

LYNDON CITY COUNCIL
REGULAR MEETING MINUTES OF
January 22, 2019

The Lyndon City Council met in regular session on Tuesday, January 22, 2019, 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, Doug Harty, Kevin Heit, Darin Schmitt and Katie Shepard (7:08) present.

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

Others Present: George Stutzman

2. APPROVAL OF MINUTES OF PREVIOUS MEETING:

- a) Patterson made the motion to approve the regular meeting minutes of January 7, 2019 as written. Schmitt seconded, motion carried.

3. CONSENT AGENDA:

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

4. PUBLIC COMMENTS: None.

5. CORRESPONDENCE TO COUNCIL:

- Public Wholesale Water Supply District #12 meeting minutes of December 19, 2018.

6. UNFINISHED BUSINESS:

- a) SEWER PROJECT UPDATE - BG CONSULTANTS: Wes Weishaar with BG Consultants provided Council with the following project update memo, however, was unable to attend the meeting due to weather.

Wastewater Treatment Improvements: 87% complete.

- Lagoons:
 - Fence installation underway - subject to thawed/wet ground.
 - Final cleanup and seeding to follow in Spring.
 - Seepage test accepted by KDHE. Wastewater flow can be diverted when ready.
- Headworks building construction:
 - Building structure complete. HVAC/electrical installation underway.
 - Equipment control panel connections to follow. When electrical connections are made, pumps will be tested with clean water. Station startup will follow with manufacturer representative and City operators and representatives (likely in February)

- Project completion anticipated by end of March.
- Pay App #9 submitted December 5th. \$110,675.00

Sanitary Sewer Collection System Mainline Improvements: 88% complete.

- AIS waiver for Rausch End Seals granted. Installation to commence late February/early March.
- Final clean up and close-out procedures to follow. Final photo documentation to follow Taps completion.
- Final Change Order Quantities Identified. \$52,313.50 and 25 days
 - The final quantity adjustment is for field adjustments required due to existing conditions. The majority of the cost is for additional length on point repairs that were deemed necessary once they were uncovered. All quantities are itemized in the change order documents.
 - The additional days are being requested due to the fact that we requested the contractor use fewer crews for mainline lining activities to ensure that city staff and the construction observer would be able to coordinate with lining activities effectively. The Contractor agreed to work with us. The additional days are compensatory for the days lost during this process and as a result of the waiting period for the AIS waiver for the Rausch End Seals.
- Pay App #8 submitted December 31st. \$81,455.40

Sanitary Sewer Service Tap Improvements: 65% complete.

- Tap installation on recently lined mains complete. Tap liners to be installed on Hwy 75 main concurrently with taps that have to be bored to limit traffic interruption.
- Open Trench Service Tap replacement proceeding. Pipe Services has hired a new sub-contractor to complete the remaining isolated tap repairs. Production is expected to increase with project completion in April.
- Funding agencies granted approval of change order request letter for Hwy 75 service boring. We are still working with Contractors to finalize the change order scope and price and should have this for your next meeting.
- Tap liners converted to digs: The project has seen many taps change status from liner rehabilitation to open trench methods due to various complications (3", orangeberg, etc.). Approximately 100 taps that were scheduled to be lined will need to be converted to digs. This will increase the cost of the project potentially by \$150,000, but will still be within the original project budget. The contractor will also be requesting additional construction days due to the change in scope.
- Pay App #8 submitted January 7th. \$174,303.13

- b) BRB CONTRACTOR'S PAY APPLICATION #9: Shepard made the motion to approve the pay application for BRB Construction in the amount of \$110,675.00. Schmitt seconded, motion carried.

- c) FINAL CHANGE ORDER #2 - REED DOZING: Council tabled the matter to the next meeting.
- d) REED DOZING CONTRACTOR'S PAY APPLICATION #8: Shepard made the motion to approve the pay application for Reed Dozing in the amount of \$81,455.40. Patterson seconded, motion carried.
- e) PIPE SERVICES CONTRACTOR'S PAY APPLICATION #8: Shepard made the motion to approve the pay application for Pipe Services in the amount of \$174,303.13. Schmitt seconded, motion carried.

