

MEETING OF THE CITY COUNCIL  
OF LINN VALLEY, KANSAS  
January 11, 2021  
6:00 pm

In the absence of Mayor Cindy Smith, Council President Jason Jenkins called the meeting to order. Present at the meeting were Councilmembers Lewis Donelson, Robert Suppenbach, John Weers, and Brenda Muncy, and City Attorney James Brun. The meeting was held via Zoom.

REVIEW AGENDA

Council President Jenkins requested an executive session following the approval of meeting minutes.

AGENDA - MEETING MINUTES

Minutes from the December 14, 2020 meeting were presented. Councilmember Donelson made a motion to accept the minutes as written. The motion was seconded by Councilmember Muncy. The motion passed 5-0.

Councilmember Muncy made a motion to hold an executive session for legal for 15 minutes. The motion was seconded by Councilmember Suppenbach and passed 5-0. The council retired to the executive session at 6:05 pm and returned at 6:20 pm with no action taken.

SEWER REPORT

There were five locates as requested, the lift station was re-hooked to wiring, and responding to an emergency on Christmas Day, pump was changed out.

NUISANCE CODES REPORT

Codes Enforcement Officer Donald Hastings presented his report for December 2020. Sixteen violation letters were sent in December with a total of 214 letters in 2020. Ninety-six owners become compliant and resolved their nuisance issues. No citations were given in December.

PLANNING AND DEVELOPMENT REPORT

Director of Planning and Development Dan Donham reported receiving four bids for a Cultural Resources Survey required by USDA Rural Development for Wastewater project funding. Bids ranged from \$7,380 - \$24,975. The lowest bid was submitted by K&K Environmental LLC, the same company hired for the water project survey. Councilmember Donelson made a motion to accept the lowest bid as recommended by Director Donham. The motion was seconded by Councilmember Weers and the motion passed 5-0. The Osage Nation had requested the survey of the 139.6 acre area which are set as the location of new lagoons.

A Water Conservation Plan is required for funding of the Wastewater and Water Projects. Ordinance 219 authorizes the declaration of one of three progressive stages of a water supply conservation and/or water supply during a shortage to conserve or curtail the use of water within the City of Linn Valley. The Ordinance establishes procedures and voluntary and mandatory conservation measures. Councilmember Donelson made a motion to adopt Ordinance 219. Councilmember Suppenbach seconded the motion and the motion passed 5-0.

Three candidates submitted resumes for Board Members for the 2006 Maintenance Code Board of Appeals. Applicants are Todd Jensen, Travis Reeves and Alan Cordel. The Board will meet as needed. Todd Jensen was present at the meeting and introduced himself. Councilmember Donelson made a motion to appoint the three candidates to the Board. The motion was seconded by Councilmember Suppenbach and the motion passed 5-0.

#### MAINTENANCE REPORT

Codes Enforcement Officer Hastings presented a bid from C&C Group for service and maintenance of the generator owned by the City. The generator was purchased in 2017 and there are no records of service work being done since purchase. The cost for annual full service on the generator is \$815. A load test can be done every two to four years for \$400. Fuel tests can be done for an additional charge of \$116. The City's Purchase Policy allows a department head to spend up to \$1,600 without prior approval of the Council. The Council will allow Director Donham to make decisions on servicing the generator.

#### PUBLIC SAFETY DIRECTOR REPORT

Public Safety Director Corey Murrison reported three calls in Miami County per the mutual aid agreement with Miami County. The Fire Department is now set up to receive pages from Miami County Dispatch using Active 911.

Police department activity for December included two non-injury accident reports, arrests for possession of alcohol by a minor, an arrest for narcotics possession and two for domestic violence. There were four medical calls and Agency assists on a grass fire and two injury accidents.

Murrison suggested the clubhouse and the church be adapted to enable use of the generator as emergency warming locations. The Council requested City Hall be adapted as well. Setup cost payment responsibility will be investigated.

#### CITY CLERK'S REPORT

Balances for the City's accounts and funds on December 31, 2020 were:

General Fund Checking: \$23,283.91  
Money Market: \$125,858.41  
Street & Highway Fund balance: \$94,941.76  
Sewer Utilities Balance: \$170,120.23  
Infrastructure Balance: 158,671.25

General Fund December expenses were \$93,900.34 which included \$25,000 transferred to Special Funds. Income was \$12,468.67.

Vouchers were presented by Clerk Siffring. Councilmember Donelson made a motion to approve vouchers in the amount of \$118,267.76. Motion was seconded by Councilmember Muncy and passed 5-0.

The Council reviewed the end-of-the-year financial report to be published.

Clerk Siffring requested the Council approve a resolution to opt out of GAAP for 2021. Councilmember Donelson made a motion to adopt Resolution 96. The motion was seconded by Councilmember Suppenbach and approved 5-0.

#### NEW BUSINESS

There was no new business.

#### OPEN FORUM

There were no comments from the public.

Councilmember Donelson made a motion for a twenty-minute legal executive session, the motion was seconded Councilmember Muncy and passed 5-0. The Council retired to the executive session at 7:02 pm and returned at 7.22 pm with no action taken.

Councilmember Donelson made a motion to allow Mayor Smith to enter into a water purchase contract with LaCygne. The motion was seconded by Councilmember Suppenbach and passed 5-0.

#### ADJOURN

Councilmember Donelson made a motion to adjourn. The motion was seconded by Councilmember Muncy and passed 5-0. The meeting adjourned at 7:23 pm.

Submitted by  
City Clerk Siffring