

**LENNOX CITY COUNCIL REGULAR MEETING
TUESDAY, FEBRUARY 16, 2016
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, Greg Poppenga, Marlyn Jacobson, Phil Fett, Alan Ratliff and Mike Gregg. Staff present was Finance Officer Jerry Jones, Water/Sewer Supt Jeremy Gulbranson, Street Supt. Dave Tipton, and City Engineer Mitch Mergen Other present were Jon Brown, Laurel Shaffer, Lorraine Nordmann, Nick Fosheim, Alan Bolte, Winnie Iverson, Kelli Bultena, Chad Wulf and Wayne Peterson.

AGENDA:

Motion by Gregg, second by Poppenga to approve the agenda as presented. Motion carried.

MINUTES:

Motion by Ratliff, second by Jacobson to approve the minutes of the January 11, 2016 regular meeting and the January 14, 2016, January 20, 2016 and January 25, 2016 special meetings. Motion carried.

PAYROLL REPORT:

Motion by Poppenga, second by Jacobson to approve the January 2016 payroll report. Upon roll call vote, all members present voted aye. Motion carried.

CLAIMS:

Motion by Gregg, second by Poppenga to approve January 2016 claims as presented. Upon roll call vote, all members present voted aye. Motion carried.

ACE	REPAIR	\$28.74
ALLIED OIL & TIRE COMPANY	STREET TIRES	\$2,751.39
AMBILL ASSOCIATES	AMB DEC & JAN BILLING	\$1,330.00
ARGUS LEADER	LIB 1/01/16-6/30/16	\$117.01
AVERA MCKENNAN PHARMACY	AMB MEDS IN JAN	\$30.28
BARNES & NOBLE	LIB 28 BOOKS	\$439.38
RAMKOTA HOTEL	FIRE TRAINING IN PIERE	\$182.00
BILLION SOUTHTOWN INC	AMB 4L	\$446.58
CADWELL SANFORD DEIBERT & GARR	LEGAL SERVICES	\$13,099.28
CARDMEMBER SERVICE	SUPPLY	\$299.86
CARTRIDGE WORLD	AMB	\$77.99
CIAVARELLA DESIGN	MUSEUM DESIGN RAMP	\$1,940.00
CLAIMS ASSOCIATES INC.	DEDUCTABLE	\$500.00
DAKOTA PUMP & CONTROL	WASTEWATER SERVICE CALL#1PUMP	\$816.33
DANKO	FIRE	\$353.10
DAVES SERVICE & REPAIR	REPAIR AND FUEL	\$784.13
DEMCO INC	LIB SUPPLIES	\$487.44
EAGLE RIDGE	FLEX PLAN	\$180.00
EVELYN METCALF	JAN CLEANING	\$100.00
FARM GAS CO-OP ASSOC.	STREET SANDTRUCK	\$45.90
FASTENAL	STREET	\$107.20

FEDERAL LICENSING INC	UPDATE FCC LIC 2016	\$125.00
FIRST NATIONAL BANK	SRF CLEANWATER#5 PYMNT #1	\$16,868.77
FOSS, JASON	LEAGUE PRO SECURE WEBSITE	\$299.40
HAWKINS, INC	CHEMICALS	\$10.00
HEIMAN	FIRE EXTINGUISHER INSPECITON	\$698.00
HENRY SCHEIN INC.	AMB SUPPLIES	\$2,405.75
INDEPENDENT PUBLISHING	PUBLISHING	\$290.25
INFRA-TRACK INC	SEWER HIGH PRESSURE CLEANLINES	\$2,125.00
JERRYS AUTO BODY	FIRE BATTERIES	\$127.32
JP COOKE COMPANY	2016 PET LIC	\$71.72
VAST BROADBAND	POLICE	\$66.91
LCEDA	2016 DUES	\$3,850.00
LENNOX FIRE DEPARTMENT	FIRE INSURANCE	\$3,000.00
LEWIS & CLARK REGIONAL WATER S	JAN GAL USED 3,470,621	\$6,733.22
LEWIS DRUG	AMB	\$17.98
LINCOLN COUNTY HIGHWAY	STREET CUTTING EDGE & BLADE	\$1,667.95
LINCOLN COUNTY TREASURER	DRAINAGE ASSESSMENT	\$44.87
MARCO, INC.	WATER	\$154.97
MATHESON LINWELD	AMBULANCE SUPPLY	\$62.56
MCLEOD'S PRINTING	POLICE VIOLATION NOTICE	\$126.49
MIDAMERICAN ENERGY	UTILITIES	\$1,956.97
MIDCONTINENT	PHONES AND CABLE	\$2,565.46
ORIENTAL TRADING	LIB SUMMER AND BOOK READING	\$80.93
PEOPLE	2016 SUBSCRIP	\$110.45
PETTY CASH	POLICE	\$66.76
PHYSIO-CONTROL	CABLE FOR READING	\$1,650.01
PITNEY BOWES	POSTAGE	\$400.00
QUALIFIED PRESORT LLC	UTILITY BILLS	\$524.20
DBA RURAL ROUTE 1 SERVICES	RUGS	\$89.00
SANFORD HEALTH	FLU SHOTS	\$192.00
SCOTT BOLTE SANTITATION	TRASH PICKUP	\$116.48
SD DEPARMENT OF HEALTH	SAMPLES TESTING	\$550.00
SEAM DESIGN	POLICE SEW PATCHES	\$20.00
SF AREA COMMUNITY FOUNDATION	RETURNED MONEY BACK DOUBLE PAY	\$2,000.00
SF TWO WAY RADIO	FIRE	\$179.82
SIGLER FIRE EQUIPMENT{	SENIOR CENTER	\$26.25
SINNING, BRENDA	AMB COVERING SHIFTS	\$1,420.00
SIOUX FALLS HUMANE	POLICE JAN	\$68.92
SOUTH LINCOLN RURAL WATER	RURAL WATER	\$300.65
SOUTHEASTERN ELECTRIC	ARMIR	\$1,139.90
STURDEVANT'S AUTO PARTS	STREET	\$266.67
SUNSHINE	SUPPLIES	\$39.23
SWEENEY CONTROLS	WATER ASST NEW OPERATOR	\$105.00
THEIN WELL	WELL SEALING CONTRACT	\$25,162.50
TMC	JAN CC FEE	\$32.85
VERIZON WIRELESS	CELL PHONES	\$133.93
VISION VIDEO INTERACTIVE	GEN JEAN TEXT	\$49.95
WILLIAMS PLUMB & HEATING LLC	AMB NEW HOTWATER HEATER	\$800.50

