

REGULAR MEETING OF THE CITY COUNCIL
OF LINN VALLEY, KANSAS
May 13, 2019
6:00 pm

The meeting was called to order at 6:00 pm by Mayor Cindy Smith.

Present at the meeting were Mayor Smith and Council Members Dan Davies, Lew Donelson, and Dennis Kidwell. Brad Pennington and Jason Jenkins were absent. A quorum was present.

The Mayor announced the resignation of Council Member Pennington.

The Mayor nominated Robert Suppenbach to fulfill the remainder of Council Member Pennington's term. Council Member Donelson made a motion to appoint Robert Suppenbach as City Council Member. The motion was seconded by Council Member Kidwell. The motion passed 3-0. Mr. Suppenbach was sworn in by City Clerk Siffring and he took his seat with the Council.

1. REVIEW OF AGENDA

There were no changes to the agenda.

2. APPROVAL OF MINUTES

Council Member Donelson made a motion to approve minutes from the April 8, 2019 meeting. The motion was seconded by Council Member Davies and passed 4-0. Donelson made a motion to approve minutes from the April 20, 2019 special meeting. The motion was seconded by Council Member Kidwell and passed 4-0.

3. SEWER REPORT

Operator Mike Page addressed the Council on the issue of ground water seeping out of a valve on a property with an installed sewer pump. He explained the problem is a design issue. A leak in the area of a sewer pump could be mistaken for a sewer leak. The Council recommended the area be repaired. Mayor Smith will follow up with the City Attorney.

4. PUBLIC SAFETY REPORT

Public Safety Director Corey Murrison requested vacation time June 6 – 15. He presented his monthly report. In April, the police department made four arrests for driving while suspended, one felony arrest and one arrest for aggravated burglary and attempted kidnapping.

The Citizen's Academy graduation was held May 1st. There are plans to hold another program in the fall.

The fire department reported three fire calls, six medical calls, and one day of training. A storm watch was activated and the storm shelter opened. A Fire Fighters Academy is being considered for those who are interested. The Department is also discussing starting a Junior Fire Fighters program for interested teenagers.

5. BUILDING AND CODES REPORT

Building & Codes Officer Dan Donham is working with owners of RV's needing maintenance or are abandoned. If the owner signs a waiver and pays the City \$100, the City will have them removed. Mike Keller has agreed to move each RV at a cost of \$100. Payment to Keller may increase if the job requires more work than simply transporting the RV/vehicle.

A contractor was removed as a City licensed contractor due to work not compliant to IBC.

Donham is placing stickers on premises and notifying owners that the building on their property is in need of repair, removal or demolition. The premises must be fit for human occupancy and use. Council Member Donham asked about occupancy permits for rental properties. Officer Donham has been considering the same need and will do research on how to proceed.

Forty seven permits were issued in April. From January through April, 189 permits have been issued.

6. CITY CLERK'S REPORT

The financial report for April 2019 is as follows:

General Fund income for the month was \$12,998.69 and expenses were \$44,417.78.

Following are balances of the City's accounts as of April 30th:

General Fund	\$121,191.21
Special Funds:	
- Restricted Mayor's Christmas Fund*	\$270.57
- Restricted Tree Maintenance Fund*	\$2,025.00
- Restricted Parks & Recreation Fund*	\$1,400.59
- Restricted Capitol Improvement*	\$34,075.32
- Restricted Special Equipment*	\$25,385.07
*Restricted funds are included in General Fund/Money Market total.	

Money Market	<u>\$124,682.67</u>
Total	\$245,873.88

Street and Highway Fund	\$106,004.98
Sewer Construction Fund	\$9,758.07
Utilities Fund	\$130,199.61
Infrastructure Fund balance is	\$51,956.25

General Fund vouchers: 12521 – 12579:	\$137,079.58
Street and Highway Fund vouchers: 1460 - 1463:	\$2,765.12
Sewer Utilities Fund vouchers: 1349 – 1355:	\$114,040.66
Sewer Construction Fund voucher: 1162:	\$9,758.07
Police Building: 1003 – 1005:	\$2670.00
Total:	\$52,613.40

A motion was made by Council Member Davies to approve the vouchers in the amount of \$52,613.40. The motion was seconded by Council Member Kidwell and carried 4-0.

The Clerk meets with the County Clerk's office June 20th to discuss the 2020 Budget. A special Council meeting will be held before that time if necessary.

7. MAYOR'S REPORT

The Mayor reported information about the water project continues to be posted on the City website as the source of truth for the project. A section of FAQ's has been added.

Council Member Davies made a motion to authorize the Mayor and City Clerk to start applications for grants with the assistance of Midwest Assistance Program. The motion was seconded and passed 4-0. Preliminary research is being done on costs of streaming meetings and will be a part of discussion of the budget. Council Member Donelson is working with the state to measure the sludge level in the lagoons.

8. LAGOONS

Council Member Donelson informed the Council that he will meet with the Kansas Rural Water Association in May to check the lagoon status.

9. CELL TOWER

The Council reviewed a letter from American Tower about payment plans for the cell tower.

Mayor Smith will contact the company and request an extension of the offer to give the Council time to consider the details.

10. MOWER

Clerk Siffring presented a quote for a new mower for mowing ditches on Ullery. The existing mower has 600 hours of use and was purchased in 2013. The new mower would be a wider width and a commercial model. With trade-in, the price is \$10,500. The cost would be paid from the Street and Highway funds. Council Member Davies made a motion to purchase the mower at \$10,500 from Street and Highway funds. The motion was seconded by Council Member Donelson and passed 4-0.

11. POLICE DEPARTMENT BUILDING

Council Member Donelson explained the need to make changes to placement of Giles Circle. The existing location has a fire hydrant in the right-of-way. Also, additional work is needed to control water runoff and the re-routing of the road would address the problem. Donelson made a motion to adopt Ordinance #204 for the new Giles Circle. The motion was seconded by Council Member Davies. Donelson requested \$500 for 12 – 15 corings in the new road area. Davies made a motion to allow up to \$500 for 12-15 corings. The motion was seconded by Council Member Suppenbach and passed 4-0.

Council Member Donelson presented a list of actions needed as next steps to the construction of the police building: acceptance of final construction plans, approval of final payment to engineer, review of project manager contract, approve bids request and accept contract form for contractors hired for the project. Culverts from Ullery Road to the fire station may need to be increased in size. Donelson would like to hold a special meeting to discuss these items.

12. OPEN FORUM

Council Member Suppenbach reported that to-date the Trap/Neuter/Release program has captured, fixed and returned 22 cats with a savings to the City of \$3,300 and prevention of increasing the population of cats by approximately 2805 new kittens/cats.

13. EXECUTIVE SESSION

Council Member Davies made a motion for a 15 minute executive session for personnel. The motion was seconded by Council Member Donelson and passed 4-0. The Council retired to the session at 7:09 pm and returned at 7:26 pm with no action taken.

Council Member Davies made a motion to give the Mayor and Clerk authority to apply for grants for the water project. The motion was seconded by Council Member Donelson. The motion passed 4-0.

A motion was made by Davies to give notice to the City Attorney and allow the Mayor to prepare a job description and set methodology for hiring another City attorney. The motion was seconded by Donelson. The motion carried 4-0.

14. ADJOURN

A motion to adjourn was made by Council Member Davies and was seconded by Council Member Donelson. The motion passed 4-0. The meeting adjourned at 7:29 pm.

Submitted by
City Clerk Siffring