



# City of VALLEY FALLS

Incorporated May 17, 1869

◇ Attachment

## City Council Agenda

The City Council meeting is open to the public and will be held at City Hall.

Meetings will be streamed via Facebook Live (<https://www.facebook.com/cityofvalleyfalls>) Please email questions to [cityadmin@valleyfalls.org](mailto:cityadmin@valleyfalls.org) before the meeting.

April 20, 2022 6:30 PM  
Regular Meeting

### CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL - City Council and Staff

MINUTES - Regular Meeting of April 6, 2022 ◇

INVOICES - \$12,398.46 ◇

### PUBLIC COMMENTS & GUESTS:

*Public Comment Policy* ◇

### BUSINESS ITEMS:

1. Rob Kearney - Old Pool Lot
2. CDBG Sewer - Phase 2
3. Collections Ordinance #2022-04 ◇
4. Bid for Water Tower Valve ◇
5. Snow Route ◇
6. ARPA Standard Deduction or Project
7. City -Wide Clean-Up/ Dumpsters

### TABLED ITEMS:

1. 2010 Chevy Repair Estimate - \$5,967.86
2. Bulk Water
3. Animal Control Ordinance
4. Building for Police Department
5. Taser's for Police Department

### REPORTS:

CITY ADMINISTRATOR: Audree Aguilera ◇

PUBLIC WORKS: Bill McCoy ◇

POLICE: Brandon Bines ◇

MAYOR: Jeanette Shipley

FIRE DISTRICT: Mike Glissman

ECONOMIC DEVELOPMENT BOARD: Audree Aguilera or Chair

PLANNING & ZONING COMMISSION: Audree Aguilera or Chair

CITY COUNCIL COMMENTS/ FEEDBACK/ IDEAS

### ANNOUNCEMENTS/ COMMUNICATIONS:

City-Wide Garage Sales - May 13<sup>th</sup> and 14<sup>th</sup>

Health & Faith Gathering - June 11<sup>th</sup>

EXECUTIVE SESSION ◇

ADJOURNMENT



## CITY OF VALLEY FALLS

April 6, 2022

### Open Meeting

The meeting was called to order at 6:30 pm by Mayor Jeanette Shipley. Council members present were, Jennifer Ingraham, Salih Doughramaji, Gary McKnight, Judy Rider, and Mike Glissman.

Staff present: Audree Aguilera, City Administrator, Chris Weishaar, City Clerk, Bill McCoy, Public Works, Brandon Bines, Chief of Police, and Leonard Buddenbohm, City Attorney.

Others present: Brett Wagner, Mark Jepson, Jerry Heinen, , Dianne Heinen, Connie Fridley, and Earl Stevens.

#### **Minutes:**

The minutes from the March 16, 2022, meeting was presented.

Mike moved to approve the minutes. Jennifer seconded the motion. Motion carried 3-0

The minutes from the March 16, 2022, Land Bank meeting was presented.

Mike moved to approve the minutes. Jennifer seconded the motion. Motion carried 3-0

#### **Vouchers:**

The April 6, 2022, Vouchers were presented. Salih moved to approve vouchers totaling \$65,450.90. Mike seconded the motion. Motion carried 5-0.

#### **Public Hearing:**

- Brett Wagner was present for the Closeout of CDBG Street Grant No. 21-PF-017. He stated the purpose of the hearing and asked if there was any public comment. There was none. The hearing was closed.

**Public Comments & Guests:** Jerry Heinen asked about the rules for unlicensed drivers driving lawn mowers. Chief Bines advised as long as they are not out joy riding as has happened in the past it is fine. Jerry also addressed a certified letter he received in reference to a property he owns but is selling to the occupant. He was not happy with receiving a certified letter. He was advised the process would be looked into.

Earl Stevens asked about when the City-Wide Dumpster would be available for spring cleaning.

#### **BUSINESS ITEMS:**

EMC Insurance Renewal – Mark Jepson was present to discuss the renewal of the City's insurance. The Inland Marine addition was table for further review.

Gary made a motion to approve the renewal. Judy seconded the motion. Carried 5-0.

204 Walnut St. Resolution #2022-05 – Audree advised in order to proceed with lot clean up the resolution needed to be passed.

Gary made a motion to approve the Resolution. Mike seconded the motion. Carried 5-0.

207 Sycamore St. Resolution #2022-06 – Audree advised in order to proceed with lot clean up the resolution needed to be passed.

