



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 before the meeting.

February 15, 2023 6:30 PM
Regular Meeting

CALL TO ORDER
PLEDGE OF ALLEGIANCE
ROLL CALL - City Council and Staff
MINUTES - Regular Meeting of January 18, 2023

PUBLIC COMMENTS & GUESTS:
Public Comment Policy

BUSINESS ITEMS:

1. 419 Broadway St - Status Update
2. Valley Falls Housing Authority Board Appointments - 3-year term
 - a. Martha York
 - b. Pat Sieve
3. Voting Delegate - KRWA Annual Conference
 - a. Audree Guzman
 - b. William McCoy - Alternate
4. Old Pool Lot

INVOICES FEBRUARY 1ST - \$12,712.39
INVOICES FEBRUARY 15TH - \$22,414.20

TABLED ITEMS:

REPORTS:

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

ANNOUNCEMENTS/ COMMUNICATIONS:

EXECUTIVE SESSION
ADJOURNMENT

CITY OF VALLEY FALLS

January 18, 2023

Open Meeting

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

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

Others present: Dianne Heinen, Brian Caskey, Earl Stevens.

Minutes:

The minutes from the January 4, 2023, meeting was presented.

Gary moved to approve the minutes. Judy seconded the motion. Motion carried 3-0-1.

Public Comments & Guests: Earl Stevens spoke about the possibility of putting in a dam on Peters Creek west of Valley Falls to help with low water levels for the City.

Earl also expressed his opinion about the District 11 ambulance services being stopped as of January 1, 2023.

BUSINESS ITEMS:

1. Status Update 207 Sycamore – Brian Caskey was present to advise he is going to get estimates to fix the property or sell it. Council advised of the costs to keep the property mowed and Mr. Caskey advised to send him the bills and he would work on paying them. He asked for an extension to repair or sell the property. Council gave 90-day extension with requirement to report to the City Administrator every month on progress. Must appear April 19 at council meeting.

Gary made a motion for extension of 90 days. Matt seconded motion. Motion carried 4-0.

2. Procurement Policy – Audree presented the procurement policy with the changes council requested.

Gary made a motion to approve the policy. Judy seconded motion. Motion carried 4-0.

3. Employee Handbook Update – Holiday Pay

Audree updated the policy on holiday pay for employees that are required to work.

Gary made a motion to update the handbook. Jennifer seconded motion. Motion carried 4-0.

4. Trash Service Request for Proposals (RFP)

Audree asked for approval to submit RFPs for trash bids.

Gary made a motion to send out RFPs. Jennifer seconded motion. Motion carried 4-0.

5. 2022 Audit – Agler & Gaeddert

Audree advised the 2022 audit is scheduled for March 1st. Requested approval to have Agler & Gaeddert perform the audit. Audree also advised that for next year RFPs should be done because it is recommended to change accountants every 3-4 years.

Gary made a motion to approve the audit. Judy seconded motion. Motion carried 4-0.

6. GIS Mapping Software

- a. PEC - \$6,950 set up, \$500 annual/ user
- b. I am GIS - \$5,000 set up, \$2,000 annual unlimited users
- c. gWorks - \$13,200 set up, \$5,100 annual unlimited users

Audree presented the GIS software bids and advised for what they need the PEC software would be what is recommended.

Gary made a motion to approve the PEC bid. Jennifer seconded motion. Motion carried 4-0.

Vouchers:

The January 18, 2023, vouchers were presented. Jennifer moved to approve vouchers. Judy seconded the motion. Motion carried 4-0.

City Administrator:

Daily Operations

1. **Year End W2s** and 1099s have been sent out. The year end procedures are complete.
2. **Barnes Addition Plot** PEC has completed the draft. Presented at Planning Commission on January 12th. Working with PEC to finalize and record the new plot.
3. **Pool Survey** Kramer LLC is currently working on the survey for the pool. Found some issues with the boundaries. They are researching with Jeff Co Deeds.
4. **Snow Route** A total of 54 signs to be installed. Working on installation of signs. Signs are partially up on all routes.
5. **Economic Development Board** – Will contact all members.
6. **Planning Commission** – K-State will help create the comprehensive plan in Spring 2024. This would be at no cost to the city. We meet January 12th to approve a variance request at 512 Walnut and approve the Barnes Plot. Group is working on the Shipping Container Regulations. Next meeting will be February 9th.
7. **Wichita State University** I meet with Director of Hugo Wall School, Melissa Walker on January 12th. Melissa pointed me to some resources for infrastructure grants and programs soon to be available for cities. These programs could be used on the Water Master Plan and Water Source Projects. In addition, Melissa would like to continue a working relationship to connect the students and the profession.
8. **Teen Court** Working on a diversion program and youth court program for teen offenders.
9. **Water Source Project** Talked with PEC about the project of looking into potential sources of water for the city. PEC is going to do some checking on water rights. Being that the old pool and tucking lot are so close to the river, PEC said those would be good locations for test wells. PEC also gave a rough estimate of \$10 million or more to connect the 8-inch line 11 miles away into Atchison RWD #5.

10. Water Master Plan This project will be budgeted for the 2024 FY. This project will update the Water Master Plan to include increasing pressure and strategically replacing waterlines in town. In addition, the update would format the plan to be used for CDBG, USDA, and KDHE funding. PEC advised it would be best to hold off on installing isolation valves.

11. Utility Mapping Found out that KRWA did GIS mapping of Water and Sewer in 2007. Working on updating the maps and getting them in use.

12. 204 Walnut St Condemnation Next update March 15th.

13. 207 Sycamore St Condemnation No progress. Next update January 18th.

14. 419 Broadway St Condemnation Next progress update February 15th.

Grants & Projects

1. CDBG Sewer Project Phase 1- KDHE to approve designs by Jan 17th. Bid published on Jan 19th. Bid opening on Feb 21st. Must have contract awarded by 3/14/2023.

2. CDBG Sewer Project Phase 2 – Project postponed until 2024.

3. CDBG Community Facilities – PER submitted. Sent project priority map to PEC. Applications due May 1st.

4. KDHE Waste Tire Grant – Submitted. Awards announcements anticipated in April.

5. USDOT Safety Action Plan Grant –Application submitted. Anticipated award announcements in January.

6. Entry/ Welcome Signs – Spoke with KDOT on 12/15/2022. Cannot place anything other than wayfinding/ directional signs in KDOT ROW within City Limits. I have let the VFCF know so they can look for a location on private land.

7. Pool Drive Way – Butch will complete the concrete on pool drive way in the spring before the pool season starts.

8. Fire Hydrant Testing – Reached out to KRWA to start the project. They have added us to the schedule to start the flow testing. This will be done over several days when the weather is above freezing. This service is free.

