

LENNOX CITY COUNCIL REGULAR MEETING

MONDAY, MAY 12, 2014

LENNOX CITY HALL – 107 S MAIN ST.

The regular meeting of the Lennox City Council was called to order by Mayor Wiebers at 7:00 PM and all present recited the Pledge of Allegiance. Members present were Orville Wiebers, Tracy West, Darin Olson, Greg Poppenga, Mike Gregg, Russ Nelson and Glenn Nelson. Staff present was Finance Officer Jerry Jones, Public Works Director Greg Stack, Water Supt. Roger Almond and Street Supt. Dave Tipton. Other present were Paul Jacobson, Marlyn Jacobson, Wayne Peterson, Mitch Mergen, Debbie Schmidt, Judy Fett, Phillip Fett, Carol and Rowan Doorn, Eric Willadsen, John Hinrichs, James A Power, Marc Feinstein, Tim Odland, Ron and Derek Droge .

AGENDA:

Mayor Wiebers asked for additions to the agenda and with no additions, motion by West, second by Olson to approve the agenda as presented. Motion carried.

MINUTES:

Motion by Gregg, second by Poppenga to approve the minutes of the April 14, 2014. Motion carried.

PAYROLL REPORT:

Motion by Poppenga, second by West to approve the April 2014 payroll report. Upon roll call vote, all present voted aye. Motion carried.

CLAIMS:

Motion by Gregg, second by Poppenga to approve April claims as presented. Upon roll call vote, all present voted aye. Motion carried.

ACE	SUPPLY	\$95.72
AMBILL ASSOCIATES	AMBULANCE APRIL BILLING	\$490.00
AMERICAN STAMP	GEN RECEIVED DATE STAMP	\$72.69
DBA "MR TWISTER"	LIBRARY SUMMER PROGRAM	\$200.00
BARNES & NOBLE	LIB APRIL 22 BOOKS	\$374.00
BEYOND TECHNOLOGY	STREET	\$4,018.97
BIERSCHBACH	WASTEWATER	\$506.00
BOEN & ASSOCIATES, INC	REC 13-16 YEAR OLD TEAMS	\$232.00
BOUND TREE	SUPPLIES	\$55.14
BRANDON SEAMLESS RAIN GUTTER	PARK GUTTERS SHOP BULDG PARK	\$244.80
BROCK WHITE COMPANY	STREET	\$1,879.64
CADWELL SANFORD DEIBERT & GARR	LEGAL SERVICES	\$4,510.00
CARDMEMBER SERVICE	SUPPLIES	\$134.28
CENEX FLEETCARD	FUEL	\$1,698.94
CHERYL LOTTMAN	REC REFUND SOFTBALL	\$90.00
DAUBYS	BASEBALL SUPPLIES	\$1,642.90
DAVES SERVICE & REPAIR	FUEL AND REPAIR	\$1,174.47
DIAMOND VOGEL	STREET PAINT	\$149.60
DICK LUND CONCRETE	SIDEWALKS, PICNIC SHELTER	\$3,442.50
DIVISION OF CRIMINAL INVESTIG	REC BACKGROUND CHECK	\$43.25
DAKOTA SUPPLY GROUP	WATER	\$99.10

