



City of Valley Falls

Established 1854

City Council Agenda

Regular Meeting

Date: February 7, 2024

Time: 6:30 p.m.

Location: City Hall

Call To Order

Pledge of Allegiance

Roll Call: City Council and Staff

Approval of Minutes

Minutes: Regular Meeting Minutes of December 6, 2023

Minutes: Regular Meeting of January 17, 2024

Public Comments & Guests

Public Comment Policy

Business Items

1. Water Source Possibilities (Work & Research) – Councilmen Brett Dallman & Dennis Tichenor
2. Proposed – Move Wednesday, February 21, 2024, City Council Meeting to Thursday, February 22, 2024 (rationale will be discussed with above Water Source presentation)
3. Water Emergency Stage Update – Stage 2 vs. Stage 1
4. KWRA Annual Conference (March 26-28 in Wichita) – Who is interested in attending?
5. Summer 2024 Swimming Pool Planning
6. Discuss scheduling Work Session on February 14, 2024
7. Fast Sign Bid to Update RV Park Signage
8. Kansas Department of Commerce Emergency Historic Economic Assess Lifeline (HEAL)
9. Code Enforcement

Invoices: \$

Reports

City Clerk: Destiny Schrick

Public Works: Bill McCoy

Police Department: Carrie Clark



Mayor: Jeanette Shipley
First District: Jason Heinen
Economic Development Board
Planning & Zoning Commission
City Council Comments/Feedback/Ideas

Announcements/Communications

City Office Closed – February 19, in observance of Presidents Day.

Executive Session

Adjournment



City of Valley Falls

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City Council Meeting Minutes December 6, 2023

Council Members present: Matt Frakes, Judy Rider, Gary McKnight, Jeanette Shipley, Jennifer Ingraham, Saliah Doughramaji

Staff present: Audree Guzman (City Administrator), Chris Wieshaar (City Clerk), Carrie Clark (Police Chief), Bill McCoy (Public Works Director), Leonard Buddenbohm (City Attorney).

Guest Present: Earl Stevens

CALL TO ORDER

Mayor Jeanette Shipley called the city council meeting to order at 6:30 p.m.

MEETING MINUTES APPROVAL

Saliah Doughramaji made the motion, seconded Jennifer Ingraham, to approve the November 15th meeting minutes as presented. The motion passed 5-0.

PUBLIC COMMENTS

Earl Stevens voiced concerns to the council regarding the City's water quality. He presented a visual presentation of two spoons with an evaporation experiment, one spoon with tap water and one spoon with bottled water, with the results of tap water leaving a residue and bottled water leaving no residue.

BUSINESS ITEMS

1. Water Emergency

a. Kansas Water Office

The water office gave an overview of the water situation throughout the state. He also explained the water flow from Tuttle Creek, Perry Lake, the Delaware River and the river's tributaries. He also explained why water release fluctuates to maintain the Kansas River downstream.

b. Corp of Engineers – RJ Harms

RJ explained the pooling levels at Lake Perry. He advised that we can enhance the river weir, if needed (based on water emergency).

Evergy tower discussion – the city would like to keep and maintain the Evergy tower on Maple Street. The city will need to assume liability of the tower. If the tower is transitioning from Evergy to the City, and the Corp advises that the tower needs to come down, the city will be responsible to the removal of the tower. We would also need to put some type of safety fence/mechanism around the tower. After discussion, it was the consensus to the council to not assume the Evergy tower.

2. 2024 Council Meeting and Court Dates

2024 dates council meeting and court dates were reviewed, with the exception of June, the meeting will held on Tuesday.

3. TBL eCitations

The city uses Interpol for records management system, they do not have online citations module capability. The TBL system would allow for eCitations to integrate with Interpol. The system will upload and will integrate into Interpol. To add TBL eCitations module to Interpol, this will be approximately \$1,000 additional, annually (contractual services under 5190), dropping Omnigo. Gary McKnight made the motion, seconded by Jennifer Ingraham, to purchase TBL eCitations. The motion passed 5-0.

4. Lexipol

Lexipol is an accreditation process. It's somewhat expensive. Audree reached out police departments across the state and Junction City Police Department pdf'd every police department policy and sent it to us.

5. Shockey Consulting Contract for SS4A Grant

Contract for the SS4A planning. The council prefers a lump sum contract.

