

**LENNOX CITY COUNCIL REGULAR MEETING
MONDAY, DECEMBER 14, 2015
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 and Mike Gregg. Staff present was Finance Officer Jerry Jones, Public Works Director Greg Stack, Water/Sewer Supt Jeremy Gulbranson, Street Supt. Dave Tipton, Administrative Assistant Dawn Reif, City Attorney Brett Lovrien, City Engineer Mitch Mergen and Project Engineer Ross Kuchta. Others present were Alan Ratliff, Paul Jacobson, Carol Wulf, Mavis Steever, Margaret Mayer, Marie Klingbile, Rhoda Strasser, Chad Wulf, Dana Haan, Brock Rops, Laura Welch, Chad Reilly, Jason Foss, Debbie Schmidt and Wayne Peterson.

AGENDA:

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

COUNCIL APPOINTMENT: Motion by Jacobson, second by West to approve the appointment of Alan Ratliff as Alderman for Ward II. Motion carried. Mr. Ratliff will fill in the balance of the council year to May 1, 2016.

OATH OF OFFICE: Mayor Wiebers administered the oath of office to Alan Ratliff as Alderman of Ward II. Mr. Ratliff signed the oath of office and was officially seated as Alderman of Ward II to finish the year one term.

MINUTES:

Motion by Poppenga, second by Jacobson to approve the minutes of the November 19, 2015 regular meeting and the November 23, 2015 special meetings. Motion carried.

PAYROLL REPORT:

Motion by Gregg, second by West to approve the November 2015 payroll report. Upon roll call vote, all members present voted aye. Motion carried.

CLAIMS:

Motion by Gregg, second by Jacobson to approve November 2015 claims as presented. Upon roll call vote, all members present voted aye. Motion carried.

ACE	SENIOR CENTER LIGHTS	\$35.96
AMERICAN ENGINEERING	CENTRAL BASIN	\$1,730.00
AVERA MCKENNAN PHARMACY	AMB MEDS FOR NOV	\$68.13
BARNES & NOBLE	LIB BOOKS 28	\$512.40
BEYOND TECHNOLOGY	SUPPORT AND EQUIPMENT	\$3,365.50
BOARD OF OPERATOR CERTIFICATIO	SEWER GREG CERT RENEWAL	\$42.00
CADWELL SANFORD DEIBERT & GARR	LEGAL SERVICES	\$1,404.50
CAHOY PUMP SERVICE, INC.	WELLS	\$11,262.00
CARDMEMBER SERVICE	SUPPLY	\$329.07
CENEX FLEETCARD	FUEL	\$680.82
DANKO	FIRE LIGHT /HYDRAULIC FLUID	\$173.78
DATA TECHNOLOGIES	SUPPORT CONTRACT	\$4,882.73
DAVES SERVICE & REPAIR	REPAIR AND FUEL	\$1,410.16

