

2021 BUDGET HEARING
AND
MEETING OF THE CITY COUNCIL
OF LINN VALLEY, KANSAS
AUGUST 10, 2020
6:00 pm

Mayor Cindy Smith opened the 2021 Budget Hearing and asked the public if there were any comments on the proposed budget. There no comments. Council Member Robert Suppenbach made a motion to accept the 2021 Budget as presented. The motion was seconded by Council Member Brenda Muncy. The motion passed 4-0. The Mayor closed the hearing.

Mayor Cindy Smith called the regular meeting to order. Present at the meeting were Council Members Lew Donelson, Robert Suppenbach, Jason Jenkins, and Brenda Muncy. A quorum was present. City Attorney James Brun was present.

Mayor Smith introduced John Weers and requested the Council to accept him as Council Member to fill the vacant seat on the council. Council Member Suppenbach made a motion to accept John Weers as Council Member. The motion was seconded by Council Member Muncy and the motion passed 4-0. Mr. Weers was sworn in and took his seat with the Council.

The Council President seat was also vacant. Council Member Muncy made a motion to elect Council Member Jason Jenkins as Council President. The motion was seconded by Council Member Suppenbach and passed 5-0.

Mayor Smith introduced Lisa Coke, recommending her for the open position of court clerk/billing clerk. Council Member Muncy made a motion to hire Ms. Coke as court clerk/billing clerk at \$13.00/hour. The motion was seconded by Council Member Suppenbach. The motion passed 5-0. Lisa Coke was sworn in by Clerk Siffring.

Council Member Jenkins made a motion for a thirty-minute executive session for legal. The motion was seconded by Council Member Suppenbach and passed 5-0. The Council retired to the session at 6:09 pm and returned at 6:39 pm with no action taken.

MEETING MINUTES

Minutes from the July 13, 2020 meeting were presented. Council Member Jenkins made a motion to accept the minutes as written. Councilman Suppenbach seconded. The motion passed 5-0. Minutes from the July 21, 2020 meeting were presented. Council Member Jenkins made a motion to accept the minutes as written. Councilman Suppenbach seconded. The motion passed 5-0.

SEWER REPORT

The June report included locates as requested, check lift station, changed out a pump, and changed relay on the lagoon.

Council Member Donelson asked Dan Donham, Director of Planning and Development, to speak with Mike Page about the status of using the City's generator during power outages.

PLANNING AND DEVELOPMENT REPORT

Director of Planning and Development Dan Donham reported Paul Owings from BG Consultants is nearly completed with the Wastewater System PER and will provide a video presentation and hard copy to the City. The Council was asked to review the material and be ready to discuss it at the next meeting. Paul will be at the September council meeting to answer questions. Shelly Underwood of Midwest Assistance Program will also be at the meeting. Mike Billings of USDA will do the underwriting for the grant.

Paul Owings and Director Donham have been working on the economics of the current grinder pumps maintenance costs. One option to apply in the future is to retrofit existing holding tanks with hybrid lower pressure pumps at a lower cost.

The Council requested a special meeting to discuss the wastewater management project. The date is tentatively set on August 31 at 6:00 pm. Director Donham will make arrangement with Paul Owings and Shelly Underwood for a final date and time.

Don Hastings has been spraying herbicide to control vegetation growth in the City Hall parking lot and Fitch Lane.

Construction on the front entry to City Hall will begin soon.

BUILDING CODES REPORT

There were 90 permits issued in July. From January 2020 through July 2020, 297 permits were issued.

NUISANCE CODES REPORT

Don Hastings reported a total of 113 violations letters sent out for – junk vehicles, sanitation/garbage, grass/weed height, and/or no 911 sign. As a result, 12 property owners contacted Don asking for more time to comply, 46 owners complied, 3 citations were issued, and 9 properties are recommended for condemnation. It is a 46% success rate.

PUBLIC SAFETY DIRECTOR REPORT

Public Safety Director Corey Murrison reported five arrests for narcotics, domestic violence, and/or driving while suspended, an assault of a minor, and possible elder abuse. The Fire Department responded to nine medical calls and two fires. The fire department had one day of training.

