



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.

June 18, 2024 6:30 PM
Regular Meeting

CALL TO ORDER
PLEDGE OF ALLEGIANCE
ROLL CALL - City Council and Staff
MINUTES - Regular Meeting of June 5, 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. Truck Purchased - 2000 Chevrolet 3500 HD 13ft bed, 72K miles. \$14,000.
- 4.

INVOICES - \$52,165.52

REPORTS:

City Administrator
Planning & Zoning Commission
Public Works
Police
Mayor
Fire District
City Council Comments/ Feedback/ Ideas

ANNOUNCEMENTS/ COMMUNICATIONS:

June 19th - Juneteenth / City Offices Closed
June 21st - Broadway Nights
July 4th - Fire Works & Free Swim at the City Pool - City Offices Closed

EXECUTIVE SESSION

ADJOURNMENT



City of Valley Falls

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CITY OF VALLEY FALLS

June 5th 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, Jennifer Ingraham, Jason Heinen

Staff members present: Carolyn Clark (Chief of Police), Bill McCoy (Public Works Director), Destiny Schrick (city clerk), Wesley Lanter (City Administrator), Lori Glissman (Pool Manager)

Guest present: Chrissy Broddle, Dale Freeland, Jerry Heinen, Scott Heinen, Diane Heinen, Jamie Tankesley, Lisa Abramovitz, Todd Herrington, Matt Strickler

Public Comment

No public comment

Business Items

Meeting Minutes:

- May 15st minutes approved by Jason Heinen, Seconded by Brett Dallman 4-0 pass

Public Hearing for Zoning Ordinance Article 21, Section 102-Jerry Heinen asked to table till next meeting so Planning and Zoning commission can meet and discuss the ordinance

Chamber of Commerce firework donation 1500.00 approved by Jason Heinen, Seconded by Dennis Tichenor 4-0 pass

Approval of Invoices (\$54,687.45) Dennis Tichenor made the motion, Seconded by Jason Heinen 4-0 pass

Approval for A-Z firework stand June 27th-July 4th approved by Jennifer Ingraham, Seconded by Dennis Tichenor 4-0 pass

Council discussed the purchase of a flatbed dump truck they approve the city administrator to purchase a truck not to exceed a price of \$15,000.00 Jason Heinen made the motion seconded by Brett Dallman 4-0 pass
Donation to Scott Heinen for a car \$150.00 for the Kiddie Train. Brett Dallman made the motion seconded by Dennis Tichenor 4-0 pass

Reports

Public Works: Completed tasks for KDOL to be in compliance, spruced up the park bathrooms, city wide cleanup success 6 ¼ dumpsters were used. Got the pool ready for the season

Police: Officer Taylor completed A.R.I.D.E training, Officer Rivera will attend a 3-week training in July for Canine Training

Admin: Citizen Notification System-no cost to residents, submitted all documents for 2023 audit, met with rec commission to discuss walking trails, round 2 of water line surveys sent out, partnered with giant communications for free WIFI in park

Pool: Have sold 74 season passes, average daily attendance 109. 14 completed lifeguard training.

Adjournment

Jennifer Ingraham made the motion, seconded by Dennis Tichenor to adjourn the meeting. The motion passed 4-0. The meeting adjourned at 7:30pm

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.



2000 Chevrolet 3500 HD Regular Cab & Chassis · 136" WB

\$14,500 · **Sold**

Listed 15 hours ago · Atchison, KS



Similar Items



Share



Save

Description

Clean, low mileage, dump truck. Chevy 3500 HD 8.1 liter, 13' bed with strong scissor lift. No rust anywhere. Like new 16ply 19" tires all around. Everything works as it should.