Gary made a motion to approve the Resolution. Mike seconded the motion. Carried 5-0.

KDHE Loan Ordinance #2022-03 – The loan was discussed. Roll call was held and passed 5-0.

CDBG Streets Project Closeout – Brett Wagner advised of what is required to close out the project.

Salih made a motion to close out the project. Gary seconded the motion. Carried 5-0.

Arbor Day Proclamation was discussed.

Gary made a motion to approve the Proclamation. Judy seconded the motion. Carried 5-0.

Kansas Travel magazine – Audree presented to the council that a business size ad in the magazine would cost \$900.00. It was decided not to proceed.

Employee Assistance Program – Audree presented information on the program through BCBS KS which would allow employees to seek counseling or assistance from a wide variety of programs. The cost is \$144.00 per year and covers all fulltime employees.

Gary made a motion to approve the Program. Jennifer seconded the motion. Carried 5-0.

Collection Bureau of Kansas – Audree presented a new option to do collections on past due accounts with the city. It does not cost the city anything the company charges a fee on top of what the city is owed.

Gary made a motion to approve the contract. Jennifer seconded the motion. Carried 5-0.

2010 Chevy Pickup Estimate – The truck was taken to Topeka for repairs and was found to need a rear differential, and a few other repairs totaling \$5,967.86. The council asked for public works to get some other estimates on the repairs.

Bulk Water – Audree discussed options on solving the issues with customers hauling bulk water and not reporting their meter readings like they are supposed to and the loss of revenue on the city. The topic is tabled while options are looked into.

**City Administrator Report:**

- 1) CDBG Street Project -The final drawdown is ready. Closeout documentation is ready.
- 2) CDBG Sewer Project has officially awarded the City of Valley Falls for \$600,000. The grant administrator has begun the environmental process. The engineer has started design and anticipates completion of design by July.
- 3) gWorks implementation has started. Last module to switch over is Payroll. Sent out late notices and will start disconnects next month.
- 4) Personal Policies & Guidelines sent to EMC Attorneys for review. Will review next week.
- 5) EMC Insurance renewal complete and set for approval.
- 6) Working on putting together Welcome Packets for new residents coming to town. Valley Falls Businesses can use this as a free opportunity to advertise with promotional material such as pamphlets, coupons, magnets, etc.
- 7) Working with KDOT and Evergy for Street Lights at K-4 / K-16 and K-4/ Oak St intersections. Contacted neighbors for Oak Street Light request.
- 8) Sewer Presentation is complete and ready for Town Hall Meeting.
- 9) Compiled and sent data to Ransom Financial. Rate review is in progress.
- 10) Registered land bank lots at County Register of Deeds.
- 11) KPERS 457 sign up with employees. Benefits start in April.
- 12) Clearing well inspection completed.
- 13) Discussed with BCBS about the Employee Assistance Program.
- 14) Attended the KRWA Conference in Wichita March 29th – 31st.
- 15) Economic Development Board held Business Open House/ Social on March 22nd.
- 16) KRWA will be testing all our fire hydrants in the spring. This service is free.

**Sewer/Water/Streets/Alleys/Parks/Pool:**

**Streets:**

Refilled manhole potholes and will be fixing them as we have time to get to them when the weather permits.

**Water:**

Clearwell was cleaned and inspected. Pictures are forthcoming when we get the inspection Report. Hurst tower is scheduled to be drained and out of service for 2 weeks to a month starting 3/6/2022 for repairs and maintenance.

**Sewers:**

Douglas pump Co. came to install the valve at the lagoon but was unable to do so due to differences in the new valve compared to the old one weather and ground conditions has it postponed till they can get to it without damaging the dykes or their equipment.

**Parks:**

Got the debris from the first tree that was removed in Grasshopper Grove cleaned up. They got the second tree in Grasshopper Grove cut down.

**General:**

Kenneth, Audree, and I attended the KRWA conference in Wichita where I made so good contacts with other directors and vendors. I attended several of the learning courses that were offered gathering some very helpful information and knowledge.

While at the conference I was able to take my exam for certification for water operator.

Kenneth took and passed his CDL driving test he is now CDL licensed.

