

# CITY OF LENOX

## CITY COUNCIL REGULAR MEETING MINUTES

DECEMBER 13, 2021 · 5:30 p.m. · City Hall

A regular meeting of the Lenox City Council was called to order by Mayor Douglas on December 13, 2021 at 5:30 p.m. at City Hall with the following council members answering roll call: Bowman, Tull, Zabel and Cruz; Brown was absent. Staff present was City Administrator, Allison Kitzman, City Clerk, Dawne Bowman, Public Works, Lynn Christensen and Ryan Brown; others present were Rob Lundquist and Colleen Larimer.

Bowman made a motion to approve the agenda, seconded by Tull, all ayes, motion carried. Cruz made a motion to approve 11/22/21 meeting minutes, seconded by Bowman, all ayes, motion carried. Zabel made a motion to approve the payment of bills, seconded by Tull, all ayes, motion carried. Zabel made a motion to approve November 2021 Clerk Treasurer Report, seconded by Bowman, all ayes, motion carried.

Kitzman discussed library repairs. Engineers have been onsite and have signed off on the project being substantially complete. The only other item needing completed is the interior window sills. Kitzman is still working with insurance company on the crash site. Kitzman contacted the City Attorney, Zimmerman, as advised from the Council at the previous meeting. Zimmerman stated that this would need the advice from a civil attorney.

Bowman made a motion to approve Pay Request #3 to Building Crafts, Inc in the amount of \$107,875.35 for library repairs, seconded by Cruz, all ayes, motion carried.

Bowman made a motion to approve Change Order #2 in the amount of \$10,008 seconded by Tull, all ayes, motion carried. This is for the collapsing of the bump out and changing the color of the EIFS that has already been approved by the Council in previous meetings.

Kitzman discussed funding options for the library. The total library project is expected to cost approximately \$424,000. Previously the Council decided they wanted to borrow the funds as a general obligation loan. It was decided at this meeting to use \$100,000 from our current Investment Money Market, close out City Building CD in the amount of \$39,855.50, Library Special Funds in the amount of \$5,000 and \$7,000 from the insurance claim and the remaining \$271,322.63 would come from the City's general fund. This would keep the City from borrowing funds from the bank. Kitzman also mentioned other repairs for the library would also need to come from these funds in the near future, such as the roof, handicap ramp in the back and possible heating and cooling system.

Tull made a motion to approve Paula Horton to the Low Rent Housing Board for a term of 2 years, expiring 12/2023, seconded by Zabel, all ayes, motion carried.

Zabel made a motion to approve Resolution 21-49 Employee Wages for David Cortez and Marlene Boltinghouse, seconded by Tull, all ayes, motion carried. Cortez is increasing \$.50 to \$17.00 per hour, for obtaining a CDL and Boltinghouse is increasing \$.50 to \$11.00 per hour for completing the probationary period.

Rob Lundquist was present to discuss an addition to the Neighborhood Center. Lundquist explained to the Council that the addition would be 15' x 35' to the south and would be for furniture items and cost approximately \$50,000. Lundquist asked for permission to move forward with the addition and also for city contribution of \$10,000 to the project. Mayor Douglas explained her frustration with continuing to add on to the building and still not having adequate space. Zabel added that some volunteers take clothes home to sort, as there is not room to do it at the Neighborhood Center. Mayor Douglas entertained the idea of possibly purchasing another building. Lundquist stated that there is not another building in town big enough and the logistics of the center need to be factored in, when thinking about another building. The previous Joe's Signs building is currently for sale and discussed as an option. It was decided that Zabel will work with Lundquist to explore other ideas, rather than adding on. This will be on the next agenda.

Zabel made a motion to approve 5 Day Class C Liquor license for the Lenox Fire Department, seconded by Bowman, all ayes, motion carried.

Tull made a motion to approve Class B Native Wine Permit for Café Sign, seconded by Cruz, all ayes, motion carried.

Kitzman discussed the Walking Trail contribution. It was previously approved that the City would contribute \$30,000 to the Walking Trail Project. Kitzman stated that this project is now being broken out into 3 phases. It was the council's decision to contribute \$10,000 to each phase of the project.

Kitzman discussed Engineering Agreement with Snyder and Associates for roads project. We currently have a \$350,000 bond that will be paid off in 2022 and would like to renew that and add \$100,000 from Road Use Tax to complete another roads project in the amount of \$450,000. Tull made a motion to approve Engineering Agreement with Snyder and Associates for roads project, seconded by Cruz, all ayes, motion carried.

Natural Gas Public Awareness information was presented to the Council with Lynn Christensen present to answer questions regarding the natural gas system.

Tull motioned to adjourn the meeting, Cruz seconded, all ayes, motion carried. Meeting adjourned at 6:35 P.M.

Mayor

City Clerk