

REGULAR MEETING  
OF THE CITY COUNCIL  
OF LINN VALLEY, KANSAS  
JUNE 11, 2018  
6:00 pm

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

1. REVIEW AGENDA

No changes were made to the agenda.

2. APPROVAL OF MINUTES

Mayor Smith asked the Council to review minutes from the May 14<sup>th</sup> meeting. Council Member Kidwell made a motion to approve the minutes. Council Member Pennington seconded the motion and the motion passed 4-0. Council Member Donelson made a motion to approve the May 23 minutes. Council Member Davies seconded the motion after requesting a date change. The motion carried 4-0. June 8 minutes were reviewed and Council Member Pennington motioned to approve the minutes. Council Member Davies seconded and motion passed 4-0.

3. MAYOR'S REPORT

Mayor Smith reported making progress on the new position. Three resumes have been received. Discussing a Public Safety Officer position will be added to next month's agenda. There is a need to hire a city mower after resignation of Ralph Wallace.

The Mayor encouraged the Council to assist in the activities of the Linn Valley Community Days being sponsored by the City, POA, and Linn Valley Community Pride Committee.

4. WATER PROJECT

A Consent Order has been received and will go into effect when the Mayor signs the agreement. The Mayor and representative from BG Consultants will attend a LaCygne City Council Meeting. Plans are being made to attend a meeting with Rural Water.

5. SEWER REPORT

Operator Page reported no calls over the Memorial Day weekend. There were several Dig-Save calls. Page noted the need for an on-call engineering service. Two companies submitted contracts. Attorney Thompson informed the Council that the submitted contract from McClure Engineering Company was for one year with an option to renew and with no retainer fees. Council Member Davies made a motion to authorize the Mayor to sign the contract with McClure Engineering Company for on-call engineering services. The motion was seconded and passed 4-0.

Progress continues on installing sewers on the alternate houses with four houses wired and work on-going on 5-6 houses. Installation of sewer at a former foreclosure property is being discussed.

6. FIRE DEPARTMENT REPORT

Melissa Crownover reported ten calls and one training in May. Mayor Smith acknowledged the water patrol as being a benefit to the community.

7. POLICE DEPARTMENT REPORT

Police Chief Murrison was absent. In the provided report there were nine arrests for several issues including marijuana possession, driving while suspended, and domestic violence. Also, there was a structure fire, an agency assist, an unattended death, and two reports taken.

8. CODES ENFORCEMENT OFFICER'S REPORT

Codes Office Ralph Fitch was absent and no report submitted.

9. BUILDING INSPECTOR'S REPORT

Building Inspector Isabell reported 76 inspections, 17 new permits with 3 new homes, 14 finalized projects, 41 active permits (including 27 homes), 71 inactive permits, and 40 administrative hours. There have been approximately 16 homes receiving permits in 2018. While the Inspector Isabell has tried several methods to contact permit holders, some outstanding permits have not been paid. Attorney Thompson will write letters to each.

10. CITY CLERK'S REPORT

City Clerk Siffring noted the completed 2017 audit. Copies were given to members of the Council.

Linn County is distributing money for park funds. The Council was asked to confirm that the money would be used "only for purchase, establishment, maintenance or expansion of park and recreational services, programs and facilities". Council Member Kidwell made the motion to respond stating that funds would be used for the purpose intended. Council Member Pennington seconded the motion which carried 4-0.

The financial report for May 2018 is as follows:

General Fund expenses for the month were \$28,060.12. General income was \$17,349.60.

Following are balances of the City's accounts as of May 31<sup>st</sup>, before reconciliation.

General Fund	\$31,379.77
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/Money Market total.

Money Market	<u>\$203,785.51</u>
Total	\$235,165.28

Street and Highway Fund \$86,788.27  
Sewer Construction Fund \$61,128.07  
Utilities Fund \$130,107.06  
Infrastructure Fund \$41,635.35. Expenses were \$6,034.00.

Clerk Siffring presented vouchers: General Fund vouchers 11913 – 11966 in the amount of \$32,633.98. Street and Highway Fund vouchers 1435 - 1436 in the amount of \$54.08; Sewer Construction Fund voucher 1150 in the amount of \$56,672.37 and Utilities Fund vouchers 1139 - 1147 in the amount of \$12,720.10. Council Member Donelson made a motion to approve the vouchers in the amount of \$102,080.53. The motion was seconded by Council Member Davies and carried 4-0.

11. POLICE DEPARTMENT BUILDING

Council Member Donelson reviewed the previous activity made toward building a station for the police. To date, the plans developed are 2500 square foot building with a 510 square foot garage. Donelson asked the Council to approve \$750 for services of an architect to make drawings and specs. Council Member Davies made the motion allowing up to \$750 for an architect. The motion was seconded and passed 4-0. Financing options were presented. Donelson will contact the bank to discuss financing through a lease/purchase agreement.

Mayor Smith asked that Delinquent Notices for sewer payments be sent. City and POA attorneys are discussing options for cedar trees.

12. OPEN FORUM

There were no comments.

13. ADJOURN

Council Member Pennington made a motion to adjourn. The motion was seconded by Council Member Davies and carried 4-0. The meeting adjourned at 7:21 pm.

Submitted by  
City Clerk Siffring