EDC USBORNE	LIBRARY	\$55.97
EVELYN METCALF	GEN CLEAN CITY HALL	\$100.00
FIRST NATIONAL BANK	SRF LOAN #4 WASTEWATER PMT #5	\$61,236.03
GREAT PLAINS ZOO	LIB SUMMER PROGRAM	\$179.00
HANSEL PLUMBING & HEATING	WATER HELP REPLACE METERS	\$119.00
HAWKINS, INC	WATER	\$370.70
HD SUPPLY WATERWORKS	WATER	\$94.98
I29 FUELS	WASTEWATER	\$1,774.28
INDEPENDENT PUBLISHING	PUBLISHING	\$438.20
KATELYN HINKER	POOL WSI TRAINING	\$250.00
KNOLOGY, INC., DBA WOW!	CABLE	\$1,315.02
LACEY RENTALS INC	REC MAIN BALLFIELD	\$110.00
LENNOX FIRE DEPARTMENT	FIRE MEDTRONIC LP EXPRES AED	\$999.00
LENNOX SCHOOL DISTRICT	LIB COMPUTER SUPPORT	\$500.00
LEWIS & CLARK REGIONAL WATER S	WATER APRIL USED 3,303,778 GAL	\$7,096.57
LEWIS DRUG	GEN EASTER CANDY FOR HANDOUT	\$17.97
LYLE SIGNS INC.	STREET	\$1,037.95
MARCO, INC.	POOL	\$200.62
MATHESON LINWELD	AMBULANCE	\$65.40
MENARDS	SUPPLIES	\$310.72
MIDAMERICAN ENERGY	SEWER	\$571.12
NELSON FEED	REC CHALK MARKER	\$400.00
NEVES UNIFORMS	POLICE	\$171.80
OFFICE MAX	LIBRARY	\$156.71
PITNEY BOWES INC.	POSTAGE	\$465.00
QUALIFIED PRESORT	UTILITY SERVICE	\$611.67
DBA RURAL ROUTE 1 SERVICES	RUGS	\$115.00
SCOTT BOLTE SANTITATION	TRASH PICKUP	\$249.20
SD DEPARMENT OF HEALTH	WATER SAMPLES	\$506.00
SD GOVT FINANCE OFFICER	REGISTRATION FEE	\$75.00
SD GOVT HUMAN RESOURCE	REGISTRATION FEE	\$50.00
SF TWO WAY RADIO	FIRE BATTERY	\$259.96
SIOUX FALLS HUMANE	POLICE SERVICE IN APRIL	\$15.00
SOUTH LINCOLN RURAL WATER	RURAL WATER	\$146.00
SOUTHEASTERN ELECTRIC	ARMIN	\$1,328.16
STOCKWELL ENGINEERS	CONTRACT	\$19,899.64
STURDEVANT'S AUTO PARTS	SUPPLIES	\$227.66
SUNSHINE	SUPPLIES	\$141.43
TESSMAN COMPANY	SPRAY	\$716.80
VERIZON WIRELESS	CELL PHONE	\$286.39
WILLIAMS PLUMB & HEATING	PARK FIX FAUCETS	\$365.32
XCEL ENERGY	ELECTRIC UTILITY	\$8,210.73
**** SCHED TOTAL ****		\$132,394.00
***** REPORT TOTAL *****		\$132,394.00

VISITORS TO BE HEARD: Eric Willadsen updated the Council on the preliminary sub division plans for Lenkota Acres Addition and discussion was held on the City of Lennox Rural Residential Subdivision regulations. John Hinrichs, James A Power and Mark Feinstein addressed the Council on the upcoming election for the circuit court positions they are running for.

FINANCE OFFICER REPORT: The Finance Officer presented the month of April committee budget report, the 2013 audit report meeting with Ben Elliot and Mr. Elliot will present the final draft of the audit to the Council in June, the pay off of the fire truck will be held off till the anniversary date of November 20, 2014, the Finance Officer will be attending a Summit users meeting in LeMars, IA on May 13th and Governor Daugaard has requested response from communities on what each community is planning in conjunction with the State of SD 125th celebration. Motion by West, second by Olson to approve the Finance Officer report as presented. Motion carried.

PUBLIC WORKS DIRECTOR REPORT: The Public Works Director report included expanding the code enforcement procedure, the main street storm sewer project will not be done this year as it will be included in next year's projects, advertizing will be done this week for the alley improvement project with the bid opening to be held on June 9th, concrete is done for the picnic shelter area and maintenance on the band shell to replace shingles and siding is planning on being done this summer. The Office of Emergency Management notified the City and has submitted an additional \$30,663.00 in funds for the City of Lennox generator project, the Council will be receiving a copy of the letters being sent out violators of City ordinance concerning nuisances and there is 3 properties that City personnel has being mowing in the past and now is administration action in regards to notification. Roger Almond reported that he is working on the sewer main cleaning contract. Motion by Gregg, second by West to approve the public works director report as presented. Motion carried.

OLD BUSINESS: No old business at this time.

ADJOURNMENT:

Motion by West, second by R. Nelson to adjourn at 7:42 PM. Motion carried

RECONVENE REGULAR MEETING: Mayor Wiebers call to order the Council meeting at 7:43 PM. Members present were Tracy West, Darin Olson, Russ Nelson, Greg Poppenga, Mike Gregg and Phillip Fett.