**Police:**

- Since August 1ST 2021 to current, The Valley Falls Police Department has generated approximately \$16,019.00 in ticket revenue however, part of this goes to the State of Kansas.
- I attended two Law Enforcement funerals to show support to other law enforcement agencies during these trying times. I was pleased to see how much community support the officer got, and hope that our community members stand behind everything that we are trying to do to make our community safe.
- The Valley Falls Police Department was donated two brand new ballistic vests which has been fitted specifically for the officer.
- A Part-Time Officer will potentially be hired, with the start date of April 9th, pending the conclusion of the background investigation.
- Background Investigations on other Part-Time Officers applicants are in progress
- Charger – door has been painted and sanded
- The application for vehicle graphics for both vehicles has been scheduled.
- Since March 18th, we have partnered with the Jefferson County Humane Society
- We have already impounded one dog that was found at large w/o owner present.
- Citations have already been issued for dogs running at large
- Photographs of the Animals that have been taken to the shelter will be taken by officers and put on our Facebook page.
- I have been receiving multiple complaints from residents about dogs running at large in the city in which the dogs are consistently being let loose without supervision.
- Community members have expressed concerns to me about dogs either chasing after them, or other dogs being attacked or bothered while being walked by their responsible owner.
- This announcement along with the many other times we have discussed this issue, will serve as the last warning to anyone who's dog is found to be at large. If an owner is not located in the vicinity of the animal, that animal will be captured (if possible) and transported to the humane society in which incurs a \$50.00 humane society fee paid for by the owner. On top of the housing fee, a City Ordinance citation for "Dog running at large" will be issued to the owner and will be required to appear in court in front of the judge.
- If no one claims an animal after 3 business days, the animal then belongs to the Jefferson County humane society, in which I was advised that every animal will get spayed and neutered before being adopted.
- If an animal is also found to be without a city animal license, an additional citation will be issued. Animal tags are available at city hall, Monday – Friday 8AM-4PM for a fee of \$3.00.

- If you own a dog in the City of Valley Falls, PLEASE make sure that your dog does NOT go off your property without supervision and that the animal is registered with the City.
- Officer Davidson graduates on Friday, April 8th, in which the City Administrator and I will be attending to show support.
- Officer Rivera doing well in the academy, he seems to be very excited about going through the academy and is expected to graduate on June 10th.
- Fire Extinguishers added to each patrol vehicle as well as inside the PD
- I Put on a Frauds & Scams class to the Rotary Club to inform citizens about how easily scammers target people out of their money in which I believe was a hit.
- I have spoken with Jeri Clark a few times about this, and I intend to present this class to members of the public for anyone interested. Date is TBD.

**Council Comments:**

Mike expressed concern about putting a No Outlet sign on 15th Street because the Dead End sign is stopping people from turning down the street. Bill will look into a sign.

**Executive Session**

Gary moves the city council recess into executive session to discuss an individual employee’s performance pursuant to the **non-elected personnel** matter exception, K.S.A. 75-4319 (b) (1) to include: the Mayor, City Council, City Administrator, & City Attorney. The open meeting will resume in the city council room at 8:47 p.m. Mike seconded the motion. Passed 5-0.

Mike made a motion to give Bill McCoy a raise to \$54,934.80, with a minimum of 96 hours per pay period. Based on his passing the Water Test. Gary seconded the motion. Passed 5-0.

**ADJOURNMENT**

Jennifer made a motion to adjourn the meeting. Mike seconded the motion. Motion carried 5-0.

APPROVED: \_\_\_\_\_  
JEANETTE SHIPLEY, MAYOR

ATTEST: \_\_\_\_\_  
CHRISTINE WEISHAAR, CITY CLERK



City of  
**VALLEY FALLS**

*Incorporated May 17, 1869*

COUNCIL MEETING DATE: April 20, 2022

INVOICES IN THE TOTAL AMOUNT OF: \$12,398.46

APPROVED:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

STATE OF KANSAS

COUNTY OF JEFFERSON

I hereby certify that the attached bills are just, correct, and remain unpaid, and that the amount therein is actually due and owing according to law.

