



City of Valley Falls

Established 1854

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 15, 2024 6:30 PM
Regular Meeting

CALL TO ORDER
PLEDGE OF ALLEGIANCE
ROLL CALL - City Council and Staff
MINUTES - Regular Meeting of May 1, 2024

PUBLIC COMMENTS & GUESTS:
Public Comment Policy

BUSINESS ITEMS:

1. City Water Resources Update - Dennis Tichenor - Brett Dallman - Wesley Lanter
2. City Lake Revitalization Update - Brett Dallman
3. Chamber of Commerce Third Friday Event Resolution
4. Proclamation - Police Week

INVOICES - \$364,594.89

REPORTS:
City Administrator
Community Development Committee
Planning & Zoning Commission
Public Works
Police
Mayor
Fire District
City Council Comments/ Feedback/ Ideas

ANNOUNCEMENTS/ COMMUNICATIONS:
May 17th Chamber Third Friday Event
May 17th & 18 Citywide Garage Sales
May 27th - Memorial Day / City Offices Closed / Pool Opens
May 31st thru June 2nd - Citywide Clean Up 8 AM to 4 PM.
June 5th Public Hearing on Zoning Amendment of Business District

EXECUTIVE SESSION

ADJOURNMENT



City of Valley Falls

Established 1854

CITY OF VALLEY FALLS

May 1st 2024

Meeting Minutes

The meeting was called to order at 6:30 p.m. by Mayor Jeanette Shipley.

Council members present: Dennis Tichenor, Brett Dallman, Jason Heinen, Jennifer Ingraham

Council members absent: Matt Frakes

Staff members present: Carolyn Clark (Chief of Police), Bill McCoy (Public Works Director), Destiny Schrick (city clerk), Wes Lanter (city admin)

Guest present: Dianne Heinen, Scott Heinen, Chrissy Broddle

Public Comment

No public comment

Business Items

Meeting Minutes:

- April 17th Regular Meeting Jason Heinen made the motion, seconded by Dennis Tichenor 4-0 pass
- April 24th Special Meeting Jason Heinen made the motion, seconded by Dennis Tichenor 4-0 pass

Approval of appointments

- Municipal Court Judge- Dennis Reiling
- City Attorney- Andrew Werring: sworn into office
- City Clerk- Destiny Schrick
- City Administrator- Wesley Lanter
- Chief of Police- Carolyn Clark
- Public Works director- William 'Bill' McCoy
- Treasurer- Brett Dallman

- Fire Board- Jason Heinen
Dennis Tichenor made the motion, seconded by Brett Dallman 4-0 pass
Proclamations read for National Public Service Week and May being
Motorcycle awareness month
Approval of Invoices (\$53,405.00) Brett Dallman made the motion, Seconded
by Jennifer Ingraham 4-0 pass
RWD # 3 agreement of price for water- tabled till next meeting dependent on
price clarification
Final payments for Sewer project phase 1 will be processed before the next
meeting on May 15th 2024

Reports

Public Works: Final inspection on sewer repair with KDHE, PEC, and Havens. All locations were satisfactory. Have the parts to repair part of the line from the city lake

Police: Working with KU research on DAWN program. Will begin to use True Blue for E Citations instead of TBLs. True Blue will match TBLs rates. City of Horton donated a 2013 Chevy Tahoe K-9 Unit

City Admin: Consumer Confidence reports have been posted to water bills, on the city website, and social media. Work comp audit submitted. Replaced title for 06 dump truck, purple wave will list next week. Scheduling a GAS for USDA financing

City Clerk: Continued research for RV park software. Accepting water line surveys and swim lesson forms

Adjournment

Jennifer Ingraham made the motion, seconded by Dennis Tichenor to adjourn the meeting. The motion passed 4-0. The meeting adjourned at 7:15pm

APPROVED: _____
Jeanette Shipley, Mayor

Attest: _____
Destiny Schrick, City Clerk



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.



