

LENNOX CITY COUNCIL REGULAR MEETING

MONDAY, MAY 9, 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, Water/Wastewater Supt. Jeremy Gulbranson, and City Engineer Mitch Mergen. Other present were Amanda Anglin, Wayne Fischer, Paul Jacobson, Darin Olson, Joe Kidd, Frank Jacobson, Jim Dover, Donnie Coffee, Kelli Bultena, Chad Wulf, Richard Schriever and Wayne Peterson.

AGENDA:

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

MINUTES:

Motion by Poppenga, second by Gregg to approve the minutes of the April 11, 2016 regular meeting and the April 18, 2016 special meeting. Motion carried.

PAYROLL REPORT:

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

CLAIMS:

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

ACE	SUMP PUMP	\$386.29
AMERICAN ENGINEERING	CENTRAL BASIN	\$150.00
AMERICAN GIRL	LIB SUB FOR 2016	\$22.95
DBA "MR TWISTER"	LIB SUMMER PROGRAM	\$200.00
ARLT, ANGELA	TRAINING FOR LIFEGUARD	\$185.00
ARROW MANUFACTURING	REPAIR TO AMB VIN#20304	\$165.00
BANNER ASSOCIATES, INC.	WWTP OPERATION ASSIST	\$1,154.00
BARNES & NOBLE	LIB 14 BOOKS	\$208.35
DBA BRENDE ELECTRIC LLC	TROUBLE SHOOT AT WW	\$110.16
CADWELL SANFORD DEIBERT & GARR	LEGAL SERVICES	\$25,009.30
CARDMEMBER SERVICE	SUPPLIES	\$5,124.14
CARTRIDGE WORLD	OFFICE SUPPLY	\$56.97
CENEX FLEETCARD	FUEL	\$820.72
CENTURY BUSINESS	3/31/16-3/30/17	\$494.65
CIAVARELLA DESIGN	RAMP PLANS FOR MUSEUM	\$2,910.00
CITY OF SIOUX FALLS PUBLIC WORK	LANDFILL FEES	\$92.77
D & D SMALL ENGINE REPAIR	FUEL PUMP FOR RAPTURE CART	\$106.50
DANKO	AMBULANCE	\$8,917.76
DAUBYS	BALL TEAM SUPPLY	\$2,133.20
DAVES SERVICE & REPAIR	REPAIR	\$1,216.81
DIVISION OF CRIMINAL INVESTIG	BACKGROUND	\$43.25

