

LENNOX CITY COUNCIL REGULAR MEETING

MONDAY, JANUARY 9, 2017

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, Greg Poppenga, Chad Wulf, Alan Ratliff, Mike Gregg, Tracy West and Phil Fett. Staff present was Finance Officer Jerry Jones, Public Relations Director Amanda Anglin, Street Supt. Dave Tipton, Water/Wastewater Supt. Jeremy Gulbranson, and City Engineer Mitch Mergen. Other present were Kellie Bultena, David Strasser, Nathan Strasser, Wayne Fischer, Alan Perry, Lorin Brass, and Dorothy Nordman.

AGENDA:

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

MINUTES:

Motion by Gregg, second by Poppenga to approve the minutes of the December 12, 2016 regular meeting and the December 27, 2016 special meeting. Motion carried.

PAYROLL REPORT:

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

CLAIMS:

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

Brende Electric LLC, WWTF repair-\$2,404.56; Amanda Anglin, cell phone-\$120.00; Barnes & Noble, library books-\$647.21; Butler Machinery Co., street repair-\$85.74; Cadwell Sanford Diebert & Gary, legal-\$874.00; Cenex Fleet Card, fuel-\$654.36; Dakota Data, shredding materials-\$57.55; Daves Repair & Service, repair and fuel-\$2,226.85; DeCou Heating and Cooling, Ambulance building repair-\$260.00; Wayne Fischer, EMC Class-\$150.00; Jason Foss, expense reimbursement-\$299.40; Jeremy Gulbranson, cell phone-\$120.00; Hanisch Electric, WWTF repair-\$128.75; Hatch Uniform Services, sewing on patches-\$30.00; Clint Hostetler, cell phone-\$45.00; Benjamin Elliott CPA, 2015 audit-\$9,000.00; Independent Publishing, Dec. publishing-\$465.86; Jeremy Jacobson, cell phone-\$120.00; Orville Jorgenson, cell phone-\$45.00; Lennox Commercial Club, 2017 dues-\$150.00; Lewis and Clark Water, Dec. usage-\$6,970.65; Mid-American Research Chemicals, weed spray-\$5,100.00; Matheson Linweld, ambulance supplies-\$72.67; Menards, office supplies and repair-\$164.86; Metering & Technology, water repair-\$2,214.68; Neves Uniforms, police supply-\$73.85; Tim Odland, cell phone-\$45.00; Pro Garage Doors, door repair-\$152.00; Rick's Repair, repair-\$40.00; Rural Route 1 Services, rugs-\$137.00; Sanford Health, flu shots-\$854.00; Scott Bolte, garbage removal-\$116.48; Scott's Repair, pickup repair-\$195.99; SD Dept of Health, samples-\$550.00; South Lincoln Rural Water, water usage-\$40.25; Southeastern Electric, wells usage-\$1,087.10; Stockwell Engineers, engineering fees-\$18,436.95; Sturdevants Auto Parts, repair-\$381.47; Sunshine, supplies-\$177.71; Dave Tipton, work boots-\$308.91; Vast Broadband, phone-\$110.41; Verizon Wireless, cell phone -\$133.78; Xcel Energy, electric utilities-\$8,715.43; Total-\$63,960.47;

PUBLIC HEARING FOR COUNTRYSIDE ADDITION PRELIMINARY PLAN: Mayor Wiebers opened the public hearing at 7:03 PM for the preliminary plan for the Countryside Addition. Mitch Mergen from Stockwell Engineers presented the plan and answered questions from the Council and those in attendance. After discussion was held, Mayor Wiebers closed the public hearing at 7:40 PM. Motion by West, second by Gregg to

approve the Countryside Addition preliminary plan as presented. Upon roll call vote, Fett-aye; Gregg-aye; Wulf-aye; Poppenga-aye; West-aye; Ratliff-nay; Motion carried on a 5 to 1 vote.

VISITORS TO BE HEARD: None at this time.

ENGINEERS REPORT: City Engineer Mitch Mergen presented his report on the numerous projects the City has scheduled and in progress. Motion by Gregg, second by Wulf to approve the engineers report as presented. Motion carried.

FINANCE OFFICER REPORT:

The Finance Officer presented the December monthly budget analysis and ambulance summary report for informational purposes. Also reported on was the potential to refinance the water revenue bonds, the loan closing for the Main Street Project in February, the Library board agenda for January 12th, the possibility of needing to approve a resolution of necessity for the portion of 5th Avenue west of Main Street to the school street project and policies for street projects. Motion by Gregg, second by West to approve the finance officer report as presented. Motion carried.