City of Valley Falls

Established 1854

COUNCIL MEETING DATE: June 18, 2024

INVOICES IN THE TOTAL AMOUNT OF: \$52,165.52

APPROVED:

STATE OF KANSAS

COUNTY OF JEFFERSON

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

Approved by:

City Administrator

Subscribed and sworn to before me this _____ day of April 2024

City Clerk

CLAIMS REPORT
 Check Range: 6/06/2024- 6/18/2024

GL ACCT #	VENDOR NAME	REFERENCE	AMOUNT	CHECK	
				CHECK#	DATE
100-110-5140	EVERGY	ELECTRIC	124.81	22073679	6/06/24
100-110-5140	GIANT COMMUNICATIONS	Phone	47.78	23913	6/07/24
100-110-5170	QUADIENT	Postage meter	102.95	23932	6/13/24
100-110-5190	DAVIS PUBLICATION	grad,cleanup,baseball	140.00	23912	6/07/24
100-110-5190	IMMENSE IMPACT LLC	Muni Tier 1 subscription	665.00	23920	6/13/24
100-110-5190	PEN PUBLISHING	EMAILS	144.00	23924	6/13/24
100-110-5200	SCOTTS AUTO MAINTENANCE	kiddie car donation	150.00	23927	6/13/24
100-110-5950	MITCH BEIEN	2000 Chevy 3500	14,000.00	23934	6/17/24
100-110-5950	CNH Industrial Capital	Tractor Repair	3,701.56	23917	6/07/24
100-120-5100	EMC INSURANCE	Tahoe Insurance	1,062.00	23919	6/13/24
100-120-5130	GT DISTRIBUTORS-AUSTIN	Ammo	864.55	23914	6/07/24
100-120-5140	AT&T	office at hand	55.08	23911	6/07/24
100-120-5140	EVERGY	ELECTRIC	124.80	22073679	6/06/24
100-120-5140	GIANT COMMUNICATIONS	Phone	47.78	23913	6/07/24
100-120-5190	PEN PUBLISHING	EMAILS	150.00	23924	6/13/24
100-120-5190	RON SCHRICK	Tahoe Work	241.29	23926	6/13/24
100-120-5190	RON SCHRICK	antifreeze and trans flush	50.00	23933	6/13/24
100-130-5030	WERRING LAW LLC	City Prosecutor/Attorney	1,500.00	23918	6/07/24
100-140-5140	EVERGY	ELECTRIC	2,459.33	22073679	6/06/24
100-140-5160	HEINEN REPAIR SERVICE, Inc	cadet mower	38.69	23915	6/07/24
100-140-5160	VALLEY TRUCK & TRAILER	1battery3postbatteries 3242	1,122.37	23928	6/13/24
100-140-5180	MID STATES MATERIALS LLC	sand	175.97	23923	6/13/24
100-160-5110	ROD STROLE	Lifeguard training	900.00	23925	6/13/24
100-160-5140	EVERGY	ELECTRIC	317.04	22073679	6/06/24
100-160-5140	GIANT COMMUNICATIONS	Phone	47.77	23913	6/07/24
100-160-5150	HEINEN PHE	pool maintence	160.00	23930	6/13/24
100-160-5150	HYSPECO Inc,	union tee, crimp fitting	85.19	23916	6/07/24
100-160-5190	KANSAS DEPT OF REVENUE	Sales Tax	159.43	23931	6/13/24
720-720-5140	EVERGY	ELECTRIC	1,771.45	22073679	6/06/24
720-720-5140	GIANT COMMUNICATIONS	Phone	47.78	23913	6/07/24
720-720-5180	MID-AMERICAN RESEARCH CHEMICAL	marking paint	307.60	23922	6/13/24
720-720-5190	KANSAS ONE CALL SYSTEM	KANSAS 811 DIG SAFE	5.55	23921	6/13/24
720-720-5370	KANSAS DEPT OF REVENUE	Sales Tax	488.13	23931	6/13/24
730-730-5140	EVERGY	ELECTRIC	276.93	22073679	6/06/24
730-730-5140	GIANT COMMUNICATIONS	Phone	47.78	23913	6/07/24
730-730-5190	KANSAS ONE CALL SYSTEM	KANSAS 811 DIG SAFE	5.55	23921	6/13/24
740-740-5190	WASTE MANAGEMENT	Trash Service	20,577.36	23929	6/13/24
			=====		
Accounts Payable Total			52,165.52		
Utility Refund Checks					

