

**LENNOX CITY COUNCIL REGULAR MEETING  
MONDAY, MARCH 13, 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 and Tracy West. Staff present was City Administrator Amanda Anglin, Finance Officer Jerry Jones, Street Supt. Dave Tipton, Water/Wastewater Supt. Jeremy Gulbranson, and City Engineer Mitch Mergen. Other present were Kellie Bultena, Johnny Kirchner and Dan Larsen.

**AGENDA:**

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

**CONSENT ADGENDA:**

Motion by Poppenga, second by Gregg to approve the consent agenda which included the minutes from February 13, 2017 and February 27, 2017, the February 2017 payroll report and Resolution 2017-03-13-01 Amending Fees. Motion carried.

**CLAIMS:**

Motion by Gregg, second by Poppenga to approve February 2017 claims as presented. Upon roll call vote, all members present voted aye. Motion carried.

Tea Ace Hardware, supplies-\$22.93; Lennox Ace Hardware, ice melt-\$192.16; Amanda Anglin, clothing expense-\$158.15; Barnes & Noble, library books-\$776.47; Campbell Supply, clothing expense-\$155.97; Cardmember Service, supplies & repair-\$1,462.57; Cenex Fleet Card, fuel-\$717.53; Dakota Data, shredding materials-\$68.31; Daves Repair & Service, repair and fuel-\$896.89; Dubios, drainage easement-\$2.00; Electric Pump, sewer pump repair-\$1,836.50; Evelyn Metcalf, cleaning contract-\$100.00; Fastenal, shop supplies-\$203.78; GOSCMA, conference fees-\$100.00; Hanisch Electric, street light repair-\$503.27; Julie Hinker, lifeguard certification-\$130.07; Independent Publishing, publishing-\$578.33; JWC Environmental, LLC, WWTF Auger-\$68,195.00; Lennox School District, cost share and Overdrive fee-\$1,301.00; Lewis and Clark Water, water purchased-\$6,948.94; Lincoln County Highway Dept., cutting edges-\$2,357.82; Mac's, trailer jack-\$45.81; Matthewson Linweld, ambulance supplies-\$156.50; Midwest Alarm, security fee-\$66.00; Petty Cash, supplies-\$70.53; Presto-X, WWTF contract-\$70.00; Qualified Pre-Sort, utility billing-\$518.42; Scott Bolte, garbage removal-\$116.48; SD Dept of Health, samples-\$506.00; Seam Design, jacket letting-\$25.00; Southeastern Electric, wells usage-\$1,324.86; Stockwell Engineers, engineering fees-\$51,566.50; Sturdevants Auto Parts, repair-\$55.52; Sunshine, supplies-\$58.19; Time Magazine, subscription-\$69.50; Vast Broadband, phone-\$110.41; Verizon Wireless, cell phone -\$133.78; Woodbury County Extension, registration fee-\$35.00; Xcel Energy, electric utilities-\$8,984.56; Total-\$150,620.75;

**PUBLIC HEARINGS:** None at this time.

**REPORTS:**

**City Administrator Report:** City Administrator Amanda Anglin reported on the on-line billing option for utility customers and the fees for the service, the Board Docs program which provides a program for the documents for Council meetings and will be available to the public. The fees are \$1,000 set up fee and \$3,000 per year support fee for the service. Canton SD uses this system and Amanda presented the program and the way Canton has is set up. After discussion, the Council agreed that this program would be an asset for the Council

and the public. This item will be added to the next meeting agenda. Also Amanda reported that the bid opening for the Main Street project will be held on Friday, March 24<sup>th</sup> at 10:00 AM.

**Finance Report:** Finance Officer Jerry Jones reported on the February budget analysis, ambulance report and sales tax report for informational purposes, reminded the Council of the SDML District 3 meeting in Hartford on March 23<sup>rd</sup> and the 2016 annual report is not completed yet but will be soon.

**Engineers Report:** City Engineer Mitch Mergen reported on the ongoing and upcoming projects for the City of Lennox.

**Water/Wastewater Report:** Water/Wastewater Supt. Jeremy Gulbranson reported on numerous issues in the water dept. and sewer dept. at the WWTF. Jeremy also reported on the inflows into the WWTF and the amount of sump pump and clean water that is being treated at a high cost to the sewer system. The auger for the WWTF is in place but due to software complications, the auger is not operational yet but Electric Pump will be working on the issue. Jeremy Jacobson will be taking the Class I water certification and Jeremy Gulbranson will be taking the Class IV certification in April.

**Public Works Report:** Street Supt Dave Tipton reported that pool operator certification class and asphalt conference in Oacoma will be attended by personnel , they have been working on the middle field and leveling the dirt to help with the drainage for the field and the junction box for the electric lights for the west field need to be replaced.

**OLD BUSINESS:** None at this time.

**NEW BUSINESS:**

**Street Sealing Advertising Authorization:** Motion by Poppenga, second by Wulf to approve the authorization to advertise for bids for the 2017 street sealing project. Upon roll call vote, all members present voted aye. Motion carried.

**Central Basin Phase #2 and #3 Funding Application:** The City Administrator, Finance Officer and City engineer discussed process and procedures for the funding application for the Central Basin Project Phase 2 and 3 and the time table being looked at. The estimated cost for both phases is approximately 4.3 million dollars and due to this area is affecting the compliance issues for the WWTF, it is anticipated that the project will qualify for grant funds or loan forgiveness.

**Peddlers License for 4<sup>th</sup> of July Celebration:** Motion by West, second by Gregg to set the peddlers license during the annual 4<sup>th</sup> of July celebration to \$25.00 for the venders outside the Commercial Clubs area. Motion carried.

**Parks Mower Authorization:** Discussion was held on authorizing to order a new Hustler mower for the parks dept. Motion was made by Poppenga and seconded by Gregg to authorize the order of a Hustler Super Z 72' mower. After further discussion, Poppenga rescinded his motion so additional information can be gathered for the mower.

**2015 Finance Audit:** The Finance Officer presented the 2015 audit for the Council's review.

**Bowling Alley Condemnation:** City Administrator Amanda Anglin updated the Council on the progress of the condemnation of the bowling alley building. A letter has been sent to the owner regarding items that need to

be taken care and cleaned up. The Council agreed that the owner needs to complete all the items in the letter and to keep the property clean of debris and weeds or the condemnation process will continue.

**PERSONNEL: Summer Help Pay:** Motion by West, second by Wulf to table the summer help pay and to review at the next regular meeting. Motion carried.

**EXECUTIVE SESSION:** Motion by West, second by Gregg to go into executive session at 8:56 PM to discuss personnel. Motion carried. Mayor Wiebers declared executive session ended at 9:40 PM.

**Regular Meeting Schedule:**

The Council agreed to hold the next regular meeting on March 27<sup>th</sup> at 7:00 PM to conduct the scheduled public hearings.

**ADJOURNMENT:** With no further business, motion by Gregg, second by West to adjourn at 9:50 PM. Motion carried.

ATTEST: \_\_\_\_\_  
Jerry Jones, Finance Officer

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Orville Wiebers, Mayor