

MEETING OF THE CITY COUNCIL  
OF LINN VALLEY, KANSAS  
DECEMBER 13, 2021  
7:00 pm

CITY COUNCIL MEETING

Mayor Smith called the meeting to order at 7:00 pm.

Present at the meeting were Mayor Cindy Smith, and Councilmembers Lewis Donelson, Robert Suppenbach, John Weers, and Brenda Muncy. Councilmember Jason Jenkins was absent.

AGENDA

An executive session as added to the agenda and will be held after the Mayor's Report. No other changes were made to the agenda.

MEETING MINUTES

Minutes from the November 11, 2021, meeting were presented. Councilmember Suppenbach made a motion to accept the minutes as written. The motion was seconded by Councilmember Weers and passed 4-0.

SEWER REPORT

Page Enterprise reported seven locates, and checked three pumps and replaced one pump.

PLANNING AND DEVELOPMENT REPORT

Director of Planning and Development Dan Donham announced the city will be receiving interim funding for water project expenses through bond sales. The rate is 0.54097%. Closing will be December 14<sup>th</sup>.

The city is waiting for USDA approval of funding for the wastewater project. The geotechnical study for the lagoon site is in process.

Obstruction in the line between the lift station and lagoon has been located. A ninety-degree angle was found in the line and that area will be excavated to clear blockage.

BG Consultants, water project engineers, have 90 percent of the topographic survey for the main water line is completed. Water tower topographic survey and property boundary surveys are being planned.

Director Donham submitted plans for the police station addition. The proposed cost is \$60,519. Councilmember Weers made a motion to allow expenditure of up to \$61,000 for construction of the building extension. Councilmember Muncy seconded the motion and the motion passed 4-0.

Director Donham asked the council to address the two options for a temporary structure for city offices. Option A is 56' x 36' building and Option C is a 60' x 40' building. Councilmember Weers made a motion to approve option C, less modifications, and investigate a lease/purchase option. Councilmember Suppenbach seconded the motion and the motion passed 3-1 with Councilmember Muncy opposing.

The Council reviewed a proposal to purchase and install flow meters at four wastewater locations. City Attorney James Brun will work with Mike Page regarding the proposal.

#### BUILDING CODES REPORT

Codes Officer Donald Hastings reported thirty-one building permits in November and 561 year-to-date.

#### NUISANCE CODES REPORT / MAINTENANCE REPORT

Officer Don Hastings' reported five nuisance notice letters sent in November. He continues to work with residents with codes violations.

Freedom Mobil Wash completed power washing the city buildings, porches, and concrete.

Officer Hastings presented a bid from Amborn Stone for snow removal around City Hall and the fire station. Cost of one application of ice/snow melt would be \$250 and the initial plowing would be \$300. Councilmember Donelson made a motion to allow the mayor to enter into a contract for snow removal for 2021-2022 season. The motion was seconded by Councilmember Weers. The motion passed 4-0.

Officer Hastings reported estimates to install electric light poles around City Hall building and parking lots. He has been in contact with Evergy. Officer Hastings made recommendations for locations. Council directed him to proceed with installation.

#### PUBLIC SAFETY REPORT

Public Safety Director Corey Murrison presented his report. He requested purchasing a radar unit at the cost of \$2000, and computer equipment for \$1700. He also requested purchasing a new desktop and a storage component. Councilmember Donelson made a motion to allow him spending the money that is in his budget for the purchases. Councilmember Suppenbach seconded the motion and it carried 4-0.

#### BURN PILE

Councilmember Suppenbach made a motion to close the burn pile indefinitely. Councilmember Weers seconded the motion. The motion carried 4-0.

#### CITY CODE ORDINANCE

City Clerk Karen Siffring explained that it was necessary to pass an ordinance to adopt the newly completed City Code. Councilmember Donelson made a motion to approve Ordinance #236. The motion was seconded by Councilmember Weers. The motion carried 4-0. The Code will be added to the City's website.

#### FEE RESOLUTION

A resolution to establish fees for certain city services was presented to the Council. Councilmember Donelson made a motion to adopt Resolution #105. The motion was seconded by Councilmember Suppenbach, and the motion carried 4-0. The resolution will be included as an appendix to the Code.