EARTHBEND LLC	PHONE SUPPOR 7/5/16-7/17	\$200.00
EASTERN FARMERS	WEED SPRAY	\$156.80
ELECTRIC PUMP	WWTF REPAIR	\$1,782.10
EVELYN METCALF	APRIL CLEANING	\$100.00
FASTENAL	SHOP SUPPLY	\$362.18
FIREBALL DECALS	STICKERS FOR EQUIPMENT	\$174.12
FIRST NATIONAL BANK	SRF CLAN WATER #5 PYMNT #2	\$16,869.37
FIRST RATE EXCAVATE INC	WATER MAIN REPAIR BY MOBILE PA	\$2,128.52
FIRST RATE EXCAVATE INC	CENTRAL BASIN	\$131,122.23
FOSS, JASON	CLINIC FOR COACHS	\$565.18
FRIESSEN CONSTRUCTION CO	GRAVEL FOR BOYNTON	\$2,630.16
GBS	OFFICE SUPPLY	\$479.45
GRAHAM TIRE	NEW TIRES	\$552.60
GRAINGER	REPAIR	\$474.84
GULBRANSON, JEREMY	TEST AND TRAINING HURON	\$195.00
HEIMAN	AMBULANCE	\$105.00
HENRY SCHEIN INC.	SUPPLIES	\$893.98
INDEPENDENT PUBLISHING	PUBLISHING	\$539.60
JEREMY JACOBSON	RAIN GEAR	\$57.23
JOURNEY GROUP COMPANIES	HIWAY 17 PROJECT WATER/SEWER	\$33,008.30
VAST BROADBAND	PHONE	\$66.91
LEWIS & CLARK REGIONAL WATER S	GAL USED 3,443,972	\$6,789.90
LEWIS DRUG	SUPPLY	\$63.68
LUVERNE KAWASAKI	WINDSHIELD WIPER MULE	\$251.53
MID-AMERICAN RESEARCH CHEM	WWTF SUPPLY	\$629.80
MARCO, INC.	COPIER FEES	\$74.10
MATHESON LINWELD	AMBULANCE	\$100.76
MC2 INC	WWTF SUPPLY	\$3,164.62
MCLEOD'S PRINTING	ELECTION SUPPLY	\$44.26
MICHAELS FENCE	BALL DIAMOND NORTH FENCE	\$8,302.50
MIDAMERICAN ENERGY	UTILITIES	\$438.09
MIDCONTINENT	PHONE AND CABLE	\$1,281.62
NEVES UNIFORMS	SAFTEY PATROL BADGES	\$99.50
PETTY CASH	MISC EXPENSE	\$26.29
PREFERRED PRINTING, INC.	POOL PASS	\$374.00
QUALIFIED PRESORT LLC	UTILITY BILLS	\$613.28
REGISTER OF DEEDS	COPIES	\$6.00
RENT-ALL INC	LIFT RENT	\$240.00
DBA RURAL ROUTE 1 SERVICES	RUGS	\$724.40
SCOTT BOLTE	TRASH PICKUP	\$220.96
SCOTT'S AUTOMOTIVE	92 Chevy pickup	\$235.43
SD DEPARMENT OF HEALTH	SAMPLES	\$550.00
SIOUX FALLS FORD	POLICE CAR REPAIR	\$91.84
SOUTH LINCOLN RURAL WATER	RURAL WATER	\$451.85
SOUTHEASTERN ELECTRIC	ARMIR	\$963.36
START WITH A SHIRT	SHIRTS	\$1,079.00
STATE CHEMICAL SOLUTIONS	WWTF SUPPLY	\$287.23
STOCKWELL ENGINEERS	ENGINEERING FEES	\$30,101.54

STRASSER, MAHLI	TRAINING FOR LIFE GUARD	\$125.00
STURDEVANT'S AUTO PARTS	REPAIRS	\$268.03
SUNSHINE	SUPPLY	\$32.49
TESSMAN COMPANY	PARK/REC SUPPLY	\$717.20
THE CROSSROADS HOTEL	WATER CLASSES	\$234.92
UPSTART/HIGHSMITH	LIBRARY SUPPLY	\$328.07
VERIZON WIRELESS	CELL PHONES	\$133.91
XCEL ENERGY	UTILITIES	\$8,372.81
AMANDA ANGLIN	MOVING EXPENSE	\$1,000.00
***** REPORT TOTAL *****		\$310,389.36

VISITORS TO BE HEARD:

Richard Schriever reported on the work being done at the museum and the grant for the services being conducted for the Deadwood grant. Richard also requested a handicap parking space on the Main Street side of the museum and City Engineer Mitch Mergen will include the up to two parking spots in the Main Street project plans for next year.

FINANCE OFFICER REPORT:

The Finance Officer presented the April monthly committee budget analysis and the April ambulance activity report for informational purposes. The Finance Officer then reported on the pool finance analysis for construction of a new pool, the metering software for the utility system, the information found out about the front of the City Hall so a new front can be constructed, the ISO rating in which the City of Lennox dropped from a "6" rating in 2006 to a "9" rating in 2016, the rural health care recruitment assistance program and the bids for the demolition of the property at 517 W 4th Street. Motion by West, second by Gregg to approve the finance officer report as presented. Motion carried.

ENGINEERS REPORT:

City Engineer Mitch Mergen reported to the Council on the Central Basin Project, the survey work is done for the Main Street project and design work is planned on being done by the end of June, the CIP project is progressing and Mitch will meet with the Mayor, Public Relations Director and Finance Officer to review future projects for the City of Lennox. The Hi-way 44 shared use path specs are waiting for approval from the State and the Hi-way 17 project is progressing well. The 2016 chip seal project has been bid and the Council will approve the bid as recommended by Stockwell later in the meeting. Motion by Jacobson, second by Gregg to approve the engineers report as presented. Motion carried.

