

MEETING OF THE CITY COUNCIL
OF LINN VALLEY, KANSAS
DECEMBER 9, 2019
6:00 pm

Mayor Smith called the Council Meeting to order.

Present at the meeting were Council Members Dan Davies, Lew Donelson, and Robert Suppenbach. Council Members Jason Jenkins and Dennis Kidwell were absent. A quorum was present. City Attorney James Brun was present.

AGENDA

There were no changes to the agenda.

MEETING MINUTES

Minutes from the November 18, 2019 meeting were presented. Councilman Donelson made a motion to accept the minutes as written. Councilman Suppenbach seconded the motion and the motion passed 3-0.

Council Member Donelson made a motion for an executive session for fifteen minutes for legal. The motion was seconded by Council Member Suppenbach and passed 3-0. The Council retired to the meeting at 6:05 pm and returned at 6:20 with no action taken.

CITY CLERK'S REPORT

Financial report for November 2019:

General Fund income for the month was \$15,014.07 and expenses were \$35,806.56.

General Fund balance is \$90,031.19

Special Funds:

- Restricted Mayor's Christmas Fund* \$204.57
- Restricted Tree Maintenance Fund* \$2,025.00
- Restricted Parks & Recreation Fund* \$1,800.59
- Restricted Capitol Improvement* \$34,075.32
- Restricted Special Equipment* \$18,419.89

*Restricted funds are included in General Fund/Money Market total.

Money Market	<u>\$125,085.28</u>
Total	\$215,116.47

Street and Highway Fund \$77,241.85

Sewer Utilities Fund \$187,694.49

Infrastructure Fund balance is \$112,432.25

General Fund vouchers: 12910 – 12967: \$28,592.34

Street and Highway Fund voucher: 1485: \$39,156.27

Sewer Utilities Fund vouchers: 11405 – 1414: \$1,542.74

Total: \$30,156.07

A motion was made by Councilman Suppenbach to approve the vouchers in the amount of \$30,156.07. The motion was seconded by Councilman Davies and carried 3-0.

Clerk Siffring requested Council approval for cereal malt beverage licenses for the Lake Shop and Deer Trace Golf Course. Motion was made by Davies to approve licenses and seconded by Suppenbach. The licenses were approved 3-0.

Mayor Smith passed out holiday bonuses to employees.

PUBLIC SAFETY REPORT

Director of Public Safety, Corey Murrison, reported three arrests and two reports of theft. There were seven medical calls, a grass fire and two fire department training days. Murrison requested \$12,128.99 to purchase equipment for the fire department in preparation for ISO rating recalculation. Training records and water supply are significant hurdles. Council Member Suppenbach made a motion to allow the Murrison to purchase the equipment for \$12,128.99. The motion was seconded by Council Member Davis and passed 3-0.

EMPLOYEE RAISES

Mayor Smith reminded the Council of raises discussed during the 2020 budgeting process. Council Member Donelson made a motion to give all employees a two percent raise and give a \$10,000 raise to the Public Safety Director beginning the first pay period in January. The motion was seconded by Council Member Davies and passed 3-0. The Mayor commented that Director Murrison assumed responsibility of the fire department in 2017 and had not been compensated.

WATER PROJECT

Mayor Smith introduced Shelly Underwood of Midwest Assistance Program. Ms. Underwood provided a summary of nineteen agencies contacted related to the wetlands expected to be crossed by water lines. Responses from the agencies were expected in 30 – 45 days. She recommended that City Attorney Brun contact Randy Stone, an engineer specializing in water projects. The Council was concerned about the project moving so slowly and possible issues with receiving funds. Costs for studies and surveys were built into the PER. Still needed for proceeding with funding and grants is a contract with LaCygne for water.

SEWER REPORT

Sewer Operator Mike Page was not present but provided a report. Lift stations were checked and locates as requested. Two grinder pumps were replaced.

PLANNING AND MAINTENANCE REPORT

Dan Donham, Director of Planning and Development, reported progress on the wastewater treatment facility. Two engineering firms are being considered. Scope of services included a site visit, determining lagoon capacity, and recommendations for existing and future service of the facility.

Vegetation has been removed from around the wastewater treatment facility and a new gate was installed in the effluent testing area. Warning signs will be placed around all four sides of the fenced area. KDHE granted an extension deadline until March 4, 2020 for completion of required action.

Fitch Lane is complete and gate is being constructed and installed.

BUILDING CODES REPORT

The City is soliciting bids for final cleanup and demolition of the house and accessory building on Ullery Road house.

The building permit application is in process of changing to include requiring new residences and accessory building over 240 square feet to have plans stamped by a design professional.

Sixteen building permits were issued in November and 381 single project permits issued to-date.

MAYOR'S REPORT

Mayor Smith reported employee evaluations are complete and will meet with employees in the near future. A number of resumes for the Codes and Building Tech position were received. Two have been selected for interviews by Director Donham.

ATTORNEY'S REPORT

City Attorney James Brun reported the 2006 International Building Code defines the projects requiring a permit and no need to write an ordinance on the subject. Mr. Brun has completed the insurance information for bids and will send them out.

OPEN FORUM

Concern of grinder pumps aging and requiring replacement. The Council is addressing this subject.

Council Member Donelson requested the City purchase tablets or laptops be provided to the council for council business. Council Member Suppenbach will investigate hardware, software and licensing.

ADJOURN

A motion to adjourn was made by Councilman Davies and was seconded by Councilman Donelson. The motion passed 3-0. The meeting adjourned at 7:31 pm.

Submitted by
City Clerk Siffring