

MEETING OF THE CITY COUNCIL  
OF LINN VALLEY, KANSAS  
January 8, 2024  
6:00 pm

At the request of Mayor Lewis Donelson, Pastor Dave Van Bebber to said a prayer for the governing body and city.

Mayor Lewis Donelson called the regular meeting to order at 6:00 pm. Present were Councilmembers Michael Hemphill, and Brenda Muncy. Councilman Richard Gravelle was absent. City Attorney James Brun was absent.

Newly elected councilman Dan Donham and re-elected councilwoman Brenda Muncy were sworn in by City Clerk Karen Siffring. Each took their seat at the council.

Mayor Donelson nominated Robert Suppenbach to fill the vacant seat on the council. The council vote was 2-1 with Councilman Donham voting no.

No changes to the agenda.

#### MEETING MINUTES

Councilman Donham moved, seconded by Councilman Hemphill and carried 3-0 to approve minutes of the December 13, 2023 meeting.

#### SEWER REPORT

The City Clerk Karen Siffring reported the duplex pump station at the community center is working and the meter is being read for billing purposes. The pump motor at the lagoon was replaced. Three grinder pumps at residences were replaced.

#### CITIZEN PARTICIPATION

No comments from the public.

#### WATER PROJECT REPORT

##### CALDWELL TANKS INC INVOICE #4

Councilwoman Muncy motioned to approve the Caldwell invoice #4 in the amount of \$133,532.48. The motion was seconded by Councilman Hemphill and carried 3-0.

#### BUILDING INSPECTOR REPORT

Eight inspections were completed in December. Approved permits through December 2023: 175. Sixty-one permits are open. The responsibility for nuisance codes will be transferred from the Police Department to the Building Inspector.

#### PUBLIC SAFETY REPORT

Public Safety Director Corey Murrison reported total criminal reports decreased from 101 in 2022 to 79 in 2023. For the Fire Department in 2023, there were 100 calls for service in Linn Valley and 52 mutual aid calls in Miami County.

CITY CLERK'S FINANCIAL REPORT

City Clerk Karen Siffring reported General Fund income of \$21,631.84 and expenses of \$153,944.18 in December 2023.

Balances for the city's accounts and funds on December 31, 2023:

- Operating Fund: \$134,696.28
    - Restricted Mayor's Christmas Tree Fund\* \$1,029.57
    - Restricted Parks & Recreation Fund\* \$2,850.59
    - Restricted Capital Improvement\* \$48,890.70
    - Restricted Special Equipment\* \$54,695.29
- \*Restricted funds included in the Operating Fund total.

Balances of other city funds on December 31, 2023:

- Street & Highway Fund: \$149,515.36
- Sewer Utilities: \$551,503.74
- Sewer Reserve Fund: \$90,012.13
- ARPA: \$6,067.95
- Temporary Notes (Water Project): \$821,933.92
- Temporary Notes (Wastewater Project): \$5,151,277.31

Councilwoman Muncy motioned to approved January vouchers in the amount of \$108,705.62. The motion, seconded by Councilman Hemphill, carried 3-0.

COLA FOR EMPLOYEES

Clerk Siffring explained a 3.5% pay increase was included in the 2024 budget. The council will discuss this at the next regular council meeting.

GAAP RESOLUTION

Clerk Siffring introduced a resolution to exempt the city in 2024 from compliance with state designated GAAP. This resolution is addressed annually. The city continues to use cash accounting. Councilwoman Muncy motioned to approve Resolution 126, exempting the city from GAAP. Councilman Donham seconded the motion and the motion carried 3-0.

GENERATOR MAINTENANCE AGREEMENT

The generator purchased for the low-pressure sewer system has not had a full maintenance. An agreement with C&C Group would provide semiannual service, including load testing, for three years at a cost of \$2655 annually. At the council's request, additional research on prices will be done.

OLD BUSINESS

Mayor Donelson asked the council to consider if they want to continue utilizing the Priority Worksheet. There will be further discussion at the next council meeting.

ADJOURN

Councilwoman Muncy made a motion to adjourn. The motion was seconded by Councilman Donham and carried 3-0. The meeting adjourned at 6:34 pm.

Submitted by  
Karen Siffring, City Clerk