

MEETING OF THE CITY COUNCIL  
OF LINN VALLEY, KANSAS  
August 8, 2022  
7:00 pm

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

Present at the meeting were Council Members Lewis Donelson, John Weers, Michael Hemphill, and Robert Suppenbach. Council Member Brenda Muncy was absent

#### MEETING MINUTES

Council Member Hemphill made a motion to accept the July 11, 2022 minutes as written. The motion was seconded by Council Member Weers and the motion carried 4-0.

#### BIDS FOR CONDEMNED UTILITY BUILDING

One bid had been submitted. The bid was \$1,800 for the utility building at 9 Coachman Dr to be removed. Council Member Weers made a motion to accept the bid for \$1,800 for the utility building. The motion was seconded by Council Member Hemphill. The motion carried 4-0.

#### SEWER REPORT

Mike Page reported the low-pressure sewer system is 7-8 years old and recommenced an audit of the system. He estimated 20% of mushroom caps and tops of grinder pumps are damaged. There are 10 or more pumps available to use for change-out or new installations. Some property owners have been turning off their breakers or prying off electric panel cover. Turning off breakers can cause pump to fill up or burn-out of electrical with damage causing \$500 - \$600 repair. The city has ordinances and policies against this type of action. Page asked to confirm city ownership is between the electrical control panel to pump and everything from pump to the main line should be the responsibility of the city.

The lift station force main continues to be a problem. Flow meter at community center is in but needs to be calibrated. Meter at bathhouse in not in service.

Asked to confirm occupation certificate is not issued to owner prior to start-up of grinder pump.

Heat tape needs to be put on waterline beneath the new city hall building.

Council Member Donelson presented data on the additional sewer flowing into the lagoons due to new installations of grinder pumps and sewer tanks. In the previous 43-month period 154 sewer tanks and 26 low pressure sewer grinder pumps have been installed. Estimated additional in flow to lagoons is between 193,000 (estimated low) and 368,000 (estimated high) gallons per month.

#### WATER PROJECT

Council Member Donelson reported the culvert for the water tower driveway will be delivered this week. Two bids were received for construction of the driveway. One at \$14,000 and the other at \$13,625. Council Member Weers made a motion to accept the proposal for \$13,625 from Walker Bros, pending legal approval and the mayor's signature. Council Member Suppenbach seconded the motion and the motion carried 4-0.

One proposal for demolition of the building on the water tower property has been received and an additional two proposals are expected this week.

The council will hold a workshop meeting to discuss phasing in water system with a balance between the tower and water usage. An option is installation of a fill station for water usage.

#### BUILDING CODES REPORT

Forty-two building permits were issued in July, with 313 total for the year. Twenty permits for residences have been issued 2022 to date.

#### MAINTENANCE REPORT/ NUISANCE CODES REPORT

Lights have been installed on the maintenance building. Connection supplies are being ordered for aerators for the lagoons.

#### RESOLUTION FOR CONDEMNATIONS

Resolution 117 was presented for condemnation of certain properties. The ordinance resets the hearing date for the proposed condemned properties. Council Member Donelson made a motion to accept Resolution #117 for the hearing for Exhibit A. The motion was seconded by Council Member Hemphill and the motion carried 4-0.

#### PUBLIC SAFETY REPORT

Public Safety Director Corey Murrison reported two arrests for driving while suspended, reports for criminal damage, lost or misplaced vehicle tag, and burglary.

Delivery of new patrol vehicles has been delayed because the new patrol cars have been catching fire in the engine compartment. No timeframe of delivery was given.

In Linn Valley there were four medical calls and one fire. In Miami County there was an injury accident, a vehicle fire, and two grass fires. The ultra-high pressure fire system has been ordered and will be delivered in the next five weeks. The unit is paid for with funds from the fireworks fundraiser.

To adopt the 2022 Standard Traffic Ordinance and revisions, Ordinance 241 was presented. Council Member Suppenbach made a motion to approve Ordinance 241. The motion was seconded by Council Member Weers. The motion passed 4-0.

Ordinance 242 was presented to the council to adopt the 2022 Uniform Public Offence Code. Member Suppenbach made a motion to approve Ordinance 242. The motion was seconded by Council Member Weers. The motion passed 4-0.

#### CITY CLERK REPORT

Clerk Karen Siffring reported \$22,257.44 income in July and \$42,143.45 in expenses.

Balances for the City's accounts and funds on July 31, 2022:

General Fund Checking: \$132,723.73  
-Restricted Mayor's Christmas Tree Fund\* \$204.57  
-Restricted Tree Fund\* \$1,650.00  
-Restricted Parks & Recreation Fund\* \$2,850.59  
-Restricted Capital Improvement\* \$23,890.70  
-Restricted Special Equipment\* \$29,695.29

\*Restricted funds are included in the General Fund total.

Money Market: \$121,755.44

Total General Fund: \$254,479.17

Balances of other city funds on July 31, 2022:

Street & Highway Fund: \$121,909.77

Sewer Utilities: \$268,073.49

Sewer Reserve Fund: \$30,517.59

ARPA: \$132,464.76

Temporary Notes (Water Project): \$2,006,038.98

Temporary Notes (Wastewater Project): \$6,299,634.10

Councilmember Donelson made a motion to approve the vouchers in the amount of \$134,244.13. The motion was seconded by Councilmember Suppenbach. The motion carried 4-0.

Clerk Siffring recommended the council hold a meeting prior to September 12<sup>th</sup> meeting to discuss the 2023 budget. The budget discussion will be added to the agenda for the August 22<sup>nd</sup> meeting.

A new accounting software for the city is being investigating. Council Member Donelson made a motion to allow Karen to purchase software for \$900 plus installation fee of \$125 and annual fee of \$50. Council Member Suppenbach seconded the motion. The motion carried 4-0.

Clerk Siffring requested hiring Steve Connelly as CPA to review the city's financial system and recommend any changes and assist in making the changes. His fee is retainer fee is \$2500 which covers 20 hours at \$125/hour. There were questions about travel expenses. Council Member Donelson motioned to bring on the CPA, Steve Connelly contingent on attorney approval of agreement. Council Member Suppenbach seconded the motion. The motion carried 4-0.

#### 2021 AUDIT APPROVAL

The council was asked to approve the 2021 audit. Council Member Weers made the motion to approve the 2021 audit. Council Member Donelson second the motion and the motion passed 4-0.

#### MFA OIL 2022-2023 PROPANE CONTRACT

The council was presented with the proposed contract for propane for 2022-2023. Price is \$2.05 per gallon for 5000 gallons. Council Member Donelson made a motion to enter into the contract with MFA Oil for 2023. The motion was seconded by Council Member Suppenbach and passed 4-0.

#### CREDIT CARD FOR CODES DEPARTMENT

Clerk Siffring proposed getting a credit card for Don Hastings – Codes Enforcement Officer - with \$1600 limit. Council Member Weers made a motion to get a credit card for Codes for \$1600. The motion was seconded by Council Member Suppenbach. The motion carried 4-0.

Council Member Donelson made a motion to go into an executive session for legal for 15 minutes. The motion seconded by Council Member Suppenbach, carried unanimously. The council retired to the executive session at 8:33 pm and returned at 8:48 pm with no action taken.

OPEN FORUM

Questions were asked about the wastewater into the lagoons with added sewer tanks and sewer system grinder pumps.

ADJOURN

Council Member Suppenbach made a motion to adjourn. The motion was seconded by Councilmember Donelson and passed 4-0. The meeting adjourned at 9:01 pm.

Submitted by  
Karen Siffring, City Clerk