

REGULAR MEETING  
OF THE CITY COUNCIL  
OF LINN VALLEY, KANSAS  
JULY 9, 2018  
6:00 pm

Mayor Cindy Smith opened the meeting at 6:00 pm. Council Members present were Lew Donelson, Dennis Kidwell, Brad Pennington, Jason Jenkins and Dan Davies. A quorum was present. Also present were City Clerk Karen Siffring, Police Chief Corey Murrison, Codes Officer Ralph Fitch, and Building Inspector Joe Isabell.

1. REVIEW AGENDA

Mayor Smith requested adding Personnel as an item to the agenda to be placed after the Mayor's report. Council Members Jenkins and Davies made a motion and seconded it to add Personnel to the agenda. Vote was 5-0. There were no other changes.

2. APPROVAL OF MINUTES

Mayor Smith asked the Council to review minutes from the June 11<sup>th</sup> meeting. Council Member Donelson made a motion to approve the minutes. Council Member Davies seconded the motion and the motion passed 5-0.

3. MAYOR'S REPORT

The Mayor reminded the Council of the Linn Valley Community Day being sponsored by the City, POA, and Linn Valley Community Pride Committee. Final preparation meeting is Friday at 6:00pm at the Community Center. Linn Valley Police are participating and Council Members were encouraged to be involved.

Mayor Smith reported making progress on the new position for a full time Codes/Building Inspector. First round of interviews has been completed. Two second interviews are scheduled this week.

The Council will hold a special meeting on Monday July 16 at 3:30pm to discuss the 2019 budget. Hiring a mower for City roads will be added to this agenda.

4. WATER PROJECT

The Mayor and representative from BG Consultants will meet with the Rural Water District #1 at Labette Bank. The public is invited to attend.

5. PUBLIC SAFETY DEPARTMENT

Mayor Smith initiated discussion to establish a Public Safety Department that would unite the Police Department and Fire Department under one director. Police Chief Murrison requested Police Department and Fire Department continue to have separate budgets. After discussion, Council Member Davies made a motion to put the departments under a full time public safety officer. The motion was seconded by Council Member Pennington and carried 5-0.

6. FIRE DEPARTMENT REPORT

Police Chief Murrison presented the monthly report for the fire department. There were eight calls including four individuals with health issues, a golf cart accident, two hay bale fires, attendance at fireworks for potential emergencies, and training.

Chief Murrison requested purchase of turn-out gear to fit one of the fire fighters at a cost of \$2466 from Jerry Ingram Fire. Funds are available in the Fire Department budget for the purchase. Council Member Pennington made a motion to allow the purchase of the turn-out gear. The motion was seconded by Council Member Donelson and the motion passed 5-0. Murrison asked that funds be added to the 2019 budget to purchase one set of gear to replace out-of-date sets.

Shannon Stancer was sworn in as a Linn Valley Fire Fighter by Clerk Siffring.

7. POLICE DEPARTMENT REPORT

Chief Murrison reported a 4 wheeler theft, two accidents, an unlawful burning, and four arrests. The 4<sup>th</sup> of July holiday was uneventful. The Fire Fighters patrolled the lake and boat ramps. There was positive feed-back from the public and fewer complaints than in the past.

Harley, the police K9, is still in training. The trainer reports she is doing very well and the police department expects to have her back in about four weeks.

The road to the burn pile has been surveyed and the report will be sent through the legal process to establish it as a city street.

Chief Murrison is continuing to make arrangement for the Citizens Academy. Trainers are being lined up and several citizens have express interest in attending training.

8. BUILDING INSPECTOR'S REPORT

Building Inspector Isabell reported 78 inspections, 20 new permits with 3 new homes, 14 finalized projects, 45 active permits (including 29 homes), 72 inactive permits, and 48 administrative hours. The Inspector Isabell has attempted to contact permit holders that have not paid their fees. The Council agreed to have the City write a letter to each holder requesting fees be paid. If there are no results, Attorney Thompson will be asked to write a form letter to follow up.

9. CODES REPORT

Officer Fitch reported 10 properties inspected, 10 corrections issued, 10 corrections in process, one court case pending, and one correction notice completed. Carpets and floors at City Hall were cleaned but are scheduled to be redone as they were not determined to be acceptable work. Officer Fitch presented a bid to repair the ramps, steps and deck at City Hall. The Council requested a second bid. If the second bid is received before Monday's meeting, the project will be added to the agenda. A bid has been requested to repair/replace lights in the meeting hall. A sump pump or a drainage line is needed under the meeting building and bids will be requested.

10. CITY CLERK'S REPORT

The financial report for June 2018 is as follows:

General Fund income for the month was \$137,837.12 including \$93,756.36 for Ad Valorem tax. Expenses were \$34,293.27 which included \$4,700 for the auditor.

Following are balances of the City's accounts as of June 30<sup>th</sup>, before reconciliation.

|  |                     |
|--|---------------------|
| General Fund   | \$130,868.32        |
| 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>\$203,880.70</u> |
| Total  | \$334,749.02        |

Street and Highway Fund \$86,819.40  
Sewer Construction Fund \$4,455.71  
Utilities Fund \$135,463.91  
Infrastructure Fund balance is \$38,520.50 Expenses were \$1,875.00.

Clerk Siffring presented vouchers: General Fund vouchers 11967 – 12015 in the amount of \$36,599.45. Street and Highway Fund vouchers 1437 - 1438 in the amount of \$119.95; Utilities Fund vouchers 1148 – 1154 and 1271 – 1275 in the amount of \$13,897.89. Council Member Donelson made a motion to approve the vouchers in the amount of \$50,617.29. The motion was seconded by Council Member Davies and carried 5-0.

MFA Oil sent a proposed fixed price contract. Price per gallon would be \$1.45. Council Member Davies made a motion to approve the contract. The motion was seconded by Council Member Pennington and passed 5-0.

Clerk Siffring informed the Council that Shafer, Kline & Warren has provided the requested information. Council Member Davies made a motion to release the check. Council Member Donelson seconded and the motion passed 5-0.

11. STANDARD TRAFFIC ORDINANCE AND UNIFIED PUBLIC CODE ORDINANCE

Two ordinances were presented to adopt the 2018 versions of the STO which would be proposed ordinance #194 and the UPCO which would be ordinance #195. Council Member Kidwell made a motion to adopt Ordinance #194. Council Member seconded the motion and the motion carried 5-0. Council Member Kidwell made a motion to adopt Ordinance #195. The motion was seconded by Council Member Jenkins and passed 5-0.

12. POLICE DEPARTMENT BUILDING

Council Member Donelson reported Chief Murrison's completion of details requested by the architect. The architect can then more accurately provide the scope and cost for the structure. More information is expected at the next regular council meeting.

13. OPEN FORUM

A question was raised of having farm animals on property within the City limits but outside Linn Valley Lakes. City Ordinance #83 limits these types of animals to large acreages. Codes Officer Fitch provided background on the request. The Council will present the question to Attorney Gary Thompson and there will be additional discussion when that information is available.

14. ADJOURN

Council Member Donelson made a motion to adjourn. The motion was seconded by Council Member Davies and carried 5-0. The meeting adjourned at 7:07 pm.

Submitted by  
City Clerk Siffring