

REGULAR MEETING
OF THE CITY COUNCIL
OF LINN VALLEY, KANSAS
MAY 8, 2017
6:00 pm

Mayor Jeanne Dwyer opened the meeting at 6:00 pm. Council Members present were Dennis Kidwell, Claire Smith, Jason Jenkins, Lew Donelson and Dan Davies. A quorum was present. Also present were City Attorney Gary Thompson, City Clerk Karen Siffring, Building Inspector Joe Isabell, and Codes Enforcement Officer Ralph Fitch.

1. Mayor Dwyer asked if there were changes to the agenda. There were no changes or additions.
2. APPROVAL OF MINUTES.
Mayor Dwyer asked if there were changes to the minutes from the April 24th and April 26th meetings. With no changes, the minutes stood as presented.
3. CITY CLERK'S REPORT
 - a. City Clerk Siffring presented the financial report for April. General income was \$11,564.41 and expenses were \$47,598.68. Expenses included the lease payment on a police vehicle, attorney fees, and fire department quarterly pay.

Following are balances of the City's accounts as of April 30th before reconciliation.

General Fund	\$130,900.18
Special Funds:	
- Restricted Mayor's Christmas Fund*	\$336.57
- Restricted Parks & Recreation Fund*	\$1,000.59
- Restricted Capitol Improvement*	\$62,142.00
- Restricted Special Equipment*	\$2,000.00
*Restricted funds are included in General Fund total.	
Money Market	<u>\$78,004.22</u>
Total	\$196,379.34

Street and Highway Fund \$70,313.73
Sewer Construction Fund \$396.62
Utilities Fund \$48,557.51

- b. Clerk Siffring presented vouchers: General Fund vouchers 11172 - 11224 in the amount of \$51,753.34; Street and Highway Fund vouchers 1409 - 1410 in the amount of \$323.37; Sewer Construction voucher 1132 in the amount of \$5890.00; and Utilities Fund vouchers 1078 – 1079 in the amount of \$1,761.13 for a combined total of \$59,727.84. Council Member Jenkins made a motion to approve the vouchers in the amount of \$59,727.84 The motion was seconded by Council Member Smith and carried 5-0.
 - c. The Clerk reported results of the audit of 2016 financials. One deficiency noted was a lack of separation of duties. The auditor commented that this situation is "not unique" to Linn

Valley or to most small cities. The Clerk informed the Council that this comment has been repeated on numerous previous annual reports.

- d. Lybarger Oil has offered an agreement for a guaranteed price for propane for one year. Cost will be \$1.49 per gallon. The previous year's contract was for \$1.29 per gallon. Council Member Jenkins asked the Clerk to investigate alternative sources for propane. Council Member Donelson made a motion to approve the agreement for 2017. The motion was seconded by Council Member Davies and the motion carried 5-0.

4. WATER STUDY

- a. Mayor Dwyer introduced Philip Fishburn of Midwest Assistance Program. He explained the 'Chain of Custody' and that the City had legal authority and regulatory responsibility for the water system owned by the City. Mr. Fishburn recommended that findings of the PER be presented at a public meeting. A second meeting could take place two weeks to a month later for the purpose of public comment.
- b. Council Member Donelson commented on a newspaper article that could have lead to a possible misunderstanding of his remarks that were made at the previous meeting. Council Member Davies noted that the existing water agreement with the POA already requests information on the water plant and system .Attorney Thompson recommended that a Memorandum of Understanding be written to clarify what the agreement states about reporting. Council Member Donelson said that we should work on a common goal.
- c. Attorney Thompson has written an inter-local agreement with RWD#1, LaCygne and PWWS#13 for cooperation during the PER investigation. When contact information has been provided, letters will be sent out.

5. SEWER PROJECT REPORT

- a. The Mayor informed the Council that work will begin on the roads the last week in May, weather permitting.

6. MEETING WITH COMMISSIONERS AND AMR

- a. Council Member Jenkins that he, the Mayor and Fire Chief Smith attended the Linn County Commissioners meeting to discuss the contract with AMR. The purpose was to staff the ambulance with a qualified individual. Commissioners were requested to work with AMR , to review the contract and to get options on staffing.

7. CONTRACT WITH BG CONSULTANT ARCHITECT

- a. Council Member Donelson reported that a meeting was planned on May 22nd to meet with the architect from BG Consultants to discuss a police station/city hall/meeting area building. Donelson asked the Council to decide if the grant writer should attend. It was consensus that the grant writer should attend. A motion was made by Council Member Davies to authorize the Mayor to sign the contract for the architect. The motion was seconded by Council Member Donelson and the motion passed 5-0.

8. EMERGENCY PLANNING COMMITTEE REPORT

Council Member Donelson reported on the April 26th Emergency Planning Committee meeting. The members identified Critical Hazards as tornados, the lake, the water system, winter weather, and an active shooter. Council Member Donelson, Fire Chief Daniel Smith, Pam McCoy and Mindy Cyr attended the Linn County Emergency Management meeting on April 27th. Council Member Donelson also mentioned that this is the time of year for snakes. Council Member Donelson asked individuals in the community check on neighbors in times of emergency. The next County Emergency Management meeting is July 27th at 7:00 pm.

9. SANITATION REPORT

- a. Sanitation Operator Mike Page was absent but provided a written report which was read by Mayor Dwyer. Pumps were run daily, two pumps on the west station were pulled, floats were cleaned, locates were done as requested, and pumps checked at 2365. Baby wipes are still clogging the pump.

10. FIRE DEPARTMENT REPORT

- a. In the absence of Chief Smith, there was no report.

11. POLICE DEPARTMENT REPORT

- a. In the absence of Police Chief Murrison, there was no report.

12. BUILDING INSPECTOR'S REPORT

- a. Building Inspector Isabell reported 49 inspections, 16 new permits, 4 finalized projects, 94 projects still open and 44 administrative hours.

13. CODES ENFORCEMENT OFFICER'S REPORT

- a. Codes Enforcement Officer reported 12 properties inspected and 12 corrections issued, 4 corrections completed. Of the previously condemned properties ten are now cleared and work is not complete on one.
- b. Officer Fitch completed training in Salina in April. He also assisted with the Dog Clinic.
- c. Officer Fitch asked for action to demolish a previously condemned property that has been contracted out.

14. OPEN FORUM

There were no comments from the audience.

15. ADJOURN

- a. Council Member Kidwell made a motion to adjourn. The motion was seconded by Council Member Donelson and carried 5-0. The meeting adjourned at 7:04 pm.

Submitted by
City Clerk Siffring