



# City of VALLEY FALLS

Incorporated May 17, 1869

## 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.

November 15, 2023 6:30 PM  
Regular Meeting

CALL TO ORDER  
PLEDGE OF ALLEGIANCE  
ROLL CALL - City Council and Staff  
MINUTES - Regular Meeting of November 1, 2023

PUBLIC COMMENTS & GUESTS:  
*Public Comment Policy*

### BUSINESS ITEMS:

1. CMB License - Dollar General
2. Waste Tire Grant - \$16,852 Total
  - a. \$8,426 Grant/ \$6,338 City / \$2,088 Athletic Association
  - b. (4) Tables for Ballfields (Athletic Association)
  - c. (3) Trail Benches for Pool
  - d. (1) Bench for Pool
  - e. (10) Tables for Park
3. Kansas Water Office - Water Projects Grant Fund

INVOICES - \$ 38,668.31

### REPORTS:

CITY ADMINISTRATOR: Audree Guzman  
PUBLIC WORKS: Bill McCoy  
POLICE: Carrie Clark  
MAYOR: Jeanette Shipley  
FIRE DISTRICT: Salih Doughramaji  
COMMUNITY DEVELOPMENT COMMITTEE: Audree Guzman  
PLANNING & ZONING COMMISSION: Audree Guzman  
CITY COUNCIL COMMENTS/ FEEDBACK/ IDEAS

### ANNOUNCEMENTS/ COMMUNICATIONS:

November 18<sup>th</sup> - Turkey Bingo and Soup Supper at School Gym 5 PM  
November 19<sup>th</sup> - VF Christian Council Thanksgiving Service Christian Church 7 PM  
November 22<sup>nd</sup> - Friendsgiving at Brickstreet Bourbon 6PM  
November 23<sup>rd</sup> - 24<sup>th</sup> - Thanksgiving / City Offices Closed  
November 25<sup>th</sup> - Hometown Christmas/ City Park Christmas Lighting

EXECUTIVE SESSION

ADJOURNMENT

## CITY OF VALLEY FALLS

November 1, 2023

### Open Meeting

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

Staff present: Audree Guzman, City Administrator, Chris Weishaar, City Clerk, Carolyn Clark, Chief of Police, Bill McCoy, Public Works, and Leonard Buddenbohm, City Attorney.

Others present: Jason Heinen, Alucard Heinen, Scott Heinen, and Dennis Tichenor.

#### **Minutes:**

The minutes from the October 18, 2023, meeting was presented.

Jennifer moved to approve the minutes. Gary seconded the motion. Motion carried 5-0.

**Public Comments & Guests:** Jason Heinen advised that the potholes at 16<sup>th</sup> and Linn need fixed.

#### **BUSINESS ITEMS:**

1. Police Dept Accreditation – Audree discussed the process for accreditation with both agencies. Pros and Cons. After discussion on the costs the topic is tabled.

2. Quote for Old Noon Whistle Removal

Audree received two quotes for removal - \$4,500.00 - Heinen Custom Operations and \$24,000.00 - Bahm Demolition.

Gary made a motion to approve the quote from HCO. Jennifer seconded the motion. Motion passed 5-0.

3. Lutheran Church Street Repair – Audree and Bill presented the material cost and estimated time to repair.

Gary made a motion to approve the repair. Judy seconded the motion. Motion passed 5-0.

4. Ordinance 1-800 – Code of Ethics/ Removal Procedures – The mayor presented her findings that other cities don't do background checks. Jennifer noted that be proactive is better than being reactive and gives the citizens peace of mind.

Jennifer made a motion to approve the ordinance. Salih seconded the motion. Motion passed 5-0.

5. Evaluations / Merit & COLA Increase – Audree presented findings from her research on past pay increases. After discussion it was decided to approve up to \$500 bonuses based on performance evaluations.

Salih made a motion to approve the bonus. Gary seconded the motion. Motion passed 5-0.

