



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 before the meeting.

May 4, 2022 6:30 PM
Regular Meeting

CALL TO ORDER
PLEDGE OF ALLEGIANCE
ROLL CALL - City Council and Staff
MINUTES - Regular Meeting of April 20, 2022 ◇
INVOICES - \$13,495.01 ◇

PUBLIC COMMENTS & GUESTS:
Public Comment Policy ◇

ORDINANCES, RESOLUTIONS, & PROCLAMATIONS:

BUSINESS ITEMS:

- A. Appointments
 - a. Municipal Court Judge - Dennis Reiling
 - b. City Attorney - Leonard Buddenbohm
 - c. City Clerk - Christine Weishaar
 - d. City Administrator - Audree Aguilera
 - e. Chief of Police - Brandon Bines
 - f. Public Works Director - William McCoy
 - g. Treasurer - Salih Doughramaji
- B. Flag Pole
- C. Hardwood Trees for Park
- D. Valve For Fire Hydrant - \$5,995
- E. Generator at Hurst Tower
- F. Old Pool Lot Bid
- G. Building Code Ordinance 2022-05
- H. Mechanical Code Ordinance 2022-06
- I. Plumbing Code Ordinance 2022-07
- J. Residential Code Ordinance 2022-08
- K. Electrical Code Ordinance 2022-09
- L. In-Land Marine Additions on EMC Insurance
- M. CDBG Sewer Phase 2 - Preliminary Engineering Report

TABLED ITEMS:

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:

Work Session - May 11th at 6:30 pm

City-Wide Garage Sales - May 13th and 14th

City-Wide Clean-Up - May 20th - 22nd from 8am to 4pm

Health & Faith Gathering - June 11th

EXECUTIVE SESSION ◇

ADJOURNMENT

CITY OF VALLEY FALLS

April 20, 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, Scott Heinen, , Dianne Heinen, Annie Lentz, Rob Kearney, Rhonda Kearney, Abbey Rickel, and Cameron Rickel.

Minutes:

The minutes from the April 6, 2022, meeting was presented.

Salih moved to approve the minutes. Judy seconded the motion. Motion carried 5-0

Vouchers:

The April 20, 2022, Vouchers were presented. Salih moved to approve vouchers totaling \$12,398.46. Mike seconded the motion. Motion carried 5-0.

Public Comments & Guests: Annie Lentz presented the plan to have Faith In The Park community health and wellness fair on June 11th from 3-7pm. Audree will assist with some of the arrangements.

BUSINESS ITEMS:

Old Pool Lot – Rob Kearney – He approached the council about him or his daughter Abbey purchasing the lot to build a house on. Easements, contracts, and surveys were discussed. Audree will look into the questions asked.

CDBG Sewer Phase II – Brett Wagner spoke about the plan to proceed with Phase II of the sewer project and PEC will update the plans.

Collection Ordinance #2022-04 – Audree presented the ordinance that needs to be passed to access any collection fees incurred by the city on bad debt to the debtor.

Council was polled. 5 yes votes

Salih made a motion to approve the Ordinance. Gary seconded the motion. Carried 5-0.

Bid for Water Tower Valve – Audree and Bill presented the bid to add a valve to Hurst Tower. Gary made a motion to approve the bid. Judy seconded the motion. Carried 5-0.

Snow Route – Bill talked to the school snow routes and presented to map to the council. It was determined to snow routes will be enforced when there is 3 or more inches of snow on the ground. Any vehicle or equipment will be towed at the owner’s expense. Salih made a motion to approve the snow routes. Jennifer seconded the motion. Carried 5-0.

ARPA Standard Deduction or Project – Audree presented options to the council about how to proceed with spending the ARPA money in order for her to determine how to file the annual reporting. After discussion the council advised to Standard deduction for the report.

City Wide Clean Up Dumpster – Audree presented a flyer that Judy Rider received about how Ozawkie does their clean up. The council decided to follow the same plan and have a City Wide Clean Up Weekend on May 20-22nd. You must present your water bill to be allow to us the dumpsters.

