

REGULAR MEETING OF THE CITY COUNCIL  
OF LINN VALLEY, KANSAS  
OCTOBER 8, 2018  
6:00 pm

The regular meeting was opened at 6:00 pm by Mayor Cindy Smith.

Present at the meeting were Mayor Smith and Council Members 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, Police Chief Corey Murrison, Building & Codes Officer Dan Donham, and Property Maintenance Officer Ralph Fitch.

1. REVIEW OF AGENDA

No additions or changes were made to the agenda.

2. APPROVAL OF MINUTES

Council Member Davies made a motion to approve minutes from the September 10, 2018 council meeting. The motion was seconded by Council Member Donelson and passed 4-0.

3. MAYOR'S CHRISTMAS TREE

The Mayor reported having lunch with Ann Keffer who, last year, donated a Christmas tree to the City. Mrs. Keffer asked that plans be made to put up and take down the tree each holiday season. Former Mayor Dwyer and Community Pride Committee member will oversee the process of putting up the tree and taking it down this year.

4. POLICE DEPARTMENT BUILDING

Council Member Donelson introduced Jim Van Kirk of Van Kirk Engineering, Inc. Mr. Van Kirk has been working with Donelson and Police Chief Murrison to design a police station building. Mr. Van Kirk presented a design for the Council to consider. The plan was designed with specifications meeting regulations mandated for police stations. Staying within the budget was also a concern. The site would need minimal excavation which would save the City some money. The building will have metal sides and metal roof. Bids will be requested to get a better estimation on cost of construction. Mr. Van Kirk noted that at this time of year and with the economy, contractors are busy finishing projects and have on new ones previously scheduled.

The Council previously approved payment of \$750 for Mr. Van Kirk. Council Member Donelson made a motion to pay an additional \$500 to Mr. Van Kirk for the extra work and expense he incurred with designing the project. Council Member Davies seconded the motion and it passed 4-0.

5. FITCH LANE CONSTRUCTION MATERIALS

Council Member Donelson told the Council that there was a possibility that the construction of Fitch Lane and the Police Station would be combined and could save the City money. Council Member Donelson made a motion that he researches an opportunity to combine the two projects. The motion was seconded by Council Member Davies. The motion carried 4-0.

Council Member Donelson presented an authorization agreement with Mid-State Materials, LLC. The company provides rock and gravel that would be needed for Fitch Lane. The authorization would give City an account and allow the use of its tax exempt status. Donelson made the motion to approve the Agreement. The motion was seconded by Council Member Davis and passed 4-0.

6. SEWER REPORT

Operator Mike Page was absent. In his report, lift stations were checked, locates were done as requested, and a broken fitting on a grinder pit was replaced. Installation of the nine alternate properties is expected in late November.

7. FIRE DEPARTMENT REPORT

Police Chief Murrison presented the monthly report for the fire department. Firefighters continue training on department equipment. There were five call outs in September and three (to date) in October.

8. POLICE DEPARTMENT REPORT

Chief Murrison reported that the K-9 (Harley) was back. Officer Kline, the K-9, and the trainer would soon be certified nationally. Seven drug related arrests were made over the last month. There were also arrests for driving while suspended, for violation of a court order, and for domestic violence.

9. BUILDING AND CODES REPORT

Building & Codes Officer Donham reported numerous inspections on new construction, a variety of renovation projects, and new electrical service. Mr. Donham noted that some electrical disconnects on electrical poles are not grounded as required and he continues to inform property owners of this requirement and safety issue. Fifteen phone calls were received last month regarding code and permit requirements. Thirty calls were made to property owners for nuisance issues and requesting corrective action. There were three permits for new houses, two skid sheds, three new accessory buildings, six structure repairs, a dock, a fence and a carport.

