

REGULAR MEETING
OF THE CITY COUNCIL
OF LINN VALLEY, KANSAS
DECEMBER 11, 2017
6:00 pm

Mayor Jeanne Dwyer opened the meeting at 6:00 pm.

Council Members present were Dan Davies, Lew Donelson, Dennis Kidwell, and Claire Smith. Council Member Jenkins was absent. A quorum was present. Also present were City Attorney Gary Thompson, City Clerk Karen Siffring, Sanitation Operator Mike Page, Deputy Fire Chief Melissa Crownover, Police Chief Corey Murrison, Building Inspector Joe Isabell and Codes Officer Ralph Fitch.

1. REVIEW AGENDA

There were no changes to the agenda.

Mayor Dwyer announced her request to appoint Brad Pennington to fill the vacant seat on the council. Council Member Kidwell motioned to approve the appointment. The motion was seconded by Council Member Davies and passed 3-0. Council Member Pennington took his seat with the council.

2. APPROVAL OF MINUTES

Mayor Dwyer asked if there were any comments on or changes to the minutes from the November 27, 2017 meeting. With no objection, the minutes stood approved and will be posted on the website.

3. PASSING OUT CHRISTMAS BONUSES

Mayor Dwyer passed out bonuses to employees expressing gratitude for their work and service to the City.

4. WATER AGREEMENT

Attorney Thompson explained the need for the revision to the February 8, 2016 water agreement with the Property Owners Association. The revised agreement will allow the termination of the agreement by either party and no longer will allow the assets to be returned to the POA. Mayor Dwyer received assurances from Roger Canaan, president of the POA Board, that the agreement will be approved at the next board meeting. Council Member Kidwell made a motion to authorize the Mayor to sign the water agreement. The motion was seconded by Council Member Donelson and passed 4-0.

5. SANITATION REPORT

Operator Page reported running pumps daily; doing locates as required, and changing out a grinder pump. Page also explained to the Council that lift station pumps are being clogged by fibrous material and requiring frequent cleaning. On the average, the pumps are pulled twice a week for cleaning and repair. A grinder or cutting system was suggested at the cost of approximately \$5000. Page offered to invite an equipment representative for presentation at a future council meeting to answer questions. The council asked what would solve the problem.

Page said there are no guarantees that any system will work 100% of the time. The council asked Page to do further research on a solution that will work long term.

6. SURPLUS RESOLUTION

A resolution was presented to surplus a trailer, several printer/copier/fax machines, and electronic devise. Council Member Kidwell made a motion to approve Resolution 79. The motion was seconded by Council Member Davies and passed 4-0. Council Member Donelson made a motion to assign disposition of items to the City Clerk. The motion was seconded by Council Member Davies and carried 4-0.

7. END OF YEAR FINANCIAL STATUS

Clerk Siffring reported projected expenses for the 2017 fiscal year. After comparing expenses and spending authority, Clerk Siffring estimated that the City still had \$40,000 in the expenses budget. After discussion, Council Member Davies made a motion to move \$17,000 into the Restricted Capital Improvement fund and \$18,000 into the Restricted Special Equipment Fund. After a second by Council Member Kidwell, the motion passed 4-0.

8. CITY CLERK'S REPORT

a. City Clerk Siffring presented the financial report for November. General Fund expenses for the month were \$46,197.85. General income was \$8,523.25.

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

General Fund	\$56,242.91
Special Funds:	
- Restricted Mayor's Christmas Fund*	\$336.57
- Restricted Tree Maintenance Fund*	\$2,350.00
- Restricted Parks & Recreation Fund*	\$1,300.59
- Restricted Capitol Improvement*	\$62,142.00
- Restricted Special Equipment*	\$2,000.00
*Restricted funds are included in General Fund total.	
Money Market	<u>\$103,339.39</u>
Total	\$159,582.30