City Welcome Sign – The city was presented with the information on the sign that the Community Development Foundation is looking at purchasing. The amount they need to raise to purchase the sign is \$7,000.00. They have 5,000.00. Gary made a motion to give the \$7,000.00 to purchase the sign. Judy seconded the motion. Carried 5-0.

2010 Chevy Truck – Bill is still getting bids to repair the truck.

City Administrator Report:

- 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 13th.

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.

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

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 proposed 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 an Army Corp Of Engineers inspection no discrepancies were found.

I attended the meet and greet/ town hall discussion.

Working on budget proposals for next few years.

Police:

- Officer Rivera is doing well at the academy and is scheduled to graduate June 10th.
- 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 a part 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

Mayor: Spoke about the Easter egg hunt and great turn out. Thought that town hall turned out well.

Council Comments:

Mike gave his notice of resignation due to moving out of the city limits.

ADJOURNMENT

Mike made a motion to adjourn the meeting. Jennifer 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: May 4, 2022

INVOICES IN THE TOTAL AMOUNT OF: \$13,495.01

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 May, 2022

City Clerk

ACCOUNTS PAYABLE REPORT

VENDOR NAME DEPARTMENT	LINE	INVOICE NUMBER	REFERENCE	PAYMENT AMOUNT
ARAMARK ADMINISTRATION	CONTRACTUAL	280006247	Rugs	46.05
***** VENDOR TOTAL *****				46.05
C & B EQUIPMENT SEWER	CONTRACTUAL	13331-00	Sewer Pond Valve	680.00
***** VENDOR TOTAL *****				680.00
DAVIS PUBLICATION WATER	CONTRACTUAL	3420	Ordinance 2022-04 collections CDBG notice	41.50
SEWER	CONTRACTUAL	3420	Ordinance 2022-04 collections CDBG notice	115.00
***** VENDOR TOTAL *****				156.50
ECONO SIGNS LLC STREET	COMMODITIES	10974656	No outlet signs	85.02
***** VENDOR TOTAL *****				85.02
FOLEY & BUDDENBOHM LAW OFFICES ADMINISTRATION	CONTRACT LABOR	04282022	City Attorney Services	1,000.00
***** VENDOR TOTAL *****				1,000.00
GIANT COMMUNICATIONS ADMINISTRATION	UTILITIES AND PHONE	05012022	Phone	85.11
POLICE	UTILITIES AND PHONE	05012022	Phone	85.11
WATER	UTILITIES AND PHONE	05012022	Phone	85.11
SEWER	UTILITIES AND PHONE	05012022	Phone	85.13
***** VENDOR TOTAL *****				340.46
HALL COMMERCIAL PRINTING ADMINISTRATION	POSTAGE/STATIONARY	220458	Business Cards, Mayor	68.00
***** VENDOR TOTAL *****				68.00
KANSAS RURAL WATER ASSOCIATION WATER	TRAINING/CONFERENCES	119	KRWA Conference	375.00
SEWER	TRAINING/CONFERENCES	119	KRWA Conference	375.00
***** VENDOR TOTAL *****				750.00
NATIONWIDE ADMINISTRATION	INSURANCE - GL, WC, PROP	06152022	KS Govt Theft Insurance	128.50
POLICE	INSURANCE - GL, WC, PROP	06152022	KS Govt Theft Insurance	128.50
WATER	INSURANCE - GL, WC, PROP	06152022	KS Govt Theft Insurance	128.50
SEWER	INSURANCE - GL, WC, PROP	06152022	KS Govt Theft Insurance	128.50

ACCOUNTS PAYABLE REPORT

VENDOR NAME DEPARTMENT	LINE	INVOICE NUMBER	REFERENCE	PAYMENT AMOUNT
NATIONWIDE				-----
***** VENDOR TOTAL *****				514.00
PETRO VALLEY FALLS				
POLICE	VEHICLE MAINTENANCE/FUEL	04302022	FUEL	430.60
STREET	VEHICLE MAINTENANCE/FUEL	04302022	FUEL	.01
PARKS	VEHICLE MAINTENANCE/FUEL	04302022	FUEL	.01
WATER	VEHICLE MAINTENANCE/FUEL	04302022	FUEL	.01
SEWER	VEHICLE MAINTENANCE/FUEL	04302022	FUEL	93.80
***** VENDOR TOTAL *****				----- 524.43
SIGNCO				
POLICE	VEHICLE MAINTENANCE/FUEL	50837	Decal Installation	350.00
***** VENDOR TOTAL *****				----- 350.00
WASTE MANAGEMENT				
SOLID WASTE	CONTRACTUAL	04272022	Trash Services	8,980.55
***** VENDOR TOTAL *****				----- 8,980.55
***** REPORT TOTAL *****				=====
				13,495.01