FIRE CHIEF REPORT:

Wayne Fischer gave a report on the recent changes in the Fire Dept as Chief Earl Fischer has resigned as chief after 10 years of service. Wayne explained that structure of the administration of the fire dept may change and reported of plans to update equipment and operations of the Fire Dept.

OLD BUSINESS:

Public Relations Director Position: Motion by Jacobson, second by Ratliff to hire Amanda Anglin as the Public Relations Director at the salary of \$46,000, full employee benefit package and a \$1,000 moving expense allowance with a review of salary at the end of the successful 6 month probation period. Upon roll call vote, all members present voted aye. Motion carried.

Abandon Well at Court Avenue and Juniper Street: General discussion on the abandon well with city engineer Mitch Mergen was held and Mitch will continue to find information on the depth of the well and obtain a cost estimate for sealing the well.

Ordinance #567 Amending Revised Municipal Ordinance Second Reading: The Finance Officer presented and read Ordinance #567 which amends revised municipal ordinance 9.02 Planning Commission. After discussion, motion by Gregg, second by Fett to approve the second reading of Ordinance #567. Upon roll call vote, motion was approved on a 5 to 1 vote. Motion carried

Dead Ends of Cedar and Juniper Street: Motion by Gregg, second by Poppenga to take off the table the dead ends of Cedar and Juniper Street for discussion. Motion carried. City Engineer Mitch Mergen and City Attorney Brett Lovrien expressed their views and opinion concerning the petition and the options to handle the dead end street. After considerable discussion and exchange of opinions, motion by Gregg, second by Jacobson to have the street dept construct and install barricades at the intersection of Court Avenue and Cedar and Juniper Streets to close access to the south side of the vacated Court Avenue. Upon roll call vote, Fett-aye; Gregg-aye; Jacobson-aye; Ratliff-aye- West-nay; Poppenga-nay; Motion carried on a 4 to 2 vote.

Other items discussed under old business was the vacating petition for Industrial Street which no further information has been submitted for approval and City Engineer Mitch Mergen gave a recommendation for Beamers Pub site plans for the new construction.

ADJOURNMENT:

Motion by West, second by Gregg to adjourn the old council at 8:26 PM. Motion carried.

RECONVENE NEW COUNCIL:

Mayor Wiebers called to order the Council meeting of the new Council at 8:40 PM. Members present were Orville Wiebers, Tracy West, Greg Poppenga, Chad Wulf, Phil Fett, Alan Ratliff and Mike Gregg. 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 Paul Jacobson, Frank Jacobson, Kelli Bultena, Richard Schriever and Wayne Peterson.

OATH OF OFFICE: The Finance Officer administered the oath of office to Mayor Wiebers and the Mayor signed the oath of office and was officially seated as the Mayor for the City of Lennox. Mayor Wiebers then administered the oath of office to Alderman Chad Wulf, Ward I, Alderman Phil Fett, Ward I, Alderman Alan Ratliff, Ward II, Alderman Greg Poppenga, Ward II and Alderman Mike Gregg, Ward III. The Aldermen signed the oath of office and then were officially seated as Aldermen of their respective wards. Mayor Wiebers then administered the oath of office the Public Relation Director Amanda Anglin.

COUNCIL ELECTION: Mayor Wiebers called for nominations for Council President. Poppenga nominated Mike Gregg as Council President and to have nominations cease and a unanimous ballot be cast. The motion was seconded by West. Upon roll call vote, all members present voted aye. Motion carried. Mayor Wiebers then called for nominations for Vice President. Gregg nominated Greg Poppenga as Council vice- president and to have nominations cease and a unanimous ballot be cast. The motion was seconded by Wulf. Upon roll call vote, all members present voted aye. Motion carried.

COMMITTEE APPOINTMENTS: Motion by West, second by Gregg to approve the Mayor's council committee appointments. Upon roll call vote, all members present voted aye. Motion carried.