Street and Highway Fund	\$78,261.83
Sewer Construction Fund	\$2,490.30
Utilities Fund	\$148,471.94
Infrastructure Fund	\$49,512.00

b. Clerk Siffring presented vouchers: General Fund vouchers 11580 - 11579 in the amount of \$27,467.74; Street and Highway Fund vouchers 1427 - 1428 in the amount of \$67.80; Sewer Construction Fund voucher 1147 in the amount of \$57,540.00; and Utilities Fund vouchers 1112 - 1115 in the amount of \$2,099.85; for a combined total of \$87,175.39. Council Member Davies made a motion to approve the vouchers in the amount of \$87,175.39. The motion was seconded by Council Member Kidwell and carried 4-0.

c. Clerk Siffring requested the council consider approving writing a City Code. An estimate for the project was \$2900 to \$4200. After hearing further information from Attorney

Thompson, Council Member Donelson made a motion to move forward with a maximum cost of \$4,500. The motion was seconded by Council Member Davis and carried 4-0.

9. FIRE DEPARTMENT REPORT

- a. Deputy Chief Crownover thanked Corey and Todd for their help and support. There have been two training courses this month with more scheduled through March 2018. The fire station is clean and the office is finished with work to continue on the training room. SCBA's are expected to arrive in January. The department received a John Deere Gator. In November there were three medical calls and one grass fire. The department will be looking for radios to purchase. It was noted that having the Police Department attend the training sessions was motivating. John Edwards was sworn in as firefighter by Clerk Siffring.

10. POLICE DEPARTMENT REPORT

- a. Police Chief Murrison reported that one pumper truck and a brush truck were operational. He requested paying Melissa Crownover and Todd Stone each \$300 per month. This amount would not be an increase in the budget. The motion to split the \$600 for Melissa and Todd was made by Council Member Davies and seconded by Council Member Kidwell. The motion carried 4-0. Council Member Donelson asked the council to consider reimbursing Chief Murrison at least \$250 for running two departments. Council Member Davies asked for financial information and a written proposal for the pay increase. He noted that he agreed that Murrison should be compensated for his additional responsibilities.
- b. Chief Murrison told the council that he had accrued a large amount of vacation time, exceeding the amount that can be carried over into another year. He asked for payment of those vacation days. Council Member Donelson made a motion to pay Murrison for 100 hours of vacation. The motion was seconded by Council Member Kidwell and passed 4-0.
- c. Chief Murrison reported receiving a Gator from the Forestry Service. The Gator had been applied for while Chief Downey was employed by the City. Chief Murrison's report included: three arrests for narcotics and two for driving while suspended. Two citations were issued, a total of three dogs were impounded, and two non-injury accidents. One accident involved a police vehicle hitting a cow.

11. BUILDING INSPECTOR'S REPORT

- a. Building Inspector Isabell reported 66 inspections, 4 new permits with 2 new homes, 3 finalized projects, 40 active permits, 63 inactive permits, and 40 administrative hours.

12. CODES ENFORCEMENT OFFICER'S REPORT

Officer Fitch reported 6 properties inspected, 2 correction notices issued, 15 correction notices from November still working, 1 property with dumped items, 2 court cases still pending and a motorhome removed from Timber Valley Road. Officer Fitch explained to the council the need for better accountability from the Municipal Court and the city attorney in response to citations issued by the Codes Officer. He was concerned about costs to the city for lack of court costs and fines as well as prolonged cases. He consulted Attorney Thompson about abatement of the property with dumped items. The abatement process will take 60 days after a letter is sent.

Attorney Thompson recommended the council consider distribution of some items on the surplus resolution. Thompson suggested the iPad be passed to Mayor Dwyer as a gift from the City. Council Member Donelson made a motion the Mayor Dwyer be allowed to keep the iPad, less city information. The motion was seconded by Council Member Davies and the motion carried 4-0. Council Member Donelson made a motion to have the trailer stay with the City and the Fire Department. The motion was seconded by Council Member Pennington. The motion passed 4-0.

Council Member Donelson thanked Mayor Dwyer for her service to the City. He said it was an honor and privilege for him as a council member and he learned much about the City.

13. OPEN FORUM

A question arose about inspection timing for construction of their project. It was explained that without paying for the permit there can be no inspections.

14. ADJOURN

- a. Council Member Davies made a motion to adjourn. The motion was seconded by Council Member Donelson and the motion carried 4-0. The meeting adjourned at 7:26 pm.

Submitted by
City Clerk Siffring