change City streetlights to LED to further savings.

10. EXECUTIVE SESSION: Watson made the motion to recess to executive session for 20 minutes for non-elected personnel. Moore seconded, motion carried. Council reconvened with no action taken.
11. ADJOURNMENT: Kneisler made the motion to adjourn to Monday, July 21st, 2014 at 7:00 p.m. for regular meeting. Watson seconded, motion carried.



City Clerk