6. K-State Contract for Comprehensive Plan

We are required by law to have a comprehensive plan. K-State can provide this service. Survey has been sent out on Facebook. Jennifer Ingraham made the motion, seconded by Saliah Doughramaji, to approve the K-State contract for comprehensive plan development. The motion passed 5-0.

7. Kansas Public Art Grant

After discussion, Jennifer Ingraham made the motion, seconded by Saliah Doughramaji, to pursue the Kanas Public Art Grant. The motion passed 7-0.

8. Economic Development Incentives

a. Home Crowd Apparel

b. Thistle and Thread

Gary McKnight made the motion, seconded by Saliah Doughramaji, to approve the Economic Development Incentives for Home Crowd Apparel and Thistle and Thread. The motion passed 5-0.

9. Haven's Pay Request #4 & #5

Haven's request of #4 & #5 have been requested. The total requested \$345,975.80. PEC reconciles all requests. Gary McKnight made the motion, seconded by Saliah Doughramaji. The motion passed 5-0.

INVOICES - \$ 403,425.90

Saliah Doughramaji made the motion, seconded by Jennifer Ingraham, to approve the invoices as presented. Motion passed 5-0.

REPORTS

CITY ADMINISTRATOR - Audree Guzman

Daily Operations

1. Water Emergency Perry Lake Information as of 4:00 PM on December 4, 2023. Lake Elevation Level was 888.83. Inflow is 10(cfs) and Outflow is 78 (cfs). City of Valley Falls will continue in Phase 2.
2. Codification Received the initial draft of the City Code. Set a work session for final review in January or February.
3. Employee Evaluations Completed employee evaluations
4. Tree City USA Submitted the documents for the annual renewal for 2024.
5. Old Noon Whistle The old noon whistle has been removed!
6. Auditor Adams Brown bought out VonFeldt, Bauer, & VonFeldt. Our auditor will now be Adams Brown.
7. Comprehensive Plan Sent out the survey to collect data for the Comprehensive Plan development in collaboration with K State and the Planning & Zoning Commission.
8. Capital Improvement Plan Will be reviewed again at the next Work Session on January 10th.
9. Emergency Mitigation Plan Attended the meeting in Lawrence on November 16th for the kickoff of the Emergency Mitigation Plan renewal. This plan is a plan that is completed and reviewed every 4 years by KDEM and FEMA. The City MUST be involved in the meetings, review, and adopt the plan to be eligible for the FEMA Emergency Grants.
10. KACM Attended the Kansas Association of City/County Managers (KACM) annual conference in Dodge City.
11. Community Development Board –Needing one more member to start meetings.
12. Planning Commission –Next meeting is January 11th at 6:30 PM.

Grants & Projects

1. CDBG Sewer Project Phase 1- Anticipated construction completion by end of December. Last progress meeting on January 16th.
2. SS4A Grant – Notified Shockey of award of bid for consultant. Approving contract and kickoff meeting by January.
3. LSSE Grant 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. KDOT Innovative Tech Received the application from KDOT! I have since submitted the application. Awards anticipated in January.
5. Kansas Water Office Requested update for cost on Oak St Main Replacement and Water Master Plan Update. Grants due by December 29th.
6. KDHE Waste Tire Grant Submitted the grant application for the Waste Tire Grant. Awards notice anticipated in April.
7. KDHE Lead & Copper Lead & Copper Inventory due to KDHE by October 16, 2024. PEC was awarded as Valley Falls consultant by KDHE Technical Assistance Grant. Met with PEC on November 21st for kickoff meeting. The estimated grant value is \$35,000. We are 1 of 31 communities to receive the grant!
8. K-4 / K-16 Street Lights –Reached out to KDOT for update on progress of action items. No response.
9. Opioid Settlement –Total received to date is \$2,952.96. \$842.44 expended.
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.

PUBLIC WORKS - Bill McCoy

Water:

Continuing to monitor lake and river levels Met with KDHE on river lake levels they are trying to work with ACOE to get some antiquated regulations updated which may help us with drought mitigation.

Sewer:

Continue to discharge from the lagoon to get retention levels down to normal operating levels Attended the Sewer work progress meeting with Havens, PEC, and Audree.

Street: Picked up the pipe to replace the culvert on 6th Street by the Christian church Weather and holiday has delayed the progress of the brickwork.

