

LYNDON CITY COUNCIL
REGULAR MEETING MINUTES OF
December 4, 2023

The Lyndon City Council met in regular session on Monday, December 4, 2023, 7:00 p.m., at City Hall.

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

- a) ROLL CALL: City Clerk called roll of the City Council. Mayor Steve Morrison, Council President Lynn Atchison, and members Kevin Heit, Hannah Wilson and Dominic Crook were present. Darin Schmitt was absent with notification.

CITY STAFF: Pat Walsh, City Attorney; Julie Stutzman, City Clerk; Randy Gregory, Maintenance Supervisor; and David Forkenbrock, Chief of Police.

OTHERS PRESENT: Charles Hanna, Sharon Hanna, and Zach Hanna.

2. APPROVAL OF MINUTES:

- a) Atchison made the motion to approve the regular meeting minutes of November 20, 2023 as amended. Heit seconded; motion carried.

3. CONSENT AGENDA:

- a) Approval of Bills: Crook made the motion to approve the bills as set forth. Wilson seconded; motion carried.

4. CORRESPONDENCE TO COUNCIL: None.

5. UNFINISHED BUSINESS:

- a) SHIRLEY CONSTRUCTION PAY APPLICATION #8: Community Center project was discussed. Atchison made the motion to approve pay application #8 submitted by Shirley Construction. Heit seconded; motion carried.
- b) QUOTE FROM GADES SALES - CROSSWALKS: Crosswalk project was discussed. List of grant writers was provided to Council. Consensus of the Council to obtain RFPs from three of grant writers listed.
- c) CONSIDERATION OF GETTING QUOTES FOR HAT ASSESSMENT: Mayor Morrison briefly discussed the need for the HAT Assessment. Consensus of the Council to obtain RFPs from Garrett Nordstrom with Western Consultants and Quintin Roberts to facilitate the assessment.
- d) 2024 STREET PROJECT: The Maintenance Supervisor stated that Ken from Killough Construction contacted him today and this year's street project will not be

completed. The Maintenance Supervisor stated that both contractors would keep the current pricing given for the 2023 projects plus additional streets and dirt work to be added for the 2024 Street project which includes Jackson Street. The 2024 Street project was discussed and no action taken. It was noted that the 2024 budget will be amended and funds carried over to fund both the 2023 and 2024 street projects.

6. NEW BUSINESS:

- a) HOT SPOTS FOR POLICE DEPARTMENT: Quote from AT&T for three FirstNet Hotspot devices was provided to the Council at \$137.52 per month for an increase annually to the wireless bill of \$1,650.24 for the first year and then \$120.00 after 36 months at \$1,440.00 annually. The hotspots are needed to ensure the in-car CAD system stays connected for officer safety and accessibility. It was consensus of the Council to obtain two more quotes from other carriers for the hotspots.

7. STAFF REPORTS:

- a) CITY CLERK REPORT: Clerk report dated December 4, 2023.
- Provided Council 2023 Tax Levy Sheet from County.
- b) PUBLIC WORKS:
- Maintenance Activity report from November 20, 2023 to December 4, 2023.
 - Noted the new mower and blade are in.
 - D&S Sanitation has used the lagoon site seven times in November.
- c) POLICE DEPARTMENT:
- Police Activity report from November 19, 2023 to December 3, 2023.
 - Copy of CPM Certificate awarded on December 1, 2023. Chief was congratulated and recognized by the Governing Body.
 - Nuisance issue at property on W Madison Street revisited.

8. COUNCIL/MAYOR COMMENTS AND REPORTS:

Atchison complimented office staff on decorations at City Hall and had received compliments during lighting ceremony. Atchison also thanked the Maintenance Crew and Police Department helping with the Christmas Parade.

Heit mirrored Atchison's statements and stated Saturday's events went well.

Mayor Morrison also thanked the Maintenance and Police Departments for their help with the Christmas festivities. He also stated City Hall lighting looks great this year.

Mayor Morrison noted today, December 4th is Mr. Walsh's 34th year as the City Attorney with the City of Lyndon. The Mayor and Council thanked Mr. Walsh for his many years of service to the city.

9. EXECUTIVE SESSION: At 8:28 p.m., Atchison made a motion to enter into an executive session under the non-elected personnel exception to the open meetings act to protect the privacy interests of the employee for a period of 10 minutes returning to open session at 8:38 p.m. with the City Attorney. Crook seconded; motion carried.

At 8:38 p.m., Council reconvened with Atchison making the motion to give Chief Forkenbrock a .50 raise for completing the CPM program and obtaining certification effective as of December 1, 2023. Wilson seconded; motion carried.

10. At 8:40 p.m., Atchison made a motion to enter into an executive session under the non-elected personnel exception to the open meetings act to protect the privacy interests of the employee for a period of 10 minutes returning to open session at 8:50 p.m. with the City Attorney and City Clerk. Heit seconded; motion carried.

At 8:50 p.m., Council reconvened with no binding action taken.

11. ADJOURNMENT: Heit made the motion to adjourn to Monday, December 18, 2023 at 7:00 p.m. for a regular meeting. Atchison seconded; motion carried.

Respectfully submitted,



Julie Stutzman, CMC

City Clerk

Approved by the governing body on December 18, 2023.

Attest:



Julie Stutzman, CMC

City Clerk