OATH OF OFFICE: The Finance Officer administered the oath of office to Mayor Wiebers. Mayor Wiebers signed the oath of office and then was officially seated as Mayor for the City of Lennox. Mayor Wiebers then administered the oath of office to Alderman Phillip Fett, Ward I, Alderman Greg Poppenga, Ward II and Alderman Mike Gregg, Ward III. The Aldermen signed the oath of office and then were officially seated as Aldermen of their respective wards.

COUNCIL ELECTION: Mayor Wiebers called for nominations for Council President. Nelson nominated Greg Poppenga as Council President. Motion died due to the lack of a second. West then nominated Mike Gregg as Council President. Motion died due to lack of a second. Gregg then nominated Tracy West as Council President, the motion was seconded by Olson. Upon roll call vote, all members present voted aye. Motion carried. Mayor Wiebers then called for nominations for Vice President. Nelson nominated Greg Poppenga as Council vice- president, the motion was then seconded by Gregg. Upon roll call vote, all members present voted aye. Motion carried.

COMMITTEE APPOINTMENTS: Motion by West, second by Gregg to approve the Mayor's council appointments. Upon roll call vote, all members present voted aye. Motion carried.

Streets/Sewer/Water	Mike Gregg , Darin Olson, Phillip Fett
Zoning/Buildings	Russ Nelson , Greg Poppenga, Mike Gregg
Police/Fire	Greg Poppenga , Darin Olson, Tracy West
Park/Recreation/Pool	Orville Wiebers , Mike Gregg, Greg Poppenga
Finance/Library	Tracy West , Mike Gregg, Russ Nelson
Solid Waste/Weeds/Recycling	Phillip Fett , Russ Nelson, Tracy West
Ambulance/Health	Darin Olson , Russ Nelson, Phillip Fett

POSITION APPOINTMENTS: Motion by Poppenga, second by West to approve the appointments of Supt of Streets, Dave Tipton, Police Chief, Orville Jorgensen and Water Supt., Roger Almond. Upon roll call vote, all members present voted aye. Motion carried.

OFFICIAL DEPOSITORY: Motion by West, second by Nelson to approve the official depositories for city funds as Valley Exchange Bank, Lennox, SD, Home Federal Bank, Lennox, SD and the SD Public Funds Investment Trust, Ft. Pierre, SD. Motion carried.

OFFICIAL NEWSPAPER: Motion by Poppenga, second by West to approve the official newspaper as the Lennox Independent. Motion carried.

NEW BUSINESS:

EMS WEEK PROCLAMATION: Mayor Wiebers read to the Council the EMS Week Proclamation which is to be celebrated in Lennox the week of May 18 to 24, 2014. Motion by Gregg, second by Olson to authorize Mayor Wiebers to sign the EMS Proclamation proclaiming May 18 to 24, 2014 as EMS Week in Lennox, SD. Motion carried.

RESOLUTION 2014-05-12-01 RESOLUTION FOR RECYCLABLE OR SCRAP MATERIALS:

The resolution 2014-05-12-01, A Resolution of the City of Lennox, SD establishing policies and requirements for the sale or transfer of recyclable materials or scrap from rubble site or facility owned or operated by a political subdivision, was presented to the Council for approval. Motion by West, second by Nelson to approve and adopt resolution 2014-05-12-01 as presented. Motion carried.

RESOLUTION 2014-05-12-02 ESTABLISHING FEES:

The resolution 2014-05-12-02, a resolution to establish fees for certain permits, was presented for Council approval. Motion by West, second by Gregg to approve and adopt resolution 2014-05-12-02 as presented. Motion carried.

MALT BEVERAGE LICENSE RENEWALS PUBLIC HEARING:

Mayor Wiebers opened the public hearing at 8:07 PM for the approval of the following malt beverage licenses for 2014-2015. Casey's General Store, package off-sale malt beverage/SD Farm Wine; Total Stop Convenience Store, retail on-off sale malt beverage and Beamers Pub, retail on-off sale malt beverage licenses. Mayor Wiebers ask those in attendance if there was anyone to speak on behalf of the licenses and anyone in opposition to the licenses. Hearing no opposition or comments for the licenses, Mayor Wiebers closed the public hearing at 8:10 PM. Motion by West, second by Olson to approve the licenses for 2014-2015 for Casey's General Store, package off-sale malt beverage/SD Farm Wine, Total Stop Convenience Store, retail on-off sale malt beverage and Beamers Pub, retail on-off sale malt beverage. Upon roll call vote, all members present voted aye. Motion carried.