PUBLIC RELATIONS DIRECTOR REPORT:

Public Relations Director Amanda Anglin reported that she has been working on the Banyon software transition, the International Building Code, the pool design meeting set for the next Council meeting and the Ipads are scheduled to be delivered this week. Motion by West, second by Wulf to approve the Public Relations Director report as presented. Motion carried.

AMBULANCE REPORT: Alan Perry, Ambulance Director met with the Council and gave the annual report of the Lennox Ambulance Service and answered questions of the Council.

FIRE DEPT. REPORT: Wayne Fischer, Fire Chief met with the Council and gave the annual report of the Lennox Fire Dept and answered questions of the Council.

OLD BUSINESS:

Transfer of Funds: Motion by West, second by Wulf to authorize and approve the transfer of \$471,490 from General Fund to Storm Sewer Fund-\$325,925, Ambulance Fund-\$66,150 and Pool Fund-\$79,415. Upon roll call vote, all members present voted aye. Motion carried.

NEW BUSINESS:

Hi-Way 44 Project Wetlands Purchase Agreement: City Engineer Mitch Mergen presented the Wetlands Functional Capacity Unit Credits Purchase Contract for the Hi-Way 44 project. Mitch explained this is to mitigate the wetlands that are in the project area and the cost of the contract is \$22,692 which is reimbursable from the grant the city has qualified for. After discussion, motion by West, second by Gregg to approve, upon City Attorney approval, the Wetlands Functional Capacity Unit Credits Purchase Contract in the amount of \$22,692. Upon roll call vote, all members present voted aye. Motion carried.

Late Fee Ordinance #571 Amending 8.0210 First Reading: Public Relations Director Amanda Anglin presented Ordinance #571 which amends 8.0210 late fees. The ordinance will allow for the late fees on utility bills be adjusted by resolution as needed. After discussion, Mayor declared the first reading of ordinance #571 as presented.

Supplemental Ordinance #572 for 2017 First Reading: The Finance Officer presented the supplemental ordinance #572 which supplements the 2017 budget with the unspent budget amounts from 2016. After discussion, Mayor Wiebers declared the first reading of supplemental ordinance #572 as presented.

2016 Annual Report and Audit Proposal: The Finance Officer presented the proposal from Independent Audit Services of Madison in the total amount of \$10,000, \$2,000 for the annual report and \$8,000 for the audit. After discussion, motion by Gregg, second by Ratliff to approve the contract with Independent Audit Services in the total amount of \$10,000 for the 2016 annual report and 2016 audit. Motion carried.

Garbage Haulers License: The Finance Officer presented the garbage hauler license application from Novak Sanitation for 2017. After discussion, motion by West, second by Gregg to table the garbage license application renewal due to inaccurate and missing information. Motion carried.

Municipal Election Date: The Finance Officer informed the Council of the need to set the municipal election according to Secretary of State recommendations. Upon consensus vote, the Council agrees to leave the City of Lennox municipal election on April 11, 2017.

Council Committee Reports:

Street/Water/Sewer: Mike Gregg reported on the S/W/S committee meeting and staff is working on the WWTF repairs and the street dept. are working the issues of ice building up on streets from the sump pump water. Water/Wastewater Supt Jeremy Gulbranson commented on the Fire Dept report concerning the design of water mains in the potential new development for fire protection and looping of water mains.

Zoning/Buildings: Nothing to report at this time.

Police/Fire: Greg Poppenga referred to the Fire Chief report.

Park/Rec/Pool: Alan Ratliff reported that things are quiet at this time and Mayor Wiebers reported that the Park and Rec advisory board met and are looking into hiring a Park and Rec director or coordinator to help with the day to day operations of the park and rec activities.

Finance/ Library: Tracy West commented on the continuing transparency and the library board is scheduled for Thursday, January 12th at 4:30 PM.

Ambulance/Solid Waste/Rubble: Chad Wulf referred to the ambulance report.

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

EXECUTIVE SESSION: Motion by West, second by Ratliff to go into executive session at 9:10 PM to discuss personnel. Motion carried. Mayor Wiebers declared executive session ended at 9:25 PM.

PERSONNEL:

City Administrator Position: Motion by West, second by Gregg to hire Amanda Anglin as city administrator at the salary of \$63,500 annual and full time benefits affective January 1, 2017. Upon roll call vote, West-aye; Gregg-aye; Poppenga-aye; Ratliff-aye; Wulf-aye; Fett-nay. Motion carried on a 5 to 1 vote.

PAYROLL RESOLUTION 2017-01-09-01: Motion by Gregg, second by Poppenga to approve the 2017 payroll resolution 2017-01-09-01 as presented. Motion carried.

ADJOURNMENT: With no further business, motion by West, second by Wulf to adjourn at 9:38 PM. Motion carried.

ATTEST: _____
Jerry Jones, Finance Officer

Orville Wiebers, Mayor