**Vouchers:**

November 1st vouchers. Salih moved to approve vouchers. Jennifer seconded the motion. Motion carried 5-0.

**City Administrator:**

**Daily Operations**

- 1. Water Emergency** Perry Lake Level as of 12:30 PM on October 30, 2023 was 889.73. Inflow is 20(cfs) and Outflow is 150 (cfs). City of Valley Falls will continue in Phase 1.
- 2. Codification** Meet with Ranson to give list of updates. They are finalizing the initial draft.
- 3. Capital Improvement Plan** Will be reviewed again at next Work Session on November 8th.
- 4. Local Government Class** Presented to the 2nd and 6th hour High School Government Classes on Monday, Oct 23rd.
- 5. Community Development Board** –Needing one more member to start meetings.
- 6. Planning Commission** –Next meeting is November 9th at 6:30 PM.

**Grants & Projects**

- 1. CDBG Sewer Project Phase 1-** Construction began May 1st. \$100K under budget. Will work with PEC to prioritize Add Alternate. Working on list of Manhole covers that rock when driven over. I will turn the list into PEC and Haven's so they can be repaired.
- 2. CDBG CVR** – Grant was not awarded.
- 3. SS4A Grant** – Awarded grant of \$40,000 Federal Funding and \$5,000 KDOT. Meeting with PEC on October 31st to finalize contract details.
- 4. HEAL Grant** Met with Zac Brown to resubmit the HEAL Grant for Brown Brothers 405/407 Broadway.
- 5. LSSE Grant** Awarded \$26,550 from State, \$6,000 from Jefferson County Substance Abuse Council, and \$10,190 city match. This grant will purchase new radios and Enterpol RMS.
- 6. T-Mobile Grant** Resubmitted grant. Awards anticipated mid-November.
- 7. KDOT Innovative Technology Grant** Submitted the Intent to Apply to KDOT. I reached out for an update. No response from KDOT.
- 8. K-4 / K-16 Street Lights** –The recommendations from the speed study are: speed radar sign on K-4, increased enforcement, and reduce the speed on west K-16 from 45 to 35. The recommendations from the safety study are: Install reflective decals stop sign post, paint stop lines on K-16, mark the island with reflective paint, possible route pavement markings on K-4, move the entrance to Sewer Lagoons further South on K-4 and install end of roadway sign at K-16/ K-4 intersection. KDOT will complete all recommendations by the end of the year with the exception of the driveway. The KDOT maintenance crew will evaluate whether they can move the entrance to the lagoons. No lighting was warranted at the K-16/ K-4 intersection due to low traffic counts and crash logs. Final reports for the speed study and safety study will be sent once the lagoon entrance has been evaluated.
- 9. Opioid Settlement** –Total received to date is \$2,952.96. \$842.44 expended. We received another payment of 545.56 in October.
- 10. 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: KDOT TA Downtown Streetscape Project. Remaining Funds: \$152,106.96.

**11. Automatic Water Meters** – 16 meters left to install.

**12. KDHE Lead & Copper** Lead & Copper Inventory due to KDHE by October 16, 2024. Grant approved for KDHE Technical Assistance. Contacted KDHE for further instructions.

**Public Works:**

**Water:**

Built a temporary weir across the river to back up more water to prevent pump cavitation which can cause undue damages to the river pumps and piping.

Still awaiting water meters that are on back order been installing the ones that we get as they become available.

Will be cleaning the water plant on Friday or Monday weather depending.

**Sewer:**

Continuing to assist sewer repair crews as needed.

Preparing to start our discharging from lagoon system.

**Streets:**

Cleared some street sign obstructions and picked up other downed limbs from winds.

Got the cold patch to start repairing the potholes and water leak dig locations.

The Lutheran church curb and street repair estimate.

1. Repour the 25 feet of damaged curbing \$200.

2. Repour the underlayment of street for 40 feet \$500.

Time estimates 3 weeks with good weather.