POLICE - Carrie Clark

Lexipol is a Public Safety Policy and Management system for Law Enforcement. They offer to assist on new policy writing, entering the officers' training, and maintaining the records of it. The startup cost is approximately \$7600. After speaking with them Audree and I have contacted other cities/police departments and will refer to policies that have been used for KLEEP. I will start working towards KLEEP at the beginning of the new year.

After several weekly meetings with the AA/NA organization, and Whitney, whom is part of the program, we decided on a name, D.A.W.N. (Diversion and Wellness Network). We are planning to arrange a few fundraisers to assist with costs towards fees on substance abuse counseling, rehab, etc. I am working on the law enforcement and legal aspects of handling addiction throughout contact with law enforcement and the courts. We recently had our first client that was issued a citation and was unable to pay for it. The city prosecutor allowed us to suggest for the person to attend no less than 10 AA/NA meetings before the next court date. The client and the person living with them stayed clean for over 30 days, and continued to request additional meetings, and also voluntary agreed to attend the Recovering Wellness classes that start December 6th and run thru for 6 weeks.

MAYOR: Jeanette Shipley

No report.

FIRE DISTRICT: Salih Doughramaji

Fire department updating bunker gear. The department started a CD from the sale of ambulance proceeds.

COMMUNITY DEVELOPMENT COMMITTEE: Audree Guzman

No report.

PLANNING & ZONING COMMISSION: Audree Guzman

No report

CITY COUNCIL COMMENTS/ FEEDBACK/ IDEAS ANNOUNCEMENTS/ COMMUNICATIONS: December 10th – Santa Paws at Jefferson County Humane Society

City offices closed on December 25th and 26th in observance of Christmas.

City offices closed on January 1st in observance of New Years.

EXECUTIVE SESSION

Gary McKnight made the motion, seconded by Jennifer Ingraham to 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 the Governing Body. The open meeting will resume in the city council room at 8:20 p.m.

At 8:20 p.m., Gary McKnight made the motion, seconded by Jennifer Ingraham, to recess into executive session to discuss an annual employee performance reviews 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 9:00 p.m.

The open meeting resumed at 9:00 p.m., with no action taken.

ADJOURNMENT

Gary McKnight made the motion, seconded by Saliah Doughramaji, to adjourn the meeting. The motion carried 5-0. The meeting was adjourned at 9:00 p.m.



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City Council Meeting Minutes January 17, 2024

Council Members present: Matt Frakes, Jennifer Ingraham, Jeanette Shipley, Dennis Tichenor (incoming), and Jason Heinen (incoming).

Staff present: Carrie Clark (Police Chief), Bill McCoy (Public Works Director), Leonard Buddenbohm (City Attorney), Destiny Schrick (incoming City Clerk)

Guest Present: Jessica Loy, Kevin Loy, Mark Boyce, Mark Boyce, Jr., Dee Heinen, Scott Heinen, Rebecca Heinen, Brett Dallman, Crissy Dallman, Dianne Heinen, Connie Fridly, and Alacard Heinen

CALL TO ORDER

Mayor Jeanette Shipley called the city council meeting to order at 6:30 p.m.

The Pledge of Allegiance was recited.

Roll Call of City Council and Staff.

OATH OF OFFICE

Dennis Tichenor took the Oath of Office as an incoming and seating city councilman.

Jason Heinen took the Oath of Office as an incoming seating city councilman.

MEETING MINUTES APPROVAL

Jason made the motion, seconded by Jennifer Ingraham to approve the January 2, 2024, special meeting minutes as presented. The motion passed 4-0.

Mayor Jeanette Shipley reviewed and provided highlights of the minutes of the January 3, 2024, meeting prior to asking for a motion of approval. Jennifer Ingraham made the motion, seconded by Matt Frakes, to approve the meeting minutes as presented. The motion passed 4-0.

PUBLIC COMMENTS

No public comments were made.

BUSINESS ITEMS

OPEN CITY COUNCIL POSITION APPOINTMENT

Resident Brett Dallman submitted his Letter of Interest for serving on City Council. Brett introduced himself and shared reasons for wanting to serve on the council. Brett Dallman was the only Letter of Interest received. With no further discussion, Jennifer Ingraham made the motion, seconded by Matt Frakes, to appoint Brett Dallman to the open city council seat. The motion passed 4-0.

CITY CLERK POSITION AND APPOINTMENT

Mayor Shipley introduced Destiny Schrick as our new City Clerk. Destiny introduced herself. Destiny took the Oath of Office as City Clerk.

