



# 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.

October 5, 2022 6:30 PM  
Regular Meeting

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL - City Council and Staff

MINUTES - Regular Meeting of September 21, 2022

MINUTES - Special Meeting of September 29, 2022

INVOICES - \$18,668.65 ◇

PUBLIC HEARING: USDA Loan Pre-Application for Two Phase Sewer Project

PUBLIC COMMENTS & GUESTS:

*Public Comment Policy* ◇

BUSINESS ITEMS:

1. 419 Broadway St - Status Update
2. 2023 CDBG Grant - Community Facilities
3. Valve for Fire Hydrant at Park - Schulte Supply \$6,227.10
4. CMB Licenses
  - a. Petro
5. Liquor License
  - a. Valley Liquor
  - b. Brickstreet Bourbon
6. Business Code Regulations
7. World Polio Day Proclamation

TABLED ITEMS:

Alley behind Post Office

Shipping Container Ordinance

REPORTS:

CITY ADMINISTRATOR: Audree Aguilera ◇

PUBLIC WORKS: Bill McCoy ◇

POLICE: ◇

MAYOR: Jeanette Shipley

FIRE DISTRICT: Salih Doughramaji

ECONOMIC DEVELOPMENT BOARD: Audree Aguilera or Chair

PLANNING & ZONING COMMISSION: Audree Aguilera or Chair

CITY COUNCIL COMMENTS/ FEEDBACK/ IDEAS

ANNOUNCEMENTS/ COMMUNICATIONS:

October 8<sup>th</sup> and 9<sup>th</sup> Fall Festivities: Junk Fest, City Wide Garage Sells, Silent and Live Auction, Porch Crawl, and more. Don't miss this fun filled weekend!

City offices closed October 10<sup>th</sup> in observance of Columbus Day.

City Wide Clean Up on October 14<sup>th</sup> - 15<sup>th</sup>. Participants must have a copy of their most recent water bill to participate.

#### EXECUTIVE SESSION ◊

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: the City Administrator and City Attorney. The open meeting will resume in the city council room at \_\_\_\_PM.

#### ADJOURNMENT

**CITY OF VALLEY FALLS**

September 21, 2022

**Open Meeting**

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

Staff present: Audree Aguilera, City Administrator, Bill McCoy, Public Works and Leonard Buddenbohm, City Attorney.

Others present: Craig Meyer, Bob Heinen, and Scott Heinen.

**Minutes:**

The minutes from the September 7, 2022, special meeting was presented.

Salih moved to approve the minutes. Gary seconded the motion. Motion carried 4-0.

The minutes from the September 14, 2022, meeting was presented.

Salih moved to approve the minutes. Gary seconded the motion. Motion carried 4-0.

**Vouchers:**

The September 21, 2022, vouchers were presented. Salih moved to approve vouchers totaling \$19,901.88. Judy seconded the motion. Motion carried 4-0.

**Public Comments & Guests:**

Scott Heinen commented on wanting to have different zoning and code regulations for businesses than residential.

**BUSINESS ITEMS:**

1. Bob Heinen RV Request – Gary made the motion to allow Bob Heinen to live in his RV for 12 months. Judy seconded the motion. Motion carried 4-0

2. RV Park Extended Stay – Drisco Workers – Gary made the motion to allow the Drisco workers to stay at the RV Park as long as they are working in the area. Salih seconded the motion. Motion carried 4-0

3. Meyer Option to Purchase – Gary made the motion to move forward with the contract for right of refusal and a purchase price of \$5,000 for Craig Meyer. Matt seconded the motion. Motion carried 3-1

4. Alley Vacation – Lederer Petition – Gary made the motion to move forward with the process of vacating the alley from the Lederer Petition. Salih seconded the motion. Motion carried 4-0

5. Alley Vacation – Schmelzle Petition – Gary made the motion to move forward with the process of vacating the alley from the Schmelzle Petition. Judy seconded the motion. Motion carried 4-0
6. Employee Handbook – Gary made the motion to approve the updated employee handbook. Judy seconded the motion. Motion carried 4-0
7. Vision Insurance – Gary made the motion to move forward with searching for vision insurance. Salih seconded the motion. Motion carried 4-0
8. 0000 Sycamore – Audree and Leonard presented the need to adopt a specific ordinance for shipping containers. Council directed to draft an ordinance for shipping containers.
9. Trash Service – Audree presented the cost benefit analysis for trash service. The analysis compared cost of trash service being contracted versus a city operated service.