DAWN REIF	PLANNERS/SUPPLIES/CHRISTMAS	\$58.06
DEMCO INC	DESK CALENDAR	\$30.85
DENR-BOARD OF OPERATOR CERT.	2016 PERMIT WASTEWATER	\$1,500.00
DAKOTA SUPPLY GROUP	WATER	\$8,519.52
EAGLE RIDGE	2016 FLEX CAFETERIA PLAN	\$240.00
EVELYN METCALF	CLEANING NOV	\$150.00
FARM GAS CO-OP ASSOC.	SAND TRUCK FUEL	\$31.88
FARM HOM	PLAT BOOKS	\$176.00
FASTENAL	SUPPLY	\$292.39
FIRST RATE EXCAVATE INC	PAY REQUEST #11	\$126,020.92
FIRST RATE EXCAVATE INC	CURB STOP REPAIR	\$1,035.88
FRANTZEN REPORTING	TRANSCRIPT FEE	\$40.80
GRAINGER	REPAIR	\$56.10
HAWKINS, INC	SUPPLY	\$10.00
HENRY SCHEIN INC.	AMB SUPPLIES	\$316.70
INDEPENDENT PUBLISHING	PUBLISHING	\$438.22
INFRA-TRACK INC	LOCATE SERVICE 10/26/15	\$250.00
J J KELLER	REPAIR	\$226.00
VAST BROADBAND	PHONE AND CABLE	\$130.50
LENNOX AREA AMBULANCE	REIMBURSABLE EXPENSES	\$4,158.38
LENNOX MUNICIPAL BAND	REIMBURSABLE EXPENSES	\$3,148.74
LEWIS & CLARK REGIONAL WATER S	WATER USED3,324,343 GAL NOV	\$6,708.55
LEWIS DRUG	SUPPLY	\$4.98
LYLE SIGNS INC.	STREET SIGNS	\$26.64
MARCO, INC.	COPIER SERVICE CONTRACT	\$74.10
MATHESON LINWELD	AMBULANCE SUPPLY	\$155.92
MENARDS	REPAIR	\$46.26
MIDAMERICAN ENERGY	UTILITIES	\$482.90
MIDCONTINENT	PHONE AND CABLE	\$2,590.65
MIDWEST ALARM	1/1/16-3/31/16 CONTRACT	\$66.00
NEVES UNIFORMS	POLICE SUPPLY	\$39.80
NORTH CENTRAL INTERNATIONAL	STREET 2004TRUCK AIRTANK BREAK	\$1,103.83
OFFICE MAX	OFFICE SUPPLY	\$289.72
PETTY CASH	SUPPLY	\$62.00
PHYSIO-CONTROL	1/30/15-1/29/16 CONTRACT	\$198.96
POSTMASTER	BOX RENT 2016	\$54.00
PREFERRED PRINTING, INC.	PRINTING FORMS	\$65.00
QUALIFIED PRESORT LLC	UTILITY BILLS	\$531.40
REGISTER OF DEEDS	VACATION DOC	\$30.00
RENT-ALL INC	LIFT FOR CHRISTMAS LIGHTS	\$225.00
RHODE ISLAND NOVELTY	SANTA NIGHT STUFF	\$135.90
DBA RURAL ROUTE 1 SERVICES	RUGS	\$89.00
SANFORD HEALTH	FLU SHOTS	\$314.00
SCOTT BOLTE SANTITATION	TRASH PICKUP	\$220.96
SCOTT'S AUTOMOTIVE	REPAIR	\$25.00
SD DEPARMENT OF HEALTH	SAMPLES	\$436.00
SD WATER/WASTEWATER ASSOC	WATER JEREMY	\$20.00
SF TWO WAY RADIO	REPAIR	\$562.98

SIGLER FIRE EQUIPMENT{	POLICE EXTINGUISHER	\$75.00
SINNING, BRENDA	COVERING SHIFT	\$780.00
SIOUX FALLS HUMANE	FEES	\$37.50
SECOG	DUES FOR 2016	\$3,348.00
SOUTH LINCOLN RURAL WATER	RURAL WATER	\$303.80
SOUTHEASTERN ELECTRIC	ARMIN	\$778.82
STAN HOUSTON EQUIPMENT	EQUIPEMENT	\$24.10
STOCKWELL ENGINEERS	PROFESSIONAL FEES	\$72,197.19
STURDEVANT'S AUTO PARTS	REPAIR	\$612.37
SUNSHINE	GIFT CARD FOR TURKEY	\$61.74
SVEN	WATER SUPPLY	\$1,510.00
SWEENEY CONTROLS	WELLS	\$451.50
VERIZON WIRELESS	CELL PHONES	\$123.17
VISION VIDEO INTERACTIVE	MOBILE TEXT FOR NOV	\$75.07
XCEL ENERGY	UTILITIES	\$6,765.56
***** REPORT TOTAL *****		\$274,431.36

VISITORS TO BE HEARD: Chad Wulf and Brock Rops spoke on behalf of the Parks and Recreation Board in regards to the phase one of the parks master plan and the potential construction of the city pool. Chad's comments to the Council is to encourage the phase one portion of the master plan which includes the construction of a new pool. Chad commented that the amount of financing being looked at is more than just for the pool, it will be for the phase one of the plan and the public will need to be educated on what is being planned for. Further discussion included the amount of financing that the City of Lennox can secure without raising any taxes or fees. The potential amount of financing for the phase one project may be \$3,000.000 and the City can fund \$1,500.000 through sales tax and the third penny sales tax. The amount of financing to be further obtained, without any major donations from the public, will be \$1,500,000 which will need to be raised through raising property tax to the public. The Finance Officer explained that only a certain amount of property tax revenue can be raised through the mill levy each year and the amount needed may not be able to be raised by this method. Also discussed was to, after the Council passed the resolution to apply for the financing, set up an election date, preferable on the April municipal election date, to allow the public the right to vote on the issue. A meeting with potential pool contractors will be set up for in the middle of January to obtain more accurate dollar numbers for the financing of the pool project.