7. NEW BUSINESS:

- a) KRWA DELEGATES: The KRWA Conference is coming up in March and the City appoints delegates to represent the city and to vote during the annual meeting. Patterson made the motion to appoint the Maintenance Supervisor and City Clerk as the KRWA delegates. Harty seconded, motion carried.
- b) RESOLUTION NO. 19-01 - GAAP WAIVER: Council received a copy of the annual GAAP Waiver for consideration. The City Attorney stated it is approved annually and it is a common practice among cities for the cash basis law. Heit made the motion to approve and authorize the Mayor to sign the resolution. Shepard seconded, motion carried.

8. STAFF REPORTS:

- a) POLICE: Council received the Officer's Activity report for January 2 to January 19, 2019.

Patterson inquired about the thefts in town and the Chief stated he has started a Facebook page and encouraged residents to lock their vehicles. The Chief stated they are coming in from out of town, looking for unlocked cars, and riffling through them.

- b) PLANNING AND ZONING: The City Clerk stated the commission met on Tuesday, January 9 at 6:30. The commission met with Mr. Parry in regards to his application to rezone 219 W 9th and scheduled the public hearing for Monday, February 18, 2019 at 5:30 at Lyndon City Hall before the regularly scheduled council meeting. The City Clerk was directed by the commission to notify residents and publish the notice in the paper. The rezone will need to be approved by the governing body and will also be on the February 18, 2019 agenda.

The City Clerk also stated the Planning and Zoning Commission meeting night has changed to the first Monday of every month at 5:00 p.m. at City Hall.

- c) PUBLIC WORKS: Council received the Maintenance Activity report for January 2019.

The Mayor asked if the new tractor has been delivered and the Maintenance Supervisor stated they have not and it may be February before they receive it.

The Maintenance Supervisor stated the wreaths were taken down and noted that four of them were damaged. He recommended replacing the decorations with banners.

The Mayor asked if there were trees down from the storm. The Maintenance Supervisor stated there were, however, does not have a place for residents to put their limbs. The City has provided a place for tree limbs in the past, however, due to the sewer project there are no places available.

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

The City Clerk stated she spoke with the grant administrator about grants for dilapidated housing removal. She asked if the Council would make notes of any vacant or dilapidated houses so that we can get a count to be discussed at a later date.

9. COUNCIL/MAYOR COMMENTS AND REPORTS:

Patterson thanked Maintenance for their hard work during the recent winter storm.

Patterson asked if the trail counter was still on the trail and the City Clerk stated the counter was vandalized and is no longer in service.

Mayor spoke briefly about the Jones Park Use Agreement and that there has not been any progression in getting that completed. There was a brief discussion about Jones Park and trying to schedule a meeting to work with the other entities.

10. EXECUTIVE SESSION: At 7:50 p.m., Patterson made the motion to recess to executive session for 10-minutes for non-elected personnel with the City Attorney and City Clerk attending. Shepard seconded, motion carried. At 8:00 p.m., Council reconvened with Patterson making the motion to hire Amanda Croucher for the full time City Treasurer position with the starting wage of \$12.00 per hour. Shepard seconded, motion carried.

At 8:03 p.m., Schmitt made the motion to recess to executive session for 10-minutes for non-elected personnel with the City Attorney attending. Heit seconded, motion carried. At 8:13 p.m. Council reconvened with no binding action taken.

11. ADJOURNMENT: Heit made the motion to adjourn to Monday, February 4, 2019, at 7:00 p.m. for regular meeting. Schmitt seconded, motion carried.

Respectfully submitted,

Julie Stutzman, CMC

Julie Stutzman, CMC

City Clerk

Approved by the governing body on February 4, 2019.

Attest:

Julie Stutzman, CMC

Julie Stutzman, CMC

City Clerk