**Table Items:**

1. Alley Behind Post Office. Audree will reach out to adjoining properties and get additional quotes for concrete behind alley.

**City Administrator:**

Projects

1. CDBG Sewer Project Phase 1- Design and Environmental in progress. Meeting for final designs on 09/2/2022. Bids anticipated for early fall 2022. Construction anticipated in 2023.
2. CDBG Sewer Project Phase 2 – Preliminary Engineering Report in progress. 2023 CDBG Grant year is pausing the sewer/ water grants. Project will be postponed to 2024 if changes are approved.
3. American Rescue Plan Act (ARPA) – Projects completed to date include: gWorks Software, RV Park Electrical Upgrade. Funds used to date: \$23,851.40. Projects pending to date include: K-16 Entry Signs. Funds planned for projects: \$7,000. Remaining Funds: \$145,106.96.
4. USDOT Safety Action Plan Grant – Applied for the KDOT Cost Share Portion. Application submitted on 9/12/2022.
5. Hazard Mitigation Grant – Applied for the BRIC Hazard Mitigation grant. Intent to use for the river in-take water system engineering Phase 1. Letter of Intent submitted on 09/12/2022.
6. Opioid Settlement – We received a first disbursement of \$283.10. The Attorney General’s office does not know when rest of funds will be disbursed. 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.
7. HEAL Grant Working with owners of 419 Broadway and 426 Broadway to submit application for HEAL Grant. Applications due by October 31st. \$75,000 max for building, \$25,000 max for façade. 1:1 Match.

8. K-4 / K-16 Street Lights – Estimate received from PEC. Around \$30,000 to add lighting. KDOT is going to perform a safety study. If warranted by KDOT, the light cost will be covered by KDOT. Safety study is anticipated to be completed in Spring 2023.
9. Entry/ Welcome Signs – Received USACE approval. Met with KDOT and PEC on 9/2/2022 for entry signs. Signs cannot be place in KDOT ROW if outside city limits.
10. Tucking Lot – working on hauling in dirt and leveling out lot.
11. Fire Hydrant Testing - KRWA will be flow testing all our fire hydrants after water tower work is complete. This service is free.
12. Automatic Water Meters – 255 meters installed to date. Total of 493 water meters.
13. Hurst Water Tower – Installed valve. Work anticipated to begin at the end of September/ early October.

#### Working / In Progress

1. Budget –Public Hearing for Budget and RNR set for September 14th. 2023 Budget and 2022 Budget Amendment sent to County Clerk.
2. Personal Policies & Guidelines – Reviewed with EMC on June 3rd. City attorney reviewed. Reviewed with City Council on September 14th. Set for approval tonight.
3. Flag Pole Flag pole installed at city hall for US and Kansas Flag.
4. Christmas Lights Worked with Evergy and Lions Club to install to new light poles for Christmas Lights.
5. Rezone 1509 Linn Street rezoning is complete.
6. Rate Ordinance New water and sewer rate ordinance is complete.
7. Benefits Fair Held benefits fair on September 6 for employees. Benefits presented were AFLAC, KPERS, and KPERS 457.
8. Conference Attended KAPIO Conference on September 15-16th.
9. Trash Service Completed trash Cost Benefit Analysis.
10. River Improvements Checked with Laverne and rock base is not available.
11. Snow Route Snow route signs are order and have been delivered. Will get post to hand additional signs on new routes.
12. Economic Development Board – Met on Sept 19th.
13. Planning Commission –Met on September 1st. Held public hearing for 1509 Linn. Voted and selected officers for group. Will meet again on October 13th.