Approved by:

\_\_\_\_\_  
City Administrator

Subscribed and sworn to before me this \_\_\_\_\_ day of April, 2022

\_\_\_\_\_  
City Clerk

CLAIMS BY VENDOR

4/07/2022 THRU 4/20/2022

INVOICE NUMBER	VENDOR NAME REFERENCE	GL ACCOUNT #	AMOUNT	PAYMENT AMOUNT	CHECK #	CHECK DATE
280000058910	ARAMARK Rugs	100-110-5150	46.05	46.05	22961	4/18/22
287295369	AT&T Phone Phone Phone	100-120-5140 720-720-5140 730-730-5140	245.49 22.53 22.53	290.55	22073033	4/20/22
015275008	BCBSKS HEALTH INSURANCE HEALTH INSURANCE HEALTH INSURANCE HEALTH INSURANCE	100-110-5050 100-120-5050 720-720-5050 730-730-5050	1,033.86 1,550.79 775.39 775.40	4,135.44	22073032	4/20/22
3391	DAVIS PUBLICATION KDHE Loan, Demo or Repair KDHE Loan, Demo or Repair	730-730-5190 100-110-5190	278.00 266.00	544.00	22962	4/18/22
6163011	HAWKINS Sodium Permanganate	720-720-5180	1,106.91	1,106.91	22963	4/18/22
4110651	KANSAS SECURED TITLE Title Search	100-110-5190	200.00	200.00	22964	4/18/22
05152022	KDOR MISC TAX SECTION Water Protection	720-720-5190	338.46	338.46	22965	4/18/22
2022	KMJA Municipal Judge Assoc. Dues	100-130-5130	25.00	25.00	22966	4/18/22
021122	MARK'S SONS LLC O2 Sensor Repair	100-120-5160	281.29	281.29	22967	4/18/22
310240	MIDWEST OFFICE TECHNOLOGY Copies	100-110-5190	68.36	68.36	22968	4/18/22
04062022	RON SCHRICK Police Door Paint	100-120-5160	350.00	350.00	22969	4/18/22
30372939	SCHENDEL PEST SERVICES Pest Control	100-110-5150	76.03	76.03	22970	4/18/22
1184351	SCHULTE SUPPLY Reflective Jacket	720-720-5130	93.90	93.90	22971	4/18/22
1004	TRISTN JEVON CENTER Mental Health Assesment	100-120-5190	250.00	250.00	22972	4/18/22
2425	TURNER DESIGNS Shirts for Public Works Shirts for Public Works	720-720-5130 730-730-5130	24.00 24.00	48.00	22973	4/18/22
	VISA - 0543					

4/07/2022 THRU 4/20/2022

INVOICE NUMBER	VENDOR NAME REFERENCE	GL ACCOUNT #	AMOUNT	PAYMENT AMOUNT	CHECK #	CHECK DATE
03312022	VISA - 0543 fuel to academy	100-120-5110	405.94	405.94	22073035	4/18/22
03312022	VISA - 0873 CCMFOA Conference, shredder	100-110-5110	49.83			
	CCMFOA Conference, shredder	100-110-5180	79.16			
	CCMFOA Conference, shredder	100-110-5190	14.00	142.99	22073036	4/18/22
03312022	VISA - 0881 power tools, water samples	720-720-5170	197.85			
	power tools, water samples	720-720-5110	25.00			
	power tools, water samples	720-720-5180	233.00			
	power tools, water samples	730-730-5180	234.39	690.24	22073030	4/14/22
03312022	VISA - 0899 Carwash, fuel, ink cartridges	100-120-5160	118.97			
	Carwash, fuel, ink cartridges	100-120-5110	250.00			
	Carwash, fuel, ink cartridges	100-120-5180	376.04	745.01	22073034	4/18/22
03312022	VISA - 0949 drug test kits, ccmfoa,	100-120-5180	354.00			
	drug test kits, ccmfoa,	100-110-5120	351.54			
	drug test kits, ccmfoa,	100-110-5360	64.58			
	drug test kits, ccmfoa,	100-110-5170	22.16			
	drug test kits, ccmfoa,	100-110-5180	81.75	874.03	22073037	4/18/22
0378891	WASTE MANAGEMENT Trash Services	740-740-5190	1,480.00	1,480.00	22974	4/18/22
53037	WESTERN HARDWARE & AUTO paint, shut off valve,	100-140-5180	63.36			
	paint, shut off valve,	100-160-5180	44.05			
	paint, shut off valve,	100-150-5160	85.68			
	paint, shut off valve,	720-720-5180	3.99			
	paint, shut off valve,	730-730-5180	9.18	206.26	22975	4/18/22
	REPORT TOTAL			=====		
				12,398.46		



*City of*  
**VALLEY FALLS**

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*Incorporated May 17, 1869*

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## **PUBLIC COMMENT POLICY**

**This is a business meeting of the governing body for the City of Valley Falls. We strive to run a smooth and efficient meeting.**

Public Comment is limited to 3 minutes per person. Speakers shall state their name and address. This is intended for citizens to express their views. City Council Members will not engage in dialogue with the speaker. Belligerent, rude, and offensive speakers will be stopped immediately. Citizen should reach out to City Council Members to have personal discussion of their concerns outside of City Council Meetings.