9. American Rescue Plan Act (ARPA) – Projects completed to date include: gWorks Software, RV Park Electrical Upgrade. Funds used to date: \$23,851.40. Projects pending to date include: K-16 Entry Signs. Funds planned for projects: \$7,000. Remaining Funds: \$145,106.96.

10. Opioid Settlement –Total received to date is \$2,952.96. \$0.00 expended.

11. K-4 / K-16 Street Lights – Estimate received from PEC. Around \$30,000 to add lighting. KDOT is going to perform a safety study. If warranted by KDOT, the light cost will be covered by KDOT. Safety study is anticipated to be completed in Spring 2023.

12. KDHE Lead & Copper Lead & Copper Inventory due to KDHE by October 16, 2024.

13. Automatic Water Meters – 282 meters installed to date. Total of 493 water meters.

Sewer/Water/Streets/Alleys/Parks/Pool:

Water:

Installed 27 new water meters will be installing more as weather permits.

Sent in the application for Kenneth to take his water test on February 2, 2023.

Working on the end of the year water loss report.

Sewer:

Pulled lift station pump and took it in for repairs due to faulty seal causing it to leak. Currently discharging from the lagoon. The work that we did and had done has improved our ability to discharge at a decent rate.

Pool:

The company has started the process of prepping the pool for paint.

General:

We will be burning the brush pile at the city brush dump starting Thursday providing fire marshal approval the brush dump will be closed until the fire has burned down to where it is not a risk to the public.

Note to anyone dumping leaves at the brush dump site please dump leaves and/or grass clippings on the east side of the brush dump site near the power line tower. Audree will post on Facebook.

Police:

- Dodge Charger has been fixed
- Ford Explorer is scheduled for maintenance next. Needs new tires as well.
- Officer Taylor is doing a great job in FTO training. He will be going on his own in February.
- Both Rivera and Taylor are scheduled for training with dispatch next week.
- Next week working on next phase of the ALERRT training. It consists of labeling doorways etc. at the school using a large area map.
- Willows was in and explained what services they provide and discussed further working together on changing how domestic calls are handled by law enforcement.
- Setting up a meeting with the local sexual assault organization in Jefferson County to meet and discuss what services they provide.

Mayor: No Report.

Fire District: No Report.

Economic Development Board: No Report

Planning & Zoning Commission: No Report

City Council Comments: None

ADJOURNMENT

Gary made a motion to adjourn the meeting. Jennifer seconded the motion. Motion carried 4-0.

APPROVED: _____
JEANETTE SHIPLEY, MAYOR

ATTEST: _____
CHRISTINE WEISHAAR, 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, County of Jefferson, State of Kansas

Certificate of Appointment/Reappointment

Member of Housing Authority Board

THIS IS TO CERTIFY, that on the ___ day of February, 2023, Martha York, was appointed to a regular X, expired X, unexpired ___, three-year term as a member of the Housing Authority of the City of Valley Falls, Jefferson County, Kansas, by the Mayor of the City of Valley Falls, with the advice and consent of the Board of Commissioners of the City of Valley Falls, Kansas, pursuant to the provisions and conditions of the Ordinance of the City of Valley Falls, Kansas, and the General Statutes of the State of Kansas

The term expires on the ____ day of February, 2026. Board of Commissioners of the Housing Authority of Valley Falls, Kansas.

GIVEN AT MY HAND this _____ day of _____, 2023, under the corporate seal of the City of Valley Falls, Kansas, affixed and attested by the City Clerk.

Mayor

Attested:

City Clerk

City of Valley Falls, County of Jefferson, State of Kansas

Certificate of Appointment/Reappointment

Member of Housing Authority Board

THIS IS TO CERTIFY, that on the ___ day of February, 2023, Pat Sieve, was appointed to a regular X, expired X, unexpired ___, three-year term as a member of the Housing Authority of the City of Valley Falls, Jefferson County, Kansas, by the Mayor of the City of Valley Falls, with the advice and consent of the Board of Commissioners of the City of Valley Falls, Kansas, pursuant to the provisions and conditions of the Ordinance of the City of Valley Falls, Kansas, and the General Statutes of the State of Kansas

The term expires on the ___ day of February, 2026. Board of Commissioners of the Housing Authority of Valley Falls, Kansas.

GIVEN AT MY HAND this _____ day of _____, 2023, under the corporate seal of the City of Valley Falls, Kansas, affixed and attested by the City Clerk.

Mayor

Attested:

City Clerk

**Notice of 2023 Annual Meeting of Membership
Kansas Rural Water Association
Designation of Voting Delegate**

Notice is hereby given that the 56th annual meeting of the membership of the Kansas Rural Water Association will be held on Thursday, March 30, 2023 beginning at 8:00 a.m. in Room 209 A at the Century II Convention Center in Wichita, Kansas. Active members of the Association (public and private water systems, current on dues) may appoint a voting delegate to the meeting of membership.

Please complete the form below and return it to KRWA to certify the appointment of your delegate and alternate. This form must be returned to KRWA by March 16 to ensure the registration of your delegate.

Agenda

- Reading and approval of minutes
- Report of officers
- Audit Report
- Report of Nominating Committee, election of directors
- Manager's report
- Unfinished business
- New business
- Adjournment

detach and return to KRWA, PO Box 226, Seneca, KS 66538 by March 16

YOU MAY ALSO FAX THE FORM TO KRWA AT 785-336-2751 or
scan and email to krwa@krwa.net

Please print or type --

Name of System: City of Valley Falls County: Jefferson

Name of Delegate: Audree Guzman

Address: 417 Broadway St City: Valley Falls Zip: 66088

Email for delegate: cityadmin@valleyfalls.org

Name of Alternate Delegate: William McCoy

Address: 417 Broadway St City: Valley Falls Zip: 66088

Attest by Signature:

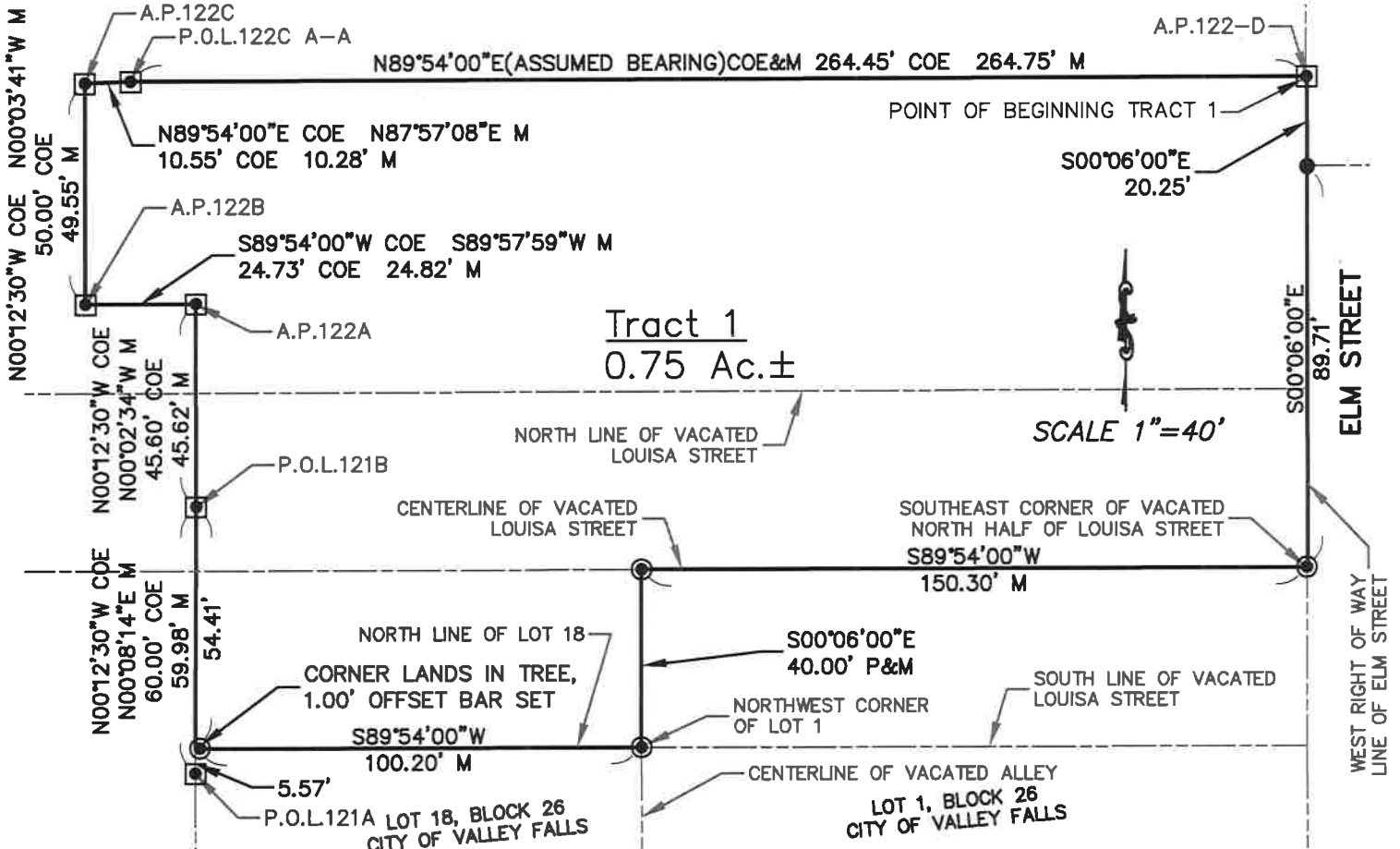
Chairman or Mayor: _____ Clerk, Secretary: _____

PLAT OF SURVEY

FOR: CITY OF VALLEY FALLS NO. 2215 DATE: JAN. 16, 2023

DESCRIPTION: Tract 1

A tract of land in the Northeast Quarter of Section 24, Township 8 South, Range 17 East of the 6th P.M., in Jefferson County, Kansas, described as follows: Beginning at the CORPS OF ENGINEERS, U.S. ARMY Boundary monument A.P.122-D; thence on a bearing of South 00 degrees 06 minutes 00 seconds East, 20.25 feet to Bureau of Land Management monument AP123; thence South 00 degrees 06 minutes 00 seconds East, 89.71 feet to the Southeast corner of the Vacated North half of Louisa Street, on the West side of Elm Street; thence West along centerline of said vacated street, South 89 degrees 54 minutes 00 seconds West, 150.30 feet; thence South 00 degrees 06 minutes 00 seconds East, 40.00 feet to the Northwest corner of Lot 1, Block 26 of the City of Valley Falls, formerly platted as Grasshopper Falls, said point also being on the centerline of the vacated alley between Lots 1 and 18, Block 26, Mary A. Cook's Subdivision, Jefferson County, Kansas; thence South 89 degrees 54 minutes 00 seconds West along the North line of Lot 18 of said subdivision, 100.20 feet to a point being 5.57 feet North of CORPS OF ENGINEERS, U.S. ARMY Boundary monument P.O.L.121A, on line between said monument and CORPS OF ENGINEERS, U.S. ARMY Boundary monument P.O.L.121B; thence North 00 degrees 08 minutes 14 seconds East, 54.41 feet, along said line to CORPS OF ENGINEERS U.S. ARMY Boundary monument A.P.122A; thence North 00 degrees 02 minutes 34 seconds West, 45.62 feet to CORPS OF ENGINEERS, U.S. ARMY Boundary monument A.P.122A; thence South 89 degrees 57 minutes 59 seconds West, 24.82 feet to CORPS OF ENGINEERS, U.S. ARMY Boundary monument A.P.122B; thence North 00 degrees 03 minutes 41 seconds West, 49.55 feet to CORPS OF ENGINEERS, U.S. ARMY Boundary monument A.P.122C; thence North 87 degrees 57 minutes 08 seconds East, 10.28 feet to CORPS OF ENGINEERS, U.S. ARMY Boundary monument P.O.L.122C A-A; thence on an Assumed Bearing of North 89 degrees 54 minutes 00 seconds East, 264.75 feet to the point of beginning; containing 0.75 acres, more or less, subject to easements and right of ways of record. Prepared by John B. Kramer, P.S. 1331, dated 1/16/2023.



LEGEND

- BLM COPPER BAR FOUND WITH ID CAP STAMPED "AP123"
- ◻ CORPS OF ENGINEERS - U.S. ARMY ALUMINUM CAP FOUND
- ⊙ 5/8" X 24" CAPPED REBAR SET (CORP. L.S. #257)
- COE CORPS OF ENGINEERS SURVEY
- P PLAT
- M MEASURED

REFERENCE SURVEYS

CORPS OF ENGINEERS, U.S. ARMY KANSAS CITY DISTRICT BOUNDARY RECOVERY AND UPGRADING SURVEY, DATED 5-14-1981. FOUND ON THE JEFFERSON COUNTY, KANSAS ONLINE CORPS OF ENGINEERS SURVEY MAP.

MARY A. COOK'S SUBDIVISION OF BLOCK TWENTY-SIX (26), OF THE ORIGINAL PLAT OF THE CITY OF VALLEY FALLS, JEFFERSON COUNTY, KANSAS.

THE ORIGINAL PLAT OF THE CITY OF VALLEY FALLS, JEFFERSON COUNTY, KANSAS.