#### Public Works

##### Water:

We got 12 new meters installed

School got their new hydrant and water meter installed with some complications that we had to resolve  
Water Plant cleaning scheduled for this week to get it done before they come to take Hurst tower off line for maintenance

Got the second pump from river in working order with the assistance of PHE due to electrical issues

##### Sewers:

Awaiting Ace pipe cleaning to reschedule cleaning the outfall line at the lagoon so we can get the gate valve installed

Had several meetings with Tom Brown and Kings excavating regarding the water and sewers for the school expansion project

**Streets:**

Got the alley behind the post office regraded and fabricated a grate for the storm drop we found at the south end of the alley closest to 5<sup>th</sup> Street had to do some modifications to the drive to place the grate Reshaped the ditch line from the alley behind the post office to maple street to allow water flow from the found culvert storm drain

Will be retreating the Oak Street pond for duck weed soon it is coming along good and is clearing up nicely

Will be looking into getting some sterile grass carp to put in the pond to assist in keeping it cleared

**Mayor:**

Welcome Rock – Reached out to local land owner about placing the rock on their property. Spoke with Dan Heinen about a pocket park at the corner of Sycamore and Broadway, he will look at options with his family.

**Fire District:** No Report.

**Economic Development Board:** No Report

**Planning & Zoning Commission:** No Report

**City Council Comments:**

None

**Executive Session**

Gary made the motion for city council to recess into executive session to discuss Chief of Police candidates pursuant to the non-elected personnel matter exception, K.S.A. 75-4319 (b) (1) to include: the City Administrator and City Attorney. The open meeting resumed in the city council room at 8:05 PM. Salih seconded the motion. Motion carried 4-0.

No action was made after coming out of executive session.

**ADJOURNMENT**

Salih made a motion to adjourn the meeting. Gary seconded the motion. Motion carried 4-0. Adjourning the meeting at 8:07 PM.

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

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

**CITY OF VALLEY FALLS**

September 29, 2022

**Special Meeting**  
**Open Meeting**

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

Staff present: Audree Aguilera, City Administrator.

Others present: Officer Eddie Rivera, Carolyn Clark.

**Public Comment: None**

**EXECUTIVE SESSION**

Gary moves 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: mayor, city council, and city administrator. The open meeting will resume in the city council room at 7:00 p.m. Salih seconded the motion. Motion carried 4-0.

No action was taken.

**ADJOURNMENT**

Gary made a motion to adjourn the meeting at 7:00 p.m. Matt seconded the motion. Motion carried 4-0.

