

**CITY OF LENOX**  
CITY COUNCIL REGULAR MEETING MINUTES  
June 24, 2024 · 5:30 p.m. · City Hall

A regular meeting of the Lenox City Council was called to order by Mayor Douglas on June 24, 2024 at 5:30 p.m. at City Hall with the following council members answering roll call: Peterson, Nelson, Tull, Hodges and Cruz. Staff present was City Clerk, Dawne Bowman and City Administrator, Allison Kitzman. Visitors were Colleen Larimer and Tom Christensen.

Nelson made a motion to approve the agenda, seconded by Tull, all ayes, motion carried. Hodges made a motion to approve 6/10/24 meeting minutes, seconded by Nelson, all ayes, motion carried. Tull made a motion to approve payment of the bills, seconded by Cruz, all ayes, motion carried.

Peterson made a motion to approve Dally Post Saloon Cigarette/Tobacco/Nicotine/Vapor Permit Application, seconded by Nelson, all ayes, motion carried.

Peterson made a motion to approve Ramsey's Market Cigarette/Tobacco/Nicotine/Vapor Permit Application, seconded by Hodges, all ayes, motion carried.

Tom Christensen was present to discuss an increase of \$1.50 in garbage rates, due to landfill fees increasing. Kitzman mentioned this increase would be effective with the July billing.

Tull made a motion to approve Resolution 24-26 Rate Increase for Garbage Collection, seconded by Hodges, all ayes, motion carried.

Peterson made a motion to approve Resolution 24-23 Transfer from TIF Funds to Gas Fund for Internal Loan, seconded by Cruz, all ayes, motion carried. Kitzman stated the amount for the transfer is \$24,610.75.

Kitzman discussed RFP Responses for Annual Examination, as we only received 1 response from Gronewold, Bell, Kynn, Co. PC, which is our current examiner. Tull made a motion to approve Resolution 24-24 Appointment of Accounting Firm to Perform Annual Examination, seconded by Hodges, all ayes, motion carried. Kitzman added this will be for the next 3 fiscal years.

Kitzman discussed the sealed bid items that were sold, as we received multiple bid for the items. 3 Phase Generator with trailer-\$50, International Snow Blower-\$551, Vermeer Wood Chipper-\$805, Old Military Trailer-\$525, Rear Mounted Blade-\$50 and Landpride 3 Point Discharge 72" Deck-\$500. Tull made a motion to approve Resolution 24-27 Award of Highest Bid for City Owned Equipment, seconded by Cruz, all ayes, motion carried.

Kitzman discussed employee wages for FY24-25. Cruz made a motion to approve Resolution 24-22 Adopting Employee Wages for FY25, seconded by Peterson, all ayes, motion carried. Wages are as follows: Brown \$28.10, Christensen \$31.75, Dalton \$33.60, Horton \$29.50,

Marshall \$20.45, Bowman \$26.70, Kitzman \$79,420, Burger \$20.30, Thompson \$13.50, Rogers \$13.25, Gillespie \$13.25 and Tiepelman \$16.00.

Kitzman discussed meeting with the personnel committee to discuss changes to the employee handbook. Changes made to the employee handbook included changes to On Call Pay, Termination Pay, Leave of Absences, Vacation Leave, Holiday Leave, Longevity Pay and Neighborhood Center Policies and Procedures. The new version 2024-01 will replace the April 2022 version. Tull made a motion to approve Resolution 24-25 Adopting Employee Handbook Version 2024-01, seconded by Hodges, all ayes, motion carried.

Kitzman discussed a truck for the Fire Department. The Gas Department just received a new truck so the current truck (2019 Chevy Silverado) would go to the Street Department. The Fire Department is wanting the current Street Department truck (2006 Chevy) to be used as a Grass Rig for the Fire Department. It was the consensus of the council to move the 2006 Chevy to the Fire Department.

Peterson made a motion to approve re-appointment of Tom Christensen, Kim Morris and Don Cox to the Park/Pool/Rec Board for term of 2 years, expiring June 2026, seconded by Hodges, all ayes, motion carried.

Kitzman discussed the Paint Your Home Project, as we have 6 applicants thus far, with 3 having been approved. After reviewing the program, it was decided to remove the clause stating that the City would pay for half the cost of a lift, and that due to number of applicants and the limited funds, we are suspending all applications at this time; however, all 6 applicants received are been approved. Nelson made a motion to amend Paint Your Home Program, seconded by Tull. Roll call votes-all ayes, Peterson abstained, motion carried.

Peterson discussed speed limit on South Brooks and would like it to be dropped from 45 mph to 30 mph for safety reasons, as there is a lot of foot traffic now since Dollar General has been there. Kitzman stated that a portion of the area belongs to Taylor County. Kitzman will be in contact with Taylor County to discuss this decrease in speed on South Brooks Street from Platte Street North. This will be on the next agenda.

Tull motioned to adjourn the meeting, Cruz seconded, all ayes, motion carried. Meeting adjourned at 6:40 PM.

Mayor

City Clerk