DEPARTMENT	INV	PAYMENTS
ADMINISTRATION	5	1,327.66
POLICE	4	994.21
STREET	2	85.03
PARKS	1	.01
WATER	5	630.12
SEWER	6	1,477.43
SOLID WASTE	1	8,980.55
DEPARTMENT TOTALS	24	13,495.01



City of
VALLEY FALLS

Incorporated May 17, 1869

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.

Jackson's Greenhouse
1933 NW Lower Silver Lake Rd.
Topeka, KS 66608

(785) 232-3416

Thank You For Shopping At Jackson's!
We Appreciate Your Business!

Hold

Hold# 2-314768

User: CJO

4/21/2022

09:00 AM

Station: 3

Item #	Qty	Price	Total
Description			
62175	3	\$329.99	989.97
Maple, Autumn Blaze, 2"			
Subtotal			989.97
Tax			90.58
Total			1,080.55

Items purchased:

3

City of Valley Falls

Gardeners spread the best dirt!
Plan Your Early Season Garden Now!
Let Us Help Answer All Your Questions!
M-F 830-600 Sat 830-500 Sun 1030-430

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
1ea	21320	4" 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 **	2163.240	2163.24

*** Continued on Next Page ***

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:			PAGE NO.
Schulte Supply, Inc. 5998 Redbud Lane PO Box 388 Edwardsville IL 62025			2

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 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	19072	040EZVOL500 4" EZ Valve Open Left CI,DI,C-900 4.80-5.00	3646.430	3646.43
1ea	21346	EZ-BG-4-1S BG-01-04SP-0450 4" EZ Valve Steel Size Gaskets 4.50	185.330	185.33
TAXES NOT INCLUDED				
			Subtotal	13389.50
			S&H CHGS	0.00

This is a Quotation.

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

Amount Due	13389.50
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Generator Estimates

GENERAC 36 KW - \$13,961.87

Kohler 23 KW - \$6,914.70

Cummins 36 KW - \$12,895.00

Transfer Switch for Generator

GENERAC 277/ 480V - \$1,413.75

GENERAC 480V - \$1,683.24

Cummins 125 Amps 480 Volts - \$1,624.00

ORDINANCE # 2022-05

AN ORDINANCE AMENDING SECTION 4-202 ARTICLE 2 BUILDING CODE OF CHAPTER 4 TITLED BUILDING AND CONSTRUCTION

BE IT THAT BY THE GOVERNING BODY OF THE CITY OF VALLEY FALLS, KANSAS THAT SECTION 4-202 ARTICLE 2 BUILDING CODE OF CHAPTER 4 TITLED BUILDING AND CONSTRUCTION OF THE CODE OF ORDINANCES OF THE CITY OF VALLEY FALLS KANSAS SHALL BE AMENDED AS FOLLOWS:

SECTION 1. INTERNATIONAL BUILDING CODE INCORPORATED. There is hereby adopted and incorporated by reference, for the purpose of establishing rules and regulations for the construction, alteration, removal, demolition, equipment, use and occupancy, location and maintenance of buildings and structures, the International Building Code, 2021 Edition, as recommended by the International Conference of Building Officials, such code being made as a part of the ordinances and code of the city as if the same had been set out in full herein, all as authorized and in the manner prescribed by K.S.A. 12-3009 through 12-3012 including any amendments thereto. No fewer than one copy of the International Building Code, 2021 Edition, shall be marked or stamped "Official Copy as Incorporated by the Code of the City of Valley Falls," and shall be filed with the city clerk to be open to inspection and available to the public at all reasonable hours of business.

SECTION 2. This ordinance shall be part of Chapter 4 of the Code of Ordinances.

SECTION 3. This ordinance shall take effect from and after its passage and publication once in the official City newspaper.