Lot 153 is a site with a burned down house. Debris remains at the site and the site is not safe. First notice to the owner of non-compliance was June 2018. Mr. Donham outlined the dates and steps taken with the property owner to resolve the issue. Mr. Donham recommended steps be taken to condemn the property. Property owner, Mr. Eastwood said he has been cleaning the site and needs more time. Mayor Smith explained that the resolution which is being considered would set a hearing date which would be about six weeks away. So there would be time for him to finish removing debris and make the site safe. If the nuisance and safety issues are resolved before the hearing date, there would not be a hearing. Council Member Donelson made a motion to adopt Resolution #82 and set the hearing November 20, 2018 at 6:30 pm at City Hall. The motion was seconded by Council Member Davies. The motion carried 4-0.

10. BUILDING/PROPERTY MAINTENANCE REPORT

Property Maintenance Officer Fitch reported the completion of cleaning the ditches on 2400 Road and 60 yards of Ullery Road. The Council praised the work.

Codes Officer Fitch presented the bid for LED lights in the City Hall annex building. Council Member Davies made a motion to accept the bid at \$1714.90. Council Member Donelson seconded the motion. The motion passed 4-0.

Officer Fitch recommended adding gravel to the City Hall Circle before winter. The estimated cost would be less than \$2000 and would be paid with Street and Highway funds. Council Member Davies made a motion to approve adding gravel with a maximum cost of \$2000. The motion was seconded and passed 4-0.

#### 11. CITY CLERK'S REPORT

The financial report for September 2018 is as follows:

General Fund income for the month was \$47,888.24 with the majority from Ad Valorem and motor vehicle taxes. Expenses were \$33,022.24.

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

General Fund	\$76,241.33
Special Funds:	
- Restricted Mayor's Christmas Fund*	\$270.57
- Restricted Tree Maintenance Fund*	\$2,250.00
- Restricted Parks & Recreation Fund*	\$1,400.59
- 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>\$204,163.48</u>
Total	\$280,404.81

Street and Highway Fund \$90,507.73  
Sewer Construction Fund \$3,388.20  
Utilities Fund \$157,806.65  
Infrastructure Fund balance is \$20,185.32. Expenses were \$8,017.58

General Fund vouchers 12132 – 12182: \$52,387.18  
Street and Highway Fund vouchers 1443 – 1445: \$2,129.84  
Sewer Construction Fund voucher 1152: \$1,050.00  
Sewer Utilities Fund vouchers 1293 – 1299: \$11,291.01

A motion was made by Council Member Donelson to approve the vouchers in the amount of \$66,858.03. The motion was seconded and carried 4-0.

#### 12. MAYOR'S REPORT

The Mayor reported the City and POA have been working with Onyx Electronics on chemical feed at the water plant in response to the Consent Order. Results have been good. KDHE has been informed that a different lab, Pace Analytical, will now be testing the water.

A priority for the Mayor has been performance reviews and evaluations and will be working on these towards the year end. The IT evaluation/review is temporarily on hold.

13. WATER PROJECT

A response from LaCygne Water is expected at the end of October. PWWSD #13 is able to provide adequate water but will need some system upgrades. The Mayor has not had a response from RWD#1. There will be a meeting with BG Consultants on October 31<sup>st</sup> at 1:00 pm.

14. BUILDING APPLICATION FEE

Charging an application fee for building permits had been discussed at the previous council meeting. After a short discussion and input from Officer Donham, it was recommended that no change be made at this time. The council may address the subject again if desired.

The Mayor noted that Donham will be out of the office November 1<sup>st</sup> and 2<sup>nd</sup> to attend his son's retirement from the army ceremony. His son will be receiving the Legion of Merit.

15. OPEN FORUM

The Council heard comments from the audience.

16. EXECUTIVE SESSION

Council Member Davies made a motion for an executive session for 15 minutes for legal. The motion was seconded and passed 4-0. The council retired to the board room at 7:25 pm and returned at 7:40 pm with no action taken.

17. ADJOURN

Council Member Davies made a motion to adjourn. The motion was seconded and carried 4-0. The meeting adjourned at 7:40 pm.

Submitted by  
City Clerk Siffring