

LYNDON CITY COUNCIL  
REGULAR MEETING MINUTES OF  
FEBRUARY 7, 2011

The Lyndon City Council met in regular session on Monday, February 7, 2011, 7:30 p.m., at City Hall.

Members Present: Kay Jones, Bill Patterson, Brandon Smith, Doug Watson, and Mayor Jeff Bronson

Absent by Notification: Wayne Howard

Others Present: Kim Newman, City Administrator  
Barbara Schattak, City Clerk  
Pat Walsh, City Attorney  
David Wilson, Maintenance Superintendent  
Darrel Manning, Chief of Police/Zoning Administrator

1. CALL TO ORDER: Mayor Bronson called the meeting to order.
2. ROLL CALL: City Clerk Barb Schattak called roll of the city council.
3. ADOPTION OF MINUTES OF PREVIOUS MEETING: A motion was made by Jones to approve the special meeting minutes of January 24, 2011 as amended. Patterson seconded the motion, which carried.

A motion was made by Jones to approve the adjourned meeting minutes of January 24, 2011 as presented. Patterson seconded the motion, which carried.

4. CORRESPONDENCE TO COUNCIL: None
5. CITIZEN'S STATEMENTS AND PETITIONS: Bruce and Charna Williams, 1122 Adams, reported to the council they had a water leak to which they requested their water and sewer rates to be adjusted. After some discussion, the matter was tabled to the next meeting so it can be reviewed.
6. UNFINISHED BUSINESS:
  - a) DISCUSSION ON BUSINESS ALLEYS: City Administrator, Kim Newman, reported she and city staff are actively working on a policy.
  - b) DISCUSSION ON SNOW REMOVAL POLICY: City Administrator, Kim Newman, reported she and city staff are actively working on a policy.
7. NEW BUSINESS:
  - a) AUTHORIZATION TO PURCHASE A WATER METER REPLACEMENT: City Administrator, Kim Newman, reported the old handheld unit staff uses during meter reads needs to be replaced. A new handheld, with trade-in, would cost approximately \$3750. After some discussion, a motion was made by Watson to purchase the new

handheld. Smith seconded the motion, which carried. After further discussion, there was consensus of the council to allow the city administrator to have authority to purchase items up to \$2000 before bringing it to council.

- b) AUTHORIZATION TO APPLY FOR A PUBLIC WATER SUPPLY SYSTEM GIS MAPPING PROGRAM GRANT AND TO ENTER INTO AGREEMENT WITH KANSAS RURAL WATER ASSOCIATION TO CONDUCT WORK RELATED TO THE GRANT: City Administrator, Kim Newman, reported there is a need for accurate water and sewer maps showing where lines are, which the grant would provide up to \$45 thousand to locate water lines. KRWA would also map the sewer lines for an additional \$5,000. After some discussion, a motion was made by Patterson to enter into an agreement with KRWA not to exceed \$5500. Jones seconded the motion, which carried.
  - c) DISCUSSION OF CITY-COUNCIL CONNECTING LINKS PROGRAM: A motion was made by Smith to decline the Connecting Links Agreement. Patterson seconded the motion, which carried.
  - d) DISCUSSION OF CITY DONATION REQUEST PROCESS: It was noted there is no written policy regarding requests for donation to the City. City Administrator, Kim Newman, indicated she would like to have individuals address the council in person to discuss their request. After some discussion, the library request was tabled to the next meeting. A library representative will be invited to the next meeting to discuss this request.
8. BILLS: Vouchers for payment of January expenses were presented. A motion was made by Watson to pay accounts as set forth. Patterson seconded the motion, which carried.
9. COUNCIL/STAFF COMMENTS: Patterson reported a streetlight out at 10<sup>th</sup> & Adams being intermittent.

Jones reported the Heritage Grant review is Friday, February 11<sup>th</sup> at 9AM at the museum in Topeka and felt some city presence would help. City Administrator, Kim Newman, indicated she would attend the review with Jones.

City Attorney, Pat Walsh, asked for authority to notify Holy Fish Designs the City would not pay any further money to cancel the contract as well as retain the logo. After some discussion, it was the consensus of the council to authorize the attorney to contact Holy Fish Designs.

10. EXECUTIVE SESSION: At 8:43 p.m. a motion was made by Watson to recess to executive session for 10 minutes to discuss a personnel matter. Jones seconded the motion, which carried. The governing body reconvened at 8:53 p.m. No action was taken.
11. ADJOURNMENT: At 8:58 p.m. a motion was made by Patterson to adjourn to the regular meeting on February 21, 2011 at 7:30 p.m. Jones seconded the meeting, which carried.



Barbara Schattak, City Clerk