

REGULAR MEETING OF THE CITY COUNCIL
OF LINN VALLEY, KANSAS
SEPTEMBER 10, 2018
6:00 pm

The regular meeting was opened at 6:00 pm by Mayor Cindy Smith.

Present at the meeting were Mayor Smith and Council Members Lew Donelson, Dennis Kidwell, Brad Pennington, Jason Jenkins and Dan Davies. A quorum was present. Also present were City Attorney Gary Thompson, City Clerk Karen Siffring, Police Chief Corey Murrison, Codes Officer Ralph Fitch, and Building & Codes Officer Dan Donham.

1. REVIEW OF AGENDA

An executive session was requested to be held after agenda item 11 - Update on the Police Department Building. There were no additional changes to the agenda.

2. APPROVAL OF MINUTES

Council Member Davies made a motion to approve minutes from the August 13, 2018 council meeting. The motion was seconded by Council Member Pennington and passed 5-0. Council member Donelson made a motion to approve minutes from the September 5, 2018 meeting. The motion was seconded by Council Member Davies and passed 5-0.

3. SEWER REPORT

Operator Mike Page was absent. In his report, lift stations were checked, locates were done as requested, and replaced saddle at Linn Valley Drive & Lakeview Drive. Electrical work was done at City Hall.

4. FIRE DEPARTMENT REPORT

Police Chief Murrison presented the monthly report for the fire department. Training was held August 26th. Several firefighters will be attending a Gun Shot training class on the 17th and also attending a joint training exercise with Linn County Fire on the 15th. A high pressure waterline burst is in need of repair although the truck is still in service and operational. There were four calls in August including a lift assist, a false alarm, a male with chest pain and a female not feeling well.

5. POLICE DEPARTMENT REPORT

Chief Murrison presented the Police Department report. Seven drug related arrests were made over the last ten days stemming from traffic enforcement. Officer Kline worked with the trainer and K9 this weekend. The K9 will return to Linn Valley this weekend as certified in narcotics. Additional training and certifications will follow.

Computer in the Police office had to be replaced at a cost of \$550.

Chief Murrison will be attending a Sexual Assault Investigation Training at Johnson County Committee College. The Citizens Academy is expected to start in October. Council Member

Donelson will work with the engineer to get specs on repairing the road to the gun range and burn pile so the job can be put out for bids.

6. BUILDING AND CODES ENFORCEMENT REPORT

Building & Codes Officer Donham reported on progress since his employment began last month. He has organized permits according to status and permit holders have been sent letters reminding them of incomplete or unpaid permits. Forms have been created for demolition and electrical installation. Permit signs are being made in-house on waterproof paper and being supplied with permits for posting at the site. He has received general information calls, gone out for building inspections and notified contractors that licensing is necessary in Linn Valley.

7. CODES REPORT

Officer Fitch reported 10 properties inspected, 7 corrections issued, 3 corrections completed, 6 still working, and no court cases. There has been some progress made on demolition of the house on lot 153 but the owner will be informed that he must make bring the demolition to a completion. Chief Murrison was asked to be a part of communications with the owner.

Officer Fitch presented a bid on cleaning ditches on 2400 Road and 60 yards of Ullery. The bid was for \$1600. Council Member Davies made a motion to approve the bid. The motion was seconded by Council Member Pennington and the motion carried 5-0.

Codes Officer Fitch told the Council that the lights in City Hall continue to not work and need to be replaced. Three contractors were contacted for bids and only one responded. The bid was \$1750. After discussion, the Council asked to research the cost of the lights and get the bid in writing.

8. CITY CLERK'S REPORT

The financial report for August 2018 is as follows:

General Fund income for the month was \$6,727.16. Expenses were \$31,112.91.

Following are balances of the City's accounts as of August 31st, before reconciliation.

General Fund	\$67,401.53
Special Funds:	
- Restricted Mayor's Christmas Fund*	\$270.57
- Restricted Tree Maintenance Fund*	\$2,250.00
- Restricted Parks & Recreation Fund*	\$1,300.59
- Restricted Capitol Improvement*	\$79,142.00
- Restricted Special Equipment*	\$20,000.00
*Restricted funds are included in General Fund/Money Market total.	
Money Market	<u>\$204,068.15</u>
Total	\$271,469.68

Street and Highway Fund \$92,580.96
Sewer Construction Fund \$3,388.20
Utilities Fund \$148,463.57
Infrastructure Fund balance is \$28,202.90. Expenses were \$5,238.03.

General Fund vouchers: 12082 – 12131 \$27,819.53
Street and Highway Fund voucher: 1442 \$19.74
Sewer Utilities Fund vouchers: 1288 – 1294 \$24,167.36

A motion was made and seconded to approve the vouchers in the amount of \$52,006.63. The motion carried 5-0.

Clerk Siffring asked to repeal Ordinance #188. The new ordinance would contain a corrected list of properties within the sewer district. A motion was made to adopt Ordinance #198. The motion was seconded and passed 5-0.

9. MAYOR'S REPORT

The Mayor recommended creating a team of 3 – 4 individuals to review the City's IT system and make recommendations for upgrades for efficiency and security.

All potential water supplier sources have the information on needs for the City's water project. The City is waiting for a response from each supplier. BG Consultants has been working with Public Wholesale Water District #13 and PWWD#13 is working with RWD#1. The Council will continue discussions.

The Mayor asked Officer Fitch to research control of lespedeza around the lagoons.

10. WATER PROJECT

See the Mayor's Report.

11. UPDATE – POLICE DEPARTMENT BUILDING

Council Member Donelson reported that the architect has had health issues and information on cost of a new police station will be available in approximately a week.

Council Member Donelson made a motion to hold a 15 minute executive session for legal purposes. The motion was seconded and passed 5-0. The Council retired to the meeting at 6:53 pm. The Council returned at 7:12 pm and called back to order with no action taken.

12. BUILDING APPLICATION FEE

Officer Donham recommended placing a \$15 fee required for submission of an application for a building permit. After lengthy discussion it was decided to table the subject and discuss at the next Council Meeting.

13. FARM ANIMALS (Ordinance #83)

No changes will be made to the current ordinance.

14. OPEN FORUM

Chief Murrison told the Council of a question from a Linn Valley property owner asking if an animal rescue can be within the gates. Attorney Thompson said that the POA first needed to give their approval. Following approval, the Planning and Zoning would address rezoning the property.

The Council was asked if the City would cover the cost of installing a culvert off of Ullery Road. Attorney Thompson responded that it isn't the City's policy to pay for culverts. He also cautioned that any installation of a road off of Ullery would require a traffic study.

Chief Murrison asked the Council if his officers can use comp time in place for overtime. One hour of overtime could be used for 1 ½ hours of compensation time. The Council agreed but added that a policy should be written and it should be reflected in the City's Personnel Manual.

15. ADJOURN

Council Member Jenkins made a motion to adjourn. The motion was seconded and carried 5-0. The meeting adjourned at 7:37 pm.

Submitted by
City Clerk Siffring