

LYNDON CITY COUNCIL  
REGULAR MEETING MINUTES OF  
February 18, 2019

The Lyndon City Council met in regular session on Monday, February 18, 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 (7:05) present.

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

Others Present: Wes Weishaar, BG Consultants; Tammy Schlingmann, Osage Herald Chronicle.

2. APPROVAL OF MINUTES OF PREVIOUS MEETING:

- a) Patterson made the motion to approve the regular meeting minutes of February 4, 2019 as written. Schmitt seconded, motion carried.

3. CONSENT AGENDA:

- a) Approval of Bills: Patterson 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 January 23, 2019.

6. UNFINISHED BUSINESS:

- a) SEWER PROJECT UPDATE - BG CONSULTANTS: Wes Weishaar with BG Consultants provided Council with the following project update:

**Wastewater Treatment Improvements: 92% 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 to be completed within a week.

- 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. Anticipated Startup dates are as follows:
  - Pump start-up and testing – March 11-12
  - Bar Screen – March 25-26
  - Grit Equipment – March 25-26
  - Odor Control – March 26-27
- Upon successful completion of pump startup, headworks will be connected to collection system and existing WWTP demolition will begin.
- Project completion anticipated by mid-April.
- Pay App #10: \$183,345.89

**Sanitary Sewer Collection System Mainline Improvements: 94% complete.**

- AIS waiver for Rausch End Seals granted. Installation anticipated to begin March 11<sup>th</sup>.
  - 10-14 days construction time. Contractor request to work 7 days/week.
- Final clean up and close-out procedures to follow. Final photo documentation to follow Taps completion.
- Pay App #9: \$56,125.35

**Sanitary Sewer Service Tap Improvements: 75% complete.**

- Tap lining will commence with the construction on Hwy 75.
- Dig taps progressing as weather allows. Will pick up pace when temperatures warm up and flowable fill and concrete become readily available.
- Pay App #9: 154,718.18

Mayor Morrison stated he had spoken with the engineers on Wednesday at the project progress meeting about using remaining project funds to rehab Jackson Street and adding a pump station and was wondering if there was any progress on requesting this from the funding agencies. Mr. Weishaar stated it would take an official request with supporting engineer's documents and opinion of probable cost which they are still putting together. Once compiled it will be brought to the governing body for review and possible approval of submission.

- a) BRB CONTRACTOR'S PAY APP #10: Schmitt made the motion to approve the pay application #10 for BRB Contractors in the amount of \$183,345.89. Shepard seconded, motion carried.
- b) REED DOZING CONTRACTOR'S PAY APP #9: Schmitt made the motion to approve the pay application #9 for Reed Dozing in the amount of \$56,125.35.

Patterson seconded, motion carried.

- c) PIPE SERVICES CONTRACTOR'S PAY APP #9: Schmitt made the motion to approve the pay application #9 for Pipe Services in the amount of \$154,718.18. Heit seconded, motion carried.
- d) OSAGE COUNTY GUIDE AD: The City Clerk stated the Herald would like to have the advertising ready by March 1. In the previous editions, the City has advertised with a quarter of a page. After brief discussion, Patterson made the motion to advertise one-half page in the guide for the amount of \$360.00. Schmitt seconded, motion carried.
- e) AUDITOR EXTENSION CONTRACT: The City Attorney stated he reviewed the contract for services and that it is for 2 years with an increase from \$7,000 to \$7,500 per year. The City Clerk stated the city will have at least one more single audit due to the sewer project funding and that it was not included in the contract. After brief discussion, the council tabled the matter to see about including the cost of the single audit in the contract.

#### 7. NEW BUSINESS:

- a) CONSIDERATION OF REZONING PERMIT: The City Clerk stated the Planning and Zoning Commission met at 5:30 p.m. to hold a public hearing for the request to rezone the property at 129 E 9<sup>th</sup> Street from an R-1 to R2. She stated the hearing went well and the Planning and Zoning Commission has submitted the recommendation for approval. Patterson made the motion to approve the rezone application and to authorize the City Attorney to prepare the rezoning ordinance. Shepard seconded, motion carried.
- b) PURCHASE OF CAMERA EQUIPMENT FOR POLICE DEPARTMENT: The Chief of Police submitted a proposal for new in-car and body-worn camera and audio equipment. He stated he had spoken with three different companies. One company wanted to provide 6 body cameras and a computer for approximately \$5,500, however, the system was not able to be integrated as the cameras work independently. He provided a brief overview of the WatchGuard system which includes body cameras, in-car cameras with panoramic view and allows for split-screen review of the recordings. The WatchGuard camera system is also used by the County and KHP and make the city compatible with those entities to share recordings easily if the need arose. The cost of the system is approximately \$11,800.00 for both cars and the expense would be paid out of the Law Enforcement Fund. After a brief discussion, the Council asked the Chief to get more information on the three-year warranty for the system and to review the purchase at the next meeting.
- c) PURCHASE OF REPLACEMENT HEATER FOR WATER PLANT: The Council was provided a quote for replacement of the heater that is in disrepair at the water plant. The Maintenance Supervisor stated the heater is probably original to the plant and that the heat exchanger is cracked. He stated Modern Air replaced the system at City Hall and so he contacted them for replacement. After brief discussion, Schmitt

made the motion to approve the quote in the amount of \$2,732.00 and to be paid out of the Water Fund. Shepard seconded, motion carried.