XCEL ENERGY

UTILITIES

\$8,464.35

***** REPORT TOTAL *****

\$111,303.26

VISITORS TO BE HEARD:

Laurel Shaffer and Lorrain Nordmann met with the Council and presented the 2016 annual library report and discussed the different programs and services the library provides for the public. Laurel also presented a request letter to consider increasing the head librarian's wage to be in line with surrounding library's. Mayor Wiebers stated that this issue will be brought up in executive session later in the evening. Winnie Iverson from the Country Music Hall of Fame Museum met with the Council to request a wine and malt beverage license for the activities that the Museum has during the year. The Finance Officer will check into the request and do the necessary steps for the requested licenses.

FINANCE OFFICER REPORT:

The Finance Officer presented the monthly committee budget analysis and the January ambulance activity report for informational purposes. Also discussed was the meeting with the Lions Club to inform the group of the activities of the City, future council meetings, the municipal election to be held on April 12 and the need to have all petitions filed in the Finance Office by 5:00 PM on Friday, February 26th, there is 8 applications filed for the Public Relations Director position, the supplement to the BNSF Railway agreement for Court Avenue area, the front the City Hall building is budgeted to be remodeled this year and any recommendation from the Council and building committee would be appreciated and City Engineer Mitch Mergen will check into the City's amount of the Hi-Way 17 shared used path which is much higher than was expected. Motion by Jacobson, second by Poppenga to approve the finance officer report as presented. Motion carried.

ENGINEERS REPORT:

City engineer Mitch Mergen reviewed current and upcoming projects which included the Central Basin project, Main Street Improvement project, plan reviews, 2016-2020 Capital plan, the Highway 44 Recreational Trail and the Highway 17 project.

OLD BUSINESS: None at this time.

NEW BUSINESS:

LMCEDA REPORT: Nick Foshier of the Lincoln and Minnehaha County Economic Development presented a summary of the activities that have occurred in 2015. Nick then addressed any questions from the Council.

SCHOOL PARKING LOT AND CURB AND SIDEWALK PROJECT: Mitch Mergen addressed the Council in regards to the project at the elementary school which includes replacing the curb and gutter and sidewalks on the north side of 5th street and to replace and upgrade the parking lot on the east side of the elementary school. Mitch stated that the school will need to apply for variances and the excavating permit for this project.

2016 SUPPLEMENTAL APPROPRIATIONS ORDINANCE #566 SECOND READING: The Finance Officer presented the ordinance #566 for the supplemental appropriations ordinance for the second reading. Upon discussion, motion by Poppenga, second by Jacobson to approve the 2016 supplemental appropriation ordinance #566 upon the second reading. Motion carried.

SECOG ADMINISTRATIVE ASSISTANCE AGREEMENT FOR CWFCG: Motion by West, second by Gregg to approve the administrative assistance agreement with SECOG to the administrative work on the SRF loan and grant for the Main Street Improvement Project scheduled for 2017. Upon roll call vote, all members present voted aye. Motion carried.