Streets/Sewer/Water	Mike Gregg , Greg Poppenga, Phil Fett
Zoning/Buildings	Phil Fett , Greg Poppenga, Mike Gregg
Police/Fire	Greg Poppenga , Tracy West, Phil Fett
Park/Recreation/Pool	Alan Ratliff , Mike Gregg, Chad Wulf
Finance/Library	Tracy West , Mike Gregg, Chad Wulf
Ambulance/Solid Waste/Weeds	Chad Wulf , Alan Ratliff, Tracy West

The names in bold are the chairman of the committee.

POSITION APPOINTMENTS: Motion by Gregg, second by Ratliff to approve the appointments of Finance Officer, Jerry Jones, Supt of Streets, Dave Tipton, Police Chief, Orville Jorgensen, Water/Wastewater Supt., Jeremy Gulbranson and Public Relations Director Amanda Anglin. Upon roll call vote, all members present voted aye. Motion carried.

Motion by West, second by Gregg to approve the appointment of Amanda Anglin as zoning administrator, city authorized official and LCEDA representative. Upon roll call vote, all members present voted aye. Motion carried.

OFFICIAL DEPOSITORY: Motion by West, second by Gregg to approve the official depositories for city funds as Valley Exchange Bank, Lennox, SD, Home Federal Bank, Lennox, SD and the SD Public Funds Investment Trust, Ft. Pierre, SD. Upon roll call vote, all members present voted aye. Motion carried.

OFFICIAL NEWSPAPER: Motion by West, second by Poppenga to approve the official newspaper for the City of Lennox as the Lennox Independent. Upon roll call vote, all members present voted aye. Motion carried.

NEW BUSINESS:

Hi-Way 17 Change Order #1: City Engineer Mitch Mergen continued to explain the need for the change order for the Hi-Way 17 project. After discussion, motion by Ratliff, second by Wulf to approve and authorize Mayor Wiebers to sign the Hi-Way 17 change order #1 in the amount of \$5.60 per ton for hauling the rejected dirt away from the project site for an estimated cost of \$20,160.00. Upon roll call vote, all members present voted aye, motion carried.

Pay Request for Hi-Way 17 Journey Group: Motion by West, second by Gregg to approve and authorize Mayor Wiebers to sign the Hi-Way 17 pay request from Journey Group Companies in the amount of \$33,008.30. Upon roll call vote, all members present voted aye. Motion carried.

Pay Request for Central Basin Project First Rate Excavate: Motion by Gregg, second by Poppenga to approve and authorize Mayor Wiebers to sign the Central Basin pay request #12 from First Rate Excavate in the amount of \$131,122.23. Upon roll call vote, all members present voted aye. Motion carried.

Street Sealing Bids for 2016: City Engineer Mitch Mergen presented the recommendation to accept the low bid from The Road Guy for the 2016 street sealing specs for the City of Lennox. After discussion, motion by West, second by Gregg to approve the bid for 2016 street sealing for the City of Lennox from The Road Guy in the total amount of \$61,101.90 and to have a change order done to reduce the amount street sq. yards and to remove the stripping of streets which will result in a total bid amount of \$44,036.00. Upon roll call vote, all members present voted aye. Motion carried.

Alcohol Beverage License Public Hearing: Mayor Wiebers opened the public hearing at 9:05 PM for the alcohol beverage license application from Casey's, The Total Stop, Beamers Pub and Dollar General. With no one appearing or in opposition of the licenses, Mayor Wiebers closed the public hearing at 9:06 PM.

Motion by West, second by Wulf to approve the following license application for the 2016-2017 license year: Casey's, package off-sale and SD Farm Wine, Lennox Groceries Inc dba The Total Stop Convenience Store, on-off sale malt beverage #1 and on-off sale malt beverage #2; Beamers Pub, on-off sale malt beverage; Dolgen Midwest LLC dba Dollar General, off-sale malt beverage. Motion carried.

Alcohol Beverage License Public Hearing: Mayor Wiebers opened the public hearing at 9:07 PM for the special event malt beverage license application from the Lennox Commercial Club for July 2, 2016. With no one appearing or in opposition to the application, Mayor Wiebers closed the public hearing at 9:08 PM. Motion by West, second by Gregg to approve the special event malt beverage license application from the Lennox Commercial Club for July 2, 2016. Motion carried.

