

## REGULAR MEETING OF THE LEXINGTON CITY COUNCIL

July 25, 2016

The special meeting of the Lexington City Council was called to order at 6:30 p.m. by City Clerk, Melanie Kunkel, in the City Council Chambers at Lexington City Hall.

Motion by Alderman Cole and second by Alderman Stover to elect Alderman Don Meyer as Mayor Pro Tem in the absence of Mayor John Mohr. Motion carried unanimously.

Roll call was taken to find the following physically present: Alderman Miller, Alderman Cole, Alderman Meyer, Alderman Richard and Alderman Stover. Alderman Johansen was absent. Members of the staff and public present were: Melanie Kunkel, David Belvery, and Erica Kaiping.

**Business Builders Ongoing City Advertising Discussions:** Erica Kaiping of Business Builders gave the council an overview of the work she has done on the city's advertising. Erica noted that Alderman Johansen called their office and asked for a photographer/videographer to come out for a couple of events. She noted that they were unable to send someone as their personnel are generally booked out three weeks or more in advance. She also noted that they don't like to attend events without a plan in place. She noted the council's preference on all council members being a part of the communication process whereby she will email all council members with ongoing project information. Council members are in agreement that City Collector, Starlette Torkelson, will be the main contact who will relay final decisions to Business Builders. With regard to media advertising, Erica circulated a zoning map as well as samples of budgeting packages for local TV advertising. Alderman Meyer asked Erica to check into pricing for a long term contract for the home market in the Pantagraph that local realtors could possibly use to advertise their featured Lexington homes or open houses. Erica noted she would check into it but prepared the council for possible sticker shock as advertising in the newspaper is not as cheap as everyone thinks. Erica also provided the council with a baseline analytical review of viewer usage of the city's website.

Motion by Alderman Richard and second by Alderman Miller to adjourn at 7:45. Motion carried unanimously.

The regular meeting of the Lexington City Council was called to order at 6:45 p.m. by Alderman Meyer, in the City Council Chambers at Lexington City Hall.

It was moved by Alderman Cole and seconded by Alderman Miller to approve the minutes from the June 27, 2016 council meetings. Motion carried unanimously.

It was moved by Alderman Stover and seconded by Alderman Richard to approve the treasurer's report and pay bills in the amount of \$128,605.72. There is an invoice from Farnsworth for roughly \$98,000 for their services included in the bills. Motion carried unanimously.

**Public Input:** None

## **Old Business:**

**Prevailing Wage Ordinance:** The State has not updated the prevailing wage rates on their website. This item will be carried to the next meeting.

**Revised Solicitation Ordinance:** Alderman Richard would like more time to review the revised document placed in his mailbox. This item will be forwarded to the next meeting.

## **New Business:**

**Oktoberfest Parking Lot Closure Oct 1<sup>st</sup>:** Jon Kemp changed his plans for this event. No action to be taken.

**Risk Management Review-City Hall/Food Pantry:** Alderman Richard circulated notices from the city's risk management insurance company with a few changes that need to be made to the fuse box in the food pantry. The adjustor would also like to eventually see a camera recording system installed at city hall. He would also like to see a ring back phone installed outside the police department door for emergencies. That phone would dial Metcom directly if picked up. Alderman Cole expressed his opinion that any caller using the phone and having to go through Metcom to get a police officer will be in worse shape by the time an officer arrives due to the amount of time it will take for Metcom to dispatch an officer and for the officer to arrive.

**Insurance Claim Review-Spencer Johansen:** Alderman Johansen used a city truck while volunteering for the city and damaged his personal vehicle. Repairs are estimated at \$900. The deductible for the city's insurance police is \$5,000. Motion by Alderman Miller and second by Alderman Cole to cover the costs of the repairs to Alderman Johansen's car due to an accident caused during his time of volunteer; the city will pay the repair bill out of the general fund pending the correct legal process as determined by the city's attorney. Motion carried unanimously.

**Council Representative on Route 66 Bikeway Committee:** With no information on this topic for discussion it will be forwarded to the next meeting.

## **Committee Reports:**

**Mayor:** None

**Police:** Chief Belvery noted that the police department had a successful bike safety event with 30 children and three adults in attendance. They gave away helmets and safety lights as well as several prizes. The chief also went to Chenoa to help them with their event. Chief noted that everything was donated by local businesses and businesses from Bloomington. Thank you notes were sent to all the donors. Alderman Cole asked the chief to make sure all the officers are trained to use the new rifles. The chief noted that the officers are not allowed to put the rifle in the car until they are trained and he is in the process of securing the proper training for them. In the meantime the rifles are secured in a gun safe.

**Building/Insurance:** Alderman Richard noted that the insurance adjustor has continuously asked for employee handbooks. Alderman Richard noted that after several requests, no one has

been able to produce one and the employees have indicated they never received one when hired. The adjustor emailed a 90 page questionnaire /template to be completed in order to create one.

**Finance/TIF:** Alderman Stover noted that the garbage pile behind Group Tool gets blown around and asked the Chief to speak with them about cleaning it up. Chief will get in touch with the manager.

**Water:** Alderman Cole noted there is a meeting with P.J. Hoerr this week regarding the water treatment plant construction. Mayor Mohr and City Clerk, Melanie Kunkel, signed off on the final paperwork from the EPA.

**Sanitation:** None

**Streets/Alleys:** Alderman Miller noted that the Mayor asked Bill to map the storm drain in Northpark. Alderman Richard noted that there are some drainage issues around town that need to be addressed.

There being no further business, it was moved by Alderman Miller and seconded by Alderman Richard to adjourn at 8:30 p.m. Motion carried by unanimous voice vote.

Respectfully submitted,

Melanie Kunkel, City Clerk

Approved: 8/8/2016