Any comment for agenda items shall be taken only during the specific agenda item. All questions posed during public forum should be answered within the specific agenda item by any City Council Member or followed up as needed by staff in a timely manner during regular business hours following the meeting.

Citizens desiring to comment on matters of a general nature, not specific to an agenda item, shall sign up in advance of the meeting & shall provide name and address, and the purpose or nature of the request. This request should be received by the City Administrator before Friday at noon preceding the meeting. No action or formal comment will be taken on such request at the council meeting. Staff will follow up in a timely manner during regular business hours following the meeting.

**ORDINANCE NO. 2022-04**

**AN ORDINANCE ESTABLISHING COLLECTIONS WITHIN THE CITY OF VALLEY FALLS**

**BE IT ORDAINED BY THE CITY OF VALLEY FALLS, KANSAS.**

**Section 1.** Citizen/debtor shall pay any and all charges related to the reasonable costs of collection of any fine/fee/costs of services, as well as any costs/assessments for clean-up of the property for a municipal violation that is the issue herein. This specifically applies to, but is not limited to, charges for water, trash, electricity, property code violation fines, parking tickets, municipal court fines, fees, court costs, interest accrued thereon, and any other debt due and owing to the municipality. The costs of collection include, but are not limited to, court costs, surcharges, attorney fees, and collection agency fee, except that such costs of collection may not include both attorney fees and collection agency fees.

**Section 2.** Effective Date: This ordinance shall be in full force and effective on and after its passage and publication in the official city newspaper.

**PASSED AND APPROVED** this 20<sup>th</sup> day of April, 2022.

\_\_\_\_\_  
Jeanette Shipley, Mayor

**ATTEST:**

\_\_\_\_\_  
Christine Weishaar, City Clerk

Schulte Supply, Inc.  
 5998 Redbud Lane  
 PO Box 388  
 Edwardsville IL 62025  
 618-656-8383 Fax 618-656-8750

Quotation

QUOTE DATE	QUOTE NUMBER
04/07/22	S1184545
ORDER TO: Schulte Supply, Inc. 5998 Redbud Lane PO Box 388 Edwardsville IL 62025	PAGE NO.  1

QUOTE TO: 785-640-3247 Fax 785-945-3341  
 City Of Valley Falls, KS  
 417 Broadway  
 VALLEY FALLS, KS 66088

