

LYNDON CITY COUNCIL
REGULAR MEETING MINUTES OF
May 4, 2020

The Lyndon City Council met in regular session on Monday, May 4, 2020, 7:00 p.m., at the Lyndon Community Center.

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 Darin Schmitt and members Kevin Heit, Doug Harty, Lynn Atchison and Katie Shepard present.

City Staff present: Pat Walsh, City Attorney; Julie Stutzman, City Clerk; Scott Culley, Maintenance Supervisor; and Officer David Forkenbrock.

Others Present: Gene Hirt.

2. APPROVAL OF MINUTES OF PREVIOUS MEETING:

- a) Schmitt made the motion to approve the regular meeting minutes of April 6, 2020 as amended. Harty seconded; motion carried.

3. CONSENT AGENDA:

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

4. CORRESPONDENCE TO COUNCIL:

- Staff reports from the City Clerk, Maintenance Supervisor, Police Department, and Zoning Administrator as well as the original building permits for review.
- Copy of letter from Greg Thill requesting clean rock be put in the parking areas at the City Park as well as fixing the problem of water run off for the Car Show. It is unsure if the Car Show will be held June 20 or July 18 due to the pandemic which does not allow for large events at this time.
- April 2020 edition of the Kansas Government Journal.
- The City Clerk stated she ordered everyone an updated copy of the Governing Body Handbook which should be available next week.

5. UNFINISHED BUSINESS:

- a) QUARTERLY FINANCIAL UPDATES: The City Clerk provided and reviewed with Council fund and bank balances as of March 31, 2020 along with the percentages of the budget spent for each fund and line item.

- b) BURN SITE HOURS AND POLICY: The Council reviewed the recommended hours and policy for the newly-permitted brush site at the lagoon property. After discussion, it was consensus of the Council to open the site one Saturday a month which will be scheduled by the Maintenance Supervisor and in cases of storm

damage. The Council will review the policy in 3 months to see how things are going with the new site.

- c) DUMP TRUCK REPAIR: The Maintenance Supervisor stated the bed of the dump truck is rusted in many areas and is in need of some of repair in order to keep it in working order. He stated there are some issues with the tail lights which will also be fixed at Hanna's Auto. Atchison made the motion to approve the quote from Zorn Welding for repair of the dump truck not to exceed \$800.00 which will be paid out of the Street & Alley fund. Heit seconded; motion carried.
- d) COVID PLANNING - CITY FACILITIES: The Council discussed what precautions the County as well as other cities are still taking and the probability of opening the pool June 15 if all goes well and restrictions are lifted. After much discussion, it was consensus of the Council to keep the lobby at City Hall closed at this time, keep meetings to one a month with the next meeting on June 1, hold off on opening the community center and parks until next phase, and to begin preparation and filling of the pool for possible mid-June opening.

6. NEW BUSINESS:

- a) AUDITOR PROPOSALS: The City Clerk provided two proposals for auditing services from John Welch, CPA and Mike Peroo, CPA for consideration. After much discussion, Council tabled the matter due to budget preparation fee not being included in one of the proposals which the City Clerk will obtain before the next meeting.
- b) MAYORAL APPOINTMENTS: Mayor Morrison asked for a motion to approve his annual Mayoral appointments as presented by position. Schmitt made the motion to approve the Mayor's appointments. Shepard seconded; motion carried.
- c) QUOTE FOR REPLACEMENT OF LIFT STATION GRINDER PUMP: Mayor Morrison stated there is one lift station in town which has dual pumps and one has failed and the other has never been used. The Maintenance Supervisor fixed the one sitting in the pit and is operational, however, the other pump needs to be replaced. Schmitt made the motion to approve the purchase the new grinder pump from ASC Pumping Equipment in the amount of \$4,166.00 which will be paid from the Equipment Reserve Fund. Harty seconded; motion carried.
- d) PROCEDURE FOR SELLING OF UNUSED CITY EQUIPMENT: Council discussed the advertising and selling of flower bed boxes, valuable rock at the lagoon site, and other city equipment. The City Attorney stated normally the city advertises and receives sealed bids for items that are normally valued over \$100. Smaller flower boxes will be sold at \$30 each and the bigger boxes will be sold at \$50 each. The Maintenance Supervisor stated there are other pieces of equipment that he is working on making a list of what will need to be sold.

- e) PURCHASE OF MAIN STREET LIGHT BULBS: The Maintenance Supervisor stated that he is out of replacement bulbs for the decorative street lights downtown and needs to reorder. Heit made the motion to purchase twelve of the 7-year street lamp bulbs in the amount of \$87.30 each which will be paid out of the commodities in the General Fund. Schmitt seconded; motion carried.

7. COUNCIL/MAYOR COMMENTS AND REPORTS:

Heit stated he was asked by a resident that if a tree falls in the right-of-way or street if it is the city's responsibility or theirs to pick up the branches. It was noted that it is typically the responsibility of the property owner on which the tree belongs. If it falls in the street the city pulls it off the road and puts it on the edge of the property.

Schmitt stated it sounded like the city is doing the right thing to keep everyone safe and to continue with those procedures and be safe.

Harty thanked the Mayor for keeping up on all of the things going on and keeping everyone updated.

Shepard thanked the city staff for everything they have done to work together, adapting to the changes that needed to be made and making things work during the pandemic which is unchartered territory for everyone.

Atchison stated he has spoken with many citizens over the last few weeks. One of the concerns was regarding someone driving too fast on 10th Street between 4 p.m. and 6 p.m. and asked if there could be a little more patrol in that area.

Atchison also stated he has spoken with Mr. Hirt regarding an issue in which things have been clarified, and stated he would speak with Mr. Hirt after the meeting.

Atchison stated the maintenance crew is doing a great job with mowing season, the park looked really nice and is a great way for the crew to social distance.

Mayor Morrison stated his recommendation for the community in regards to opening after the pandemic is to do it responsibly, ease into it and use common sense. We definitely do not want to go backwards in the progress we have made and feels we have done a great job in our community. Mayor Morrison also recommended continuing support of local restaurants and businesses.

Lyndon Rec has canceled baseball and softball for the summer.

Mayor Morrison asked about summer mowing and the Maintenance Supervisor stated he did not think hiring summer help would be viable this summer.

- 8. EXECUTIVE SESSION: At 8:25 p.m. Schmitt made the motion to recess to executive session for 10-minutes for Attorney-Client Privilege with the City Attorney. Shepard seconded; motion carried. At 8:35 Council reconvened with no binding action taken.

At 8:36 p.m. Shepard made the motion to recess to executive session for five minutes for Attorney-Client Privilege with the City Attorney. Harty seconded; motion carried. At 8:41 p.m. Council reconvened with no binding action taken.

9. ADJOURNMENT: Schmitt made the motion to adjourn to Monday, June 1, 2020 for regular meeting. Shepard seconded; motion carried.

Respectfully submitted,

Julie Stutzman, CMC

Julie Stutzman, CMC
City Clerk

Approved by the governing body on June 1, 2020

Attest:

Julie Stutzman, CMC

Julie Stutzman, CMC
City Clerk