WORKERS COMP STATEMENT:

The Finance Officer presented a statement for workers comp coverage for volunteers of the City of Lennox and Mayor Wiebers read the statement. "Volunteers for the City of Lennox, South Dakota for 2014 are recognized and it is the intent of the City Council to cover these volunteers for work comp purposes. The list is on file at the City Finance Office". Motion by West, second by Nelson to approve statement and to satisfy the requirement for workers comp coverage. Motion carried.

HEALTH INSURANCE COVERAGE FOR EMPLOYEES:

The Finance Officer presented to the Council the health insurance rate increase of 13.02% from the SD Health Pool for 2014-2015. After discussion, the council agreed to go out and obtain quotes for health insurance coverage for city employees.

REPLAT OF LOT 5A, BLOCK 1 AND LOT 16A, BLOCK 3 MEADOWS ADDITION:

PWD Stack presented the request for replat of lot 5A, block 1 and lot 16A, block 3 of the Meadows Addition for Council approval. After discussion, motion by Olson, second by West to approve the replat of Lot 5A, Block 1 and Lot 16A, Block 3 of Meadows Addition. Upon roll call vote, all members present voted aye. Motion carried.

STREET SEALING BIDS:

The bids for street sealing approximately 37,400 sq yards of city streets were presented for Council approval. Bids received were from the Road Guy in the amount of \$1.185 per sq yard and TopKote in the amount of \$1.205 per sq. yard. The bids included labor and materials for the project. After discussion on the specs, the difference between RC-800 and MC-3000 sealing oil and having someone oversee the sealing project, motion by West, second by Gregg to approve the bid from The Road Guy in the amount of \$1.185 per sq. yard, requesting MC-3000 oil and to have Stockwell Engineering to oversee the sealing project. Upon roll call vote, all members voted aye. Motion carried.

LEWIS AND CLARK WATER SYSTEM REPRESENTATIVE:

Motion by Poppenga, second by Nelson to approve Mayor Wiebers appointment of Dennis Weeldreyer as delegate and Roger Almond as alternate to the Lewis and Clark Rural Water System. Motion carried.

LCEDA REPRESENTATIVE:

Mayor Wiebers presented to the Council the need to fill the vacant representative position on the LCEDA board representing City of Lennox. Mayor Wiebers recommendation is to appoint Greg Stack to the vacant position. Upon discussion, motion by West, second by Gregg to table the appointment at this time. Motion carried.

HOUSE MOVING PERMIT:

Tim Odland, building inspector, and Ron and Derek Droge of DNC Movers met with the Council and informed them of the plan for moving a house into city limits. They explained that time is of the essence as the house needs to be removed for the present site by Friday, May 16th. They are planning on setting the house on the proposed site and then digging the basement in, setting the house and remodel the house. When completed, the house will be available for sale to the public. After further discussion, motion by Nelson, second by West to approve the moving permit for DNC Movers to place a house at 217 W 1st Ave. in Lennox, SD. Upon roll call vote, all members present voted aye. Motion carried.

PERSONNEL:

Library Personnel: Motion by West, second by Nelson to set the hourly wage for Lois Klinger, part time library help at \$7.47 per hour. Motion carried.

Ambulance Part Time Personnel: Motion by Olson, second by West to adjust all part time ambulance personnel wage .50 per hour to \$12.50 per hour. Motion carried.

Police Department Personnel: Motion by Gregg, second by Nelson to approve Patrolman Chad Papke's request to use vacation time for the requested personal time off. Motion carried.

EXECUTIVE SESSION:

Motion by West, second by Gregg to go into executive session at 8:51 PM to discuss personnel. Motion carried. Mayor Wiebers declared executive session open. Mayor Wiebers declared executive session ended at 9:32 PM.

JOB DESCRIPTION: Motion by West, second by Nelson to approve the job description for the finance officer position and to add the Human Resource responsibilities and to supervise the Ambulance office personnel to the finance officer job description. After completing a successful 6 month probation, salary will be adjusted an additional \$2,500.00. Motion carried.

ADJOURNMENT:

Motion by West, second by Nelson to adjourn at 9:36 PM. Motion carried.

ATTEST: _____
Jerry Jones, Finance Officer

Orville Wiebers, Mayor