NOTE:

1. BEARING SYSTEM IS BASED ON ASSUMED DATA FROM CORPS OF ENGINEERS, U.S. ARMY KANSAS CITY DISTRICT BOUNDARY RECOVERY AND UPGRADING SURVEY BETWEEN MONUMENTS A.P.122D TO P.O.L.122CA-A, DATED 5-14-1981 (N89°54'00"E).
2. NO SURFACE FEATURES WERE LOCATED, NO TITLE REPORT WAS FURNISHED, NO BELOW GROUND INVESTIGATIONS OR ENVIRONMENTAL REVIEWS WERE MADE AS PART OF THIS BOUNDARY SURVEY.
3. BY AGREEMENT WITH CLIENT NO EASEMENTS OR SETBACKS ARE SHOWN.
4. ALL DISTANCES ARE MEASURED UNLESS OTHERWISE NOTED.

THIS SURVEY WAS REVIEWED FOR COMPLIANCE WITH KSA 58-2005 AND IS APPROVED FOR RECORD/FILING.

CERTIFICATION: THE ABOVE PLAT, TO THE BEST OF MY KNOWLEDGE, INFORMATION AND BELIEF, AND IN MY PROFESSIONAL OPINION, IS THE TRUE FINDINGS OF A SURVEY MADE UNDER MY DIRECTION AND COMPLETED JANUARY 16, 2023.

SIGNED THE _____ DAY OF _____ 2023.

William Noll, P.S. 1599
Jefferson County Survey Reviewer

BY: _____
JOHN B. KRAMER, P.S.





City of
VALLEY FALLS

Incorporated May 17, 1869

COUNCIL MEETING DATE: February 1, 2023

INVOICES IN THE TOTAL AMOUNT OF: \$12, 712.39

APPROVED:

STATE OF KANSAS

COUNTY OF JEFFERSON

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

Approved by:

City Administrator

Subscribed and sworn to before me this _____ day of February, 2023

City Clerk

ACCOUNTS PAYABLE REPORT

VENDOR NAME DEPARTMENT	LINE	INVOICE NUMBER	REFERENCE	PAYMENT AMOUNT
CITY ATTORNEY ASSOCIATION ADMINISTRATION	DUES/MEMBERSHIPS	4880	Annual Dues	35.00
***** VENDOR TOTAL *****				35.00
CORE & MAIN WATER	COMMODITIES	200344	Fire Hydrant	3,305.43
***** VENDOR TOTAL *****				3,305.43
WORKS WATER	CONTRACTUAL	17476	Additional Public Users	159.00
SEWER	CONTRACTUAL	17476	Additional Public Users	159.00
***** VENDOR TOTAL *****				318.00
HALL COMMERCIAL PRINTING POLICE	POSTAGE/STATIONARY	230031	Business Cards	68.00
***** VENDOR TOTAL *****				68.00
HAWKINS WATER	COMMODITIES	6387372	Chemicals for water plant	4,102.21
WATER	CONTRACTUAL	6380380	Chlorine Cylinders	80.00
***** VENDOR TOTAL *****				4,182.21
KANSAS MAYORS ASSOCIATION ADMINISTRATION	DUES/MEMBERSHIPS	5438	Annual Dues	50.00
***** VENDOR TOTAL *****				50.00
LEONARD L. BUDDENBOHM ADMINISTRATION	CONTRACT LABOR	01252023	City Attney Charges	1,000.00
***** VENDOR TOTAL *****				1,000.00
MIDWEST OFFICE TECHNOLOGY ADMINISTRATION	POSTAGE/STATIONARY	345827	copies	82.03
***** VENDOR TOTAL *****				82.03
PEC STREET	GRANTS & DONATIONS	528792	PER for CDBG Sidewalk	3,250.00
***** VENDOR TOTAL *****				3,250.00
PETRO VALLEY FALLS POLICE	VEHICLE MAINTENANCE/FUEL	01152023	FUEL	144.71
WATER	VEHICLE MAINTENANCE/FUEL	01152023	FUEL	89.01
SEWER	VEHICLE MAINTENANCE/FUEL	01152023	FUEL	81.00

ACCOUNTS PAYABLE REPORT

VENDOR NAME DEPARTMENT	LINE	INVOICE NUMBER	REFERENCE	PAYMENT AMOUNT
PETRO VALLEY FALLS				
***** VENDOR TOTAL *****				314.72
TBS ELECTRONICS, INC POLICE	COMMODITIES	119160	antenna	30.00
***** VENDOR TOTAL *****				30.00
THE VINDICATOR ADMINISTRATION	DUES/MEMBERSHIPS	2023	Annual Subscription	41.00
***** VENDOR TOTAL *****				41.00
TURNER DESIGNS WATER SEWER	EQUIPMENT/UNIFORMS EQUIPMENT/UNIFORMS	2696 2696	Public Work Shirts Public Work Shirts	18.00 18.00
***** VENDOR TOTAL *****				36.00
***** REPORT TOTAL *****				12,712.39

DEPARTMENT	INV	PAYMENTS
ADMINISTRATION	5	1,208.03
POLICE	3	242.71
STREET	1	3,250.00
WATER	6	7,753.65
SEWER	3	258.00
DEPARTMENT TOTALS	18	12,712.39



City of
VALLEY FALLS

Incorporated May 17, 1869

COUNCIL MEETING DATE: February 15, 2023

INVOICES IN THE TOTAL AMOUNT OF: \$22,414.20

APPROVED:

STATE OF KANSAS

COUNTY OF JEFFERSON

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

Approved by:

City Administrator

Subscribed and sworn to before me this _____ day of February, 2023

City Clerk

ACCOUNTS PAYABLE REPORT

VENDOR NAME DEPARTMENT	LINE	INVOICE NUMBER	REFERENCE	PAYMENT AMOUNT
AFLAC INC				
ADMINISTRATION	BENEFITS	214006	VISION INSURANCE	33.78
POLICE	BENEFITS	214006	VISION INSURANCE	90.15
STREET	BENEFITS	214006	VISION INSURANCE	25.62
WATER	BENEFITS	214006	VISION INSURANCE	25.62
SEWER	BENEFITS	214006	VISION INSURANCE	25.64
***** VENDOR TOTAL *****				200.81
AUDREE GUZMAN				
ADMINISTRATION	TRAINING/CONFERENCES	02102023	Mileage Reimbursement	40.09
ADMINISTRATION	VEHICLE MAINTENANCE/FUEL	02102023	Mileage Reimbursement	44.41
SEWER	VEHICLE MAINTENANCE/FUEL	02102023	Mileage Reimbursement	36.88
***** VENDOR TOTAL *****				121.38
AXON ENTERPRISE INC				
POLICE	EQUIPMENT/UNIFORMS	115127	Body Cameras	1,487.00
***** VENDOR TOTAL *****				1,487.00
COMPUTER DOCTORS LLC				
ADMINISTRATION	CONTRACTUAL	9363	IT SERVICES	85.00
***** VENDOR TOTAL *****				85.00
COUNTRY HARVEST APPLE MARKET				
ADMINISTRATION	COMMODITIES	022023	Ice, storage bags, work sess	32.92
WATER	COMMODITIES	022023	Ice, storage bags, work sess	7.00
SEWER	COMMODITIES	022023	Ice, storage bags, work sess	6.00
***** VENDOR TOTAL *****				45.92
DAVIS PUBLICATION				
POOL	CONTRACTUAL	01312023	Ad for pool, sewer, and trash	72.00
SEWER	CONTRACTUAL	01312023	Ad for pool, sewer, and trash	216.00
SOLID WASTE	CONTRACTUAL	01312023	Ad for pool, sewer, and trash	120.00
***** VENDOR TOTAL *****				408.00
DESERT SNOW				
POLICE	TRAINING/CONFERENCES	12730	CRIME INTERDICTION TRAINING	649.00
***** VENDOR TOTAL *****				649.00
EDWARD RIVERA				
POLICE	TRAINING/CONFERENCES	01312023	Reimbursement for rental car	297.30
***** VENDOR TOTAL *****				297.30
FARRIS, FRESH, & WERRING LAW				
COURT	CONTRACT LABOR	11328	City Prosecutor Services	500.00

ACCOUNTS PAYABLE REPORT

VENDOR NAME DEPARTMENT	LINE	INVOICE NUMBER	REFERENCE	PAYMENT AMOUNT
FARRIS, FRESH, & WERRING LAW				
***** VENDOR TOTAL *****				500.00
GIANT COMMUNICATIONS				
ADMINISTRATION	UTILITIES AND PHONE	022023	Phone	50.92
POLICE	UTILITIES AND PHONE	022023	Phone	50.92
WATER	UTILITIES AND PHONE	022023	Phone	50.92
SEWER	UTILITIES AND PHONE	022023	Phone	50.94
***** VENDOR TOTAL *****				203.70
GUN GARAGE & SHOOTING RANGE				
POLICE	CONTRACTUAL	222023-01	Shooting Range Annual Member	650.00
***** VENDOR TOTAL *****				650.00
MIDWAY AUTO SUPPLY				
POLICE	VEHICLE MAINTENANCE/FUEL	01312023	windshied wipers, screwdrivers	60.27
***** VENDOR TOTAL *****				60.27
PEC				
ADMINISTRATION	CONTRACTUAL	703727	Replat for Barnes	1,350.00
***** VENDOR TOTAL *****				1,350.00
PETRO VALLEY FALLS				
POLICE	VEHICLE MAINTENANCE/FUEL	01312023	FUEL	146.15
STREET	VEHICLE MAINTENANCE/FUEL	01312023	FUEL	51.24
WATER	VEHICLE MAINTENANCE/FUEL	01312023	FUEL	51.24
SEWER	VEHICLE MAINTENANCE/FUEL	01312023	FUEL	51.24
***** VENDOR TOTAL *****				299.87
SYMBOL ARTS LLC				
POLICE	COMMODITIES	0452697	Symbol Arts	657.83
***** VENDOR TOTAL *****				657.83
VALLEY FALLS LIONS CLUB				
ADMINISTRATION	DUES/MEMBERSHIPS	2023	Annual Membership	66.00
***** VENDOR TOTAL *****				66.00
WASTE MANAGEMENT				
SOLID WASTE	CONTRACTUAL	022023	Trash Service	11,567.12
***** VENDOR TOTAL *****				11,567.12
WESTERN CONSULTANTS				
SEWER	GRANTS & DONATIONS	01312023	Sewer Phase 1 Grant Admin	3,765.00

ACCOUNTS PAYABLE REPORT

VENDOR NAME DEPARTMENT	LINE	INVOICE NUMBER	REFERENCE	PAYMENT AMOUNT
WESTERN CONSULTANTS				
***** VENDOR TOTAL *****				----- 3,765.00
***** REPORT TOTAL *****				=====
				22,414.20

DEPARTMENT	INV	PAYMENTS
ADMINISTRATION	8	1,703.12
POLICE	9	4,088.62
COURT	1	500.00
STREET	2	76.86
POOL	1	72.00
WATER	4	134.78
SEWER	7	4,151.70
SOLID WASTE	2	11,687.12
DEPARTMENT TOTALS	34	22,414.20



City of VALLEY FALLS

Incorporated May 17, 1854

City Administrator Report City Council February 1, 2023

Daily Operations

1. **Audit** Audit is scheduled for March 1st. RFP for audit services will be sent out after completion of audit presentation.
2. **Local Government Day** I attended the annual Local Government Day hosted by the League of Kansas Municipalities on Wednesday, January 25th in Topeka. The event focuses on meeting with the legislators and tuning into legislative activity and updates that directly affect cities.
3. **Barnes Addition Plot** PEC has completed the draft. Working with PEC to finalize and record the new plot.
4. **Old Pool Survey** The survey at the old pool lot has been completed and recorded. No easements needed.
5. **Trash Service** Bid document published on Facebook, City Website, and Newspaper. In addition it was sent to 5 different waste collection companies. Bid opening is March 10th.
6. **Purplewave** The 1994 Chevy from Public Works and old police equipment is listed on Purplewave Auction. The bidding closes on February 21st.
7. **Pool Drive Way** - Butch will complete the concrete on pool drive way in the spring before the pool season starts.
8. **Economic Development Board** - On Work Session for discussion.
9. **Planning Commission** - K-State will help create the comprehensive plan in Spring 2024. This would be at no cost to the city. Group is working on the Shipping Container Regulations. Next meeting will be February 9th.
10. **Teen Court** Working on a diversion program and youth court program for teen offenders. Meeting with Chief Clark to continue development of the program on February 8th.
11. **Water Source Project** Talked with PEC about the project of looking into potential sources of water for the city. PEC is going to do some checking on water rights. Being that the old pool and tucking lot are so close to the river, PEC said those would be good locations for test wells. PEC also gave a rough estimate of \$10 million or more to connect the 8-inch line 11 miles away into Atchison RWD #5. Learned from a past council member that three test wells were drilled in 2005. I found the reports from the test wells and have sent them to PEC.
12. **Water Master Plan** This project will be budgeted for the 2024 FY. This project will update the Water Master Plan to include increasing pressure and strategically replacing waterlines in town. In addition, the update would format the plan to be used for CDBG, USDA, and KDHE funding. PEC advised it would be best to hold off on installing isolation valves.
13. **Utility Mapping** Found out that KRWA did GIS mapping of Water and Sewer in 2007. Working on updating the maps and getting them in use. Once updates are complete it will be hosted on the with PEC.
14. **Entry/ Welcome Signs** - Spoke with KDOT on 12/15/2022. Cannot place anything other than wayfinding/ directional signs in KDOT ROW within City Limits. I have let the VFCF know so they can look for a location on private land.
15. **419 Broadway St Condemnation** Next progress update February 15th.
16. **204 Walnut St Condemnation** Next update March 15th.
17. **207 Sycamore St Condemnation** No progress. Next update April 19th.