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

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



City of  
**VALLEY FALLS**

*Incorporated May 17, 1869*

COUNCIL MEETING DATE: October 5, 2022

INVOICES IN THE TOTAL AMOUNT OF: \$18,668.65

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 October, 2022

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

ACCOUNTS PAYABLE REPORT

| VENDOR NAME<br>DEPARTMENT               | LINE                     | INVOICE NUMBER | REFERENCE             | PAYMENT<br>AMOUNT |
|-----------------------------------------|--------------------------|----------------|-----------------------|-------------------|
| AUDREE GUZMAN<br>WATER                  | VEHICLE MAINTENANCE/FUEL | 10032022-01    | Mileage to Salina     | 180.00            |
| ***** VENDOR TOTAL *****                |                          |                |                       | 180.00            |
| CHRIS WEISHAAR<br>ADMINISTRATION        | VEHICLE MAINTENANCE/FUEL | 92022          | Mileage to andover    | 248.75            |
| ***** VENDOR TOTAL *****                |                          |                |                       | 248.75            |
| CORE & MAIN<br>WATER                    | COMMODITIES              | r632411        | CTS PE Tubing         | 429.00            |
| WATER                                   | COMMODITIES              | r660058        | PVC Meter Tile        | 280.32            |
| ***** VENDOR TOTAL *****                |                          |                |                       | 709.32            |
| COUNTRY HARVEST APPLE MARKET<br>WATER   | COMMODITIES              | 10012022       | Borax, water          | 27.64             |
| ***** VENDOR TOTAL *****                |                          |                |                       | 27.64             |
| GIANT COMMUNICATIONS<br>ADMINISTRATION  | UTILITIES AND PHONE      | 10012022       | Phone                 | 76.91             |
| POLICE                                  | UTILITIES AND PHONE      | 10012022       | Phone                 | 76.91             |
| WATER                                   | UTILITIES AND PHONE      | 10012022       | Phone                 | 76.91             |
| SEWER                                   | UTILITIES AND PHONE      | 10012022       | Phone                 | 76.92             |
| ***** VENDOR TOTAL *****                |                          |                |                       | 307.65            |
| LEONARD L. BUDDENBOHM<br>ADMINISTRATION | CONTRACT LABOR           | 09292022       | City Attney Charges   | 1,000.00          |
| ***** VENDOR TOTAL *****                |                          |                |                       | 1,000.00          |
| OMNIGO SOFTWARE<br>POLICE               | CONTRACTUAL              | i-os013034     | Omigo Police Software | 3,000.00          |
| ***** VENDOR TOTAL *****                |                          |                |                       | 3,000.00          |
| PEC<br>SEWER                            | GRANTS & DONATIONS       | 528039         | Sewer Phase 1         | 10,610.00         |
| ***** VENDOR TOTAL *****                |                          |                |                       | 10,610.00         |
| PETRO VALLEY FALLS<br>ADMINISTRATION    | COMMODITIES              | 09152022       | FUEL                  | 145.26            |
| POLICE                                  | VEHICLE MAINTENANCE/FUEL | 09152022       | FUEL                  | 47.98             |
| STREET                                  | VEHICLE MAINTENANCE/FUEL | 09152022       | FUEL                  | 195.07            |
| PARKS                                   | VEHICLE MAINTENANCE/FUEL | 09152022       | FUEL                  | .01               |
| WATER                                   | VEHICLE MAINTENANCE/FUEL | 09152022       | FUEL                  | 86.96             |
| SEWER                                   | VEHICLE MAINTENANCE/FUEL | 09152022       | FUEL                  | .01               |

**ACCOUNTS PAYABLE REPORT**

| VENDOR NAME<br>DEPARTMENT      | LINE                     | INVOICE NUMBER | REFERENCE                | PAYMENT<br>AMOUNT |
|--------------------------------|--------------------------|----------------|--------------------------|-------------------|
| PETRO VALLEY FALLS             |                          |                |                          | -----             |
| ***** VENDOR TOTAL *****       |                          |                |                          | 475.29            |
| SCHULTE SUPPLY<br>WATER        | COMMODITIES              | s1190288.001   | Water Meter              | 1,564.00          |
| ***** VENDOR TOTAL *****       |                          |                |                          | 1,564.00          |
| TBS ELECTRONICS, INC<br>POLICE | VEHICLE MAINTENANCE/FUEL | 00117667       | Electric Fix on Vehicles | 546.00            |
| ***** VENDOR TOTAL *****       |                          |                |                          | 546.00            |
| ***** REPORT TOTAL *****       |                          |                |                          | =====             |
|                                |                          |                |                          | 18,668.65         |

| DEPARTMENT        | INV | PAYMENTS  |
|-------------------|-----|-----------|
| ADMINISTRATION    | 4   | 1,470.92  |
| POLICE            | 4   | 3,670.89  |
| STREET            | 1   | 195.07    |
| PARKS             | 1   | .01       |
| WATER             | 7   | 2,644.83  |
| SEWER             | 3   | 10,686.93 |
| DEPARTMENT TOTALS | 20  | 18,668.65 |



*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.