City of Valley Falls

Established 1854

RESOLUTION NO. 2024-_____

A RESOLUTION AUTHORIZING THE CONSUMPTION OF ALCOHOLIC LIQUOR ON PUBLIC STREETS DURING THE 2024 THIRD FRIDAY CHAMBER OF COMMERCE EVENTS

WHEREAS, the City Council has approved as the 2024 Third Friday Chamber of Commerce Event to occur on May 17, June 21, July 19, 2024.

WHEREAS, the City Council has approved the 300 and 400 block of Broadway to be closed to vehicular traffic. Such street closure shall be approved from 5:00 p.m. to 11 :00 p.m. with the consumption of alcoholic liquor allowed thereon from 5:00 p.m. to 11 :00 p.m. on Friday, May 17, Friday, June 21, Friday July 19, 2024.

WHEREAS, the consumption of alcoholic liquor at the 2024 Third Friday Event will be authorized by one of the options set forth in both Section Chapter 3, Article 7 of the Code of the City of Valley Falls and K.S.A. 41-719(a)(2), and any temporary permit or temporary extension of licensed premises required has been applied for and will be issued by the State of Kansas upon the presentation of this Resolution, or any caterer's notification will be made as required by law.

NOW, THEREFORE, BE IT RESOLVED that the City Council, pursuant to Chapter 3, Article 7 of the Code of the City of Valley Falls, and in consideration of the factors set forth in Chapter 3, Article 7 of the Code of the City of Valley Falls, grants its approval for the consumption of alcoholic liquor on the city streets, sidewalks and public right of ways which are located within the designated event area of 2024 Third Friday Event to occur from 5:00 p.m. to 11 :00 p.m. on Friday, May 17, Friday, June 21, Friday, July 19, 2024, as set forth above.

ADOPTED by the governing body of the City of Valley Falls, Kansas, this 15th day of May, 2024.

CITY OF VALLEY FALLS, KANSAS

Jeanette Shipley, Mayor

ATTEST:

Destiny Schrick, City Clerk



City of Valley Falls

Established 1854

Proclamation

National Peace Officers Memorial Day and National Police Week

WHEREAS, the United States observes and pays tribute to the local, state, and federal peace officers who have died, or who have been disabled, in the line of duty; and,

WHEREAS, this was established by Joint Resolution 76 Stat. 676 of Congress in 1962, which authorized President John F. Kennedy to proclaim May 15th of each year as Peace Officers Memorial Day and the calendar week of each year during which such May 15th occurs as National Police Week; and,

WHEREAS, the police officers of America have worked devotedly and selflessly on behalf of the people of this nation, regardless of the peril or hazard to themselves, and,

WHEREAS, these men and women by their patriotic service and their dedicated efforts have earned the gratitude of the people.

NOW, THEREFORE, I, Jeanette Shipley, and the City Council of Valley Falls do hereby recognize May 15th as National Peace Officers Memorial Day and the week that the 15th falls in as National Police Week.

Proclaimed this 15th day of May, 2024.

Jeanette Shipley, Mayor

ATTEST:

Destiny Schrick, City Clerk

GL ACCT #	VENDOR NAME	REFERENCE	AMOUNT	CHECK#	CHECK DATE
100-050-2010	EFTPS	FED/FICA TAX	507.44	22073648	5/08/24
100-050-2020	EFTPS	FED/FICA TAX	1,403.20	22073648	5/08/24
100-050-2030	KSDOR PAYROLL	STATE TAX	271.51	22073649	5/08/24
100-050-2040	KPERS	KPERS TIER III	1,380.09	22073650	5/08/24
100-050-2040	KPERS457	KPERS ROTH	232.60	22073651	5/08/24
100-110-5030	JIMMY'S STUMP REMOVAL	Code Enforcement	362.75	23861	5/08/24
100-110-5030	LEONARD L. BUDDENBOHM	City Attorney Charges	1,000.00	23884	5/13/24
100-110-5100	EMC INSURANCE	Insurance	18,237.65	23878	5/13/24
100-110-5140	EVERGY	ELECTRIC	133.65	22073645	5/06/24
100-110-5140	GIANT COMMUNICATIONS	Phone	43.07	23858	5/08/24
100-110-5150	CHAMPION PEST & LAWN SOLUTIONS	PEST CONTROL	70.00	23856	5/08/24
100-110-5150	CHAMPION PEST & LAWN SOLUTIONS	PEST CONTROL	70.00	23875	5/13/24
100-110-5180	AMAZON	laminator,labels,computer supp	538.80	22073652	5/06/24
100-110-5190	DAVIS PUBLICATION	Public Hearing Notice	58.00	23857	5/08/24
100-110-5190	MIDWEST OFFICE TECHNOLOGY	Canon/IRAC3325	94.88	23864	5/08/24
100-110-5200	CHAMPLIN TIRE RECYCLING	4 6' tables	3,776.00	23876	5/13/24
100-110-5950	GWORKS	cloud software	2,824.00	23880	5/13/24
100-120-5140	EVERGY	ELECTRIC	133.64	22073645	5/06/24
100-120-5140	GIANT COMMUNICATIONS	Phone	43.07	23858	5/08/24
100-120-5160	Casey's Business Mastercard	Fuel	538.62	23855	5/08/24
100-120-5180	AMAZON	laptop,stand,mouse,bag	1,229.31	22073652	5/06/24
100-120-5190	NEW IN BLUE INC	ticket software	3,760.00	23865	5/08/24
100-130-5030	WERRING LAW LLC	City Prosecutor Services	500.00	23871	5/08/24
100-140-5100	EMC INSURANCE	Insurance	261.10	23878	5/13/24
100-140-5140	EVERGY	ELECTRIC	2,050.94	22073645	5/06/24
100-140-5160	BOBCAT	2 couplers	143.60	23854	5/08/24
100-140-5160	BRETT DALLMAN	fuel reimbursment	38.48	23874	5/13/24
100-140-5160	Casey's Business Mastercard	Fuel	367.75	23855	5/08/24
100-140-5160	FOLEY CAT EQUIPMENT	Caterpillar maintenance	1,443.62	23879	5/13/24
100-140-5160	HYSPECO Inc,	hose assembly, polyguard	118.63	23882	5/13/24
100-140-5160	K4 AG & SERVICE LLC	Mower blade	513.61	23862	5/08/24
100-140-5160	VALLEY TRUCK & TRAILER	Backhoe battery, starter fluid	232.70	23869	5/08/24
100-140-5200	Shockey Consulting Services	Safe Streets	9,520.00	23868	5/08/24
100-150-5100	EMC INSURANCE	Insurance	261.10	23878	5/13/24
100-150-5140	EVERGY	ELECTRIC	326.08	22073645	5/06/24
100-150-5200	CHAMPLIN TIRE RECYCLING	10 8' tables	10,440.00	23876	5/13/24
100-150-5950	AMAZON	Bathroom maintence	460.32	22073652	5/06/24
100-160-5130	HEMOCROWD APPAREL	Pool staff shirts	504.00	23881	5/13/24
100-160-5140	EVERGY	ELECTRIC	114.54	22073645	5/06/24
100-160-5140	GIANT COMMUNICATIONS	Phone	43.06	23858	5/08/24
100-160-5180	AMAZON	Pool wifi	274.36	22073652	5/06/24
160-160-5200	CHAMPLIN TIRE RECYCLING	3 8' trail benches	2,236.00	23876	5/13/24
720-050-2010	EFTPS	FED/FICA TAX	198.41	22073648	5/08/24
720-050-2020	EFTPS	FED/FICA TAX	562.02	22073648	5/08/24
720-050-2030	KSDOR PAYROLL	STATE TAX	124.68	22073649	5/08/24
720-050-2040	KPERS	KPERS TIER III	585.76	22073650	5/08/24
720-050-2040	KPERS457	KPERS ROTH	13.71	22073651	5/08/24
720-720-5050	ADVANCE	LIFE INSURANCE			
720-720-5100	EMC INSURANCE	Insurance	21,893.65	23878	5/13/24
720-720-5140	EVERGY	ELECTRIC	1,483.94	22073645	5/06/24
720-720-5140	GIANT COMMUNICATIONS	Phone	43.07	23858	5/08/24
720-720-5150	BLUE CARDINAL CHEMICAL	sludge slayer	569.40	23873	5/13/24
720-720-5150	USA BlueBook	6 hymax coupling	2,139.63	23885	5/13/24
720-720-5160	Casey's Business Mastercard	Fuel	367.75	23855	5/08/24