PASSED AND APPROVED THIS 4th day of May 2022

JEANETTE SHIPLEY, MAYOR

ATTEST;

Chris Weishaar, City Clerk

ORDINANCE # 2022-06

AN ORDINANCE ADDING ARTICLE 7 SECTION 7-201 UNIFORM MECHANICAL CODE

BE IT THAT BY THE GOVERNING BODY OF THE CITY OF VALLEY FALLS, KANSAS ADDING ARTICLE 7 SECTION 7-201 UNIFORM MECHANICAL CODE OF THE CODE OF ORDINANCES OF THE CITY OF VALLEY FALLS KANSAS SHALL BE AMENDED AS FOLLOWS:

SECTION 1. UNIFORM MECHANICAL CODE INCORPORATED. There is hereby adopted and incorporated by reference, for the purpose of establishing rules and regulations for the practice of plumbing and gas-fitting, including the installation, maintenance, extension and alteration of all pipes, fixtures, appliances and appurtenances in connection with sanitary sewers and public and private water and fuel gas systems, the Uniform Plumbing Code, 2021 Edition, as recommended by the International Association of Plumbing and Mechanical Officials, such code being made as a part of the ordinances and code of the city as if the same had been set out in full herein, all as authorized and in the manner prescribed by K.S.A. 12-3009 through 12-3012 including any amendments thereto. No fewer than one copy of the uniform code shall be marked or stamped "Official Copy as Incorporated by the Code of the City of Valley Falls," and shall be filed with the city clerk to be open to inspection and available to the public at all reasonable hours of business.

SECTION 2. This ordinance shall be part of Chapter 4 of the Code of Ordinances.

SECTION 3. This ordinance shall take effect from and after its passage and publication once in the official City newspaper.

PASSED AND APPROVED THIS 4TH day of May 2022

JEANETTE SHIPLEY, MAYOR

ATTEST;

Chris Weishaar, City Clerk

ORDINANCE # 2022-07

AN ORDINANCE AMENDING SECTION 4-402 ARTICLES 4 OF CHAPTER 4 TITLED PLUMBING AND GAS-FITTING

BE IT THAT BY THE GOVERNING BODY OF THE CITY OF VALLEY FALLS, KANSAS THAT SECTION 4-402 TITLED PLUMBING AND GAS-FITTING OF THE CODE OF ORDINANCES OF THE CITY OF VALLEY FALLS KANSAS SHALL BE AMENDED AS FOLLOWS:

SECTION 1. UNIFORM PLUMBING CODE INCORPORATED. There is hereby adopted and incorporated by reference, for the purpose of establishing rules and regulations for the practice of plumbing and gas-fitting, including the installation, maintenance, extension and alteration of all pipes, fixtures, appliances and appurtenances in connection with sanitary sewers and public and private water and fuel gas systems, the Uniform Plumbing Code, 2021 Edition, as recommended by the International Association of Plumbing and Mechanical Officials, such code being made as a part of the ordinances and code of the city as if the same had been set out in full herein, all as authorized and in the manner prescribed by K.S.A. 12-3009 through 12-3012 including any amendments thereto. No fewer than one copy of the uniform code shall be marked or stamped "Official Copy as Incorporated by the Code of the City of Valley Falls," and shall be filed with the city clerk to be open to inspection and available to the public at all reasonable hours of business.

SECTION 2. This ordinance shall be part of Chapter 4 of the Code of Ordinances.

SECTION 3. This ordinance shall take effect from and after its passage and publication once in the official City newspaper.