Planning Commission Resignation: Motion by Gregg, second by Poppenga to accept the resignation of Chad Wulf from the Planning Commission effective immediately. Motion carried.

Planning Commission Appointment: Motion by Poppenga, second by Ratliff to approve the Mayor's appointment of Darin Olson to the Planning Commission to finish the term of Chad Wulf. Motion carried.

SD Health Pool Insurance Premium Notice: The Finance Officer presented the renewal notice from the SD Health Pool for insurance coverage for city employees. The notice revealed a 9.03% increase of premium for the City's coverage. After discussion, motion by Ratliff, second by Wulf to approve the renewal notice as presented for the plan B, \$500/\$1,000 deductible, 80/20 co-insurance and prescription plan. Motion carried.

The following items were discussed with no action taken, adopting the 2015 international building code, amending ordinance 12-11B and Mitch will review the plat for Meadows Addition and give recommendation to the city.

COMMITTEE REPORTS:

Street/Water/Sewer: Mike Gregg reported on cleanup days are set for June 3rd and 4th, sirens were tested and will conduct warning tests on the 2nd Friday of May, June, July and August, mosquito sprayer is tested and the operators are certified, the seal coat map is set for 2016, water/sewer operator Jeremy Jacobson has started his new duties for the City and is doing very well, sludge disposal plan is in place, high flows coming into the WWTF has caused problems and have required a lot of attention and time from the employees. Jeremy Gulbranson has passed his certification III test and continues to do maintenance of the WWTF and is gathering information for the infiltration of the city sewer and storm sewer.

Zoning/Library: Alan Ratliff commented on the last day for kids at the school library is May 13th, the interviews for the new head librarian will be conducted soon, information is being obtained on the cost to install a panic button for the library and the lego club is going very well.

Police/Fire: Greg Poppenga stated that everything was in Fire Chief Fischer's report.

Park/Rec/Pool: Mayor Wiebers commented on the security for the park shop is being addressed and the drag machine will be stored in a different shed, the pool cleaning is going well, landscaping needs to be done at the T-ball field and the bleachers have been moved to the T-ball field and research will be getting done to replace the current drag machine for the ball diamonds.

Finance: Tracy West commented on the position of clarity of the finance information for projects and the capitalization plan for better finance planning for future projects.

Solid Waste/Rubble: Phil Fett reported that the clean up days is set for June 3rd and 4h.

Ambulance/Health: No report was given at this time.

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

PERSONNEL: Pool Lifeguards: Motion by Poppenga, second by West to set the wage for the lifeguards for the 2016 swimming season: Head Lifeguard-Katelyn Hinker-\$10.75 per hour; Rachel West-\$10.75 per hour; Mahli Strasser-\$10.50 per hour; Lifeguards-Alyssa Zirpel-\$8.75 per hour; Baylee Abraham-\$8.75 per hour; Abby Abraham-\$8.75 per hour; Jordan Kruse-\$8.75 per hour; Karissa West-\$8.75 per hour; Meghan Hinker-\$8.75 per hour; Jenna Bruns-\$8.55 per hour; Josh Arlt-\$8.55 per hour; Brock Stein-\$8.55 per hour; Managers-Dustin McLouth-\$12.00 per hour; Lauren Luther-\$11.00 per hour; Upon roll vote, all members present voted aye. Motion carried.

Also discussed was the wage for the building inspector position and the possibility to make the position a salaried position.

EXECUTIVE SESSION: Motion by West, second by Gregg to go into executive session at 9:44 PM to discuss personnel and wages. Motion carried. Mayor Wiebers declared executive session ended at 10:18 PM.

Water/Wastewater Supt. Salary: Motion by Gregg, second by West to increase the pay for Jeremy Gulbranson, water/wastewater supt, to a salaried position of \$60,000 per year. Motion carried upon a 5 to 1 vote.

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

ATTEST: _____
Jerry Jones, Finance Officer

Orville Wiebers, Mayor