

REGULAR MEETING
OF THE CITY COUNCIL
OF LINN VALLEY, KANSAS
MAY 14, 2018
6:00 pm

Mayor Smith opened the meeting at 6:00 pm. Council Members present were Jason Jenkins, Lew Donelson, Dennis Kidwell, Brad Pennington, and Dan Davies. A quorum was present. Also present were City Attorney Gary Thompson, City Clerk Karen Siffring, Sewer Operator Mike Page, Police Chief Corey Murrison, and Building Inspector Joe Isabell.

1. REVIEW AGENDA

Mayor Smith requested a ten minute executive session for legal to be held after completing the review of minutes. There were no other changes to the agenda.

2. APPROVAL OF MINUTES

Mayor Smith asked for changes to the minutes from the April 9, 2018 meeting. Council Member Donelson made a motion to accept the minutes as written. The motion was seconded by Council Member Pennington and carried with a vote of 5-0. The Mayor asked if there were changes to the minutes from the April 14, 2018 special meeting. Council Member Donelson made a motion to accept the minutes as presented. A second by Council Member Davies was followed by a 5-0 vote.

Council Member Pennington made a motion to hold a ten minute executive session for legal matters. The motion was seconded by Council Member Kidwell and passed 5-0. The Council retired to the meeting at 6:02 and returned at 6:14 with no action was taken.

3. MAYOR'S REPORT

Mayor Smith reported attending a mayor's conference noting that it was beneficial for networking as well as the information presented. She recommended other council member consider attending.

The City, POA, and Pride Committee will hold Linn Valley Community Day. There will be games, a band and a meal. The Council is encouraged to assist with the event.

The Mayor reported that Nadine Shea resigned from the Planning and Zoning Commission. Mayor Smith nominated Neal Padgett the Commission position. Council Member Kidwell made the motion to appoint Mr. Padgett as a member of the P&Z Commission. The motion was seconded and passed 5-0. Mr. Padgett was sworn in by Clerk Siffring.

Mayor Smith requested each council member sign a code of ethics. Signed documents of Council Members' and the Mayor's Code will be posted on the city website.

The Memorial Day Program will be held May 28th at 1pm at Memorial Park.

4. WATER PROJECT

The Consent Order was received. It was forwarded to Attorney Thompson and Brian Kingsley of BG Consultants for review and negotiations with KDHE. Council Member Davies made a motion to authorize the mayor to negotiate new dates within the agreement and to sign the final agreement. The motion was seconded by Council Member Jenkins and passed 5-0.

POA Manager Pam McCoy informed the Council that the area was using rural water source because of a valve malfunction in the water plant. The replacement part has been ordered.

5. POLICE DEPARTMENT BUILDING

Council Member Donelson told the Council that he would have prints and more information on cost of a police building to present at next meeting. He asked the Council to be considering ways to pay for the building including waiting until it can be paid in full, requesting a grant or obtaining bank financing.

6. DELINQUENT UTILITY BILLS

Attorney Thompson presented a policy to address delinquent sewer bills. Options in the policy would be to cut off water, add the amount of the delinquent bill to property taxes, take legal action or any combination of these options. The property owner may also negotiate a payment plan or request a hearing before the council. Council Member Donelson made a motion to accept the policy effective immediately. The motion was seconded by Council Member Davies. The motion carried 5-0.

7. SHAFER, KLINE AND WARREN

Clerk Siffring informed the Council that invoices were received from SK&W and have been approved by KDHE. The Council had previously approved payment of these invoices through approving the contract amendment. The firm is in process of providing to the City, details of the engineer's portion of the project. The Council directed the Clerk to not send the check until all information has been received. Sewer Operator Page will contact SK&W in regard to getting these documents.

Operator Page asked the Council to consider establishing an on-call engineering firm to assist with expansion of the lines. Council Member Davies made a motion to direct Attorney Thompson to produce a letter to be sent to several engineering firms asking if there is interest in taking this on-call task. Council Member Pennington seconded the motion. The motion passed 5-0.

8. BUDGET WORKSHOP

Council Member Donelson made a motion to hold a special workshop on June 8th at 10:00am for discussion of the 2019 budget. The motion was seconded by Council Member Davies and passed 5-0.

9. CITY CLERK'S REPORT

City Clerk Siffring presented the financial report for April 2018. General Fund expenses for the month were \$75,187.60 which included payment of the insurance package. General income was \$8,888.50.