**Police:**

Officer Rivera escorted the Valley Falls X Country Team out of town Saturday morning for State

Officer Taylor led the Halloween parade Tuesday evening

Valley Falls HS arranged a K9 sniff at the school

NCMEC (National Center for Missing and Exploited Children) Training with Officer Brosa and myself. The training covers in three days over Children Missing from Care, Child Sexual Abuse Material, and Child Sex Trafficking.

After conducting a follow-up Stalking complaint, it was discovered that the residence in Valley Falls had what was potentially a large amount of distributing of drugs and drug paraphernalia.

The items were seized, and the investigation is still ongoing.

**Mayor:** No Report.

**Fire District:** No Report.

**Economic Development Board:** No Report

**Planning & Zoning Commission:** No Report

**City Council Comments:** No Comment

**Executive Session:**

Salih made a motion to go into executive session with the City Attorney, for consultation with attorney based on attorney client privilege to obtain legal advice on a complaint. Open meeting to resume at 8:10 p.m. Jennifer seconded the motion. Motion passed 5-0.

No action taken.

**ADJOURNMENT**

Gary made a motion to adjourn the meeting. Matt seconded the motion. Motion carried 5-0.

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

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



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*City of*  
**VALLEY FALLS**

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*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.

# Water Projects Fund Grants



Click [HERE](#) for the Water Projects Fund Grants application.

## **Eligible Applicants include:**

- Municipalities.
- Special district related to water organized under the Laws of Kansas.

## **Eligible projects and activities for Water Project Grant Funds:**

- Construction, repair, maintenance or replacement of water-related infrastructures and any related construction costs;
- Matching moneys for grant or loan applications for water-related infrastructure projects; and
- Application of the funds to an outstanding loan balance from the Public Water Supply Loan Fund (established in K.S.A. 65-3322 and amendments thereto) or the Kansas Pollution Control Fund (established in K.S.A. 65-163e, and amendments thereto) subject to the certain criteria (see Evaluation Criteria for Water Projects Grant Fund section).

## **Limits on Grant Awards:**

The KWO may provide full or partial grants. No single grant awarded under the Water Projects Grant Fund shall exceed \$8,000,000 (unless specified by a specific action of the Legislature).

## **Matching Fund Requirements**

There are no matching funds required to be eligible for a Water Projects Grant Fund award.

## **Application Process for Water Projects Grant Fund**

The grant application must be submitted through the form posted on the KWO's website.

**Applications submitted by December 29 will be considered for the initial round.**

## **PROJECT IDEAS FOR VALLEY FALLS:**

- Water Source Plan Update
- Water Master Plan Update

# Technical Assistance Fund Grants



Click [HERE](#) for the Technical Assistance Fund Grants application.

## Eligible Applicants:

- Municipalities.
- Special district related to water organized under the Laws of Kansas.

## Eligible projects and activities for Technical Assistance Fund Grants:

- Planning, engineering, managing and other technical assistance that may be necessary in the development of plans for water infrastructure projects; or
- Processing grant and loan applications for such water infrastructure projects.

## Limits on Grant Awards

The KWO may provide full or partial grants. No single grant awarded under the Technical Assistance Grant Fund shall exceed \$1,000,000 (unless specified by a specific action of the Legislature).

## Matching Fund Requirements

There are no matching funds required to be eligible for a Technical Assistance Grant Fund award.

## Application Process for Technical Assistance Fund Grants

The grant application must be submitted through the form posted on the KWO's website