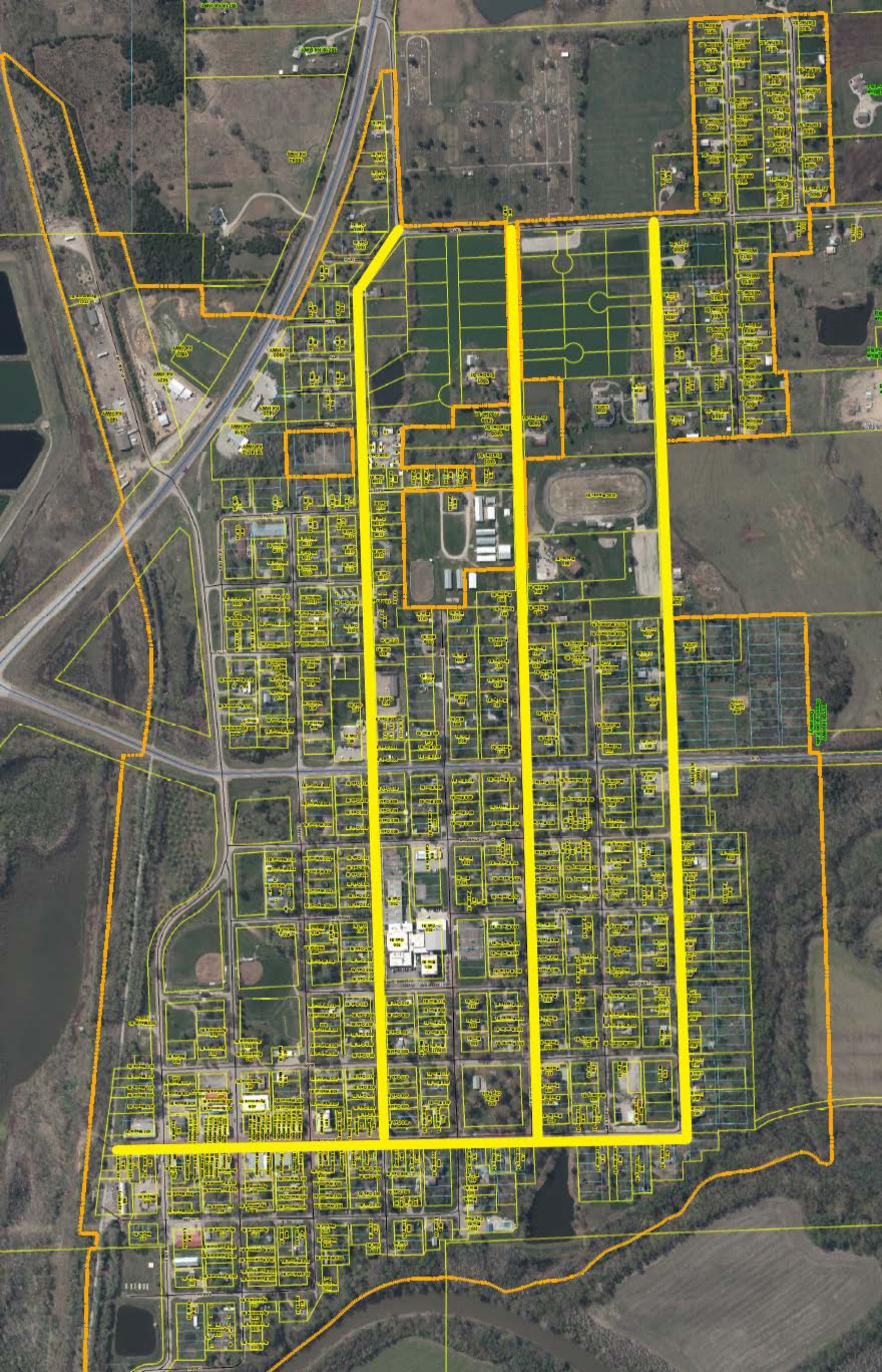
SHIP TO:  
 City Of Valley Falls, KS  
 Bill McCoy  
 108 Broadway  
 VALLEY FALLS, KS 66088

CUSTOMER NUMBER	CUSTOMER ORDER NUMBER	RELEASE NUMBER	SALESPERSON	
13769			Tony Juarez	
WRITER	SHIP VIA	TERMS	BID DATE	FREIGHT ALLOWED
John Schulte	FREE DELIVERY	NET 30 DAYS	04/07/22	Yes
ORDER QTY	PART NO	DESCRIPTION	Net Price	Ext Price
1ea	19079	8" EZ Valve Installation This price is based on (1) one man, (2) hours and includes the EZ Valve. Additional time will be invoiced at \$100.00 per hour. Due to safety and handling, you will need to provide(1) worker and equipment to assist in the installation of the new valve. We do not do any excavation. Thank you! ** Nonstock item **	2671.660	2671.66
1ea	21213	080EZVOL915 8" EZ Valve Open Left CI,DI,C-900 9.05-9.15	4493.560	4493.56
1ea	21348	EZ-BG-8-1S BG-01-08SP-0862 8" EZ Valve Steel Size Gaskets 8.62	229.280	229.28
TAXES NOT INCLUDED				
			<b>Subtotal</b>	<b>7394.50</b>
			<b>S&amp;H CHGS</b>	<b>0.00</b>

This is a Quotation.

Prices are subject to change without notice.  
 Applicable taxes extra.

<b>Subtotal</b>	<b>7394.50</b>
<b>S&amp;H CHGS</b>	<b>0.00</b>
<b>Amount Due</b>	<b>7394.50</b>