PIPELINE LICENSE WITH BNSF RAILWAY FOR THE HI-WAY 17 PROJECT: Motion by West, second by Ratliff to table the pipeline license in the amount of \$750.00 with BNSF Railway for the Hi-Way 17 project to be completed in 2016. Motion carried.

2016 GARBAGE HAULERS PERMIT: The application for garbage hauler permit from RBS Sanitation Inc was received for Council approval. The application from Novak Sanitary Service was not received in time for the meeting because being held up by insurance. After further discussion, motion by West, second by Gregg to approve the garbage haulers permit for RBS Sanitation Inc for 2016. Motion carried.

PERMISSION TO USE BASEBALL FIELD: Motion by Gregg, second by Poppenga to approve the request from the Lennox High School Baseball Team to use the baseball field for the 2016 season. Motion carried.

2015 ANNUAL REPORT AND AUDIT AGREEMENT: Motion by Gregg, second by Jacobson to approve the agreement with Independent Audit Services to do the 2015 annual report in the amount of \$2,000 and the 2015 audit in the amount of \$9,000 for the City of Lennox. Motion carried.

COMMITTEE REPORTS:

Street/Water/Sewer: Mike Gregg reported on the delivery of the skid steer should be soon, Dave Tipton will be preparing estimations for street sealing, the meeting with the street sign engineers and all the street name signs will also be replaced, and snow removal has been going well. Jeremy has attended the conference for the sewer/wastewater seminar and took the test for the class III license, Banner will be meeting with Jeremy at the WWTF to get recommendations for the plant, and to better understanding about the sludge production. Jeremy is also working with Lewis and Clark in regards to the changing the water levels in the towers to prevent freezing in the towers, directing Dave to get the 2014 Ford pickup in condition for the street dept to use in the fleet, and Dave and Phil Fett looked at trailers to be used to haul mowing clipping and leaves from the rubble site and possibly sludge from the WWTF to the Sioux Falls landfill site.

Zoning/Library: Alan Ratliff reported the he has been working with the Library personnel concerning wages, which will be taken up in executive session and he discussed the Building Dakota Scholarship Fund.

Police/Fire: Greg Poppenga reported that not much is happening at the Fire Dept and the Police Dept has been busy writing tickets for violation of the snow removal policy.

Park and Recreation: Mayor Wiebers reported that the park and rec board will meet at 5:00 PM before the special council meeting on the 23rd of February, applications for the pool manage will be looked at soon in preparation for the season, the tournaments that are scheduled for the baseball field this year, the advisory board is working on the softball/baseball season, the backstop will be installed early this spring and the north fence will be replaced this spring, another bid for repair of the bandshell will be received soon and the repair of the park shelter will be addressed this year.

Finance: Tracy West reported on the capitalization plan that is being worked on and the City needs to be proactive instead of reactive in regards to having reserves in place for capital projects and assets.

Rubble/Weeds: Phil Fett reported on the trailers that he and Dave Tipton had looked at and how to budget for the trailer, the cost of taking a load of clippings to the landfill and the meeting on Friday at the WWTF to discuss the sludge situation.

Ambulance: Marlyn Jacobson reported on the interview for the ambulance director position and commented on the equipment the ambulance service has for their medical services.

Motion by Gregg, second by Poppenga to approve the committee reports as presented. Motion carried.

PERSONNEL: Motion by Jacobson, second by Ratliff to approve the Ambulance Board recommendation of hiring Alan Perry for the ambulance director position at the wage of \$16.50 per hour and after a successful probation period of 6 months, to increase the wage \$.75 per hour and to receive full benefits the City provides. Motion carried.

EXECUTIVE SESSION: Motion by Gregg, second by West to go into executive session at 9:24 PM to discuss personnel and wages. Motion carried. Mayor Wiebers declared executive session ended at 10:11 PM.

LIBRARIAN WAGE ADJUSTMENT: Motion by Ratliff to increase the head librarian wage to \$15.00 per hour, not including the stipend for the health insurance. The motion died to a lack of a second.

Other items discussed was the need to replace Joe Kidd on the Planning Commission as he has moved out of city limits, the special meeting on February 23rd, to talk to Darren Michels to assist at the WWTF, and Building Inspector Tim Odland met with Mike Klingbile and Shane Hyronimus about the violations of the conditional use permit that is in Mike Klingbiles name. After discussion, the Council agreed to have City Attorney Brett Lovrien send a letter to Mike Klingbile that he has 30 days from the date of the letter to remove all the cars on the east side of the building and he also has until May 1, 2016 to install the required fence on the property.

ADJOURNMENT: With no further business, motion by West, second by Gregg to adjourn at 10:50 PM. Motion carried.

ATTEST: _____
Jerry Jones, Finance Officer

Orville Wiebers, Mayor