The burn pile will be open Saturday, August 15th from 9:00 am to 2:00 pm. Materials accepted will be natural brush. No furniture or commercial materials are allowed.

Officer Brett Jenkins will begin training on Monday August 17th. Training will last 14 weeks.

Director Murrison is overseeing a committee to investigate a gun range.

GRANT WRITER

Council Member Jenkins noted that funds from the CARES Act may be available. After discussion, Council Member Jenkins was asked to pursue hiring a grant writer.

MFA OIL CONTRACT FOR 2021

A contract was presented from MFA Oil for propane in 2021. Cost per gallon is \$1.15. Council Member Donelson made the motion to sign the contract. The motion was seconded by Council Member Jenkins. The motion passed 5-0.

PURCHASING POLICY

After reviewing the document, Council Member Donelson made a motion to accept the Purchasing Policy as written. Council Member Suppenbach seconded the motion. The motion passed 5-0.

CITY CLERK'S REPORT

The City Clerk Siffring reported conducting two interviews for the position of Court Clerk/Billing Clerk, completing writing the Purchasing Policy, writing ordinances for the 2020 Standard Traffic Offense Ordinance and the 2020 Uniform Public Offence Code.

Balances for the City's accounts and funds on July 31st were:

General Fund Checking: \$192,497.45
-Restricted Mayor's Christmas Tree Fund* \$204.57
-Restricted Tree Fund* \$1,800.00
-Restricted Parks & Recreation Fund* \$1,800.59
-Restricted Capital Improvement* \$34,075.32
-Restricted Special Equipment* \$15,798.01
*Restricted funds are included in the General Fund total.
Money Market \$125,594.94
Total General Fund \$318,092.39

Street & Highway Fund balance was \$90,776.70

Sewer Utilities income was \$17,087.75. Expenses were \$5,641.19. Balance is \$152,448.95.

Vouchers were presented by City Clerk Karen Siffring in the amount of \$50,445.66. Council Member Donelson made a motion to approve the vouchers in the amount of \$50,445.66. Motion was seconded by Council Member Suppenbach and passed 5-0.

DISTRIBUTION OF PARK MONEY

The Linn County Park money is being distributed. Approval from the Council is required agreeing that money will be used only for parks and recreational maintenance, expansion, programs, or facilities. Council Member Donelson made a motion to agree to the requirements. Council Member Suppenbach seconded the motion and it passed 5-0.

2020 STANDARD TRAFFIC ORDINANCE AND 2020 UNIFORM PUBLIC OFFENCE CODE

The City received the 2020 editions of the Standard Traffic Ordinance and the 2020 Uniform Public Offence Code from the League of Kansas Municipalities. Council Member Donelson made a motion to adopt Ordinance 213 for the 2020 editions of the Standard Traffic Ordinance. The motion was seconded by Council Member Suppenbach. The motion passed 5-0.

Council Member Suppenbach made a motion to adopt Ordinance 214 for the 2020 Uniform Public Offence Code. The motion was seconded by Council Member Jenkin. The motion passed 5-0.

MAYOR'S REPORT

The Mayor cautioned the Council to not discuss City business at the POA meetings if there were three or more members attending. This could be a violation of the Open Meetings Act.

The Mayor would like to review the Priority Plan at the September Council Meeting.

Mayor Smith and Council Member Donelson will meet with the POA to discuss the Architectural Committee make-up and the Lake Patrol.

Mayor Smith will meet with the POA to discuss the wastewater.

The Planning and Zoning Commission is meeting Monday, August 17th at 6:00 pm to discuss a rezoning request and get public comment on short term rentals.

OPEN FORUM

There were no comments from the public.

ADJOURN

A motion to adjourn was made by Councilman Jenkins and seconded by Councilman Suppenbach. The motion passed 5-0. The meeting adjourned at 7:35 pm.

Submitted by
City Clerk Siffring