

MEETING OF THE CITY COUNCIL
OF LINN VALLEY, KANSAS
December 11, 2023
7:00 pm

Mayor Lewis Donelson called the regular meeting to order at 7:00 pm. Present were Councilmembers Robert Suppenbach, Michael Hemphill, John Weers and Brenda Muncy.

No changes to the agenda.

MEETING MINUTES

Councilwoman Muncy moved, seconded by Councilman Hemphill and carried 4-0 to approve minutes for the October 23, 2023 meeting. Councilman Suppenbach moved, seconded by Councilman Hemphill, and carried 4-0 to approve minutes for the November 13, 2023 meeting. It was motioned by Councilwoman Muncy moved, seconded by Councilman Hemphill and carried 4-0 to approve minutes for the November 16, 2023 meeting.

SEWER REPORT

City Clerk Karen Siffring reported the pump at the lagoons had not been working correctly and could not be repaired. Mike Page purchased and installed a new pump this week. Page is purchasing equipment needed to clean brush and saplings from around the lagoons. Mayor Donelson reported the grinder pump is being installed at the Community Center.

WATER PROJECT REPORT

The construction crew will be back on-site completing the welding on the water tower and finishing up before the holidays.

BUILDING INSPECTOR

Seventeen inspections were completed in November. Approved permits through November: 169. Ninety-two permits are open.

Mayor Donelson presented a bid of \$8400 from Rob Gifford to remove a condemned structure on 86 Silver Shadow Lane. Councilwoman Muncy motioned, seconded by Councilman Suppenbach, and carried 4-0 to approve the bid.

PUBLIC SAFETY REPORT

Public Safety Director Corey Murrison reported five citations for dog-at-large with no city tag, four charges for criminal damage to the front gate, an arrest for criminal damage at the golf course, two welfare checks, and a missing persons report. The Fire Department had five medical calls. The new radios have been installed in all the fire trucks.

CITY CLERK'S FINANCIAL REPORT

City Clerk Karen Siffring reported General Fund income of \$16,054.14 and expenses of \$55,226.51 in October 2023; and \$26,697.52 and expenses of \$53,896.35 in November 2023.

Balances for the city's accounts and funds on November 30, 2023:

Operating Fund: \$217,308.88

- Restricted Mayor's Christmas Tree Fund* \$1,029.57
 - Restricted Parks & Recreation Fund* \$2,850.59
 - Restricted Capital Improvement* \$23,890.70
 - Restricted Special Equipment* \$29,695.29
- *Restricted funds included in the Operating Fund total.

Balances of other city funds on November 30, 2023:
 Street & Highway Fund: \$149,355.10
 Sewer Utilities: \$547,567.51
 Sewer Reserve Fund: \$74,810.29
 ARPA: \$6,067.95
 Temporary Notes (Water Project): \$845,704.23
 Temporary Notes (Wastewater Project): \$5,184,194.13

Councilman Suppenbach motioned to approved October vouchers in the amount of \$260,003.13. The motion, seconded by Councilwoman Muncy, carried 4-0. Councilman Suppenbach motioned to approve November vouchers in the amount of \$1,098,794.29. The motion, seconded by Councilwoman Muncy, carried 4-0.

Fund Transfers recommended by City Clerk Siffring: Motioned by Councilman Suppenbach, seconded by Councilman Hemphill and carried 4-0 to transfer \$25,000 from the General Fund to Special Equipment Reserve fund. Motioned by Councilwoman Muncy, seconded by Councilman Hemphill and carried 4-0 to transfer \$25,000 from the General Fund to Capital Improvement Reserve fund. Councilwoman Muncy motioned to transfer collected impact fees in the amount of \$19,000 and all future impact fees to the Sewer Reserve Fund. The motion, seconded by Councilman Suppenbach, carried 3-1 with Councilman Hemphill voting no.

HEALTH INSURANCE TAX EXEMPT CONTRACT – SECTION 125

City Clerk Siffring requested approval of adopting the Premium Only Plan for health insurance, exempting health care premiums paid by employees from taxes, as allowed by federal regulations. The change will save money for the city and any applicable employee. Councilman Suppenbach made a motion to adopt the Section 125 Premium Only Plan. The motion was seconded by Councilman Hemphill and carried 4-0.

2024 FEES RESOLUTION

Councilman Suppenbach made a motion to adopt Resolution #125 repealing Resolution #119 and establishing fees pertaining to certain city services, permits, and applications offered by the city and referenced within the Code of the City of Linn Valley, Kansas. The motion was seconded by Councilwoman Muncy and carried 4-0.

BUILDING INSPECTOR

Mayor Donelson recommended changing the building inspector position to full time with benefits. Councilwoman Muncy made a motion move Steve German to full time with benefits at his current rate of pay beginning January 1, 2024. Councilman Hemphill seconded the motion and it carried 4-0.

PLANNING CONSULTANT AGREEMENT

The city received a revised professional services agreement with Olsson Studio for Planning and Zoning consultant. The maximum expense to the city is \$10,000. After discussion, Councilwoman Muncy

motioned to move forward with the agreement starting January 2024 based on not exceeding \$10,000. Councilman Weers seconded the motion and the motion carried 4-0.

CELL TOWER LETTER

Councilwoman Muncy motioned to move to executive session regarding the cell tower offer and return at 7:37 pm. Councilman Suppenbach seconded the motion and the motion carried 4-0. The council moved to executive session at 7:32 pm and returned at 7:37 pm with no action taken.

The council did not accept the offer for \$100,000 lump sum payment.

CHANGE TIME FOR COUNCIL MEETINGS

The council reviewed a proposed ordinance changing the regular meeting time to 6:00 pm and setting days for regular meetings. Councilwoman Muncy motioned to approve Ordinance 254 amending the city code pertaining to the time and days of regular meetings of the governing body of Linn Valley, Kansas. The motion, seconded by Councilman Hemphill, carried 4-0.

EMPLOYEE BONUSES

Mayor Donelson requested bonuses for the fire department employees. Councilman Suppenbach made a motion to give bonuses to the fire department employees up to the amount of \$800. The motion, seconded by Councilman Hemphill, carried 4-0. A motion was made by Councilwoman Muncy to provide city funds, not to exceed \$500, for the Public Safety Department holiday celebration. The motion was seconded by Councilman Suppenbach and carried 4-0.

OLD BUSINESS

Councilman Weers thanked the council and stated it was an honor to serve with them.

Councilwoman Muncy motioned to allow tasking for the Planning and Zoning Commission to begin in January 2024. The motion, seconded by Councilman Suppenbach, carried 4-0.

Director Murrison requested Jeremy Hansen replace Melissa Crownover, who resigned, as Assistant Fire Chief. The council approved Jeremy Hansen as Assistant Fire Chief beginning immediately by a vote of 4-0.

Councilman Suppenbach motioned to payout 40 hours of vacation time to Director Murrison and 41 hours of vacation time to City Clerk Siffring. Seconded by Councilman Hemphill, the motion carried 4-0.

ADJOURN

Councilman Hemphill made a motion to adjourn. The motion was seconded by Councilman Suppenbach and carried 4-0. The meeting adjourned at 7:52 pm.

Submitted by
Karen Siffring, City Clerk