

LYNDON CITY COUNCIL  
REGULAR MEETING MINUTES OF  
April 1, 2013

The Lyndon City Council met in regular session on Monday, April 1, 2013, 7:00 p.m., at City Hall.

Members Present: Darby Kneisler, Bill Patterson, Brandon Smith, Doug Watson, and Mayor Kay Jones, Wayne Howard (7:10 p.m.)

Members Absent: None.

Others Present: Kimberly Newman, City Administrator  
Julie Stutzman, City Clerk  
Darrel Manning, Chief of Police  
David Wilson, Maintenance Supervisor  
Pat Walsh, City Attorney (7:45 p.m.)  
Elisabeth Gaston, Herald Chronicle  
Wayne White, Osage County Online  
David Findlay  
Brian McGonigle  
Louis Wohletz, American Legion  
Danny Roush, American Legion  
Russell Swanson, American Legion  
Maurice Gregoire, American Legion  
Jerry Anstaett

1. CALL TO ORDER: The Mayor called the meeting to order.
2. ROLL CALL: The City Clerk called roll. Howard absent without previous notification. (Arrived at 7:10 p.m.)
3. ADOPTION OF MINUTES OF PREVIOUS MEETING: A motion was made by Patterson to approve the Town Hall meeting minutes of March 2, 2013 as amended. Watson seconded, motion carried. A motion was made by Smith to approve the Regular meeting minutes of March 4, 2013 as amended. Watson seconded, motion carried.
4. CORRESPONDENCE TO COUNCIL:
  - Pledge of Securities from Lyndon State Bank.
  - PWWSD#12 minutes from March 20<sup>th</sup> meeting
  - Tree City Spring Planting flyer.
  - 2013 Hazardous Waste Schedule.
  - Lyndon Citywide Clean up flyer.
  - Community Garden flyer.
  - Letter from MediaCom regarding new channels.

- Kansas Preservation Alliance letter regarding the Bailey House Stewardship Award.
- Kansas Government Journal for January 2013.

5. CITIZEN'S STATEMENTS AND PETITIONS:

Ryan Kuhn did not show for the Council meeting.

David Findlay came in to discuss his water being shut off and wanted to ask Council to waive his water deposit due to his good account standing. After some discussion, a motion was made by Kneisler to waive the water deposit. Smith seconded, motion carried.

American Legion members requested Council to waive their water charges from September 2012 to October 2012 due to lack of funds. After some discussion, a motion was made by Kneisler for the Legion to pay the \$50 meter pull and waive the remaining \$92. Howard seconded, motion carried.

6. UNFINISHED BUSINESS:

- a) BULK WATER METER: The Council was given pricing information from 2 different companies for the bulk water machine. The City Administrator stated the rate increase took effect on April 1<sup>st</sup>. The Maintenance Supervisor provided 2 price quotes for the Council to consider with SEM, Inc. at \$1990.00 plus \$164 for shipping, and Olathe Winwater at \$4815.89. He stated the current machine is working overtime due to the decrease in time and the calculated vending amount per gallon is approximately 30-31. After some discussion, matter was tabled pending warranty and parts information and speaking with others who have these machines.
- b) ARBOR DAY PROCLAMATION: A motion was made by Patterson to authorize the mayor to sign the Arbor Day Proclamation which declares the month of April and April 27<sup>th</sup> for Arbor Day Observance. Smith seconded, motion carried
- c) FAIR HOUSING PROCLAMATION: A motion was made by Watson to authorize the mayor to sign the Fair Housing Proclamation which declares the month of April as Fair Housing month. Kneisler seconded, motion carried

7. NEW BUSINESS:

- a) PWWSD#12 RATE INCREASE AND REFINANCE: Russell Swanson from Public Wholesale #12 came to Council regarding the PWWSD#12's plan to refinance its debt. The City Administrator was informed that PWWSD#12 has postponed this action; she will at a later time show the Council how this will affect City rates.
- b) AUDIT UPDATE: The City Administrator stated she had spoken to the Auditor and they were not able to get the numbers for this Council meeting. They audit information

will be ready closer to the May meeting and they will also give recommendations regarding security policies for the City.

