

**LENNOX CITY COUNCIL REGULAR MEETING
MONDAY, MARCH 14, 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, Street Supt. Dave Tipton, Patrol Officer Nate Eisenmenger and City Engineer Mitch Mergen Other present were Jonah Jacobson, Marilyn Jacobson, Brenda Sinning, Robert Schmidt, Ben Elliott, Tim Odland, Glenn Nelson, Kirk Easton Kelli Bultena, Chad Wulf, Richard Schriever and LADC members Rob Huber, Ward Denning, Randy Dump, John Lang and Wayne Peterson.

AGENDA:

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

MINUTES:

Motion by Gregg, second by Jacobson to approve the minutes of the February 16, 2016 regular meeting and the February 23, 2016, March 1, 2016 and March 7, 2016 special meetings. Motion carried.

PAYROLL REPORT:

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

CLAIMS:

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

A 1 JANITORIAL SUPPLY	LIFT STATION CLEANER	\$99.90
AMBILL ASSOCIATES	FEB BILLING	\$420.00
AVERA MCKENNAN PHARMACY	FEB MEDS	\$41.93
BARNES & NOBLE	17 BOOKS	\$356.59
CADWELL SANFORD DEIBERT & GARR	LEGAL SERVICES	\$6,065.63
CARDMEMBER SERVICE	SUPPLY AND REPAIR	\$1,267.74
CARTRIDGE WORLD	SUPPLY	\$51.99
CENEX FLEETCARD	FUEL	\$929.16
CONCRETE MATERIALS	UPM PATCH MATERIAL	\$186.05
DAVENPORT, EVANS, HURWITZ & SMITH	SRF LOAN CONSULT	\$18,479.28
DAVES SERVICE & REPAIR	VEHICLE REPAIR AND FUEL	\$1,313.99
DEMCO INC	CONSTRUCTION PAPER	\$16.57
EVELYN METCALF	FEB CLEANING	\$100.00
FASTENAL	DRILL VICE/PACKAGE SAWSALL BLA	\$154.25
GARY SATHER, LENNOX PLUMB/HEAT	WATERHEATER AT CITY SHOP	\$669.34
HAWKINS, INC	CHEMICALS	\$10.00
BENJAMIN ELLIOTT CPA	ANNUAL REPORT	\$2,000.00
INDEPENDENT PUBLISHING	PUBLISHING	\$419.12
INFRA-TRACK INC	SERVICE DONE @ PLANT	\$3,300.00
JERRYS AUTO BODY	2014 FORD PICKUP	\$1,013.95

SHORT EXCAVATING	REPAIR WATER LEAK	\$1,597.40
VAST BROADBAND	PHONE	\$66.91
LEWIS & CLARK REGIONAL WATER S	GAL USED 3,560,083	\$6,943.66
LUDENS INC.	DUMP TRAILOR	\$8,155.00
MARCO, INC.	MAINTENANCE CONTRACT	\$74.10
MATHESON LINWELD	AMBULANCE SUPPLY	\$44.33
MENARDS	BATHROOM @ SHOP	\$1,121.32
MIDAMERICAN ENERGY	UTILITIES	\$839.48
MIDCONTINENT	PHONE AND CABLE	\$1,268.25
MIDWEST ALARM	4/1/16-6/30/16	\$66.00
MOBILE ELECTRIC SERVICE	CAMERA CONNECTOR	\$115.00
ASSOCIATION OF SOUTH DAKOTA	REG FEE	\$100.00
NEVES UNIFORMS	UNIFORM THINGS	\$118.63
NORDMANN, LORRAINE	WORKSHOP	\$24.02
NATIONAL PROCESSING COMPANY	CREDIT CARD FEES	\$318.82
OFFICE DEPOT	WHITE BOARD	\$285.44
OFFICE MAX	OFFICE SUPPLY	\$336.83
PETTY CASH	POLICE POBOXRENT,CARWASH,COFFE	\$146.55
PFEIFER IMPLEMENT	BOBCAT SKIDLOADER	\$40,108.60
QUALIFIED PRESORT LLC	UTILITY BILLS	\$524.76
RED POWER DIESEL SERVICE	INPUT OUTPUT MODUAL	\$605.89
DBA RURAL ROUTE 1 SERVICES	RUGS	\$224.00
SANFORD HEALTH	FLU SHOTS	\$457.00
SCOTT BOLTE SANTITATION	TRASH PICKUP	\$116.48
SCOTT'S AUTOMOTIVE	9L CHAIN SYSTEM	\$98.93
SD DEPARMENT OF HEALTH	SAMPLES	\$436.00
SOUTH DAKOTA PUBLIC ASSURANCE	LIABILITY AND PROPERTY INSURANCE	\$44,890.49
SF TWO WAY RADIO	POLICE REPAIR	\$180.00
SINNING, BRENDA	COVERING DAYTIME SHIFT	\$1,240.00
SOUTH LINCOLN RURAL WATER	RURAL WATER	\$341.60
SOUTHEASTERN ELECTRIC	UTILITIES	\$1,168.32
STOCKWELL ENGINEERS	CONTRACT	\$13,307.25
STURDEVANT'S AUTO PARTS	REPAIR	\$81.77
SUNSHINE	SUPPLIES	\$67.99
TRI-STATE GARAGE DOOR INC	REPLACE BOTTOM SEC OF DOOR	\$708.00
VERIZON WIRELESS	CELL PHONE	\$133.93
VISION VIDEO INTERACTIVE	FEB TEXT	\$79.27
XCEL ENERGY	UTILITIES	\$8,184.04