COUNCIL PRESIDENT APPOINTMENT

Matt Frakes nominated Dennis Tichenor to serve as Council President. Jason Heinen seconded the nomination. The motion passed 4-0.

COUNCIL TREASURER APPOINTMENT

Matt Frakes nominated Brett Dallman to serve as City Council Treasurer. Dennis Tichenor seconded the nomination. The nomination passed 4-0.

DISTRICT 11 FIRE BOARD REPRESENTATIVE APPOINTMENT

Jennifer Ingraham nominated Jason Heinen to serve as the City Council Representative on the Fire Board. Matt Frakes seconded the nomination. The nomination passed 4-0.

BANK SIGNATURE CARD CHANGES

Jennifer Ingraham made the motion, seconded by Matt Frakes, to make the following changes and updates to the Kendall Bank (City's) Account Signature Cards:

- Remove: Salih Doughramaji (departing city councilman), Gary McKnight (departing city councilman), and Judy Rider (departing city councilman).
- Add: Dennis Tichenor (seating city councilman and appointed Council President), Brett Dallman (seating city councilman and Council Treasurer), Jason Heinen (seating city councilman), and Destiny Schrick (City Clerk).

The motion passed 5-0.

BANK SAFETY DEPOSIT SIGNATURE CARD CHANGES

Jason Heinen made the motion, seconded by Matt Frakes, to make the following changes and updates to the Kendall Bank (City's) Safety Deposit Box:

- Remove: Christine Weishaar (departing City Clerk) and Audree Guzman (departing City Administrator).
- Add: Destiny Schrick (City Clerk), Dennis Tichenor (Council President) and Jeanette Shipley (Mayor).

The motion passed 5-0.

CITY WATER DISCUSSION - BILL MCCOY

Discussion included:

- River Weir Permit
- Bids for River Weir Improvement (Bill has requested bids from Kings, Farmers, and Weavers) – Bill will present bids at the next City Council meeting.
- Sludge removal - dredging
- Water grant

DOOR FOR POLICE DEPARTMENT (UPSTAIRS) – CARRIE CLARK

Carrie is researching and requesting bids for a secure door to the upstairs police department. Carrie will present bids at the next City Council meeting.

APPROVE SEWER PROJECT CHANGE ORDER

After discussion of the requested change order from PEC and KDHE, Jennifer Ingram made the motion, seconded by Jason Heinen, to approve the sewer change order request as presented. The motion passed 5-0.

2023 AUDIT

The City's auditor has made initial contact to begin the 2023 audit.

INVOICES: \$45,671.56

Jennifer Ingraham made the motion, seconded by Matt Frakes, to approve the invoices as presented. The motion passed 5-0.

REPORTS

Public Works Report - Bill McCoy

Water

Continue to monitor the lake and river levels. With the cold snap the river was able to continue to flow. The lake levels are still below our stage 2 water emergency levels but above the stage 3 and seem to be holding fairly steady with the recent precipitation we have gotten. Have 3 contractors that will be submitting bids to repair the river weir. Met with the contractors last week and showed them what we have and what we need done. Heater in Hurst tower has been replaced.

Sewers

Meet with the sewer project team for the progress meeting on Tuesday.

Streets

Doing what we can with snow removal with the temps as cold as they have been applying any treatment would not help until we get above 17 degrees.

Police Department Report - Carrie Clark

- Due to the freezing conditions, it was decided to cancel NetSmartz classes at the library on Saturday mornings. It will be rescheduled when the weather is better and when there is a time in between sports activities.
- Spoke at the Valley Falls School District last week. It was decided the board would send a letter to the county requesting them to release the school maps so the police department could have access.
- Officer Rivera heads to Olathe PD for Defensive Tactics Instruction School at the end of week. He will start having regular training with officers.
- Thursday a meeting with Nemaha County Judge, Jackson County Probation Officer, Whitney Collier with Ravens' Well, Jeramine Scherer AA Member, DCF, The Guidance Center Crisis Mobile Team, and myself are starting to put the DAWN program into effect with several individuals effected by substance abuse and/or mental disorders.
- One company has been in the department for the door bid. Still currently working on getting 2 others.