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

Quotation

|                                                                                              |                   |
|----------------------------------------------------------------------------------------------|-------------------|
| QUOTE DATE                                                                                   | QUOTE NUMBER      |
| 09/28/22                                                                                     | S1191578          |
| ORDER TO:<br>Schulte Supply, Inc.<br>5998 Redbud Lane<br>PO Box 388<br>Edwardsville IL 62025 | PAGE NO.<br><br>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                                                                                                                                                                                                                                                                                                                                                                                                                      | 09/28/22            | Yes             |
| ORDER QTY       | PART NO               | DESCRIPTION                                                                                                                                                                                                                                                                                                                                                                                                                      | Net Pric            | Ext Pric        |
| 1ea             | 21320                 | ^4" EZ Valve Installation<br>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!<br>Per Tony's email, the pipe was 16 inches round. $16/3.14 = 5.10$ OD<br>** Nonstock item ** | 2182.500            | 2182.50         |
| 1ea             | 19072                 | 040EZVOL500 4" EZ Valve<br>Open Left CI,DI,C-900<br>4.80-5.00                                                                                                                                                                                                                                                                                                                                                                    | 3755.820            | 3755.82         |
| 1ea             | 21341                 | EZ-BG-4-10<br>BG-01-04OS-0505<br>4" EZ Valve Oversized Cast Iron<br>Size Gaskets 5.05-5.15<br>TAXES NOT INCLUDED                                                                                                                                                                                                                                                                                                                 | 288.780             | 288.78          |
|                 |                       |                                                                                                                                                                                                                                                                                                                                                                                                                                  | <b>Subtotal</b>     | <b>6227.10</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>Amount Due</b> | <b>6227.10</b> |
|-------------------|----------------|

## **Proclamation by the Mayor of Valley Falls, Kansas**

WHEREAS, Rotary International, founded on February 23, 1905 in Chicago, Illinois, USA, is the world's first and one of the largest non-profit service organizations, and

WHEREAS, Rotary is a global network consisting of over 1.4 million members in more than 46,000 clubs in 221 countries and geographical areas who unite as neighbors, friends, leaders, and problem-solvers to take action to create lasting change in communities across the globe; and

WHEREAS, the Rotary motto, Service Above Self, inspires members to provide humanitarian service, follow high ethical standards, and promote goodwill and peace in the world; and

WHEREAS, Rotary in 1985 launched PolioPlus and in 1988 helped establish the Global Polio Eradication Initiative, which today includes the World Health Organization, U.S. Centers for Disease Control and Prevention, UNICEF, and the Bill & Melinda Gates Foundation, and Gavi, the Vaccine Alliance, to immunize the children of the world against polio; and

WHEREAS, polio cases have dropped by 99.9 percent since 1988 and the world stands on the threshold of eradicating the disease; and

WHEREAS, to date, Rotary has contributed more than US\$2.6 billion and countless volunteer hours to protecting nearly 3 billion children in 122 countries; and

WHEREAS, Rotary is working to raise an additional \$50 million per year, which would be leveraged for maximum impact by an additional \$100 million annually from the Bill & Melinda Gates Foundation; and

WHEREAS, these efforts are providing much-needed operational support, medical staff, laboratory equipment, and educational materials for health workers and parents; and

WHEREAS, in addition, Rotary has played a major role in decisions by donor governments to contribute more than \$10 billion to the effort; and

WHEREAS, the members of the Rotary Club of Valley Falls who sponsor service projects to address such critical issues as poverty, disease, hunger, illiteracy, and the environment in our local community and abroad, and

WHEREAS, Valley Falls Rotarians have committed their time, talent and treasure to continue support of PolioPlus until Polio is finally eradicated from the earth,

NOW THEREFORE, I, Jeanette Shipley, MAYOR OF THE CITY OF VALLEY FALLS, KANSAS, do hereby proclaim the day of October 24<sup>th</sup>, 2022 as

### **World Polio Day**

In Valley Falls, Kansas and encourage all citizens to participate in this observance.

SIGNED:



City of  
**VALLEY FALLS**

*Incorporated May 17, 1854*

**City Administrator Report**  
**City Council September 21, 2022**

## Projects

1. **CDBG Sewer Project Phase 1** - Design and Environmental in progress. Meeting for final designs on 09/2/2022. Bids anticipated for early fall 2022. Construction anticipated in 2023.
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12. **Automatic Water Meters** - 255 meters installed to date. Total of 493 water meters.
13. **Hurst Water Tower** - Installed valve. Work anticipated to begin at the end of September/ early October.