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

General Fund	\$41,012.08
Special Funds:	
- Restricted Mayor's Christmas Fund*	\$336.57
- Restricted Tree Maintenance Fund*	\$2,250.00
- Restricted Parks & Recreation Fund*	\$1,300.59
- Restricted Capitol Improvement*	\$79,142.00
- Restricted Special Equipment*	\$20,000.00
*Restricted funds are included in General Fund total.	
Money Market	<u>\$203,687.78</u>
Total	\$244,699.86

Street and Highway Fund	\$87,036.58
Sewer Construction Fund	\$61,128.07
Utilities Fund	\$114,885.19
Infrastructure Fund	\$46,429.50

Payment of \$109,182.00 was for annual payment of the loan

Clerk Siffring presented vouchers: General Fund vouchers 11859 – 11912 in the amount of \$33,056.08. Street and Highway Fund voucher 1434 in the amount of \$1,434.00; and Utilities Fund vouchers 1133 - 1138 in the amount of \$4,359.71. Council Member Donelson made a motion to approve the vouchers in the amount of \$38,849.79. The motion was seconded and carried 5-0.

10. SEWER REPORT

Operator Page reported the lift station/cutter is working well. He presented an invoice for tapping system tools and explained that this equipment is unique to Linn Valley. The Council was asked if the City wanted to pay for the system, or ask Operator Page to purchase it and charge the City for its use. Council Member Jenkins made a motion to authorize payment of \$2000 for the tools and \$4000 for the tap for a total of \$6000. The motion was seconded and carried 5-0.

Electrical installation for six of the nine alternate properties has been complete. One of the locations is in foreclosure. Attorney Thompson will work with Operator Page on the foreclosure.

11. FIRE DEPARTMENT REPORT

Police Chief Murrison reported thirteen calls and three trainings. Radios have been re-programmed. Council Member Donelson made a motion to authorize \$5000 to construct a gate and gravel the road to the burn pile. Attorney Thompson recommended having the area surveyed and submitting it in order to plat the road. The Council will then approve by ordinance to establish the road as a city street.

Chief Murrison suggested an ordinance be written to address illegal dumping that may occur at the burn pit site.

Mayor Smith reminded the Council that manning the burn pile will be an additional expense to consider when working on the 2019 budget. She thanked Chief Murrison for their work and noted there was positive feedback. Murrison said that the majority of the brush had been burned.

12. POLICE DEPARTMENT REPORT

Police Chief Murrison reported a total of 6 drug related arrests. An arrest was made for domestic violence. There were three agency assists and two reports for criminal damage.

Sergeant Rogers responded to a call about a vehicle traveling north in the south bound lane on 69 highway. The suspect ran two vehicles off the road. Rogers was able to get the suspect into custody after the vehicle drove through a fence on private property and stopped. The suspect was charged for DUI, felony flee & elude, aggravated assault and drug possession.

In the month of April, the department has seized approximately one pound of marijuana, three ounces of methamphetamine, cocaine, heroin, and illegal prescription medications along with approximately \$2000 suspected of being drug proceeds.

13. BUILDING INSPECTOR'S REPORT

Building Inspector Isabell reported 65 inspections, 12 new permits with 3 new homes, 9 finalized projects, 39 active permits (including 22 homes), 66 inactive permits, and 45 administrative hours.

14. CODES ENFORCEMENT OFFICER'S REPORT

Codes Office Ralph Fitch was absent. Per his report, 12 properties were inspected, 6 correction notices were issued, still working 5 corrections from April, 1 court case pending, 2 court cases complete and 6 notices completed.

15. OPEN FORUM

Pam McCoy thanked the Fire Department and Police Department for their putting out the fire at the clubhouse.

Bill Wilson addressed the Council and raised concern about the fire hazard of lots with cedar trees and grown brush. He gave packets of information to council member.

The Council responded to questions by Jay Butler regarding possibly locating the new police building inside the gates.

Council Member Donelson made a motion to hold a thirty minute executive session for personnel reasons. The motion was seconded and carried 5-0. The Council retired to session at 7:38. The Council returned at 8:08 with no action taken.

16. ADJOURN

Council Member Donelson made a motion to adjourn. The motion was seconded and the carried 5-0. The meeting adjourned at 8:10 pm.

Submitted by
City Clerk Siffring