Mayor's Report - Jeanette Shipley

No report

ANNOUNCEMENTS/COMMUNICATIONS

Discussion included:

- Scheduling a Town Hall meeting – inviting and encouraging all residents to attend – sending questions to the city office in advance of the meeting – giving the City Council time to research questions and have researched answers for the public.
- Facebook streaming and recordings – a significant amount of discussion was held regarding Facebook streaming and recording (recording archiving). After discussion, the City Council will continue to livestream meetings, advising the public that Facebook streaming is for education and knowledge and not a forum on making unnecessary comments. The comment option under the meeting streaming will be deactivated.
- Establishing emails for city council members.
- Post pictures of city council members with a short biography (Facebook).

ADJOURNMENT

Jennifer Ingraham made the motion, seconded by Dennis Tichenor, to adjourn the meeting. The motion carried 5-0. The meeting adjourned at 8:00 p.m.



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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.

DROUGHT / EMERGENCY CONTINGENCY

The City of Valley Falls addresses its short-term water shortage problems through a series of stages based on conditions of supply and demand with accompanying triggers, goals, and actions. Each stage is more stringent in water use than the previous stage water supply conditions are more deteriorated. The City Administrator is authorized by Ordinance to implement the appropriate conservation measures.

STAGE 1: WATER WATCH

Triggers

This stage is triggered by any of the following conditions:

1. The City storage has fallen below the 85% capacity.
2. The demands for one day is in excess of 275,000 gallons per day.
3. Lake Perry water level falls to and elevation of 890 feet.

Goals

The goals of this stage are to heighten awareness of the public on water conditions and to maintain the integrity of the water supply system.

Education Actions

1. The city will make occasional news releases to the local media describing present conditions and indicating the water supply outlook for the upcoming season.
2. Previous months summaries of precipitation, temperature, water levels, and storage will be made public at the beginning of the month.

Management Actions

Leaks will be repaired within 48 hours of detection.

The City will monitor its use of water and will curtail activities such as hydrant flushing and street cleaning.

Regulation Actions

The public will be asked to curtail some outdoor water use and to make efficient use of indoor water, i.e. wash full loads of laundry, take short showers, don't let faucets/toilets run, etc.

STAGE 2: WATER WATCH

Triggers

This stage is triggered by any of the following conditions:

1. The City storage has fallen below the 70% capacity.
2. The demands for one day is in excess of 300,000 gallons per day.
3. Lake Perry water levels falls to the elevation of 889 feet.

Goals

The goals of this stage are to reduce the peak demands by 20% and to reduce overall weekly consumption by 10%.

Education Actions

1. The City will make weekly news releases to the local media describing present conditions and indicating the water supply outlook for the upcoming week.
2. Previous weeks summaries of precipitation, temperature, water levels, and storage will be made public each Thursday.
3. The City will place inserts in each customer's water bill outlining tips on conserving water indoors and outdoors.
4. Water conservation articles will be provided to the local newspaper.

Management Activities

City water supplies will be monitored daily.

Leaks will be repaired within 24 hours of detection.

The City will curtail its water usage, including the operation of fountains, water of City grounds, and washing vehicles.

Regulation Actions

1. An odd/even lawn watering system will be imposed on City residents. Residents with odd-numbered addresses will water on odd days, even-numbered addresses will water on even days. D
2. Outdoor water use, including lawn watering and car washing will be restricted between the hours of 10:00 a.m. and 9:00 p.m.
3. Refill of swimming pools will be allowed one day a week after sunset.
4. Excess water use charges for usage of water over the amount used in winter will be imposed.

STAGE 3: WATER WATCH

Triggers

This stage is triggered by any of the following conditions:

1. The city storage has fallen below the 50% capacity.
2. Treatment plan operations are at 80% capacity for more than three consecutive days.
3. The demands for one day is in excess of 325,000 gallons per day.
4. Lake Perry water level falls to an elevation of 888 feed.

Goals

The goals of this state are to reduce the peak demands by 50% and to reduce overall weekly consumption by 25%.

Education Activities

1. The City will make daily news releases to the local media describing present conditions and indicating the water supply outlook for the next day.
2. The City will hold public meetings to discuss the emergency, the status of the City water supply, and further actions which need to be taken.

Management Activities

1. City water supplies will be monitored daily.
2. Leaks will be repaired within 24 hours of detection.
3. System pressure will be maintained below 60 pounds per square inch.
4. The City will seek emergency supplies from other users, the State, or the Federal government.