Grants & Projects

1. **CDBG Sewer Project Phase 1** - Bid opening on Feb 21st. Must have contract awarded by 3/15/2023.
2. **CDBG Sewer Project Phase 2** - Project postponed until 2024.
3. **CDBG Community Facilities** - Sent project priority map to PEC to complete PER. Applications due May 1st.
4. **KDHE Waste Tire Grant** - Submitted. Awards announcements anticipated in April.
5. **USDOT Safety Action Plan Grant** - Awarded grant of \$40,000 Federal Funding and \$5,000 KDOT. City share is \$5,000.
6. **Kansas Forestry Grants** Submitted proposal for Kansas Forestry Grants. This is the city proposal for the state to apply for the federal dollars.
7. **Fire Hydrant Testing** - Reached out to KRWA to start the project. They have added us to the schedule to start the flow testing. This will be done over several days when the weather is above freezing. This service is free.

CITY OFFICE

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8. **American Rescue Plan Act (ARPA)** - Projects completed to date include: gWorks Software, RV Park Electrical Upgrade. Funds used to date: \$23,851.40. Projects pending to date include: K-16 Entry Signs. Funds planned for projects: \$7,000. Remaining Funds: \$145,106.96.
9. **Opioid Settlement** -Total received to date is \$2,952.96. \$0.00 expended.
10. **K-4 / K-16 Street Lights** - Estimate received from PEC. Around \$30,000 to add lighting. KDOT is going to perform a safety study. If warranted by KDOT, the light cost will be covered by KDOT. Safety study is anticipated to be completed in Spring 2023.
11. **KDHE Lead & Copper** Lead & Copper Inventory due to KDHE by October 16, 2024.
12. **Automatic Water Meters** - 312 meters installed to date. Total of 493 water meters.

Financials

Fund Balances

Fund #	Fund Name	Previous Balance	Current Balance
100	General Fund	\$210,556.43	\$210,867.15
160	Pool Reserve	\$4,034.19	\$4,034.19
200	Capital Improvement Fund	\$145,224.52	\$148,224.52
300	Special Hwy & Streets	\$74,629.34	\$82,201.92
400	Equipment Reserve	\$3,781.71	\$10,651.71
500	Bond & Interest	\$141,811.09	\$155,969.57
600	RHID	\$65,434.98	\$65,434.98
720	Water	\$96,936.81	\$79,907.02
721	Water Reserve	\$0.00	\$4,900.00
730	Sewer	\$239,311.49	\$218,051.89
731	Sewer Reserve	\$0.00	\$4,900.00
740	Solid Waste	\$59,892.49	\$51,489.87
790	Insurance Reserve	\$748.00	\$748.00
Total		\$1,042,361.05	\$1,037,380.82
CD #	Fund/ Fund Name	Previous Balance	Current Balance
Bank 500	Money Market (PBC)	\$10,606.93	\$11,949.25
X0971	Bond & Interest Fund (500)	\$153,500.00	\$153,500.00
X2279	Sewer Fund (730)	\$91,083.20	\$91,083.20
Total		\$255,190.13	\$256,532.45
Total In Bank		\$1,297,551.18	\$1,293,913.27

Budget

Fund #	Fund Name	Budget	YTD Expended	Difference
100	General Fund	\$729,701	\$72,325.00	\$657,376.00
160	Pool Reserve	\$6,500	\$0.00	6,500.00
200	Capital Improvement Fund	\$50,000	\$0.00	\$50,000.00
300	Special Hwy & Streets	\$172,841	\$3,250.00	\$169,591.00
400	Equipment Reserve	\$63,000	\$0.00	\$63,000.00
500	Bond & Interest	\$182,393	\$0.00	\$182,393.00
600	RHID	\$60,000	\$0.00	\$60,000.00
720	Water	\$543,500	\$47,219.91	\$496,280.09
721	Water Reserve	\$50,000	\$0.00	\$50,000.00
730	Sewer	\$3,821,000	\$53,862.76	\$3,767,137.24
731	Sewer Reserve	\$50,000	\$0.00	\$50,000.00
740	Solid Waste	\$258,000	\$23,247.49	\$234,752.51
790	Insurance Reserve	\$0	\$0.00	\$0.00
Total		\$5,986,935.00	\$199,905.16	\$5,787,029.84

CITY OFFICE

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FOR IMMEDIATE RELEASE

February 9, 2023

For more information: **Audree Guzman, City Administrator**
 (785) 945-6612 Opt 2
 cityadmin@valleyfalls.org

Governor Kelly congratulates Valley Falls for securing \$40,000 in federal safety grants

VALLEY FALLS – Governor Laura Kelly has announced the City of Valley Falls is among 12 Kansas communities to receive a combined total of \$5 million in federal funds through the new Safe Streets and Roads for All (SS4A) Grant Program to produce local transportation safety plans to identify and address transportation safety concerns.

Valley Falls submitted successful applications to obtain \$40,000 each in SS4A funding to enable development of a safety plan.

State funding provided by a new Kansas SS4A Match Pilot Program will contribute 15% of Valley Falls' local match as required of grant recipients.

QUOTE: “The Safe Streets and Roads for All grant will enable our community to start planning safer streets, roads and walkways,” said Audree Guzman, City Administrator. “I want to thank our community partners for their collaboration on this grant and to the Kansas Department of Transportation for its support in helping secure funding to improve safety and expand mobility options for decades to come.”

“These grants directly support communities across Kansas to improve roadways and save lives,” **Governor Kelly said.** “I commend these local governments for leveraging federal and state funding to create safety plans for city streets and county roads.”

On behalf of Kansas communities applying for SS4A federal funds, the Kansas Department of Transportation sent 22 letters of support for this first round of SS4A applications. The 12 projects awarded within Kansas are for “action plan grants” to assist communities that do not currently have a roadway safety plan in place.

Other Kansas communities securing SS4A grants include the City of Dodge City, City of Garden City, City of Lawrence, City of Leavenworth, City of Olathe, City of Salina, Cowley County, Leavenworth County, and Wyandotte County. Prairie Band Potawatomi Nation and the Southeast Kansas Regional Planning Commission are among the SS4A grant recipients.

To encourage participation in this program, KDOT agreed to contribute anywhere from 10% to 20% of the total local match requirement. To receive the full 20%, applicants had to represent a rural area of the state and had to apply for a multijurisdictional planning effort, to encourage regional collaboration. The Cost Share/Match in SS4A is 80% Federal and 20% Local Match.