CLAIMS REPORT
 Check Range: 5/02/2024- 5/15/2024

G/L ACCT #	VENDOR NAME	REFERENCE	AMOUNT	CHECK	
				CHECK#	DATE
720-720-5180	AMAZON	Monitor, stand	123.68	22073652	5/06/24
720-720-5180	COUNTRY HARVEST APPLE MARKET	ice for samples	23.95	23877	5/13/24
720-720-5180	HAWKINS	Ammonium Sulfate, Activated	2,766.45	23860	5/08/24
720-720-5180	SCHULTE SUPPLY	386.46-sealpins,coupling,meter	1,916.80	23867	5/08/24
720-720-5190	KANSAS ONE CALL SYSTEM	KANSAS 811 DIG SAFE	1.95	23863	5/08/24
720-720-5190	KDHE LABORATORIES	water samples	439.00	23883	5/13/24
730-050-2010	EFTPS	FED/FICA TAX	198.42	22073648	5/08/24
730-050-2020	EFTPS	FED/FICA TAX	561.92	22073648	5/08/24
730-050-2030	KSDOR PAYROLL	STATE TAX	124.70	22073649	5/08/24
730-050-2040	KPERS	KPERS TIER III	585.77	22073650	5/08/24
730-050-2040	KPERS457	KPERS ROTH	13.69	22073651	5/08/24
730-730-5100	EMC INSURANCE	Insurance	14,059.50	23878	5/13/24
730-730-5140	AT&T	Cell Phones			
730-730-5140	EVERGY	ELECTRIC	256.51	22073645	5/06/24
730-730-5140	GIANT COMMUNICATIONS	Phone	43.07	23858	5/08/24
730-730-5190	KANSAS ONE CALL SYSTEM	KANSAS 811 DIG SAFE	1.95	23863	5/08/24
730-730-5200	HAVENS CONSTRUCTION	Pay #8	158,273.69	23859	5/08/24
730-730-5200	PEC	Labor, Reimbursements	54,289.60	23866	5/08/24
730-730-5200	WESTERN CONSULTANTS	Close out phase 1	11,641.50	23872	5/08/24
740-740-5190	WASTE MANAGEMENT	Trash Service	12,426.22	23870	5/08/24
Accounts Payable Total			352,288.56		
Utility Refund Checks					

Refund Checks Total					
Payroll Checks			12,306.33		
Report Total			364,594.89		

CLAIMS REPORT
CLAIMS FUND SUMMARY

FUND	NAME	AMOUNT
100	GENERAL FUND	71,230.59
160	POOL RESERVE	2,236.00
720	WATER UTILITY	35,952.75
730	SEWER UTILITY	242,749.33
740	SOLID WASTE (TRASH)	12,426.22

	TOTAL FUNDS	364,594.89



City of
VALLEY FALLS

Incorporated May 17, 1854

**City Administrator Report
City Council May 15, 2024**

Daily Operations:

