# MEETING OF THE CITY COUNCIL OF LINN VALLEY, KANSAS

March 11, 2024

6:00 pm

Mayor Lewis Donelson called the regular meeting to order at 6:00 pm. Councilmembers present were Richard Gravelle, Dan Donham, Michael Hemphill, and Robert Suppenbach. City Attorney James Brun was present.

Appointment of Planning and Zoning Commissioner was added to the agenda.

Mayor Donelson announced Gregg Ahnemann had resigned from the Planning and Zoning Commission. With unanimous approval of the council, Brad Kalush was appointed as Planning and Zoning Commissioner, and sworn in by City Clerk Karen Siffring.

Mayor Donelson announced the pending retirement of City Clerk Siffring. Her notice of retirement was read and will be effective July 5, 2024.

Councilman Suppenbach made a motion for a fifteen-minute executive session for non-elected personnel regarding the city clerk’s retirement, to return at 6:23 pm. The motion was seconded by Councilman Hemphill and carried 4-0. The mayor, council, and city attorney moved to executive session. City Clerk Siffring was asked to join the session. The council returned at 6:23 pm with no action taken.

Councilman Suppenbach motioned to move Mendi Cyr to the city clerk position and, at the appropriate time, move to backfill the assistant city clerk position. The motion was seconded by Councilman Hemphill and carried 4-0.

# MEETING MINUTES

Councilman Hemphill motioned to approve minutes from the February 26, 2024 meeting. Councilman Donham seconded, and the motion carried 4-0.

# CITIZENS PARTICIPATION

No public comments.

# WATER PROJECT

Councilman Donham reported a meeting was scheduled on March 22nd with Councilman Gravelle, City Clerk Siffring, himself, and Jason Hoskinson of BG Consultants. City Attorney Brun stated he received notice from BG Consultants stating the project was on hold until the meeting on March 22nd.

City Attorney Brun left the meeting. WASTEWATER PROJECT

Councilman Donham reported Wesley Weishaar of BG Consultants was continuing to work on the wastewater project planning. Clerk Siffring received approval from the council to prepare documents to rezone the lagoon land and request amending the Zoning regulations to include water and wastewater treatment plants as permitted use for light industrial (I-1) zones.

# CITY BUILDING

Councilman Donham reported he and Councilman Suppenbach will meet with an architect March 28 to discuss a city building.

# SEWER REPORT

Sewer Operator, Page Enterprise, provided a monthly report. Pumps were changed out at two locations, and there were ten sewer line locates.

# BUILDING INSPECTOR REPORT

Inspector Steve German submitted the Building Report. Fifty-three inspections were completed in February and 27 permits were approved.

After concerns with culvert installations and some property owners not following laws for construction, the council concluded that permit requirements eliminated by Ordinance #244 should be reinstated.

Clerk Siffring will prepare an amending ordinance for presentation at the next scheduled council meeting.

# NUISANCE CODES REPORT

Codes Enforcement reported twelve violation notice letters sent in February and four citations issued.

# PUBLIC SAFETY REPORT

Public Safety Director Corey Murrison reported a total of five arrests, three citations issued, and two reported motor vehicle accidents. The fire department received eight medical calls and three grass fires within Linn Valley. The department responded to two grass fires in Miami County.

Director Murrison requested the council approve purchase of equipment to upgrade the emergency siren to digital activation. Councilman Suppenbach motioned to approve up to $800 of ARPA funds to upgrade the siren to a remote activation system. The motion was seconded by Councilman Gravelle and carried 4-0.

Director Murrison received an application from Shawn Ward for fire fighter and would like to add him to the department. Councilman Suppenbach motioned to approve Shawn Ward as a fire fighter. The motion was seconded and passed 4-0.

# CITY CLERK’S FINANCIAL REPORT

City Clerk Karen Siffring reported General Fund income of $28,991.03 and expenses of $56,822.56 in February 2024.

Balances for the city’s accounts and funds on February 29, 2024: Operating Fund: $516,327.20

-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.

Street & Highway Fund: $156,441.16 Sewer Utilities: $582,514.54

Sewer Reserve Fund: $98,911.63 ARPA: $6,067.95

Temporary Notes (Water Project): $638,037.62 Temporary Notes (Wastewater Project): $5,133,940.87

Councilman Hemphill motioned to approve the vouchers in the amount of $143,949.85. The motion, seconded by Councilman Suppenbach, carried 4-0.

# HEALTH INSURANCE

City Clerk Siffring presented three options for employee health insurance policies from Blue Cross / Blue Shield of Kansas. Councilman Suppenbach motioned to approve Plan 1 (Platinum 500/25). The motion was seconded by Councilman Hemphill and carried 4-0.

# CITY INSURANCE

Truly Insurance provided two options, based on deductible amounts, for the city insurance policy. After review, Councilman Suppenbach motioned to enter into a contract for Annual Bid #1 as presented.

Councilman Gravelle seconded, and the motion carried 4-0.

# CELL TOWER

An offer to acquire the sixty-year cell tower easement for $110,000 was received from CV Equity I, LLC and reviewed by the council. The offer was not accepted by the council.

# MAYOR’S REPORT

Mayor Donelson thanked all the city employees for their continuing hard work and dedication.

# OLD BUSINESS

Councilman Donham asked if something could be done to clean up Fitch Lane.

# NEW BUSINESS

No new business.

# ADJOURN

Councilman Hemphill made a motion to adjourn. The motion was seconded by Councilman Suppenbach and carried 4-0. The meeting adjourned at 7:26 pm.

Submitted by

Karen Siffring, City Clerk