**Applications submitted by December 29 will be considered for the initial round.**

## PROJECT IDEAS FOR VALLEY FALLS:

- Oak Street Water Main





# City of Valley Falls

Established 1854

COUNCIL MEETING DATE: November 15, 2023

INVOICES IN THE TOTAL AMOUNT OF: \$38,668.31

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 November 2023

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

**CLAIMS REPORT**  
**Check Range: 11/03/2023-11/15/2023**

| VENDOR NAME                    | REFERENCE                      | AMOUNT | VENDOR TOTAL | CHECK#   | CHECK DATE |
|--------------------------------|--------------------------------|--------|--------------|----------|------------|
| ADVANCE                        | LIFE INSURANCE                 |        |              |          |            |
| ADVANTAGE COMPUTER             | Denali Install                 |        | 150.00       | 23703    | 11/15/23   |
| AFLAC VISION                   | VISION INSURANCE               |        | 178.29       | 23704    | 11/15/23   |
| AT&T                           | Cell Phones                    |        |              |          |            |
| CHAD SPENCER                   | Uniform Allowance              |        | 250.00       | 23705    | 11/15/23   |
| CHAMPION PEST & LAWN SOLUTIONS | PEST CONTROL                   |        | 70.00        | 23706    | 11/15/23   |
| CITYCODE FINANCIAL LLC         | Codification                   |        | 3,750.00     | 23707    | 11/15/23   |
| COUNTRY HARVEST APPLE MARKET   | BBQ Sauce City BBQ             |        | 9.68         | 23708    | 11/15/23   |
| EFTPS                          | FED/FICA TAX                   |        | 3,722.92     | 22073513 | 11/08/23   |
| EVERGY                         | ELECTRIC                       |        | 4,153.97     | 22073505 | 11/06/23   |
| HEINEN MACHINE SHOP INC        | Manhole cover                  |        | 40.00        | 23709    | 11/15/23   |
| JEANETTE SHIPLEY               | Mileage Reimbursement          |        | 91.70        | 23710    | 11/15/23   |
| JIMMY'S STUMP REMOVAL          | Code Enforcement               |        | 125.00       | 23711    | 11/15/23   |
| KANSAS ONE CALL SYSTEM         | KANSAS 811 DIG SAFE            |        | 5.40         | 23712    | 11/15/23   |
| KPERS                          | KPERS TIER III                 |        | 2,467.06     | 22073515 | 11/08/23   |
| KPERS457                       | KPERS ROTH                     |        | 910.00       | 22073516 | 11/08/23   |
| KSDOR PAYROLL                  | STATE TAX                      |        | 611.07       | 22073514 | 11/08/23   |
| MIDWAY AUTO SUPPLY             | brake cleaner, hydraulic fluid |        | 233.74       | 23713    | 11/15/23   |
| CITY OF VALLEY FALLS PETTYCASH | Postage Due                    |        | 3.64         | 23714    | 11/15/23   |
| SCHULTE SUPPLY                 | Meters                         |        | 1,918.48     | 23715    | 11/15/23   |
| VALLEY FALLS CHAMBER           | Hometown Christmas             |        | 50.00        | 23716    | 11/15/23   |
| VANCE BROTHERS INC             | Cold Patch                     |        | 2,027.87     | 23717    | 11/15/23   |
| WASTE MANAGEMENT               | Trash Service                  |        | 15,514.99    | 23718    | 11/15/23   |
| WESTERN CONSULTANTS            | Sewer Ph 1                     |        | 2,384.50     | 23719    | 11/15/23   |
|                                |                                |        | =====        |          |            |
|                                | Accounts Payable Total         |        | 38,668.31    |          |            |

**CLAIMS REPORT  
CLAIMS FUND SUMMARY**

| FUND | NAME                | AMOUNT    |
|------|---------------------|-----------|
| 100  | GENERAL FUND        | 9,338.33  |
| 200  | CAPITAL IMPROVEMENT | 3,750.00  |
| 720  | WATER UTILITY       | 5,381.91  |
| 730  | SEWER UTILITY       | 4,683.08  |
| 740  | SOLID WASTE (TRASH) | 15,514.99 |
|      | -----               |           |
|      | TOTAL FUNDS         | 38,668.31 |



