

REGULAR MEETING  
OF THE CITY COUNCIL  
OF LINN VALLEY, KANSAS  
NOVEMBER 14, 2016

REGULAR MEETING

Mayor Dwyer opened the Regular Meeting at 6:30 pm. Present were Council Members Claire Smith, Dennis Kidwell, Jason Jenkins, Dan Davies, and Lew Donelson; City Attorney Gary Thompson, and City Clerk Karen Siffring.

1. Mayor Dwyer asked if there were changes to the agenda. Mayor Dwyer requested an executive session be called after the Fire Department report. There were no other changes requested.
2. APPROVAL OF MINUTES.  
Mayor Dwyer called for the approval of minutes from the October 24<sup>th</sup> meeting. The minutes were approved as presented.
3. CITY CLERK'S REPORT
  - a. City Clerk Siffring presented the monthly financial report. Following are balances of the City's accounts as of October 31, 2016.

General Fund income for October was 6,873.50 with the majority from Ad Valorem and motor vehicle tax. Expenses were \$40,134.05 including quarterly attorney fees, quarterly health benefits and quarterly fire department call out pay.

General Fund	\$52,176.82
Special Funds:	
- Restricted Mayor's Christmas Fund*	\$336.57
- Restricted Parks & Recreation Fund*	\$1,000.59
- Restricted Capitol Improvement*	\$25,000.00
- Restricted Special Equipment*	\$2,000.00
*Restricted funds are included in General Fund total.	
Money Market	<u>\$97,850.21</u>
Total	\$150,027.03

Street and Highway Fund	\$61,645.03
Sewer Construction Fund	\$936.37
Utilities Fund	\$92,534.15

- b. Clerk Siffring presented vouchers: General Fund vouchers 10844-10904 in the amount of \$31,472.72; Street and Highway Fund vouchers 1398-1400 in the amount of \$102.90; Construction Fund voucher 1123 in the amount of \$29.82; and Utilities Fund vouchers 1047-1051 in the amount of \$2,657.57 for a total of \$34,263.01. Council Member Jenkins made a motion to approve the vouchers in the amount given with Council Member Smith seconded the motion. The motion carried 5-0.

- c. Clerk Siffring explained to the Council that a budget amendment may be required if spending exceeds the 2016 budget authority. Detailed information would be made available at the next Council Meeting.
- d. At the October 24<sup>th</sup> meeting, the Council made the decision to discuss the timing of the regular meeting scheduled on December 26<sup>th</sup>. This date is the day after Christmas and a City holiday. The Council decided to cancel the regular meeting and hold a Special Meeting on Thursday, December 22<sup>nd</sup> at 6:30.
- e. City Clerk Siffring swore in Leslie Ridenour as Fire Fighter.

#### 4. MAYOR'S REPORT

- a. The Council reviewed a Performance Review form developed by Mayor Dwyer. Council Member Davies made a motion to adopt the performance review form with reviews to be completed by April.
- b. At their next meeting, the Linn Valley Lakes Property Owners Association will select an agenda item to address at the next quarterly joint meeting with the City Council. The meeting will be held at the Community Center. After discussion of timing, Council Member Jenkins made a motion for a special meeting to be held starting at 9:00 am and convening at 10:00 am January 21, 2017. Council Member Kidwell seconded the motion and it passed 5-0.
- c. The Mayor noted that the Mayor's Christmas tree lighting will be at 5:30 November 27<sup>th</sup>.
- d. The Mayor presented Change Order #23 which would gravel roads in an area affected by sewer construction. Costs would not exceed \$45,000. Council Member Davies made a motion to approve Change Order #23 with Council Member Donelson seconding. The motion carried 5-0.

#### 5. CELL TOWER

- a. Mayor Dwyer asked the Council to reconsider the motion on the American Tower proposal that was passed at the previous meeting. After discussion, Council Member Davies made a motion to revisit option #2 with Attorney Thompson asked to negotiate for \$100,000. Council Member Smith seconded the motion with it carrying 5-0.

#### 6. FOLLOW-UP ON WATER REPORT

- a. The Council discussed the aging of the current water system and need for upgrading. Several Council Members requested the opportunity for input from someone with knowledge about water systems. Mayor Dwyer recommended Phillip Fishburn from Midwest Assistance Program meet with the Council. Mayor Dwyer will coordinate this meeting.

#### 7. SANITATION REPORT

- a. Sanitation Operator Mike Page was absent but provided a written report. There is trouble with a check valve and one pump. There were two calls that were resolved. The east lift station pump is still being pumped manually.

8. FIRE DEPARTMENT REPORT

- a. Chief Smith reported four calls in October: 2 medical, one smoke detector and one down power line. Three fire fighters: Melissa Crownover, Jeff Birnbaum, and John Rives - are attending classes for Fire Fighter 1 & 2 and HazMat Awareness and Operation to be completed in December. The department attended training with a live burn. Chief Smith is working with LaCygne Fire Chief Barlet to get a grant for getting air packs.

Council Member Kidwell made a motion to hold a ten minute executive session for personnel matters. The motion was seconded by Council Member Jenkins. The motion passed 5-0. The Council adjourned to the session at 7:26 pm. Upon returning at 7:36, there was no action taken. Council Member Kidwell made a motion to continue the executive session for five minutes. The motion was seconded by Council Member Donelson and passed 3-0. The Council adjourned to the session at 7:37 pm and returned at 7:42 pm. Council Member Donelson made a motion to raise the salary for the Fire Chief Smith to \$500 per month and raise the salary to \$100 for Melissa Crownover to begin in December. The motion was seconded by Council Member Jenkins. The motion carried 4-0 with Council Member Smith excusing herself for conflict of interest.

9. POLICE DEPARTMENT REPORT

- a. Police Chief Murrison was absent but provided a written report. There were four arrests for possession of narcotics, one warrant arrest and one arrest for driving while revoked. There was a welfare check and a report of identity theft.

10. BUILDING INSPECTOR'S REPORT

- a. Building Inspector Isabell reported 49 inspections, 9 new permits with one new home, and 15 finalized projects. There are 99 projects open and in various stages of completion with 42 administrative hours.

11. CODES ENFORCEMENT OFFICER'S REPORT

- a. Codes Enforcement Officer reported 11 properties inspected, 2 corrections issued, 11 completed corrections, and 2 court cases pending and 3 completed. Eighteen hours of KACE training has been completed.
- b. Officer Fitch will work with Attorney Thompson to determine direction of cleaning up condemned properties. Officer Fitch is working with Mike Page to solve the drainage problem under one of the City Hall buildings.

12. OPEN FORUM

- a. Mike Mishler offered to assist with the water project.

13. ADJOURN

- a. Council Member Smith made the motion to adjourn. The motion was seconded by Council Member Kidwell and carried 5-0. The meeting adjourned at 7:50 pm.

Submitted by  
Karen Siffring  
City Clerk