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

\$171,471.55

2015 ANNUAL REPORT: Ben Elliot of Independent Audit Services presented the 2015 annual report for the City of Lennox. Mr. Elliot informed the Council on the financial condition in which the City is in good shape with reserves that have excellent balances. After discussion, motion by West, second by Ratliff to approve the 2015 annual report as presented. Motion carried.

VISITORS TO BE HEARD: Robert Schmidt met with the Council to discuss the complaint on the property at 228 N. Main Street concerning the numerous vehicles, licensed and unlicensed and the dog that is running loose, Mayor Wiebers stated that a letter from City Attorney Lovrien has been sent the owner and renter of the property which states that the cars need to be removed by April 2, 2016 and the barrier fence needs to be installed by May 1, 2016 or the conditional use permit may be revoked. Richard Schriever then addressed the Council concerning the buses parked on the property which is not zoned for such use. The letter did not address the bus issue but Mayor Wiebers stated that this issue will be addressed with our City Attorney.

BOARD OF ADJUSTMENT: Mayor Wiebers convened the City Council as the Board of Adjustment at 7:25 PM and opened the public hearing at 7:25. Mitch Mergen and Kirk Easton, Supt of Schools, presented the variance request for the parking lot project. The variance included the requests to change the front yard set back to 20' instead of the required 25', the side set back on the east side of the lot to 5' instead of the 8' requirement and not to have a screening on the east side of the parking lot to separate from the residential zoned area as it is now. After discussion, Richard Schriever commented on the reasons allowed by ordinance for allowing variances. Mayor Wiebers closed the public hearing at 7:35 PM and upon further discussion, motion by West, second by Gregg to consult with City Attorney regarding the variance request in conjunction with the Lennox City ordinances. Motion carried.

Mayor Wiebers adjourned the board of adjustment and reconvened the regular meeting of the City Council at 7:37 PM.

FINANCE OFFICER REPORT: The Finance Officer presented the monthly budget analysis and the February 2016 activity report for informational purposes. Other items discussed was the pool information from the last consultant interview and the need to move forward with the plans for construction in 2017, the equalization meeting set for Monday, March 21st at 7:00 PM, the letter from city attorney on the progress of the Jean Welch property condemnation and the need to bid out the demolition and cleanup of the property, the \$1,000 donation from Mid American Energy for the Westerman Park Master plan, the need to apply for the mosquito grant for the 2016 mosquito spraying season, the Summit user group meeting in Le Mars IA on May 10th and the title registration and plate process for the new dump trailer. Motion by West, second by Gregg to approve the Finance Officers report as presented. Motion carried.

ENGINEERS REPORT: City Engineer Mitch Mergen presented the engineers report which included the start up of the Central Basin Project in early April, weather permitting, and the work the contractor has completed this spring, the planning for the Main Project will soon begin for completion next year, Stockwell has reviewed a number of plats for Council approval, the work on the 2016-2020 capital plan will begin as they receive more information from the Finance Officer, the Highway 44 recreational trail and the changes being made for the State to approve and the Highway 17 project to be getting started soon. Council had questions regarding the highway 17 project including the access to Pathways and the public should have plans and drawings for information and review purposes. Mayor Wiebers also addressed the need to have work done at the tee-ball field before the season starts. Motion by Gregg, second by Ratliff to approve the engineers report as presented. Motion carried.