# City of Valley Falls

Established 1854

## City Administrator Report City Council November 15, 2023

### Daily Operations

1. **Water Emergency** Perry Lake Information as of 2:30 PM on November 13, 2023. Lake Elevation Level was 889.27. Inflow is 5(cfs) and Outflow is 150 (cfs). City of Valley Falls will continue in Phase 1.
2. **Codification** Received the initial draft of the City Code. Set a work session for final review in January or February.
3. **Employee Evaluations** Updated the employee evaluation form and has been sent out. Due back Monday, December 4<sup>th</sup>.
4. **Bulk Water** Working on data and financial information for bulk water. Will present at next council meeting.
5. **Old Noon Whistle** HCO has been given notice to proceed on removal of the old noon whistle.
6. **Capital Improvement Plan** Will be reviewed again at next Work Session on January 10th.
7. **Community Development Board** -Needing one more member to start meetings.
8. **Planning Commission** -Next meeting is November 9<sup>th</sup> at 6:30 PM.

### Grants & Projects

1. **CDBG Sewer Project Phase 1** - Sent list to PEC of Manholes that “rock” or “clink” when driven over. Next Progress meeting on November 21<sup>st</sup>.
2. **SS4A Grant** - Awarded grant of \$40,000 Federal Funding and \$5,000 KDOT. Meeting with PEC on October 31<sup>st</sup> to finalize contract details.
3. **LSSE Grant** Awarded \$26,550 from State, \$6,000 from Jefferson County Substance Abuse Council, and \$10,190 city match. Given the notice to proceed. Radios have been ordered and are anticipated in January. Enterpol contacted to start setup but it will be January before they can start due to workload. Monthly report submitted.
4. **T-Mobile Grant** Resubmitted grant. Awards anticipated mid-November.
5. **K-4 / K-16 Street Lights** -The recommendations from the speed study are: speed radar sign on K-4, increased enforcement, and reduce the speed on west K-16 from 45 to 35. The recommendations from the safety study are: Install reflective decals stop sign post, paint stop lines on K-16, mark the island with reflective paint, possible route pavement markings on K-4, move the entrance to Sewer Lagoons further South on K-4 and install end of roadway sign at K-16/ K-4 intersection. KDOT will complete all recommendations by the end of the year with the exception of the driveway. The KDOT maintenance crew will evaluate whether they can move the entrance to the lagoons. No lighting was warranted at the K-16/ K-4 intersection due to low traffic counts and crash logs. Final reports for the speed study and safety study will be sent once the lagoon entrance has been evaluated.
6. **Opioid Settlement** -Total received to date is \$2,952.96. \$842.44 expended. We received another payment of 545.56 in October.
7. **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: KDOT TA Downtown Streetscape Project. Remaining Funds: \$152,106.96.
8. **Automatic Water Meters** - 16 meters left to install.
9. **KDHE Lead & Copper** Lead & Copper Inventory due to KDHE by October 16, 2024. PEC awarded as Valley Falls consultant by KDHE Technical Assistance Grant. Kickoff meeting will be on November 21<sup>st</sup>.