*City of*  
**VALLEY FALLS**

*Incorporated May 17, 1854*

**City Administrator Report  
City Council April 20, 2022**

- 1) CDBG Street Project -The final drawdown and closeout is complete. Awaiting final disbursement.
- 2) CDBG Sewer Project has officially awarded the City of Valley Falls for \$600,000. The grant administrator has begun the environmental process. The engineer has started design and anticipates completion of design by July.
- 3) gWorks implementation has started. Last module to switch over is Payroll.
- 4) Personal Policies & Guidelines still under review with EMC Attorneys.
- 5) Welcome Packets put together and ready for new residents.
- 6) Working with KDOT and Evergy for Street Lights at K-4 / K-16 and K-4/ Oak St intersections. K-4/ K-16 light addition must have engineering study and cost covered by city due to no accidents. Work with engineer on estimates.
- 7) Workman’s Comp Audit completed.
- 8) Resolutions sent and published for demolitions. Certificate of title pulled for 207 Sycamore.
- 9) Trial balances sent to auditor to help resolve negative balances.
- 10) Sent information to Jepson Associates for additions to Inland Marine Policy.
- 11) Compiled and sent data to Ransom Financial. Rate review is in progress.
- 12) KRWA will be testing all our fire hydrants in the spring. This service is free.
- 13) Attended KLETC Graduation for Officer Trey Davidson
- 14) Contract and submission portal set up for CBK.
- 15) Town Hall Meeting held on April 13<sup>th</sup>.

**Pending Projects**

CDBG Street Project - Closeout complete. Awaiting final disbursement.  
 CDBG Sewer Project - Approval of \$600,000. Working on environmental review.  
 American Rescue Plan Act - \$175,958.36 allocated. \$87,458.86 received 7/14/21. \$520.32 received 10/27/21.  
 Opioid Settlement - Anticipated \$5/ Capita. 25% of Settlement shared 50/50 with cities and counties. Other 75% will be used for grants. This first round of payouts on the settlement will allow partnerships with other local entities.  
 Installation of Automatic Water Meters: 205 installed to date

**Financials**

Fund #	Fund Name	Previous Balance	Current Balance
100	General Fund	\$75,861.32	\$114,493.88
160	Pool Reserve	\$5,429.10	\$5,429.10
200	Capital Improvement Fund	\$76,575.34	\$90,630.26
300	Special Hwy & Streets	-\$124,795.75	-\$124,795.75
400	Equipment Reserve	\$3,781.71	\$3,781.71
500	Bond & Interest	\$26,094.32	\$40,149.25
600	RHID	\$22,397.90	\$22,397.90
720	Water	-\$76,722.32	-\$76,665.85
721	Water Reserve	\$0.00	\$0.00
730	Sewer	\$290,825.14	\$291,053.08
731	Sewer Reserve	\$0.00	\$0.00
740	Solid Waste	\$59,097.08	\$59,364.58
790	Insurance Reserve	\$0.00	\$0.00

**CITY OFFICE**

417 Broadway • Valley Falls, Kansas 66088-1200  
 Phone 785-945-6612 • Fax 785-945-3341



*City of*  
**VALLEY FALLS**

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*Incorporated May 17, 1869*

**Public Works Report**  
**April 20, 2022**

**Streets:**

Doing research into poly manhole covers to replace some of the manholes that are going bad  
Picked up the chevy from Topeka and will be getting more bids on repairs  
Drew up a snow route map that I purpose the council adopt so we can implement it  
Had a meeting with bus driver supervisor about the purposed snow route

**Parks:**

Got the park mowed and limbs picked up for the easter egg hunt  
Doing research on purchasing hardwood trees for parks  
Had an informal meeting about ideas about entertainment for the youths in town and what we can do to provide them with a safe place to have fun in a safe environment

**Sewers:**

Valve installation is still on hold for dry weather  
Researching methods to line the sewers PVC vs fiberglass

**Water:**

South tower is off line for maintenance and repairs it is getting some new parts added and will be painted inside and out  
Researched bulk water dispensing systems  
Have a proposal to purchase meter taps for water samples to remove the need for going into people's houses

**General:**

Spoke with Independent electric about getting a test done at the water plant to ensure that the electrical system is stable and not getting power surge or ground faults  
Had a ACOE inspection no discrepancies were found  
I attended the meet and greet/ town hall discussion  
Working on budget proposals for next few years