- c) JOINT RECREATION BOARD APPOINTMENT AND UPDATE: The City Administrator stated she had received a letter from Jayson Massey showing interest in filling the vacant seat on the Recreation Commission which would finish Glenda Bronson's term. The City Administrator stated she had a meeting with the Recreation board and USD 421 Superintendent Brian Spencer regarding the status of the summer baseball program. The forms for sign up went out the following day and it is now underway. The Rec Board will be meeting on April 21<sup>st</sup> and interviewing applicants for the baseball director position. They have not decided if they are going to hire an Athletic Director and are just going to focus on summer baseball at this time. The City Administrator also stated she had spoken with them regarding expanding their programming, however, they are not willing to do so at this time. She also stated they have a revolving bank amount of \$60,000 currently and she has also requested from the USD 421 Superintendent Brian Spencer for a monthly financial report. Scott Toman has taken over the duties of Treasurer and Secretary for the Recreation Board as well as other duties until these are sorted out. The City Administrator also stated that once the commission is operating more smoothly, the City's representatives will be asked to meet with the Council.
- d) SAFE ROUTES TO SCHOOL UPDATE: The City Administrator stated she attended a meeting last week at KDOT regarding SRTS and they had just recently announced funding for this program. She stated our Phase II application will be due on June 7<sup>th</sup> and the SRTS Committee will be meeting this week to work on finalizing the Phase II application. This Friday the City is hosting an assembly at the elementary school and have partnered up with Heartland BMX who will be performing. She also stated there will be more promotion of SRTS in the next month. The City Administrator stated there had also been a change in funding with the amount being dropped from \$250,000 to \$200,000, and the City's match still being 80/20 for construction. The City is responsible for the engineering costs.

The City Administrator stated that she, Bruce Boettcher from BG Consultants, and USD 421 Superintendent Brian Spencer attended the County Commission meeting this morning and presented the proposed plans for SRTS. She stated the Commission was in support of the project, specifically the raised sidewalk at 6<sup>th</sup> street providing that it meets county guidelines. The next meeting for the SRTS Committee is Wednesday, April 3<sup>rd</sup> at 7 p.m. in Mr. Patterson's classroom.

- e) SUNFLOWER TRAIL UPDATE: The City Administrator stated last Friday she, a representative from BG Consultants, Bill Patterson, USD 421 Superintendent Brian Spencer, and Brad Loveless from Westar walked the entire site of the proposed trail. She stated they reviewed the preliminary drawings and came to a consensus about moving forward, so the bid process could start for the different phases of the project. She stated the first phase is clearing of the site and also making the revisions to the plan. She also stated that Superintendent Brian Spencer will be meeting with a representative from Westar regarding the addition of the outdoor learning classroom to the site.

8. STAFF REPEORTS:

- a) POLICE: Council members were given a copy of the Officer Activity for March 2013.
- b) PLANNING AND ZONING: Each Council member was given a copy of the Planning and Zoning meeting minutes from February and March 2013. The Council was also given a copy of Casey's construction schedule.
- c) MAINTENANCE: Each Council member was given a copy of the Maintenance report.
- d) CITY ADMINISTRATOR: The City Administrator reported the following:
  - The Daddy Daughter Dance is this Sunday, April 7th from 1 p.m. to 3 p.m. and the count is 93 attendees. The proceeds will be split between the Pride and CBW.
  - The Farmer's Market and Community Garden kickoffs are Saturday, April 6th at the Community Center.
  - The Pride is going to meet Tuesday, April 2nd at 7 p.m. at City hall.
  - SRTS meeting on Wednesday, April 3rd at 7 p.m.
  - On April 13th Lyndon is hosting the Pride Council from 9 a.m. to 11 a.m. at the Community Center.
  - She attended a Community Block Grant seminar last week and will be certified as a grant administrator for the Federal programs pending receiving her certificate.
  - The City Administrator will be attending the Kansas Health Foundation seminar next week in Wichita. The Kansas Health Foundation provides a recognition grant for \$25,000 which the City has applied for in the past and will apply for again in the near future.
  - The City Administrator stated that she will have 2 more conferences in the near future, one being another with CDBG grants.
  - The City Administrator stated she has spoken to a few of the businesses in the community and they have discussed restarting a Business Association / Chamber which she has been asked to help facilitate.

9. COUNCIL COMMENTS:

PATTERSON: None.

SMITH: Smith asked about the donation policy and would like to work up a more specific policy depending on the organization. The City Administrator stated she agrees and each needs to meet a certain criteria.

HOWARD: None.

KNEISLER: None.

WATSON: Watson stated he had a meeting with KDHE and discussed blue green algae blooms. Watson wanted to know if PWWSD#12 alerts the City if the blue green algae is present at Melvern Lake. The Maintenance Supervisor and Russell Swanson stated PWWSD#12 would notify all of its entities if there was such an occurrence.

MAYOR JONES: Jones asked about the policies for disconnecting and reinstating water accounts. The City Clerk stated courtesy calls were made to reduce the number of service terminations. Watson suggested the use of a recorded notice or receiving a text message for which residents could apply. The City Administrator and city staff will review feasibility.

10. EXECUTIVE SESSION: None.

11. ADJOURNMENT: A motion was made by Patterson to adjourn. Kneisler seconded the motion, which carried.

*Julie Stutzman*  
City Clerk