Regulation Activities

1. Outdoor water use will be banned.
2. Waste of water will be prohibited.

304@fastsigns.com

Payment Terms: 50% Down, 50% at Completion

Created Date: 1/25/2024

DESCRIPTION: 96x48" Dibond Sign Panel w/ Install: RV Park

Bill To: City of Valley Falls
417 Broadway St.
Valley Falls, KS 66088
US

Installed: City of Valley Falls
505 Maple St
Valley Falls, KS 66088
US

Requested By: Destiny Schrick
Email: cityclerk@valleyfalls.org
Work Phone: (785) 945-6612
Tax ID: KSK071H09X

Salesperson: Trent Greene
Work Phone: 7852718899

NO.	Product Summary	QTY	UNIT PRICE	AMOUNT
1	96x48" Dibond Sign Panel: RV Park	1	\$552.00	\$552.00
1.1.1	Dibond 3mm - Dibond 3mm Part Qty: 1 Width: 96.00" Height: 48.00"			
1.1.2	Vinyl - Calendered - Vinyl - Calendered (Overlay) Part Qty: 1 Width: 96.00" Height: 48.00"			
2	Labor (Drive time + Install)	1	\$180.00	\$180.00
2.1	Labor - Truck - Drive time + Install - # of Hours: 1.5			

Please call our office at 785-271-8899 with any questions you may have. We accept payment from all major credit cards over the phone.

Subtotal:	\$732.00
Taxes:	\$0.00
Grand Total:	\$732.00
Deposit Required:	\$366.00



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City Clerk Update February 7, 2024

Online Pet Management System

Researching an online option for pet management instead of paper. This would be easier for officers to locate where animals belong.

2 quotes:

- Barkpass \$1788
- Frontline \$500

Reduce call time. Can locate through MDT and animals won't have to come into office.

TBL system

- Working with Carrie to get the process implemented to manage court online.
- Rep is going to call me later this month to give me a rundown of all I can do with the court software.

KanPay

- Requested a card reader, waiting for it to arrive in the mail.



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Public Works Update February 7, 2024

Water

- Continue to monitor the river and lake levels the lake has come up minimally but still not enough to resend the current water restrictions.
- Awaiting bids for the river weir still have not received any as of 1/29/2024.
- Repaired a main break on Oak street. (We need to prioritize replacing the main on Oak St. form 7th to 19th we have had 18 leaks on that section of line that I know of)

Streets

- Snow removal went good we were able for the most part to keep the streets drivable.
- Filled more potholes in areas where we repaired water leaks till we can put in cold patch.

Sewer

- Continuing to discharge from lagoons. Discharge is going good.
- Submitted the DMR to KDHE.



City of Valley Falls

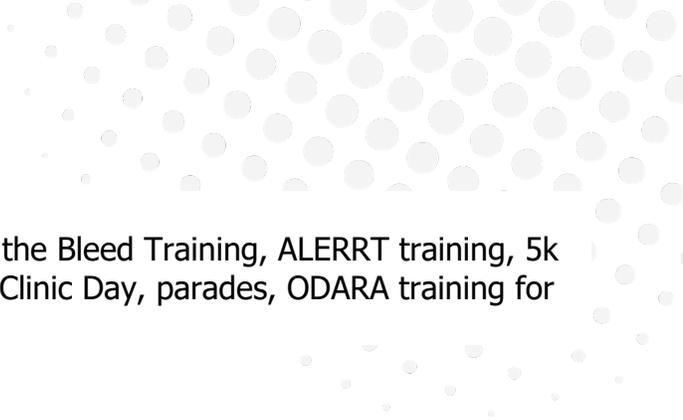
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Police Department Update February 7, 2024

- Have received one bid on the security door from Rivers Edge Construction LLC. Kearney Construction will be submitting their bid within 2 weeks, and Heinen will be on Monday to inspect the layout and submit a bid.
- Meet with Sector Technology Group. Originally, they reached out for updating body cameras or vehicle cameras. Since we already have updated camera equipment, I started looking at updated MDTs (mobile laptops for law enforcement). And other newer technology equipment that would benefit the community and outside agencies.
- TFM where we have placed the order for the new car radios and handhelds have received partial order from Motorola. Due to the grant and numerous other agencies placing orders they are on back order. However, TFM has predicted that Valley PD will have everything installed by the end of February.
- Spoke at the Rotary Club Thursday evening. They wanted to know what has changed since I started the position. I introduced both Officer Rivera and Officer Taylor.
- Enterpol has started installing their program on the PD server.
- Reached out to TBLsystem. The eCitation software that was approved in December 2023. We are also inquiring about the court system software. Destiny has expressed interest in software that would allow her to an access to the same software to track traffic citations that are issued for VF. Waiting for the representative to set a meeting with her.