# VALLEY FALLS POLICE



★ ★ ★ ★ ★ BRANDON W. BINES ★ ★ ★ ★ ★  
CHIEF OF POLICE

## Council Meeting 04/20/2022

- Officer Rivera is doing well at the academy and is scheduled to graduate June 10<sup>th</sup>.
- City Administrator and I attended Officer Davidson's graduation from the KLETC Academy and is back on the schedule full time. Excited to have him back.
- Officer Smith stated his first tour of duty on Monday 04/11/2022 and seems to be eager to be apart of the police department. Officer Smith stated that he is excited to get to know the members of the community and to be apart of community events.
- Upon Officer Davidson's first night back on Patrol, he and I worked a night shift in which we arrested to females for Possession of Meth, Possession of Drug Paraphernalia, Allowing and unauthorized person to operate a motor vehicle and driving without a license.
- I am proud of Officer Davidson for putting his newly learned training into motion while assisting me in this arrest.
- Vehicle decals have been put on both Charger and Expedition and look very nice. So far, I have received many complements on the decals.
- I attended and participated in the Easter Egg hunt for the kids this past Saturday. Seemed to be a good turnout with lots of kids.
- I will be attending a Public Information Officer class, presented by the Kansas Division of Emergency Management at the end of April which was recommended by the City Administrator.
- Will be putting together flyers for Explorer Program over the next few weeks and seeing how much interest we get in hope to start the program up this coming school year. We need 4 Adults and 5 Children to become chartered through the Boy Scouts of America.
- I have been looking into some grant possibilities for Radios and new computers / laptops. Hopefully I will hear back from US Deputy Sheriff Association
- Criminal Investigations ongoing

"SERVING THE CITIZENS WHERE WE LIVE,  
PROTECTING THE COMMUNITY, WE LOVE"

417 BROADWAY STREET, VALLEY FALLS, KANSAS 66088

TELEPHONE (785) 945- 3434

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## EXECUTIVE SESSION MOTIONS

There is no standard format for the motion to recess into executive session which will apply to all situations. Because the statutory language requires the motion contain both the "justification" and the "subjects" to be discussed, the motion should include the statutory reason for recessing into executive session and a more specific description of the topic for discussion.

### 1. **Statutory reason for non –elected personnel needs a more specific reason which could be Individual employee's performance**

I move the city council recess into executive session to discuss an individual employee's performance pursuant to the **non-elected personnel** matter exception, K.S.A. 75-4319 (b) (1) to include: (people to participate besides governing body.) The open meeting will resume in the city council room at \_\_\_\_PM.

### 2. **Statutory reason for Attorney – Client privilege needs a more specific reason which could be discuss contract, Litigation, Claim, or other such more specific item.**

I move the city council recess into executive session to discuss a claim pursuant to **Attorney – Client privilege** matter exception, K.S.A. 75-4319(b)(2) to include: the City Attorney and (people to participate besides governing body.) The open meeting will resume in the city council room at \_\_\_\_PM.

### 3. **For employer-employee negotiations a more specific description could be salary.**

I move the city council recess into executive session to discuss salary pursuant to **employer-employee negotiations** matter exception, K.S.A. 75-4319(b) (3) to include: (people to participate besides governing body.) The open meeting will resume in the city council room at \_\_\_\_PM.

### 4. **For property acquisition matters a more specific description could be purchase cost.**

I move the city council recess into executive session to preliminary discuss purchase cost pursuant to **property acquisition** matter exception, K.S.A. 75-4319(b)(6) to include: (people to participate besides governing body.) The open meeting will resume in the city council room at \_\_\_\_PM.

**K.S.A. 75-4319.** Closed or executive meetings; conditions; authorized subjects for discussion; binding action prohibited; certain documents identified in meetings not subject to disclosure. (a) Upon formal motion made, seconded and carried, all bodies and agencies subject to the open meetings act may recess, but not adjourn, open meetings for closed or executive meetings. Any motion to recess for a closed or executive meeting shall include a statement of (1) the justification for closing the meeting, (2) the subjects to be discussed during the closed or executive meeting and (3) the time and place at which the open meeting shall resume. Such motion, including the required statement, shall be recorded in the minutes of the meeting and shall be maintained as a part of the permanent records of the body or agency. Discussion during the closed or executive meeting shall be limited to those subjects stated in the motion. (b) No subjects shall be discussed at any closed or executive meeting, except the following:

- (1) Personnel matters of nonelected personnel;
- (2) consultation with an attorney for the body or agency which would be deemed privileged in the attorney-client relationship;
- (3) matters relating to employer-employee negotiations whether or not in consultation with the representative or representatives of the body or agency;
- (4) confidential data relating to financial affairs or trade secrets of corporations, partnerships, trusts, and individual proprietorships;
- (5) matters relating to actions adversely or favorably affecting a person as a student, patient or resident of a public institution, except that any such person shall have the right to a public hearing if requested by the person;
- (6) preliminary discussions relating to the acquisition of real property;