- Assist Citizens with service payments & questions.
- Continuing to update information for the Hazard Mitigation Plan.
- Citizen Notification System—Keith Jeffers and I discussed the system again. The city will be able to use it at no cost. The county is adjusting the system's settings currently, and they will host training on how to use it.
- We have posted the Consumer Confidence report on the city website for the citizens to view. We have also printed a link to the water bills so citizens can view the report. The report was also posted on the City's social media.
- Working on grant paperwork for grants currently in progress.
- We should hopefully have the new tables and benches as part of the waste tire grant this week. Public Works will get them assembled and delivered to the assigned locations.
- Work Comp Audit completed.
- Submitting financial Audit documentation for the 2023 year.
- Purple Wave will be onsite Wednesday, May 15th, to list surplus property.
- The 2024 Municipal Budget Workshop is Thursday, May 16th, in Topeka.
- Shockey Consulting was on site Tuesday, May 13th, as part of the Safe Streets and Roads Grant.
- I met with Kyle Broockerd of the Corps of Engineers on Friday, May 3rd. We discussed the spring water line, weir, derbies, and encroachment on government properties.

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 15, 2024

WATER:

- Lake levels continue to rise with the rains, and we are now well above the upper limit for water restrictions. I will continue to monitor the levels.
- Working on finishing up the fabrication of handrails for the water plant. For KDOL compliance

Sewers:

- Pec is working with KDOT to figure out what can/needs to be done about the manholes along K-16
- Had to pull both the pumps at the lagoon due to more towels causing pumps to trip off

PARKS:

- Cleaned up the debris from the park from the storm
- Ordered the supplies to repaint the bathrooms and install paper towel and toilet paper holders once we have them painted

Streets:

- Picked up all the storm damage debris that was on the curb. Hauled away around 80 yards of debris

Pool:

- Started filling the pool and found a cracked pipe tee near the filter on a 6-inch PVC pipe. Ordered replacement parts to repair the broken fitting.
- Built the wall between the Acid and chlorine storage rooms for ERGO compliance
- Cleaned and waxed the bottom section of the pool slide to remove sun fading and degradation will have the rest done before the pool opens
- Replaced the broken floats in the wet pit at the pool
- Replaced the deteriorated rope for the pool
- Painted the Black line between the deep and shallow sections of the pool
- Working on converting one of the bathroom stalls in the girl's bathroom into storage for the pool
- Ordered the chemicals for the pool to get it ready for the season
- Got the Delaware Point sign repainted (Thank You to Jan McKnight and helpers)

Other:

- Ordered new lights for the Welcome to Valley Sign on Sycamore St.
- Ordered Parts to fix the tractor
- Got the equipment ready for purple wave



City of
VALLEY FALLS

Incorporated May 17, 1869

Police Department Report
May 15, 2024

- Officer Rivera will attend K9 Narcotics training in Virginia at the beginning of August. He has been able to utilize his GI bill to purchase a narcotics canine for the city and schools. The canine will also be trained for vape detection to assist the school with the problems of students carrying vapes onto school property. Officer Rivera has been able to get numerous donates that would prevent the city from having NO cost to have a K9.
- True Blue, the new eCitation software, has already started working on the software for the city. It includes city court clerk and the court for the prosecution to be able to access their own accounts.
- This week is Law Enforcement Week. I would like to recognize the officers who work for the city and all the hard work they have done to gain the community's trust since this department was formed.

Calls for service:

04/09 Check welfare

04/27 Traffic Stop

04/27 Traffic stop

04/27 Traffic stop

04/27 Traffic stop

04/27 Outside agency assists Active Shooter

04/29 Animal Call

04/29 Child Abuse case

04/29 Dog complaint

05/02 Drug violation call

05/03 FD assist

05/03 Hit and Run accident

05/03 Traffic stop

05/03 Outside agency asst

05/03 Traffic stop

05/03 Traffic stop

05/03 Traffic stop

05/04 Civil dispute

05/04 Traffic control assist

05/06 Medical Assist call

05/06 Loose Dog call

05/06 Theft

05/08 DUI Arrest

05/09 Suicidal Call

05/09 Telephone Harassment

05/11 Attempt warrant service

05/11 Traffic Stop

05/11 Traffic Stop

05/11 Motorist Assist

05/11 Traffic Stop

05/11 Traffic Stop

05/11 Traffic Stop

05/11 Traffic Stop

05/11 Traffic Stop

05/11 Civil Dispute

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;