| BANK NAME                         | SEPTEMBER    | OCTOBER   | OCTOBER      | OCTOBER      | INVOICES  | BANK       | 2023         | YTD          | BUDGET       |
|-----------------------------------|--------------|-----------|--------------|--------------|-----------|------------|--------------|--------------|--------------|
| FUND GL NAME                      | CASH BALANCE | RECEIPTS  | DISBURSMENTS | CASH BALANCE | PAID      | BALANCE    | BUDGET       | BILLS        | REMAINING    |
| GENERAL OPERATING FUND            |              |           |              |              |           |            |              |              |              |
| 100 CASH - CHECKING               | 161,666.41   | 427.75    | 27,330.50    | 134,763.66   | 8,410.30  |            | 729,701.00   | 640,742.42   | 88,958.58    |
| 160 CASH - CHECKING               | 5,383.19     | 0.00      | 0.00         | 5,383.19     |           |            | 6,500.00     |              | 6,500.00     |
| 200 CASH - CHECKING               | 153,782.12   | 0.00      | 3,750.00     | 150,032.12   | 3,750.00  |            | 50,000.00    | 17,491.90    | 32,508.10    |
| 300 CASH - CHECKING               | 81,979.66    | 0.00      | 0.00         | 81,979.66    |           |            | 172,841.00   | 6,500.00     | 166,341.00   |
| 400 CASH - CHECKING               | 726.71       | 0.00      | 0.00         | 726.71       |           |            | 63,000.00    | 64,105.00    | 1,105.00-    |
| 500 CASH - CHECKING               | 202,693.57   | 0.00      | 0.00         | 202,693.57   |           |            | 182,393.00   | 104,298.49   | 78,094.51    |
| 600 CASH - CHECKING               | 77,999.21    | 0.00      | 0.00         | 77,999.21    |           |            | 60,000.00    |              | 60,000.00    |
| 720 CASH - CHECKING               | 82,765.48    | 5,240.85  | 8,986.05     | 79,020.28    | 2,687.44  |            | 543,500.00   | 359,090.62   | 184,409.38   |
| 721 CASH - CHECKING               | 32,298.34    | 0.00      | 0.00         | 32,298.34    |           |            | 50,000.00    | 9,501.66     | 40,498.34    |
| 730 CASH - CHECKING               | 166,476.61   | 3,912.92  | 33,155.69    | 137,233.84   | 28,153.47 |            | 3,821,000.00 | 958,500.69   | 2,862,499.31 |
| 731 CASH - CHECKING               | 40,400.00    | 0.00      | 0.00         | 40,400.00    |           |            | 50,000.00    | 1,400.00     | 48,600.00    |
| 740 CASH - CHECKING               | 79,996.51    | 2,512.72  | 15,514.99    | 66,994.24    | 15,514.99 |            | 258,000.00   | 140,635.70   | 117,364.30   |
| 790 CASH - CHECKING               | 0.00         | 0.00      | 0.00         | 0.00         |           |            |              |              |              |
| GENERAL OPERATING FUND TOTALS     | 1,086,167.81 | 12,094.24 | 88,737.23    | 1,009,524.82 | 58,516.20 | 951,008.62 | 5,986,935.00 | 2,360,782.68 | 3,626,152.32 |
| CHECKING - POOL                   |              |           |              |              |           |            |              |              |              |
| 160 CASH - CHECKING POOL          | 0.00         | 0.00      | 0.00         | 0.00         |           |            | 6,500.00     |              | 6,500.00     |
| CHECKING - POOL TOTALS            | 0.00         | 0.00      | 0.00         | 0.00         | 0.00      |            | 6,500.00     |              | 6,500.00     |
| VF PUBLIC BUILDING COMMISSION     |              |           |              |              |           |            |              |              |              |
| 500 MONEY MARKET- PUBLIC BUILDING | 16,285.36    | 0.00      | 0.00         | 16,285.36    |           |            | 182,393.00   | 104,298.49   | 78,094.51    |
| VF PUBLIC BUILDING COMMISSION     | 16,285.36    | 0.00      | 0.00         | 16,285.36    | 0.00      | 16,285.36  | 182,393.00   | 104,298.49   | 78,094.51    |
| KENALL BANK CD'S                  |              |           |              |              |           |            |              |              |              |
| 300 CD X1565                      | 0.00         | 0.00      | 0.00         | 0.00         |           |            | 172,841.00   | 6,500.00     | 166,341.00   |
| 500 CD X0971                      | 153,500.00   | 0.00      | 0.00         | 153,500.00   |           |            | 182,393.00   | 104,298.49   | 78,094.51    |
| 720 CD X0503                      | 0.00         | 0.00      | 0.00         | 0.00         |           |            | 543,500.00   | 359,090.62   | 184,409.38   |
| 720 CD X0524                      | 0.00         | 0.00      | 0.00         | 0.00         |           |            |              |              |              |
| 720 CD X0535                      | 0.00         | 0.00      | 0.00         | 0.00         |           |            |              |              |              |
| 721 CD X0503                      | 0.00         | 0.00      | 0.00         | 0.00         |           |            | 50,000.00    | 9,501.66     | 40,498.34    |
| 721 CD X0504                      | 0.00         | 0.00      | 0.00         | 0.00         |           |            |              |              |              |
| 721 CD X0535                      | 0.00         | 0.00      | 0.00         | 0.00         |           |            |              |              |              |
| 731 CD X2279                      | 91,083.20    | 0.00      | 0.00         | 91,083.20    |           |            | 50,000.00    | 1,400.00     | 48,600.00    |
| KENALL BANK CD'S TOTALS           | 244,583.20   | 0.00      | 0.00         | 244,583.20   | 0.00      | 244,583.20 | 998,734.00   | 480,790.77   | 517,943.23   |