“Local commitment and regional collaboration were instrumental in bringing Safe Streets and Roads for All funds to Kansas,” said Calvin Reed, Acting Secretary of Transportation. “KDOT’s help with local matching funds is indicative of the importance the agency places on safety and our long-term goal of reaching zero roadway fatalities.”

Administered by the U.S. Department of Transportation, SS4A is a five-year, \$5 billion competitive grant program funded by the Bipartisan Infrastructure Law. The program supports the U.S. DOT’s National Roadway Safety Strategy, a comprehensive approach to make roadways safer for everyone, including drivers, cyclists, pedestrian, and emergency and construction workers. SS4A plans stress responsible driving, safer roadway designs, appropriate speed-limit setting and improved post-crash care, among other strategies.

Below is an overview of the awarded projects in Kansas from the SS4A program:

Grant Awardee	Award Amount	% Local Match from KDOT
City of Lawrence*	\$160,000	15%
City of Leavenworth	\$280,000	10%
City of Olathe	\$280,000	10%
City of Salina*	\$160,000	15%
City of Valley Falls	\$40,000	15%
Cowley County	\$160,000	15%
Dodge City	\$230,434	10%
Garden City*	\$1,360,000	20%
Leavenworth County	\$280,000	10%
Prairie Band Potawatomi Nation	\$225,600	15%
Southeast Kansas Regional Planning Commission*	\$800,000	15%
Unified Government of Wyandotte County/Kansas City	\$1,000,000	None

* Indicates awardee was the lead applicant for a multijurisdictional application.

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...inspiring healthy communities

Greater Manhattan Community Foundation
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(785)587-8995 • Fax (785)587-8982 • foundation@mcfks.org • www.mcfks.org

January 23, 2023

Jeanette Shipley
417 Broadway Street
Valley Falls, KS 66088

Dear Jeanette:

We are pleased to share the enclosed 2022 annual fund statement for the **Valley Falls Municipal Pool Fund** and a copy of the December 31, 2022 investment performance report. This performance information is prepared quarterly and may also be found on our web site at: www.mcfks.org. Your fund is one of more than 1,300 funds that GMCF services with cumulative assets totaling over \$200 million.

This fund is expendable and all the monies are available for charitable grant making as per the fund agreement. You may recommend grants of all or part of this amount any time, or you may allow the fund to grow. Please keep in mind that the investment risk selection is your responsibility. It may be adjusted by emailing our office with your requests at marlab@mcfks.org. We also want to share that our list of advisors has grown to seventeen. Each GMCF advisor must have a portfolio totaling at least \$50,000 to be selected.

We hope you are enjoying the online Donor Portal platform. This platform is for your convenience to access your fund information and statements, download forms, and recommend a grant online. If you have questions or need help, we are more than willing to assist you.

We remind you to stay in communication with your financial advisor to ensure your investment selections give you the best results for meeting your fund goals. Past performance is not an indicator of future results so keeping informed is important to attain the best results at all times.

Thank you for your continued partnership and we look forward to serving you in the years ahead.

Sincerely,

Vernon J. Henricks
President & CEO

Enclosures:
Annual Fund Statement for 2022
Investment Performance Report as of December 31, 2022

Valley Falls Community Foundation

Fund Statement

Valley Falls Municipal Pool Fund

January 01, 2022 through December 31, 2022

Jeanette Shipley
417 Broadway Street
Valley Falls, KS 66088

Assets

Checking Account - Fund Pool	7.56
TTC - Balanced Pool	1,465.64
Total Assets	1,473.20

Fund Activity

Beginning Balance 0.00

Receipts

Gifts & Bequest (Available)	1,500.00
Interest/Dividend Income - Exp	16.88
Realized Gain/Loss - Exp	-44.34
Unrealized Gain/Loss - Exp	6.30
Total Receipts	1,478.84

Distributions

Custodian Fees	0.78
GMCF - Administrative Fees	4.86
Total Distributions	5.64

Ending Balance 1,473.20

Activity Detail

Date	Account	Description	Amount
2022-08-31	Gifts & Bequest (Available)	Check-City of Valley Falls	1,500.00
2022-08-31	Interest/Dividend Income - Exp	Revenue Share	0.01
2022-09-12	GMCF - Administrative Fees	Monthly 00 GMCF .75% Administrative Fee (0.75% of 1,500.01)	-0.94
2022-09-12	GMCF - Administrative Fees	Monthly VFCE .25% Administrative Fee (0.25% of 1,500.01)	-0.31
2022-09-30	Custodian Fees	Revenue Share	-0.20

2022-09-30	Interest/Dividend Income - Exp	Revenue Share	3.64
2022-09-30	Unrealized Gain/Loss - Exp	Revenue Share	-104.87
2022-10-19	GMCF - Administrative Fees	Monthly 00 GMCF .75% Administrative Fee (0.75% of 1,397.33)	-0.87
2022-10-19	GMCF - Administrative Fees	Monthly VFCF .25% Administrative Fee (0.25% of 1,397.33)	-0.29
2022-10-31	Custodian Fees	Revenue Share	-0.19
2022-10-31	Interest/Dividend Income - Exp	Revenue Share	0.01
2022-10-31	Interest/Dividend Income - Exp	Revenue Share	2.41
2022-10-31	Realized Gain/Loss - Exp	Revenue Share	-11.69
2022-10-31	Unrealized Gain/Loss - Exp	Revenue Share	55.74
2022-11-08	GMCF - Administrative Fees	Monthly VFCF .25% Administrative Fee (0.25% of 1,442.45)	-0.30
2022-11-08	GMCF - Administrative Fees	Monthly 00 GMCF .75% Administrative Fee (0.75% of 1,442.45)	-0.90
2022-11-30	Custodian Fees	Revenue Share	-0.19
2022-11-30	Interest/Dividend Income - Exp	Revenue Share	0.01
2022-11-30	Interest/Dividend Income - Exp	Revenue Share	2.04
2022-11-30	Realized Gain/Loss - Exp	Revenue Share	-36.87
2022-11-30	Unrealized Gain/Loss - Exp	Revenue Share	104.45
2022-12-08	GMCF - Administrative Fees	Monthly VFCF .25% Administrative Fee (0.25% of 1,510.69)	-0.31
2022-12-08	GMCF - Administrative Fees	Monthly 00 GMCF .75% Administrative Fee (0.75% of 1,510.69)	-0.94
2022-12-31	Custodian Fees	Revenue Share	-0.20
2022-12-31	Interest/Dividend Income - Exp	Revenue Share	0.01
2022-12-31	Interest/Dividend Income - Exp	Revenue Share	8.75
2022-12-31	Realized Gain/Loss - Exp	Revenue Share	4.22
2022-12-31	Unrealized Gain/Loss - Exp	Revenue Share	-49.02



Greater Manhattan Community Foundation

As of 12/31/2022

Growth Portfolio



	%
Cash Equivalents	4.89
Equity - US	56.66
Equity - Foreign	29.88
Fixed Income - Taxable	8.58
Total	100.00

Total Market Value **16,664,988**

Objective

The GMCF Growth Portfolio seeks capital appreciation with moderate risk. This allocation is designed for donors who are seeking growth and are willing to accept some fluctuation in performance. GMCF can adjust allocations based on current market conditions.