The approximate calls for service the VF PD conducted in 2023 were as follows:

Runaway 3, Stalking 3, VIN 30, Dog at Large 16, Business Alarm 3, Human Trafficking 3, Search Warrants executed (phones social media accounts)4, Suspicious Activity 15, 911 Hand ups 11, Theft 6, Trespass 3, Possession of Marijuana 2, possession of drug paraphernalia 2, Medical assist calls 13, Stolen vehicles 2, Vicious Dog 4, Criminal Threat 2, Noise Complaint 2, Harassment 2, Verbal Argument 2, Suicidal 11, DUI 4, Domestic 8, Battery 9, Burglary 1, Criminal Damage to Property 4, Child Abuse 1, Missing Person 2, Kidnapping 1, Juvenile Call 5, Unattended Death 1, Non Injury Accidents 6, Civil papers served 9, Warrant Arrest 5, Injury Accident 1, Alarm 8, Traffic Assist 7, Check Welfare 21, Civil Issue 10, Assist Outside Agency 19, Keep the Peace 3, Traffic Stops 462, Catch a pot belly pig 1, Kevin the Peacock 1, baby owl 1, baby goose 1, cat in drain 1



Things PD attend or hosted in 2023:

Narcan training with speakers, Snow Cone with a Cop, Stop the Bleed Training, ALERRT training, 5k Run, numerous VF Home games, Party at the Park, Medical Clinic Day, parades, ODARA training for VF officers with Willows, along with other trainings.



cityclerk

From: Josh Larson <josh@barkpass.com>
Sent: Friday, February 2, 2024 9:41 AM
To: cityclerk
Subject: Valley Falls + Barkpass

Hi Destiny,

Thanks for reaching out with your question about Barkpass! It sounds like you're looking to streamline things from your end, primarily for the ability to search for pets who end up in doggie jail :)

Lots of cities use Barkpass for animal control functions, and I think Barkpass would work perfectly for you. We offer an online interface to search for pets by tag number, microchip, name, owner information, and more.

Learn more about some of our pet licensing and animal control functionality here:
<https://www.barkpass.com/for-government>

Our pricing is \$149/mo or \$1,788 per year.

I'd love to chat with you more about your needs and give you a demo of Barkpass! Here's a link to my calendar: <https://calendar.app.google/czSodranJcMDiDos6>. Please let me know if there's a time that works for you, or feel free to book directly through the link.

I'm looking forward to hearing from you! Have a great weekend.
Josh

Your Quote Request

Quote Prepared For:
Destiny Schrick
Valley Falls Police Department
Valley Falls, KS - United States
Phone: 785-945-6612 X2
cityclerk@valleyfalls.org

Front Line Sales Representative :
Tyler Danielson
Phone: 612-743-3497
tdanielson@frontlinepss.com

Thank you for this opportunity! Below is the estimate you have requested. Please contact me with any further questions.

Time	Description	Yearly Cost	Total Cost
	Frontline Public Safety Solutions Mobile Tool-Kit		
	Single Module: \$500		
	Price is quoted for Pet Registration Module		
	Additional Modules:		
	Overnight Parking		
	Vacation Watch		
	Directed Patrol		
1 Year/s	Condition Report	\$500.00	\$500.00
	Bike Registration		
	Business Key Holders		
	At-Risk Residents		
	Citizen Reporting		
	Contact Card/Trespass		
	Few Manager		
	Mobile Roll Call		
	1 Year -Single Agency Annual Membership		
	*Additional Cost for Additional Modules - \$199.00 Each		
	Make Checks Payable to: Frontline Public Safety Solutions 55 W. 22nd St., Suite 300 Lombard, IL 60148	TOTAL	\$500.00

What Happens Next?

If you are ready to Purchase, please contact your sales representative with additional questions or for Payment Options.

Once Payment is received, we will set up your membership and send you an Activation Email. This email will consist of your account details, user credentials, and link to Administrator level rights.

From there, you can set up your users, customize your modules and distribute to users/officers.

IT'S THAT SIMPLE!

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;