- d) MICROCOMM WARRANTY: Matter was tabled.
- e) TREE BOARD APPOINTMENT: The City received a letter of interest from Jim Baseley to serve on the tree board. Mayor Morrison proceeded with appointing Mr. Baseley. Schmitt made the motion to approve the Mayor's appointment. Shepard seconded, motion carried.
- f) FLOOD INSURANCE RENEWAL POLICY: The Council received a copy of the current billing for flood insurance in the amount of \$2,750 or \$2,533 depending on the amount of coverage the city chooses. The premium for the insurance has risen approximately 19% each year since 2017. The City Clerk stated when she attended the Hazard Mitigation meeting and spoke with Steve Samuelson, Kansas Division of Water about the community center. She stated there is a grant program through KDEM that will buy buildings in the floodplain and pays approximately 75% of the valuation of the property. After lengthy discussion, Council tabled the matter to March 18 meeting and directed the City Clerk to have someone from KDEM or Mr. Samuelson speak at the next Council meeting regarding the program.

#### 8. STAFF REPORTS:

- a) POLICE: Council received the Officer's Activity report for February 1 through February 16, 2019.
- b) PLANNING AND ZONING: The Planning and Zoning Commission changed their meeting night to the first Monday of the month at 5:30 p.m. and the next meeting is March 4, 2019 at 5:30 p.m. at City Hall.
- c) PUBLIC WORKS: Council received a copy of the Maintenance Activity report for February 4 through February 18, 2019.

Patterson stated that he noticed at the community center that sediment was filling up the drainage whistle and asked if that was the responsibility of the city or KDOT. The Maintenance Supervisor stated the city usually tries to keep that clear on the north side. He also stated the sediment is also a problem on 11<sup>th</sup> Street near the park.

The Maintenance Supervisor stated the tractor was delivered, works great and thanked the Council for approving the purchase.

- d) CITY CLERK: Council received a copy of the Clerk's report with completed and upcoming deadlines.

Brad Loveless is going to continue to be the Tree Board Chair and we are waiting for his reply on the date for Arbor Day Observance which is tentatively scheduled for April 20, 2019.

Contacted Kim Bomberger regarding the weather possibly affecting Emerald Ash Borers and still waiting for a response.

Spoke with Greg at KRWA regarding water and sewer analysis deadline and it was consensus of the council to have that by March 1.

Hazard Mitigation plan is due for update and will be attending meetings set by Emergency Management and KDEM. She stated that the Maintenance Supervisor will be attending the next meeting and encouraged council members to attend.

The City Clerk stated she had been contacted by Dave Middleton at EB Sprouts about the city flower pots for this year. After brief discussion, Patterson made the motion to pay for 16 flower pots downtown for 2019 in the amount of \$1,600. Shepard seconded, motion carried.

Daddy Daughter Dance, Sunday, April 28<sup>th</sup>, LHS Gymnasium, 2:00 p.m. - 4:00 p.m.

City Wide Clean Up Day is June 22, 2019, Equipment Shop at 3<sup>rd</sup> and Washington, 8:00 a.m. - 4:00 p.m.,

Citywide Garage Sales is Saturday, June 15<sup>th</sup>, 8:00 a.m. to 4:00 p.m.

9. COUNCIL/MAYOR COMMENTS AND REPORTS:

Patterson thanked the Maintenance and Police Departments for working in the winter weather conditions.

Mayor Morrison requested council members to make note of streets in need of repair and to begin work with department heads to come up with a 5-year plan for the City.

10. EXECUTIVE SESSION: At 8:52 p.m., Patterson made the motion to recess to executive session for 10-minutes for non-elected personnel with City Attorney attending. Shepard seconded, motion carried. Council reconvened with Mayor Morrison appointing Travis Brown to the Zoning Administrator position and requests a monthly report from Planning and Zoning with copies of the permits, and to keep the pay schedule the same. Shepard made the motion to approve the Mayor's appointment. Schmitt seconded, motion carried.

At 9:06 p.m., Schmitt made the motion to recess to executive session for 10 minutes for non-elected personnel with the City Attorney and Maintenance Supervisor attending. Shepard seconded, motion carried. Council reconvened with the consensus to proceed with advertising for the full-time maintenance, seasonal maintenance, pool manager and pool staff positions.

11. ADJOURNMENT: Schmitt made the motion to adjourn to Monday, March 4, 2019 for regular meeting. Shepard seconded, motion carried.

Respectfully submitted,

Julie Stutzman, CMC  
Julie Stutzman, CMC  
City Clerk

Approved by the governing body on March 4, 2019.

Attest:

Julie Stutzman, CMC  
Julie Stutzman, CMC  
City Clerk