## Working / In Progress

1. **Personal Policies & Guidelines** - All employees have received the new handbook.
2. **Rate Ordinance** - Mailed rate ordinance to all city customers.
3. **K-Tags** - Ordered and received K-TAGS for all city vehicles. K-TAG will be cash less in 2024.
4. **Benefits Fair** Held benefits fair on September 6 for employees. Benefits presented were AFLAC, KPERS, and KPERS 457.
5. **KDHE Lead & Copper** Attended the KDHE Lead & Copper Rule Meeting on October 3.
6. **Snow Route** Snow route signs are order and have been delivered. Will get post to hand additional signs on new routes.
7. **Economic Development Board** - Will meet again on October 19<sup>th</sup>. Business Social was held on September 28<sup>th</sup> at the Valley Fire & EMS.
8. **Planning Commission** -. Will meet again on October 13<sup>th</sup>.
9. **204 Walnut St Condemnation** Spoke with Grant Lassiter on August 19<sup>th</sup>. He will continue to work on demolishing the trailer in the fall with the cooler weather.
10. **207 Sycamore St Condemnation** No progress.

# Financials

| Fund #               | Fund Name                  | Previous Balance      | Current Balance       |
|----------------------|----------------------------|-----------------------|-----------------------|
| 100                  | General Fund               | \$89,246.73           | \$141,258.37          |
| 160                  | Pool Reserve               | \$4,034.19            | \$4,034.19            |
| 200                  | Capital Improvement Fund   | \$161,114.52          | \$161,114.52          |
| 300                  | Special Hwy & Streets      | \$87,855.77           | \$87,855.77           |
| 400                  | Equipment Reserve          | \$3,781.71            | \$3,781.71            |
| 500                  | Bond & Interest            | \$108,364.28          | \$104,408.16          |
| 600                  | RHID                       | \$31,611.78           | \$31,611.78           |
| 720                  | Water                      | \$120,501.55          | \$120,370.29          |
| 721                  | Water Reserve              | \$0.00                | \$0.00                |
| 730                  | Sewer                      | \$260,344.48          | \$266,466.09          |
| 731                  | Sewer Reserve              | \$0.00                | \$0.00                |
| 740                  | Solid Waste                | \$55,861.18           | \$60,836.54           |
| 790                  | Insurance Reserve          | \$748.00              | \$748.00              |
| <b>Total</b>         |                            | <b>\$923,464.19</b>   | <b>\$982,485.42</b>   |
| CD #                 | Fund/ Fund Name            | Previous Balance      | Current Balance       |
| Bank 500             | Money Market (PBC)         | \$10,066.91           | \$10,066.91           |
| X0971                | Bond & Interest Fund (500) | \$153,500.00          | \$153,500.00          |
| X2279                | Sewer Fund (730)           | \$91,083.20           | \$91,083.20           |
| X1565                | Special Hwy Fund (300)     | \$0.00                | \$0.00                |
| X0503                | Water Fund (720)           | \$0.00                | \$0.00                |
| X0504                | Water Fund (720)           | \$0.00                | \$0.00                |
| X0535                | Water Fund (720)           | \$0.00                | \$0.00                |
| <b>Total</b>         |                            | <b>\$254,650.11</b>   | <b>\$254,650.11</b>   |
| <b>Total In Bank</b> |                            | <b>\$1,178,114.30</b> | <b>\$1,237,135.53</b> |



*City of*  
**VALLEY FALLS**

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*Incorporated May 17, 1869*

**Public Works Report**  
**October 5, 2022**

**Water:**

Dug the fire hydrant at the corner of Broadway and Elm to fix a leak that ended up being a faulty hydrant that will need to be replaced

Repaired water leak in the alley between Mulberry and Frazier

**Sewer:**

Ace pipe cleaning will be here on Tues. Oct 4 to clean the outfall at the lagoon so we can get the valve installed

**Streets/Parks:**

Did a temporary patch to the road at the intersection of Sycamore and 3<sup>rd</sup>

Trimmed some of the trees that were causing sight issues at intersections and overhanging roadways

**General:**

Repaired the sed pond fence

Finished the winterizing at the pool

Sprayed the pond on Oak street for duck weed we will probably have to retreat it again in the spring

## 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;