AMBULANCE REPORT: Brenda Sinning presented the 2015 summary report of the activities of the Lennox Ambulance Service including number of calls, staffing for volunteers and paid staff and the condition of the ambulance units. Brenda also stated the Lennox Ambulance Service has a good working relationship with the Lennox Fire Dept. when extra help is needed for drivers and assistance. Motion by Gregg, second by Jacobson to approve the Lennox Ambulance Service report for 2015. Motion carried.

OLD BUSINESS: There was no old business at this time.

NEW BUSINESS:

Malt Beverage/Wine License Applications: Mayor Wiebers opened the public hearing at 8:05 PM for the off sale malt beverage and on-off sale wine license for the Dollar General Store in Lennox. With no one appearing and in opposition to the license applications, Mayor Wiebers closed the public hearing at 8:08 PM. Motion by Jacobson, second by Poppenga to approve the off-sale malt beverage and the on-off sale wine license application for the Dollar General Store. Motion carried.

Stockwell Engineers Amendment to Main Street Project Agreement: Motion by Gregg, second by Jacobson to approve the amendment to the Stockwell Engineers Agreement for design phase and construction phase for the additional block between 3rd Avenue and 4th Avenue of the Main Street Project in the amount of \$44,673. Upon roll call vote, all members present voted aye. Motion carried.

Lincoln County Highway Dept. Utility Permit: Motion by Gregg, second by West to approve and authorize signature to the Lincoln County Highway Dept. Utility Permit for the Highway 17 project. Motion carried.

2016 Municipal Election Board Appointments: Motion by Jacobson, second by Poppenga to approve the election board appointments for the April 12th municipal election which are Corliss Wiebers, Delphie Kluseman, Delores Otten, Cliff Wulf and Lynn Adler. Motion carried.

COMMITTEE REPORTS:

Street/Water/Sewer: Mike Gregg reported on the activity at the WWTF and the one time deposal permit for disposing the sludge at the plant, and Zak Grey will present a quote for the replacement of the rotary auger and screen that needs to be replaced. Jeremy will start to flush the fire hydrants in April, will work on production costs for the City's well system and working on meter replacements. The streets dept. working on getting the streets swept and the need to replace the rapter 4-wheel unit as it has too many mechanical problems.

Zoning/Library: Alan Ratliff reported that the Library personnel has updated the head librarian job description and reported on the Planning Commission meeting on February 25th. Tim Odland, building inspector was asked questions concerning the plat and potential building permit for the property on Court Avenue.

Police/Fire: Greg Poppenga reported that things are running good in both the Fire Dept and Police Dept.

Park and Recreation: Mayor Wiebers reported on the work that needs to be done on the tee-ball field because of the construction project, the park and rec advisory board will have a recommendation by April or early May for the pool project, the fence on the north side of the baseball field is beginning to be replaced and the backstop update and netting project has also begun. Bids are being received for the repair of the bandshell and picnic shelter.

Finance: Tracy West discussed the annual report and the 2015 audit and the capital Improvement Plan that Stockwell is completing for the City.

Rubble/Weeds: Phil Fett reported that City has received trailer for the hauling of the yard waste to the Sioux Falls landfill and the project will begin soon.

Ambulance: Marlyn Jacobson stated that he stands by the report that was given by Brenda Sinning.

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

EXECUTIVE SESSION: Motion by West, second by Gregg to go into executive session at 8:34 PM to discuss contract negotiations and personnel. Motion carried. Mayor Wiebers declared executive session ended at 9:36 PM.

LADC REPORT: Members of the LADC board met with the Council and reported on the projects that they have going on and presented the 1-year, 3-year and 5-year plan for the LADC. As discussed in previous meetings, the LADC will plan to meet quarterly with the Council to update them on the activities.

PERSONNEL: The Council will meet in special meeting on Friday, March 18th to conduct more interviews for the Public Relations Director position and the Council agreed to set the salary for the head librarian position at \$11.75 per hour for non-certified and \$12.75 for certified personnel.

ADJOURNMENT: With no further business, motion by Gregg, second by West to adjourn at 10:25 PM. Motion carried.

ATTEST: _____
Jerry Jones, Finance Officer

Orville Wiebers, Mayor