*City of*  
**VALLEY FALLS**

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*Incorporated May 17, 1869*

**Public Works Report**  
**November 15, 2023**

**Water:**

Cleaned the water plant sedimentation basin and mixers  
Repaired water leak at 10<sup>th</sup> and Oak St  
Repaired a leak in the alley between Linn and Mulberry south of 9<sup>th</sup> Street  
Repaired a water leak next to the Township Hall  
Continue to monitor the lake/river levels on a daily basis

**Sewer:**

Continuing to discharge from the lagoon discharge rate is doing good with no obstructions  
Continuing to assist the sewer crew as needed for sewer repairs

**Streets:**

Continuing to fill potholes and water leak dig sites  
Started the repair of curbing and street at 7<sup>th</sup> and Linn

**Other:**

Burning the brush pile should have the dump back open by Friday  
Assisted the school with park clean up ( Thank You to Dan Heinen for providing a dump truck)



*City of*  
**VALLEY FALLS**

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*Incorporated May 17, 1869*

**Police Department Report**  
**November 15, 2023**

- Tuesday PD, along with the Rec Commission, hosted a NARCAN event for the community. The speakers that spoke were Mrs. Davis, with Keepin Clean for Coop, and James Helton, who works for the Frontier Forensics in Jefferson County. Towards the end of the event, Dr. Ryder and his staff explained the NARCAN which was supplied by Chief Thompson of Wathena.
- Attended Corrections District #21 for NA/AA conference in Seneca on Saturday. I explained how the PD is using a proactive approach to the addicts in our community. Instead of waiting for an addict to commit a crime to have an interaction, we are having contact with them before those situations. We have two individuals that are attending and utilizing the resources we made available to them.

Calls for service

|                                |  |
|--------------------------------|--|
| 11/01 School visit             | 11/04 Computer updates for department        |
| 11/01 Traffic Stop             | 11/04 Residential checks                     |
| 11/01 Traffic Stop             | 11/04 Cemetery check                         |
| 11/01 City civil papers served | 11/04 Possible suicidal individual           |
| 11/01 Traffic Stop             | 11/06 Range                                  |
| 11/01 PD Computer updates      | 11/08 Traffic Stop                           |
| 11/01 Business checks          | 11/08 Traffic Stop                           |
| 11/01 Cemetery checks          | 11/08 Traffic Stop                           |
| 11/01 Traffic Stop             | 11/08 Traffic Stop                           |
| 11/01 Traffic Stop             | 11/08 Traffic Stop                           |
| 11/02 Alarm                    | 11/08 Juvenile Welfare Check                 |
| 11/02 Business checks          | 11/09 Business checks                        |
| 11/03 Business checks          | 11/09 Juvenile Welfare Check                 |
| 11/03 Battery arrest           | 11/09 Traffic Stop                           |
| 11/04 Traffic Stop             | 11/09 Business checks                        |
| 11/04 Traffic Stop             | 11/09 Welfare Check                          |
| 11/04 Traffic Stop             | 11/09 Business Checks                        |
| 11/04 Traffic Stop             | 11/07 Protective Custody call                |
| 11/04 Traffic Stop             | with transport to Osawatomie Mental Hospital |
| 11/04 Traffic Stop             | 11/07 Cemetery check                         |

## 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;