

LYNDON CITY COUNCIL
REGULAR MEETING MINUTES OF
October 15, 2018

The Lyndon City Council met in regular session on Monday, October 15, 2018, 7:00 p.m., at City Hall.

1. CALL TO ORDER: Mayor Morrison called the meeting to order.

- a) ROLL CALL: City Clerk called roll of the City Council. Mayor Morrison and members Bill Patterson, Katie Shepard (7:12), Darin Schmitt and Kevin Heit present. Jesse Lyons absent with notification.

City Staff present: Pat Walsh, City Attorney; Julie Stutzman, City Clerk; Scott Culley; Public Works; Darrel Manning, Chief of Police; and Officer David Forkenbrock.

Others Present: Brian Foster and Wes Weishaar, BG Consultants; Tammy Schlingmann, Osage Herald Chronicle; and Gene Hirt.

2. APPROVAL OF MINUTES OF PREVIOUS MEETING:

- a) Schmitt made the motion to approve the regular meeting minutes of October 1, 2018 as written. Patterson seconded, motion carried.

3. CONSENT AGENDA:

- a) Approval of Bills: Patterson made the motion to approve the bills as set forth. Heit seconded, motion carried.

4. PUBLIC COMMENTS: Gene Hirt spoke with the Council about concerns regarding street disrepair on 10th Street from Monroe north to the City limits and 7th Street from Adams to Jefferson; True Brew Coffee House curb request; sewer project work between 9th and 10th on Washington.

5. CORRESPONDENCE TO COUNCIL: None.

6. UNFINISHED BUSINESS:

- a) SEWER PROJECT UPDATE - BG CONSULTANTS: Brian Foster and Wes Weishaar with BG Consultants provided Council an updated in regards to the ongoing sewer project.

Wastewater Treatment Improvements are sixty-nine percent complete. At the lagoon site all of the rock is in place; seepage testing will commence as weather permits; and fence is to be installed when it is dry enough for equipment to access the lagoon site.

The headworks building construction is progressing with the main level floor and stairs concrete poured and main level construction beginning.

Equipment delivery has begun and the project completion is anticipated by end of

February 2019.

Sanitary Sewer Collection System Mainline Improvements are eighty percent complete with mainline lining complete; replacement of Pipe Segment 99-99A in progress; manhole rehabilitation to follow upon approval of AIS (American Iron and Steel) waiver for Rausch USA end seals; and final clean up and close out procedures to follow.

Sanitary Sewer Service Tap Improvements are thirty percent complete with tap installation of recently line mains proceeding (anticipated completion by new year); open trench service tap replacement proceeding (anticipated completion by December 2018); and projection completion anticipated by mid-February 2019.

Mr. Weishaar stated Contractor Pay Applications from all three contractors have been submitted and reviewed and need approval by the Council as outlined in the project memo.

Heit asked what the contingency plan if EPA rejects the waiver for the end seal. Mr. Foster stated they would prepare a change order to remove it from the project and rebid that with just USDA funds and then would not have the AIS requirement. Mr. Foster stated he has had these discussions with the funding agencies, however, wants to go through the waiver process first.

- b) BRB CONTRACTOR'S PAY APPLICATION #6: Patterson made the motion to approve the pay application for BRB Construction in the amount of \$264,932.33. Schmitt seconded, motion carried.
- c) PIPE SERVICES CONTRACTOR'S PAY APPLICATION #5: Patterson made the motion to approve the pay application for Pipe Services in the amount of \$98,307.95. Shepard seconded, motion carried.
- d) REED DOZING CONTRACTOR'S PAY APPLICATION #5: Schmitt made the motion to approve the pay application for Reed Dozing in the amount of \$201,261.45. Heit seconded, motion carried.

7. NEW BUSINESS:

- a) REQUEST FROM MICAH BRYANT, TRUE BREW COFFEE HOUSE: Micah Bryant, owner of True Brew Coffee House, submitted a request to remove an additional three feet of curb from the previously approved thirty feet running east to west on 8th Street. This would allow better access for patrons wanting to use the drive-thru at his business and provided Council with a drawing of the proposed change. After a brief discussion, it was consensus of the Council to approve the removal of the curb. It was noted that Mr. Bryant will be getting quotes from Quality Built Construction and one other concrete company.
- b) ADVANTAGE COMPUTER COUGAR SOFTWARE ANNUAL ASSURANCE RENEWAL: The Council received a copy of the annual assurance renewal for the

accounting software from Advantage Computers in the amount of \$1,082.00. The City Clerk stated this covers the version upgrades, maintenance releases and service packs as well as access to the Cougar Mountain Service site for the accounts payable, accounts receivable, general ledger, controller and payroll modules. Shepard made the motion to approve the contract in the amount of \$1,082.00. Schmitt seconded, motion carried.

8. STAFF REPORTS:

- a) POLICE: Council received a copy of the Officer's Activity Report for review. The Chief of Police stated the second sheet attached to his report shows that Officer Forkenbrock went to training and is now certified to inspect and recommend child safety seats. Officer Forkenbrock gave a brief overview of the service his certification provides to residents and talked about possible check lanes times with Council.

The City Attorney stated he noted the theft by deception in his report and asked if there had been an increase of those type of crimes lately. The Chief stated there were a couple in town recently that led to loss of thousands of dollars, however, most people will hang up, request more information from someone else, or report it to the police department to notify them these calls have been received. He stated they do a report and make copies of the reports available to be sent on with numbers they can call. The City Attorney stated he has been getting increase calls on these types of scams.

- b) PUBLIC WORKS: Council received a copy of the Maintenance Activity Report for review. The Mayor asked if the soccer fields had been mowed and the Maintenance Supervisor stated as soon as the weather clears up they are scheduled to be mowed.
- c) CITY CLERK: The Dam 2 Dam bike race was canceled due to rain and will try to hold the event again next year.

KDHE Disbursement #21 was sent out last Thursday and continues to keep up with project expenses and pay applications.

She stated to utilize the software we currently use, the water deposits that are held on file have all been entered into the system and can be traced and interest calculated.

Year-end paperwork and reports are under way and include paperwork for Rural Development, Water Use Report, etc.

Furnaces were installed yesterday and she thanked Scott for covering the afternoon.

The City Clerk reminded Council members that the reception for David Wilson is Monday, October 22 from 4:00 to 6:00 p.m. She stated his service plaque is upstairs and will be given to him during the reception.

9. COUNCIL/MAYOR COMMENTS AND REPORTS:

Patterson asked about opening City Hall for Halloween and it was discussed. The City and possibly the Pride and Police Department will be participating in the Trunk or Treat on Sunday, October 28 at Jones Park from 5 to 7 p.m.

Schmitt thanked Forkenbrock for taking time to obtain the child seat certification and City staff for their hard work.

Shepard thank the Maintenance Supervisor for opening the concession stand for the Glow Run.

10. EXECUTIVE SESSION: At 7:43 p.m. Schmitt made the motion to recess to executive session for 15 minutes for non-elected personnel with the City Attorney and Scott Culley attending. Patterson seconded, motion carried. Council reconvened at 7:58 with no binding action taken.

11. ADJOURNMENT: Schmitt made the motion to adjourn to Monday, November 5, 2018, at 7:00 p.m. for regular meeting. Shepard seconded, motion carried.



City Clerk