

MEETING OF THE CITY COUNCIL
OF LINN VALLEY, KANSAS
March 8, 2021
6:00 pm

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

REVIEW AGENDA

There were no changes.

AGENDA - MEETING MINUTES

Minutes from the February 8, 2021 meeting were presented. Councilmember Jenkins made a motion to accept the minutes as written. The motion was seconded by Councilmember Suppenbach and passed 5-0.

OPEN BIDS

Bids were open for sale of the 2011 Dodge Charger. Bids: \$668, \$501, and \$825. Councilmember Suppenbach made a motion to accept the bid from Rick Hurt for \$825 for the Dodge Charger. The motion was seconded by Councilmember Weers. The vote was 5-0 and the vehicle was sold to Rick Hurt for \$825.

SEWER REPORT

Page Enterprise provided a sewer report. There were three pump replacements, three repairs (with multiple visits) due to frozen water lines, and eight locates as requested. Pipes froze at City hall due to the extreme cold temperatures and installation was added in the crawl space. The line was dug up and replaced.

PLANNING AND DEVELOPMENT REPORT

Director of Planning and Development Dan Donham reported K&K Environmental's completion of the Cultural Survey with no significant cultural findings. The water purchase agreement with LaCygne is complete. Outstanding elements for the Sewer and water projects is the Environmental Study. Shelly Underwood from Midwest Assistance Program was to send the environmental study reports to Mike Billings at Rural Development today. The Mayor stated that delays may cost the City extra money if interest rates and construction cost rise. It has been twenty-four months since the water project town hall meeting.

Director Donham met with Sewer Operator Mike Page, Codes Enforcement Officer Don Hastings and engineers of McClure to discuss flow meters for lift station and lagoons. The discussion consisted of the best options to install wastewater metering devices to measure the flow of influent entering the lagoons from Hold & Haul, POA facilities and the low-pressure sewer system.

Director Donham and Operator Page are discussing a process to manage responses to property owners outside of the current district requesting grinder pump installation. It was recommended that the city have a policy and/or process to include an engineer's review and calculations of new grinder pumps.

This should be part of the process of the building permit application. Mayor Smith stated a need for an Ordinance. Budget is \$40,000 for meters and installation.

Operator Page and Director Donham discussed installation of transfer switch at the clubhouse for generator use in the event of an emergency. A bid for installing the electrical system will be provided at a future date. The cost is expected to be \$8,000 - \$12,000 for the clubhouse connection.

Water Conservation Plan was submitted to Kansas Water Office for approval.

During the extreme cold weather, the tractor for snow removal would not start. Director Donham recommended insulating the building and adding a heating system. The building is also used as an area to work on grinder pumps.

Maintenance/repair expenses on the department's SUV are increasing. Director Donham requested purchasing a new vehicle. City Clerk Siffring discussed financing for a vehicle. Different price and payment options were presented. A vehicle could be financed with a four-year lease/purchase with cost being split between the City general fund and the sewer fund. Councilmember Donelson made motion to allow Director Donham purchase a vehicle for up to \$24,000 financed with a four-year lease/purchase agreement. The motion was seconded by Councilmember Muncy and the motion carried 5-0. Officer Donham recommended getting an extended warranty to minimize future repairs.

BUILDING CODES REPORT

In January and February there were six sewer tank applications and 10 electrical upgrades (camping lots). Donham reported receive a lot of calls with questions on new home construction.

Recommendations for mitigating lagoon regarding issues enhanced by new home construction would be an aeration system on the lagoons and adding catfish to dissolve solids. Meters are expected to be installed by next meeting. Mitigation strategies will be on the agenda for April's meeting. The Mayor requested Director Donham begin compiling information strategies. Desludging would take about 12 months to begin the process. City could be reimbursed for the desludging out of funds for the wastewater project.

NUISANCE CODES REPORT

Codes Enforcement Officer Donald Hastings reported twelve violation letters sent in February. No citations were issued this month. Officer Hastings is working on a condemnations list and trying to locate owners. He has had some success. Officer Hastings graded the drive area at City Hall and will work on the Fire Station driveway.

MAINTENANCE REPORT

C&C Group will come to review servicing the generator controls and switching. In spring the area around the lagoons will need mowing and the City does not have equipment to mow the edges. Officer Hastings suggested a hydraulic off-set mower and presented an option with a purchase price of \$1,847. The City's tractor is small and limiting to the size of mower. Councilmember Suppenbach made a motion to allow up to \$3000 for an off-set mower. The motion was seconded by Councilmember Donelson. The motion passed 5-0.

PUBLIC SAFETY DIRECTOR REPORT

Public Safety Director Corey Murrison introduced Stephanie Ogg as a future firefighter. She will come to City hall to do paperwork and be sworn in.

There were eight grass fire calls over the last week - four in Miami County and four in Linn Valley. There was on report of theft a DUI, an arrest for illegal narcotics and a citation issued for vicious dog. There were seven medical calls.

K9 Unlimited in Tulsa, Oklahoma will finish training Harley – police dog. Cost will be \$4000. Councilmember Suppenbach made a motion to authorize \$4000 to training to get Harley certified. The motion was seconded by Councilmember Muncy. The motion passed 5-0.

The fire department received equipment needed for the brush truck and has been hooked up. The Council discussed purchasing a Gator to assist in grass fires. There may be future discussion on this.

CITY CLERK'S REPORT

City Clerk Siffring reported continuing the review the draft City Code. We received the first Ad Valorem check of \$280,1247.23. Council Member Donelson made a motion to approve vouchers in the amount of \$81,662.97. The motion was seconded by Councilmember Suppenbach and carried 5-0.

Balances for the City's accounts and funds on February 28, 2021:

General Fund: \$254,931.73
Street & Highway Fund: \$106,279.87
Sewer Utilities Balance: \$195,189.70
Infrastructure Balance: 158,671.25

February expenses for the general fund were \$71,696.33 and income was \$288,333.96.

The annual animal clinic will be held this year with date and time to be determined.

HEALTH INSURANCE

Clerk Siffring presented options for 2020-2021 health insurance policy. Councilmember Weers made a motion to continue with the current plan. The motion was seconded by Councilmember Muncy. The motion passed 5-0.

CITY INSURANCE

Truly Insurance sent the invoice for the City's 2021 Insurance policy in the amount of \$47,418.00. The POA will reimburse the City for \$6,827.00 of that amount. Councilmember Weers made a motion to pay the invoice in the amount of \$47,418.00. The motion was seconded by Councilmember Suppenbach and passed 5-0.

CONTRACT FOR CITY HALL SERVICES

Councilmember Donelson expressed concern that the City had no one to provide services in emergencies or as needed, such as electrical, plumbing or snow removal. Councilmember Donelson will work with Director Donham and Officer Hastings to make recommendations to the council.

PAY FOR MAYOR AND COUNCIL MEMBERS

The Council will review this topic at a future date.

MAYOR'S REPORT

All but two performance reviews have been completed with signatures. Short-term and long-term rentals will be discussed.

The City needs a person to provide IT services. The Mayor will contact local residents with these skills.

The Council will meet March 15, 2021 to discuss a 2021 plan.

OPEN FORUM

There were no comments.

Councilmember Suppenbach requested a 15-minute executive session. Councilmember Donelson seconded the motion which passed 5-0. The Council retired to the session at 7:50 and returned at 8:05 with no action taken.

ADJOURN

Councilmember Donelson made a motion to adjourn. The motion was seconded by Councilmember Suppenbach and passed 5-0. The meeting adjourned at 8:06 pm.

Submitted by
City Clerk Siffring