PASSED AND APPROVED THIS 4TH day of May 2022

JEANETTE SHIPLEY, MAYOR

ATTEST;

Chris Weishaar, City Clerk

ORDINANCE #2022-09

AN ORDINANCE ADDING ARTICLE 8 SECTION 8-201 INTERNATIONAL RESIDENTIAL CODE

BE IT THAT BY THE GOVERNING BODY OF THE CITY OF VALLEY FALLS, KANSAS ADDING AND ARTICLE 8 SECTION 8-201 INTERNATIONAL RESIDENTIAL CODE OF THE CODE OF ORDINANCES OF THE CITY OF VALLEY FALLS KANSAS SHALL BE AMENDED AS FOLLOWS:

SECTION 1. UNIFORM INTERNATIONAL RESIDENTIAL CODE INCORPORATED. There is hereby adopted and incorporated by reference, for the purpose of establishing rules and regulations for the practice of plumbing and gas-fitting, including the installation, maintenance, extension and alteration of all pipes, fixtures, appliances and appurtenances in connection with sanitary sewers and public and private water and fuel gas systems, the Uniform Plumbing Code, 2021 Edition, as recommended by the International Association of Plumbing and Mechanical Officials, such code being made as a part of the ordinances and code of the city as if the same had been set out in full herein, all as authorized and in the manner prescribed by K.S.A. 12-3009 through 12-3012 including any amendments thereto. No fewer than one copy of the uniform code shall be marked or stamped "Official Copy as Incorporated by the Code of the City of Valley Falls," and shall be filed with the city clerk to be open to inspection and available to the public at all reasonable hours of business.

SECTION 2. This ordinance shall be part of Chapter 4 of the Code of Ordinances.

SECTION 3. This ordinance shall take effect from and after its passage and publication once in the official City newspaper.

PASSED AND APPROVED THIS 4TH day of May 2022

JEANETTE SHIPLEY, MAYOR

ATTEST;

Chris Weishaar, City Clerk

ORDINANCE 3 2022-09

AN ORDINANCE AMENDING SECTION 4-303 ARTICLE 3 OF CHAPTER 4 TITLED ELECTRICAL

BE IT THAT BY THE GOVERNING BODY OF THE CITY OF VALLEY FALLS, KANSAS THAT SECTION 4-303 ARTICLE 3 BUILDING CODE OF CHAPTER 4 TITLED ELECTRICAL OF THE CODE OF ORDINANCES OF THE CITY OF VALLEY FALLS KANSAS SHALL BE AMENDED AS FOLLOWS:

SECTION 1. ADOPTION OF ELECTRICAL CODE BY REFERENCE. The standard code known as the National Electrical Code of 2020, a publication of the National Fire Protection Association, the same being a standard code for the installation of electrical wiring and apparatus and available in book and pamphlet form is hereby incorporated by reference herein and made a part of this article as authorized and in the manner prescribed by K.S.A. 12-3009:3012. One copy shall be marked 4-7 or stamped "Official Copy as Incorporated by the Code of the City of Valley Falls," and shall be filed with the city clerk to be open to inspection and available to the public at all reasonable hours of business.

SECTION 2. This ordinance shall be part of Chapter 4 of the Code of Ordinances.

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JEANETTE SHIPLEY, MAYOR

ATTEST;

Chris Weishaar, City Clerk

In-Land Marine Additional Items

The increased valuation for the additional items is: \$101,200

Tasers/Rifles = \$88 per year

Remaining Additional Items = \$707

Total change will be approx \$795 per year to add the additional items to the Inland Marine policy.

WORK ORDER NO. 22-01

This Work Order No. 22-01 is made as of this _____ day of _____, 2022, under the terms and conditions established in the Master Agreement between Client and Professional Engineering Consultants, P.A. (PEC) dated January 3, 2022. Except to the extend modified herein, all terms and conditions of the Master Services Agreement shall continue a full force and effect.

SECTION A – SERVICES

A.1 PEC shall perform the following services (collectively, the “Services”):

Updating the 2021 Preliminary Engineering Report for the Sanitary Sewer Rehabilitation Project to discuss the design, construction, and funding occurring in Phase 1 and the work that is expected to occur during Phase 2. Costs estimates will be updated for Phase 2 based on the work anticipated in Phase 1. In addition PEC will attend the KIAC meeting for Phase 2 of the project.

A.2 In conjunction with the performance of the Services as described above, PEC shall provide the following submittals, documents or other deliverables to Owner:

1. 2022 USDA Phase 2 Preliminary Engineering Report
2. 2022 CDBG Phase 2 Preliminary Engineering Report

A.3 Exclusions:

SECTION B – SCHEDULE

PEC shall perform the Services and deliver the above documents according to the following:

Updated Preliminary Engineering Report by May 9, 2022

SECTION C – COMPENSATION

In return for the proper performance by Professional Engineering Consultants, P.A. of its Services, Client shall pay to PEC a lump sum amount of Two Thousand Seven Hundred Dollars (\$2,700).

