

REGULAR MEETING
OF THE CITY COUNCIL
OF LINN VALLEY, KANSAS
JULY 11, 2016

Mayor Dwyer opened the Regular Meeting at 6:30pm.

Present at the meeting were Council Members Dan Davies, Dennis Kidwell, Jason Jenkins, and Claire Smith.

Also present were City Clerk Karen Siffring, City Attorney Gary Thompson, Police Chief Corey Murrison, Fire Chief Dan Smith, Building Inspector Joe Isabell, Codes Officer Ralph Fitch, and Sanitation Manager Mike Page.

1. APPROVAL OF AGENDA

Mayor Dwyer asked if there were changes to the agenda. Mayor Dwyer requested an Executive Session after Open Forum and the swearing in of two fire fighters. There were no other changes.

2. APPROVAL OF MINUTES.

Mayor Dwyer called for the approval of minutes from the June 13th and June 20th meetings. The minutes were approved as presented.

3. Fire Chief Smith introduced Jeremiah Miller and Michael Peterson. Clerk Siffring swore in both individuals as Fire Fighters.

4. CITY CLERK'S REPORT

- a. City Clerk Siffring presented the monthly financial report. Following are balances of the City's accounts as of June 30, 2016.

General Fund income for June was \$113,470.27 and expenses were \$49,291.49.

General Fund	\$126,405.25
Special Funds:	
- Restricted Mayor's Christmas Fund*	\$402.58
- Restricted Parks & Recreation Fund*	\$600.59
- Restricted Capitol Improvement*	\$25,000.00
- Restricted Special Equipment*	\$9,000.00
*Restricted funds are included in General Fund total.	
Money Market	<u>\$98,945.42</u>
Total	\$225,350.67

Street and Highway Fund \$70,664.19

Clerk Siffring presented General Fund vouchers 10613 -10666 in the amount of \$47,668.67 and Street and Highway Fund vouchers 1386 -1390 in the amount of \$797.27 for a total of \$48,465.94. Council Member Smith made a motion to approve the

vouchers in the amount given with Council Member Kidwell seconded the motion. It carried 4-0.

The balance of the Sewer Construction Fund on June 30th was \$2,003.12. Sewer Construction Fund claim vouchers 1115 - 1117 in the amount of \$18,442.32 were presented to the Council. Council Member Jenkins made a motion to approve the claim vouchers. The motion was seconded by Council Member Smith and passed 4-0.

The balance of the Sewer Utilities Fund was \$54,283.24. Sewer Utilities Fund vouchers 1026 - 1031 in the amount of \$27,302.77 were presented. Council Member Jenkins made a motion to approve the vouchers. The motion was seconded by Council Member Davies. The motion carried 4-0.

- b. A notice was received from Linn County that Parks and Recreation funds are available for the City. The money is to be designated for purchases, maintenance or expansion of parks and recreational services, programs and facilities within the City. Council Member Smith made a motion to accept the money for the purpose of parks and recreational services only. Council Member Jenkins seconded the motion and it passed 4-0.
 - c. Clerk Siffring requested a safety deposit box be obtained by the City for storage of documents, contracts and other items as appropriate. The request was for a 3x5 unit at the cost of \$12.50 per year. Council Member Davies made a motion to that all Council Members, the Mayor and the City Clerk be signers for the box with two signatures required to access to the box. Council Member Smith seconded the motion and the motion passed 4-0.
 - d. An application for a license to sell cereal malt beverages in unopen containers was received from Valley Supply and Rental. Council member Smith made a motion to accept the application and the motion was seconded by Council Member Davies. The motion carried 4-0.
5. 2017 BUDGET
- a. After meeting with the Linn County Clerk Deputy Clerk, the resulting budget proposal and additional options were presented to the Council by Clerk Siffring. After discussion, Council Member Davies made a motion to publish the selected option and hold the Public Hearing on August 8, 2016 at 6:30pm. Council Member Kidwell seconded the motion and the motion passed 4-0.
6. TWO MEETINGS A MONTH
- a. After discussion on having two meetings a month, the Council agreed to hold two meetings a month for the 2nd and 4th Monday of each month until January 1, 2017 and then reevaluate. Attorney Thompson will prepare a resolution for this purpose.
7. SANITATION REPORT
- a. Operator Page noted that the pumping lift station continue to being run manually. The new lift station pumps have arrived and additional parts should arrive soon. Installation will be done this week or the following week if necessitated by weather.

- b. An emergency spill procedure had been established for the 4th of July weekend and currently is in place. Stickers with the emergency number will be printed and affixed to each grinder pump panel. Attorney Thompson will have a more detailed Emergency Spill plan to present to the Council for approval at the next meeting.
8. FIRE DEPARTMENT REPORT
- a. Chief Smith reported two calls for June, one fire and one medical. The department will be participating in a Pub. ED with the Vacation Bible School providing fire trucks for the children to view. Chief Smith was getting bids for installing radio and antenna in the new station.
 - b. Chief Smith informed the Council that the transmission of the Ford vehicle was in need of replacement. Chief Smith attempted to obtain three bids but was able to get only one in a location close enough to transport the truck. Council Member Jenkins made a motion to accept the bid of \$3,655.53 for purchase and installation of the transmission. Council Member Davies seconded the motion and the motion carried 4-0.
9. POLICE DEPARTMENT REPORT
- a. Police Chief Murrison reported 14 arrests for various offences including driving while on suspended license, speeding, and possession of narcotics. Property theft crimes are down 95% from the previous years and may be the result of the department's commitment to looking for suspicious activity and taking appropriate action.
 - b. Chief Murrison request the City establish a facebook page for the purpose of fast communications for emergencies or signficante messages to the public. A motion was made by Council Member Jenkins and seconded by Council Member Davies to establish a City facebook page. Council Member Kidwell abstained. Abstention counted as a prevailing vote, therefore the motion passed 4-0.
10. BUILDING INSPECTOR'S REPORT
- a. Building Inspector Isabell was absent. Per his written report there were 60 inspections, 16 new permits, and 13 finalized projects. There are 99 projects open and in various stages of completion.
11. CODES ENFORCEMENT OFFICER'S REPORT
- a. Codes Enforcement Officer reported 24 properties inspected, 18 corrections issued, 8 completed corrections, and 5 court cases pending. Officer Fitch informed the Council that in a discussion with Attorney Thompson, a resolution will be written for condemnation of several properties. Approval of the resolution will be needed by the Council at the next meeting.
12. UNFINISHED BUSINESS
- a. There was no unfinished business.
13. NEW BUSINESS
- a. There was no new business.

14. OPEN FORUM

- a. The audience voiced their concerns and questions to the Council on various subjects.

15. NEW BUSINESS

- a. Council Member Smith made a motion for an executive session for legal matters for 30 minutes. Council Member Jenkins seconded the motion. The motion passed 4-0. The Council adjourned to the executive session at 8:10 pm and returned at 8:40 pm with no action taken.

After the Council returned, Attorney Thompson reported on the status of the recent sewer spill. The spill was cleaned to the City's satisfaction. Repairs were checked twice and approved. The property owner paid for the repairs. The Council considers the case closed.

16. ADJOURN

- a. Council Member Smith made the motion to adjourn. The motion was seconded by Council Member Jenkins and carried 4-0. The meeting adjourned at 8:43 pm.

Submitted by
Karen Siffring
City Clerk