FINANCE OFFICER REPORT: The Finance Officer presented the November 2015 committee budget report and the ambulance dept. monthly activity report for informational purposes. The ambulance director position was discussed and the ambulance board decided that the position will need to be a paramedic and will conduct the duties according to the job description. Motion by Jacobson, second by West to approve the Finance Officers report as presented. Motion carried

PUBLIC WORKS DIRECTOR REPORT: PWD Stack reported on the resolution of necessity for the main street project and 3 property owners had already paid for a previous assessment in which their property was included in. The City policy is that property owners may only be assessed one time for the street and related improvements adjacent to their property so the 3 property owners will be deleted from the Main Street Project assessment roll. The Finance Officer commented on a petition was submitted by the deadline to stop the Main Street Project but was short of the required amount of signatures for the referendum petition. PWD Stack then informed the Council that the street/water/sewer committee met with the engineers to review the conception plan for the main street project, Dave Tipton will be preparing the bid specs for the skid steer loader, a zoning

compliance letter has been sent to the owner of 228 N Main Street for violations of the property, the insurance claim on the substation in 2014 is still in discussion with the insurance company, the Jean Welch property is proceeding with the condemnation process, closing the access to the vacated Court Avenue, the date has been set for the jury to determine the value of the old football field on March 21st to the 25th, and the State has let bids for the 2016 Hi-Way 17 project. Motion by Gregg, second by Jacobson to approve the public works director report as presented. Motion carried.

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

NEW BUSINESS:

2015 Supplemental Appropriation Ordinance 2nd reading: The Finance Officer presented and read the 2015 Supplemental Appropriation Ordinance for the second reading. Upon discussion, motion by West, second by Gregg to approve the second reading of the 2015 supplemental appropriation ordinance. Upon roll call vote, all members present voted aye. Motion carried.

Main Street Project SRF Repayment: PWD Stack presented options on the repayment of the SRF loan for the Main Street project scheduled for 2016. After discussion and recommendation of the Street/Water/Sewer committee, a proposal was made to push back the Main Street project to 2017. PWD Stack checked into the \$200,000 Community Access Grant for the Main Street Project which can be extended to January 1, 2018 according to State personnel. After further discussion, the Council agreed to push the project to 2017 and to change the scope of the project to include Main Street between 3rd and 4th avenue. Motion by Gregg, second by Jacobson to approve the Main Street project to be scheduled for the 2017 construction year and to include the portion of Main Street between 3rd Avenue and 4th Avenue. Motion carried.

Water Dept. Pickup Authorization: PWD Stack informed the Council of the need to purchase a pickup for the water dept. which can be equipped with a snow plow to help with snow removal in certain tight areas and out to the well property. After discussion, motion by Gregg, second by Ratliff to authorize city personnel to order a 2015 model vehicle of the state bid and to be equipped for the installation of a snow plow. Upon roll call vote, all members present voted aye. Motion carried.

Pay Request #11 First Rate Excavation: PWD Stack presented the pay request #11 for First Rate Excavation in the amount of \$126,020.92 for the Central Basin Project. After discussion of previous concerns, motion by Jacobson, second by Poppenga to approve the pay request #11 for First Rate Excavation for the Central Basin Project in the amount of \$126,020.92. Upon roll call vote, all present voted aye. Motion carried.

Snow Emergency Route: PWD Stack presented a new snow emergency route map which was updated to include ambulance dept. and other health care facilities. Motion by Poppenga, second by Jacobson to approve the updated emergency snow route map. Motion carried.

Other items discussed was the snow removal policy in regards to ticking and towing, contractors pushing snow into city streets in which the city removes the snow for the contractor which is in violation of city snow removal policy and the Council will meet in special session December 28, 2015 to finish year end business.

Personnel:

Ambulance Resignation: Motion by Jacobson, second by West to accept the resignation of Jacob Myers as paramedic with the Lennox Ambulance Service effective October 23, 2015. Motion carried.

Police Dept. Part time Hire: Motion by West, second by Gregg to approve the hire of John Roman as part time police officer with the Lennox Police Dept. Motion carried.

Employee Resignation: Mayor Wiebers presented and read the resignation letter of PWD Greg Stack effective January 22, 2016. Motion by West, second by Gregg to accept the resignation and thanked Greg for his years of service to the City of Lennox. Motion carried.

Executive Session: Motion by West, second by Gregg to go into executive session at 9:15 PM to discuss personnel and legal matters. Motion carried. Mayor Wiebers declared executive session ended at 10:00 PM with no action taken.

Adjournment: With no further business, motion by Gregg, second by West to adjourn at 10:01 PM. Motion carried.

ATTEST: _____
Jerry Jones, Finance Officer

Orville Wiebers, Mayor