SECTION E – OTHER PROVISIONS

The parties agree to the following additional provisions with respect to this Work Order:

CLIENT

By: _____

Printed Name: _____

Title: _____

Date: _____

**PROFESSIONAL ENGINEERING
CONSULTANTS, P.A.**

By:  _____

Printed Name: Alex M. Darby, P.E.

Title: Principal

Date: April 26, 2022



City of
VALLEY FALLS

Incorporated May 17, 1854

**City Administrator Report
City Council May 4, 2022**

- 1) **CDBG Street Project** -The final drawdown and closeout is complete. Awaiting final disbursement.
- 2) **CDBG Sewer Project Phase 1** - Design and Environmental in progress. Bids anticipated for early fall 2022. Construction anticipated in 2023.
- 3) **CDBG Sewer Project Phase 2** -
- 4) **American Rescue Plan Act (ARPA)** - Projects completed to date include: gWorks Software. Funds used to date: \$20,411.40. Projects pending to date include: K-16 Entry Signs. Funds planned for projects : \$7,000. Remaining Funds: \$148,546.96.
- 5) **Opioid Settlement** - Fund anticipated to be disbursed in May. 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
- 6) **Software Implementation** - Payroll will be started on May 11th. This is the final module to switch over.
- 7) **Personal Policies & Guidelines** - Still under review with EMC Attorneys. Reached out for update.
- 8) **K-4/ Oak Street Lights** - The lights will be installed at K-4/ Oak Street intersection on May 9th.
- 9) **K-4 / K-16 Street Lights** - Working with KDOT, Evergy, and PEC for Street Lights at K-4 / K-16. K-4/ K-16 light addition must have engineering study and cost covered by city. Work with engineer on estimates.
- 10) **Automatic Water Meters** - 207 meters installed to date. Total of 493 water meters.
- 11) **Fund Balances** - Trial balances sent to auditor to help resolve negative balances. Reached out for update.
- 12) **Rate Study** - Compiled and sent data to Ransom Financial. Rate review drafts completed. To review initial drafts sometime this week or next.
- 13) **Fire Hydrant Testing** - KRWA will be flow testing all our fire hydrants on May 4th. This service is free.
- 14) **River Cleanup** - The Army Corp of Engineers lease list the City as being responsible for the boat ramp and river entrance. This project will be prioritized after tucking lot is completed.
- 15) **City Wide Clean Up** - Scheduled for May 20th - 22nd from 8am to 4pm. We have partnered with Knights of Columbus for scrap metal, K-4 Ag for tires, Jefferson County for Electronics and Hazardous Waste, and Waste Management for Demolition Material, Household trash and Recyclables. The City-Wide Clean-Up has been published on Facebook, Website and Newspaper.
- 16) **Tucking Lot** - working on hauling in dirt and leveling out lot.
- 17) **South Water Tower** - in progress of installing manway and vent.
- 18) **Hurst Water Tower** - Valve anticipated to be installed on May 17th & 18th.
- 19) **Fire Hydrant on Linn** - Valve anticipated to be installed on May 17th & 18th.
- 20) **RV Park Electrical Update** - Waiting on PHE to update.

Financials

Fund #	Fund Name	Previous Balance	Current Balance
100	General Fund	\$68,464.71	\$43,781.43
160	Pool Reserve	\$5,429.10	\$5,429.10
200	Capital Improvement Fund	\$90,630.26	\$90,630.26
300	Special Hwy & Streets	-\$124,795.75	-\$117,409.15
400	Equipment Reserve	\$3,781.71	\$3,781.71
500	Bond & Interest	\$40,149.25	\$40,149.25
600	RHID	\$22,397.90	\$22,397.90
720	Water	-\$76,665.85	-\$86,736.88
721	Water Reserve	\$0.00	\$0.00
730	Sewer	\$291,053.08	\$282,835.65
731	Sewer Reserve	\$0.00	\$0.00
740	Solid Waste	\$59,364.58	\$62,887.82
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

