

**LENNOX CITY COUNCIL SPECIAL MEETING
MONDAY, NOVEMBER 28, 2016
LENNOX CITY HALL – 107 S MAIN ST.**

The special meeting of the Lennox City Council was called to order by Mayor Wiebers at 6:00 PM and all present recited the Pledge of Allegiance. Members present were Mayor Wiebers, Chad Wulf, Greg Poppenga, Phil Fett, Alan Ratliff, Mike Gregg and Tracy West. Staff present was Finance Officer Jerry Jones, Public Relations Director Amanda Anglin, Water/Sewer Supt Jeremy Gulbranson, Water Operator Jeremy Jacobson, Street Supt. Dave Tipton and Administrative Assistant Dawn Reif. Also present were Keith Reif, Dennis Rebelein of Banner Associates, Jon Brown of Stockwell Engineers and Wayne Peterson.

AGENDA:

Motion by Gregg, second by Wulf to approve the agenda with the additions of Banyon Software and trailer in West Park Trailer Park. Motion carried.

VISITORS TO BE HEARD: None at this time.

OLD BUSINESS:

WWTF Auger Screen: Dennis Rebelein of Banner Associates, Jon Brown of Stockwell Engineers and Water/Sewer Supt Jeremy Gulbranson met with the council and discussed the auger screen system at the WWTF. An extensive explanation of the past maintenance problems were addressed and the actions taken in July to rectify the operation of the auger screen. Three options were discussed which included option one, purchase repairs and put the unit back together ourselves with the estimated cost of \$50,000 with no warranty; option two, send the auger screen system to California and have JWC rebuild the unit with the estimated cost of \$50,000 to \$60,000 with 1 year warranty; option three, purchase new auger screen system which includes new components for the system other than the level sensors with the estimate cost of \$85,000 with a 1 year warranty and a credit for the wrong auger the was sent from JWC but used in July. Opinions and ideas from Council members were shared and discussed. After further discussion, motion by West, second by Gregg to authorize the purchase of the new auger screen system in the estimate cost of \$85,000 minus the credit for the wrong auger sent in July. Upon roll call vote, Ratliff-aye; Poppenga-aye; Gregg-aye, Wulf-aye; West-aye; Fett-nay. Motion carried on a 5 to 1 vote.

Ordinance #569 Council Meeting Schedule Second Reading: The ordinance #569 which changes the Council meeting dates to two regular meetings on the second and forth Monday each month was presented for approval upon the second reading. After discussion, motion by Poppenga, second by West to approve the second reading o ordinance #569 Council Meeting Schedule. Motion carried.

Waterbury Lots: Jon Brown of Stockwell Engineers stated that a conceptual plan for lots to the west of the property at 5th and Garfield is in the works to determine if the property is needed for access for the future development. Further discussion was held with no action taken.

Banyon Software: Public Relations Director Amanda Anglin presented information foran additional charge that was not quoted for the Banyon Software system which is for the conversion of information from the current software system to the new Banyon software in the amount of \$1,300.00

Trailer House in West Park Trailer Park: Councilman Poppenga inquired about the trailer home that is in the process of being torn down and why it is taking so long. Public Relations Director Amanda Anglin stated that the building permit taken out to remove the trailer home and the permit is valid for 6 months. Discussion included the need to have the trailer either removed very soon or to have the area fenced off for safety reasons for the public.

NEW BUSINESS:

Supplemental Ordinance #570 First Reading: The Finance Officer presented the Supplemental Ordinance #570 for Council consideration. After discussion and explanation, Mayor Wiebers declared the first reading of supplemental ordinance #570.

PERSONNEL:

City Administrator Job Description: The job description the city administrator was presented for Council consideration. After discussion, motion by West, second by Gregg to approve the job description for the city administrator position as presented. Upon roll call vote, West-aye; Poppenga-aye; Gregg-aye; Ratliff-aye; Wulf-aye; Fett-nay; Motion carried on a 5 to 1 vote.

The Finance Officer presented a letter from the Lennox Ambulance Service stating that with the resignation of the Lead Paramedic personnel, the duties of the Lead Paramedic will be transferred to the Ambulance EMS director.

EXECUTIVE SESSION: Motion by Wulf, second by West to go into executive session at 7:12 PM to conduct employee evaluations. Motion carried. Mayor Wiebers declared executive session ended at 10:25 PM.

Others items discussed was the city administrator position and to authorize an executive session at the December 12th regular meeting to prepare the 2017 payroll resolution.

ADJOURNMENT: Motion by West, second by Gregg to adjourn at 10:34 PM. All members present, voted aye. Motion carried.

ATTEST: _____
Jerry Jones, Finance Officer

Orville Wiebers, Mayor