#### CITY CLERK'S REPORT

November income was \$40,849.79 and expenses were \$48,297.39.

Balances for the accounts and funds on November 30, 2021:

General Fund: \$82,310.14

Money Market Fund: \$126,313.98

Parks & Recreation Fund: \$2,500.59

Mayor's Christmas Tree Fund: \$204.57

Christmas Tree Fund: \$1,650

Capital Improvement Fund: \$23,890.70  
Special Equipment Fund: 29,695.29  
Street & Highway Fund: \$114,871.18  
Sewer Utilities: \$215,741.96  
Infrastructure Fund: \$149,780.41  
Sewer Reserve Fund: \$14,133.01  
American Rescue Plan: \$65,840.67

Councilmember Suppenbach made a motion to approve vouchers in the amount of \$116,829.84. The motion was seconded by Councilmember Weers and carried 4-0.

#### 2021 BUDGET STATUS REPORT

City Clerk Karen Siffring reported no issues with the budgets and recommended no funds be moved to restricted funds.

#### CEREAL MALT BEVERAGE RESOLUTION

Cereal malt beverage licenses have been requested for Deer Trace Golf Course and the Lake Shop. Both requested a license for selling cereal malt beverages on premises and selling then in unopened containers. No action was taken.

#### RESOLUTION FOR GAAP WAIVER

A resolution was presented for the purpose of waiving city requirements to use generally accepted accounting principles (GAAP) in 2022. Councilmember Suppenbach made a motion to adopt Resolution #106. The motion was seconded by Councilmember Weers, and the motion passed 4-0.

#### RESOLUTION FOR PAY FOR THE GOVERNING BODY.

A resolution was presented to the council for the purpose of establishing amount of pay for the mayor and council members. Councilmember Weers made a motion to adopt Resolution #107. Councilmember Suppenbach seconded the motion and the motion passed 4-0.

#### ORDINANCE #235

Ordinance #235 was presented to the council for the purpose of establishing two council meetings per month on the second and fourth Mondays. Councilmember Suppenbach made a motion to adopt Ordinance #235. Councilmember Muncy seconded the motion and the motion carried 4-0.

#### BONUSES

Mayor Smith presented bonuses to employees.

#### RAISES FOR POLICE OFFICERS

The mayor recommended pay raises for three police officers. Councilmember Donelson made a motion to raise hourly pay for Officer Brett Jenkins to \$20.50; Officer David Kline's hourly pay to \$19.00; Officer Dustin Stuteville's hourly pay to \$18.00, with all raises effective January 1, 2022, pay period. Councilmember Weers seconded the motion and the motion passed 4-0.

#### 2022 COST OF LIVING RAISES

Councilmember Donelson made a motion to give a 3.5% cost of living raise to all employees effective January 15, 2022, pay period. The motion was seconded by Councilmember Suppenbach with the motion carrying 4-0.

#### MAYOR'S REPORT

The mayor reported on the water project which would cover approximately 290 water meters.

The mayor extended a thank you to Councilmember Jason Jenkins for his six years of service on the City Council. He will be missed.

Councilmember Muncy has been appointed by the County Commissioners to serve on the County Comprehensive Planning Committee.

The mayor will complete annual employee reviews by the end of December.

The council will discuss the 2022 priorities in the second meeting in February.

Councilmember Donelson made a motion for an executive session for legal for 30 minutes. The motion was seconded, and the motion passed 4-0. The council adjured to the session at 8:32 pm and returned at 9:07 pm with no action taken.

Councilmember Suppenbach made a motion to approve all requested cereal malt beverage licenses for Deer Trace Golf Course and The Lake Shop. The motion was seconded by Councilmember Donelson and passed 4-0.

#### NEW BUSINESS

Councilmember Donelson presented information on distribution of property taxes paid by citizens of Linn Valley.

#### OPEN FORUM

There were no public comments.

#### ADJOURN

Councilmember Suppenbach made a motion to adjourn. The motion was seconded by Councilmember Donelson and passed 4-0. The meeting adjourned at 9:11 pm.

Submitted by:  
Karen Siffring, City Clerk