Incorporated May 17, 1869

Public Works Report
May 4, 2022

Water:

South tower maintenance is moving along good I provided them with water on 2 days to power wash the exterior of the tower for paint preparation
They have the new manway installed it is bigger than the existing manway
New vent for top of tank is ready to be set in place
The interior of the tank is finished paint looks good and they also did some pit filling
They used about 8 tons of media to blast the old paint from the interior of the tank
A new drain valve is having to be installed due to deterioration of existing one that is beyond repair and has been causing a issue with leaking
A new ladder has been installed on the exterior of the tower
Viking sent pictures of the work that was done to the tower
I visually inspected their progress and they are doing a proficient job
5 new auto read meters have been installed
We cleaned the sed basin, chlorine contact basin, slow mixers, and fast mixers at the water plant
Got the backup pump at the sed pond working and ready to be used when /if needed
Priced the generator for hurst tower. Prices are \$7,000 to \$15,000 due to needing to be 3 phase 277/480v I recommend we watch purple wave to see if we can obtain a good used one for less
Emailed Richard Vaughn about the temp sensors for sed pond and hurst tower
We have at least 25 known sites /locations of lead and /or copper in the system

Sewers:

Sprayed thistles at the lagoons
Found some paperwork regarding the Linn St lift station it has a max capacity of 100 GPM outflow which if we estimate the inflow of the sewer at 1 GPM per house, we can estimate it has a capacity of 100 houses

Streets:

Doing site surveys for placement of the snow route signage
I will be presenting an estimate for the new signs when I have the survey done
Cleaned the culvert at 5th and maple to allow it to drain properly

Parks:

Got first round of mowing done with 1 summer help
Removed the debris from the parks from storms and cleaned up more of the trees we removed for ditch line maintenance in the tree park east of maple
Spoke with KDOT about removal of bever dams along K-4 they are backlogged with work and will get to it as soon as they are able to

General:

Hired two summer helpers one started last Monday the other will start after school lets out
Going to be working on power washing the pool and prepping it for the upcoming swim season



VALLEY FALLS POLICE



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

Council Meeting 05/04/2022

- Officer Rivera is doing well at the academy and is scheduled to graduate June 10th.
 - Met with community members who are hosting the Faith – Heath Fair with City Administrator. I have contacted numerous sources in attempt to have them present for the fair, including Boy Scout of America to speak about Explorer Program, Drive Safe Kansas, etc.
 - Attended FEMA / Homeland Security Public Information Officer course. This will help incase we need to address media sources and the public.
 - Officer Smith had completed his first patrol shifts and doing well.
 - Part-time Police Officer announcements have been advertised on Facebook and indeed.com along with KPOA website.
 - I am excited to announce that the Valley Falls Police Department will be starting a Citizen Police Academy. This Citizen Police Academy is a FREE nine-week program from July 15th – September 16TH. This is designed to educate the public about the police department operations and day-to-day responsibilities.
 - The purpose of the academy is to develop positive relationships between the police and community through education.
 - The goal is to create a growing group of responsible, well-informed citizens who have the potential to influence public opinions about law enforcement.
 - Participants will gain an appreciation of the duties performed by law enforcement personnel and have an opportunity to offer suggestions.
 - **Participants must be:**
 - 18 or older
 - Have no felonies or serious misdemeanors
 - Men, women, seniors, business and civic organization representatives are encouraged to participate
 - A resident of Valley Falls, work in Valley Falls or own a business in Valley Falls.
- Applications are available at the City Hall, or on-line at Valleyfallspolice.org
- Completed application should be returned to Chief Brandon Bines at the Valley Falls Police Department, 417 Broadway St, no later than 5pm on Friday, July 02, 2022
 - You will be notified if you are selected to participate.
 - This program is also designed so that if we want to start a “CITIZEN ON PATROL” program, this will give citizens the knowledge and tools to do so.

“SERVING THE CITIZENS WHERE WE LIVE,
PROTECTING THE COMMUNITY, WE LOVE”

417 BROADWAY STREET, VALLEY FALLS, KANSAS 66088

TELEPHONE (785) 945- 3434

WWW.VALLEYFALLSPOLICE.ORG

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;