Refund Checks Total					
Payroll Checks					
			=====		
Report Total			52,165.52		
			=====		

CLAIMS REPORT
CLAIMS FUND SUMMARY

FUND	NAME	AMOUNT
100	GENERAL FUND	28,637.39
720	WATER UTILITY	2,620.51
730	SEWER UTILITY	330.26
740	SOLID WASTE (TRASH)	20,577.36

	TOTAL FUNDS	52,165.52



City of
VALLEY FALLS

Incorporated May 17, 1854

**City Administrator Report
City Council June 18, 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 currently adjusting the system's settings and will host training on how to use it.
- Working on grant paperwork for grants currently in progress.
- Submitted financial Audit documentation for the 2023 year. Auditors are processing our data. They will be onsite at our office on June 27th.
- Surplus equipment was sold on Purple Wave on June 11th. The buyer has 14 days to pick up the equipment.
- We attended the meeting with Casey's Regional Manager and store Manager on Friday, June 7th. The meeting went well. They are having intermittent communication issues with pumps 3 and 4, but they are working on it. They are postponing the remodel until after summer. We hope to keep open lines of communication moving forward. We are also discussing access possibilities.
- The second round of lead line surveys has been mailed out. The return deadline is June 28. Please complete the surveys and return them to city hall. If you need assistance completing the survey, we will assist.
- I have been working with Shockey Consulting for our SS4A (Safe Streets for All) grant. We have created a new page on the city website along with the social and local media information. We have formed the steering committee and will host our first meeting on June 26th.
- I have worked with Blaine Stroble of the Kansas Forestry Service on the city's tree inventory. They have completed their on-site walk-through and will submit our completed inventory and reports to us in September/October.
- Working on the budget process. I have received budget information from the county clerk.

CITY OFFICE

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



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Public Works Report
June 18, 2024

WATER:

- Lake levels are good; the amount of rain this year has been great.

Sewers:

- I had to pull both pumps at the lagoon again, and more wet wipes were in the pump.

PARKS:

- Ordered and received the memorial tree to replace the tree that died in the park.

Streets:

- Cleaned up storm damage
- Hauled in 10 tons of sand and 50 tons of gravel
- Began work on the culvert replacement by the Christian church
- Moved over 300 tons of soil/silt from the river pump house driveway to the tucking lot.
- The new LED lights are installed at the Welcome to Valley Falls sign; the lights are white and not dingy looking.
- Sprayed weeds at the pool, park, city hall, and water plant
- Jetted the culvert under Walnut St
- Graveled the drives and pad approaches at the RV park

Other:

- The Ford truck is in the shop for a recall and service.



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Police Department Report
June 18, 2024

- Range qualifications completed for the yearly state requirements
- The Tahoe K9 unit is fixed and running well
- Officer Rivera has been confirmed on the roster for the canine training and starts July 15th in Georgia
- Apollo and I are enrolled in KHP canine narcotics class for September 5th. We decided on this route since it would take a year for him to be certified as a Search and Tracking canine. We felt that was not beneficial for the community to wait a year. Once narcotics certification is completed, we will enroll in tracking which is a 10-week course. The narcotics course will be Monday thru Friday from 0700 to noon in Topeka for 5 weeks.
- I have registered for the KLEEP webinar to start working towards the department's accreditation with the state.
- Enterpol is complete. We have statewide data sharing with other agencies. We will work on working towards utilizing that software for our reports
- New Blue for eCitation software is almost completed for ticket writing.

Call for service:

05/27 Civil Standby
05/31 Traffic Stop
05/31 Traffic Stop
06/01 DUI Investigation
06/01 Medical call
06/03 Range
06/03 Suspicious person
06/03 Welfare check
06/09 Traffic Stop
06/11 Animal Bite call
06/11 Traffic Stop
06/11 Assist EMS

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;



\$1

CITY PET REGISTRATION

City Hall will be open on June 21st
6:00pm-6:30pm

