

REGULAR MEETING  
OF THE CITY COUNCIL  
OF LINN VALLEY, KANSAS  
JUNE 12, 2017  
6:00 pm

Mayor Jeanne Dwyer opened the meeting at 6:00 pm. Council Members present were Dennis Kidwell, Claire Smith, Jason Jenkins, and Lew Donelson. Council Member Dan Davies was absent. A quorum was present. Also present were City Attorney Gary Thompson, City Clerk Karen Siffring, Fire Chief Daniel Smith, Police Officer David Kline, Building Inspector Joe Isabell, and Codes Enforcement Officer Ralph Fitch.

1. Mayor Dwyer asked if there were changes to the agenda. The Mayor requested the addition of 'AMR Proposal' to be discussed after the Clerk's Report. There were no other changes or additions.
2. APPROVAL OF MINUTES.  
Mayor Dwyer asked if there were changes to the minutes from the May 22<sup>nd</sup> meeting. With no changes, the minutes stood as presented.
3. CITY CLERK'S REPORT
  - a. City Clerk Siffring presented the financial report for May. General income was \$14,525.35 and expenses were \$42,130.70. Expenses included the cost of the annual audit.

Following are balances of the City's accounts as of May 31<sup>st</sup> before reconciliation.

General Fund	\$112,168.94
Special Funds:	
- Restricted Mayor's Christmas Fund*	\$336.57
- Restricted Parks & Recreation Fund*	\$1,000.59
- Restricted Capitol Improvement*	\$62,142.00
- Restricted Special Equipment*	\$2,000.00
*Restricted funds are included in General Fund total.	
Money Market	<u>\$78,026.66</u>
Total	\$190,195.60

Street and Highway Fund	\$70,343.87
Sewer Construction Fund	\$396.62
Utilities Fund	\$62,570.94

- b. Clerk Siffring presented vouchers: General Fund vouchers 11225 - 11281 in the amount of \$37,155.24; Street and Highway Fund voucher 1411 in the amount of \$19.84; and Utilities Fund vouchers 1080 – 1084 in the amount of \$2,102.79 for a combined total of \$39,277.87. Council Member Smith made a motion to approve the vouchers in the amount of \$39,277.87. The motion was seconded by Council Member Kidwell and carried 4-0.

- c. The Clerk informed the Council that it is time to begin the process of developing the 2018 budget. The Clerk will meet with the County Clerk on June 27<sup>th</sup> to discuss a preliminary budget. It was also noted that the cap on increasing the budget for 2018 is 1.4%. The initial budget must be complete July 31<sup>st</sup> in order to publish the scheduled public hearing by August 2<sup>nd</sup>. Hearing would be expected on August 14<sup>th</sup> or a minimum of 10 days after publication. Final budget must be filed with the County by August 25<sup>th</sup>.
4. AMR PROPOSAL
    - a. Mayor Dwyer presented a proposal from AMR to have an EMT available in Linn Valley who can man the ambulance. The proposal would increase AMR's contract with the County Commissioners to add an EMT in Linn Valley. Council Member Jenkins told the Council that three options were suggested by AMR: 1) 40 hours per 5 day week, 2) five 12 hour days, 3) 24/7. There was discussion on providing housing in the City for an EMT. The Fire Department currently has one EMT. Council Member Jenkins recommended responding to the County Task Force.
5. WATER STUDY
    - a. Mayor Dwyer informed the Council that the water permit must be in the City's name in order to receive grants. To be true owners the water agreement with the POA must be modified. Attorney Thompson is working with the POA's attorney on this matter and expects a response soon.
6. SEWER PROJECT REPORT
    - a. The Mayor informed the Council that work is half complete on graveling roads affected by the sewer installation. It would be best to wait until it rains to finish so it won't be so dusty. The City has received the final Change Order. A member of the audience, Jay Butler, was concerned about an exposed French drain.
7. UPDATE ON POLICE STATION/CITY HALL BUILDING
    - a. Mayor Dwyer reported that the grant writer is working on a specific grant to fund the Police Station/City Hall building.
8. EMERGENCY PLANNING COMMITTEE REPORT

Council Member Donelson reported on the May 17<sup>th</sup> meeting of the Emergency Planning Committee meeting. The last Committee Member was welcomed at the meeting. Members identified tornados as a critical hazard and noted that the City has no tornado shelter. The lake and water plant are also considered critical hazards. Active shooter is another critical hazard. The police will do a presentation on weapons threats. Council Member Donelson told the Council that the Committee will begin putting together a physical Emergency Manual to be housed at the Fire Station. The next Emergency Planning Committee meeting is scheduled for June 14<sup>th</sup> at 6:00pm. The next County Emergency Management Meeting is July 27<sup>th</sup>, 2017.
9. SANITATION REPORT
    - a. Sanitation Operator Mike Page was absent but provided a written report. Pumps were run daily, one pump was replaced, unplugged the west lift station, pulled meters. A pump was pulled because of baby wipes in the pump.

10. FIRE DEPARTMENT REPORT

- a. Fire Chief Smith reported thirteen calls in May (9-medical, 1-structure fire false alarm, 3-mutual aid calls). After pressure testing air packs, the new truck is expected to be in service. The training room in the fire station has been framed. Chief Smith said it would take additional funds to complete the room in the fire station. Council Member Donelson made a motion to allow \$2,800 out of the General Fund to complete the training room and office. After discussion, Council Member Kidwell seconded the motion. The Mayor called for a vote. The vote was 3-1 with Council Member Jenkins voting against.

11. POLICE DEPARTMENT REPORT

- a. Officer Kline presented the police report. The Police department has been busy. There were 11 arrests in May. When officers responded to complaints of noise, an underage drinking party was found. Nine officers went to the location. Drugs were found. Two subjects ran. Two subjects were arrested. Juveniles were released to parents.
- b. The class presented by the Police Department on boating and ATV's received positive responses. Officer Kline suggested that golf carts be registered in a similar manner as ATV's. This would help locate owners in case of theft or accident.

12. BUILDING INSPECTOR'S REPORT

- a. Building Inspector Isabell reported 54 inspections 11 new permits including 2 new houses, 15 finalized projects, 90 projects still open and 49 administrative hours. The Inspector asked Attorney Thompson how to recover funds from individuals who have completed work but not paid the fee. Attorney Thompson recommended sending a 10 day notice and if the fee has not been paid within that time, issue a citation.

13. CODES ENFORCEMENT OFFICER'S REPORT

- a. Codes Enforcement Officer reported 15 properties inspected and 15 corrections issued, 13 corrections completed. Of the previously condemned properties, the last lot is in process of being completed . Status is still needed on condemned property at 1846 Timber Valley.

14. OPEN FORUM

Fire Chief Smith asked the Council to consider changing speed limits in Linn Valley Lakes. Attorney Thompson explained that within the gates, the POA is responsible for setting speed limits, not the City. In an agreement between the City and POA, the Police will enforce speed limits within the gates.

15. ADJOURN

- a. Council Member Kidwell made a motion to adjourn. The motion was seconded by Council Member Smith and carried 4-0. The meeting adjourned at 8:07 pm.

Submitted by  
City Clerk Siffring