

MEETING OF THE CITY COUNCIL  
OF LINN VALLEY, KANSAS  
FEBRUARY 10, 2020  
6:00 pm

Mayor Cindy Smith called the meeting to order.

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

#### AGENDA

There were no changes to the agenda.

#### MEETING MINUTES

Minutes from the January 13, 2020 meeting were presented. Councilman Donelson made a motion to accept the minutes as written. Councilman Davies seconded. The motion passed 5-0. Minutes from the February 1, 2020 meeting were presented. Councilman Davies made a motion to accept the minutes as written. Councilman Suppenbach seconded the motion and the motion passed 5-0.

#### SEWER OPERATOR REPORT

In December there were locates as requested, lift stations were checked, and two grinder pumps were replaced. In January there were locates as requested, lift stations checked and one replaced grinder pump.

#### PLANNING AND DEVELOPMENT REPORT

Director of Planning & Development Director Dan Donham told the Council he had met with Paul Owens of BG Consultants about the Water Project and the wastewater system. Donham and Owens had toured the lagoons last week.

Demolition of a condemned building will begin this week.

Donham noted the need for a purchase agreement between the City and City of LaCygne.

The Mayor told the Council that a contract rather than an agreement must be signed between the two entities. The LaCygne Council will be meeting to discuss a contract. Both contract and environmental study must be completed before the City could receive funding.

Director Donham reminded the Council of the need for a vehicle for the new codes officer. A Ford pickup is available for purchase at a cost of \$10,000. Councilman Davies made a motion to approve the purchase of the vehicle at a cost of \$10,000. The motion was seconded by Councilman Suppenbach and the motion passed 5-0.

Paul Owens spoke to the Council on the wastewater study. The group would first summarize the information gathered up to this point including problems known. A solution(s) would then be proposed and sent to KDHE for input. After approval, Owens would do the PER. The Mayor asked that Owens also assist in a plan for preventative maintenance of the lagoons and addressing the budget. Owens said the initial summary would be complete in 30-60 days. After KDHE reviewed and

approved the report it would be 90-100 days to complete the PER. The wetlands study is over. The next issued is the historic preservation study.

#### BUILDING AND CODES REPORT

Director Donham informed the Council that the Murray repairs will begin Friday. The bid for removal of structures on Ullery has been accepted and is waiting for a legal opinion on next steps.

Several citations and warning were made in January.

Donham is negotiating a contract with EK Land Management for applying herbicide in the lagoon area.

Donham would like to adopt the 2006 International Property Maintenance Code to govern maintenance of existing buildings in the City. A total of 13 permits were issued in January.

#### SHORT TERM RENTAL/AIRBNB

The public had raised questions on short term rentals. The Mayor will ask the Planning and Zoning Commission to review the issue of short term and long term rentals.

#### PUBLIC SAFETY REPORT

Public Safety Officer Corey Murrison informed the Council that there were eight medical calls for the fire department. For the Police there was one arrest and additional events.

New fire hoses have arrived and the department will be placing them on the trucks. Training will continue to prepare to test for the City's ISO rating.

Three applications were received for the open police position. Background checks and interviews will begin this week.

#### CITY CLERK'S REPORT

Clerk Siffring reported completing w-2's and 1099's for 2019.

Financial report for January 2020:

General Fund income for the month was \$284,076.73 which included Ad valorem taxes. Expenses were \$47,523.46.

General Fund balance is \$347,953.30

Special Funds:

- Restricted Mayor's Christmas Fund\* \$204.57
- Restricted Tree Maintenance Fund\* \$1,875.00
- 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>\$125,258.76</u>
Total	\$404,328.67

Street and Highway Fund \$81,482.69

Sewer Utilities Fund \$197,090.89

Infrastructure Fund balance is \$112,432.25

General Fund vouchers: 13018 – 13084: \$46,365.59

Street and Highway Fund voucher: 1489: \$20.36

Sewer Utilities Fund vouchers: 1415 – 1428: \$253.06  
Total: \$46,639.01

A motion was made by Councilman Jenkins to approve the vouchers in the amount of \$46,639.01. The motion was seconded by Councilman Davies and carried 5-0. Clerk Siffring recommended purchase of a wide format printer. Council requested investigating renting a printer.

An application was made to the state for a temporary liquor license by Mark Hough. Ordinance 210 was presented that would allow the City to permit temporary liquor permits. Councilman Jenkins made a motion to approve Ordinance 210 and the permit. The motion was seconded by Councilman Davies and passed 5-0.

April 1<sup>st</sup> is deadline to renew the health insurance policy. Councilman Suppenbach made a motion to continue on the current policy. The motion was seconded by Councilman Jenkins and passed 5-0.

#### PURCHASING POLICY

Clerk Siffring suggested the Council update the current purchasing policy to increase the cost limit for department heads. It was agreed to raise the maximum to \$1500 aggregate in 30 days. The policy will be updated and presented to the Council at a future meeting.

#### 2020 WORK PLAN

There were no changes to priorities of the work plan.

#### MAYOR'S REPORT

Mayor Smith is meeting with the Public Safety Director Murrison to discuss his evaluation. The Mayor is writing a plan for Don Hastings training. Former city attorney, Gary Thompson, was contacted regarding the City Code project.

#### NEW BUSINESS

Councilman Davies asked Attorney Brun if he was working on the Cell Tower contract. Brun said he was. Clerk Siffring reported the 2020 election schedule.

Todd Stone reminded the Council and attendees that this day was the tenth anniversary of the death of Fire Chief Stan Giles.

#### OPEN FORUM

No comments

#### ADJOURN

A motion to adjourn was made by Councilman Davies and was seconded by Councilman Suppenbach. The motion passed 5-0. The meeting adjourned at 7:14 pm.

Submitted by  
City Clerk Siffring