Portfolio Statistics

Expense Ratio	0.42
Yield %	1.75
Inception Date	12/31/2008

Trailing Returns

	YTD	1 Year	3 Years	5 Years	10 Years
GMCF - Pooled Growth Portfolio	-17.46	-17.46	3.19	4.11	7.87
Morningstar Aggressive Tgt Risk	-15.93	-15.93	3.75	5.25	8.38
AllCountryWorld-90/10	-17.55	-17.55	3.74	5.13	7.70

Balanced Portfolio



	%
Cash Equivalents	8.51
Fixed Income - Taxable	35.58
Equity - US	36.63
Equity - Foreign	19.27
Total	100.00

Total Market Value **61,639,448**

Objective

The GMCF Balanced Portfolio seeks capital appreciation and current income. This allocation is designed for donors who are seeking growth and some income. GMCF can adjust allocations based on current market conditions.

Portfolio Statistics

Expense Ratio	0.34
Yield %	2.09
Inception Date	12/31/2008

Trailing Returns

	YTD	1 Year	3 Years	5 Years	10 Years
GMCF - Pooled Balanced Portfolio	-14.92	-14.92	1.45	2.97	5.46
Morningstar Moderate Tgt Risk	-14.77	-14.77	1.95	3.73	5.82
AllCountryWorld-60/40	-16.92	-16.92	1.19	3.05	5.08

Income Portfolio



	%
Cash Equivalents	10.12
Fixed Income - Taxable	61.96
Equity - US	18.29
Equity - Foreign	9.63
Total	100.00

Total Market Value **6,993,509**

Objective

The GMCF Income Portfolio seeks current income, with capital appreciation as a secondary goal. This allocation is designed for donors who are seeking current income, but also want a measure of capital appreciation to help offset the effects of inflation. GMCF can adjust allocations based on current market conditions.

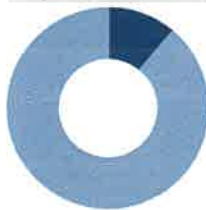
Portfolio Statistics

Expense Ratio	0.27
Yield %	2.44
Inception Date	12/31/2008

Trailing Returns

	YTD	1 Year	3 Years	5 Years	10 Years
GMCF - Pooled Income Portfolio	-12.43	-12.43	0.77	1.80	3.20
Morningstar Conservative Tgt Risk	-13.15	-13.15	-0.85	1.38	2.38
AllCountryWorld-30/70	-16.26	-16.26	-1.49	0.82	2.38

Capital Preservation Portfolio



	%
Cash Equivalents	11.00
Fixed Income - Taxable	89.00
Total	100.00

Total Market Value **2,536,448**

Objective

The GMCF Capital Preservation Portfolio seeks to maximize current income consistent with the preservation of principal, maintenance of adequate liquidity and limited volatility. The portfolio may not keep pace with inflation and may not maintain a stable value over short periods of time.

Portfolio Statistics

Expense Ratio	0.19
Yield %	1.77
Inception Date	12/31/2012

Trailing Returns

	YTD	1 Year	3 Years	5 Years	10 Years
GMCF - Pooled Capital Preservation	-1.67	-1.67	-1.19	1.17	1.01
ICE BofA US 3M Trsy Bill TR USD	1.46	1.46	0.72	1.26	0.76

Money Market

The GMCF Money Market Portfolio seeks to appreciate over time, but may not keep up with inflation. This allocation is designed for donors who are seeking safety of principal, but also want a measure of current income.

Yield% 4.29%

Total Market Value **11,738,136**

Contact Information

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Performance Disclosures

Performance represents returns of the GMCF Pooled Funds. Individual fund performance may be slightly different due to timing of cash flows.

The Trust Company (TTC) serves as custodian for The Greater Manhattan Community Foundation (GMCF). Performance results reflect time-weighted rates of returns based upon Asset Allocation strategies and rebalancing methods. Performance results reflect the reinvestment of dividends and other earnings, but are calculated prior to assessment of fees.

Past performance may not be indicative of future results, and the performance of a specific individual account may vary substantially from performance presented herein. In calculating account performance, TTC has relied upon information by various sources believed to be accurate and reliable but cannot be guaranteed. Investments in equities, fixed income, mutual funds, and exchange traded funds involve risk and may lose value.





City of
VALLEY FALLS

Incorporated May 17, 1869

Public Works Report
February 15, 2023

Water:

Got 41 Meters installed we should be able to get the rest of the residential meters installed in the next month providing favorable weather

Working on the annual water loss report

Took delivery of fire hydrant to replace broken one on Linn Street

Working on inventorying our water repair supplies so we can ensure that we have adequate supplies on hand to fix leaks as needed

Streets:

Working on getting snow route signs installed

Working on getting street name plates painted

Had a bearing go out on spreader for chevy truck we have repaired it and it is working correctly now

Sewers:

Continuing to discharge from lagoons

Filed paperwork for quarterly reporting to KDHE

Attended meeting with Audree for the Bidding on the sewer project was glad to see so much interest in the project from contractors

General:

Kenneth passed his water operator test and will be taking his sewer test in March

Completed the annual fixed asset listing update

Removed broken school zone sign and will coordinate with KDOT and possibly Heinen to install the new one once we receive it

Dump truck is still in the shop due to electrical issues



City of
VALLEY FALLS

Incorporated May 17, 1869

Police Department Report
February 15, 2023

Officer Rivera attended Desert Snow training. Desert Snow consists of 16 hours of classroom which covers : Current Threats Facing Our Communities , An "All Crimes" Approach To Criminal Interdiction , Combating The Current Opioid Epidemic , How To Conduct A Legal & Systematic Traffic Stop , The Mindset Of A Contraband Smuggler , Steps Taken By Criminals To Avoid Detection , Recognizing Indicators Of Criminal Activity , Pertinent Case Law Relating To Criminal Interdiction , How Defense Attorneys Beat Criminal Cases In Court , Developing Roadside Conversational Skills , Spotting Deceptive Behavior , How and When To Ask For Consent To Search , Officer Safety Issues Pertaining To Interdiction, among other topics. The training concluded with 8 hours of "hands on" training by allowing the students to locate hidden compartments that contained illegal substances that are commonly to be used by "drug runners" on the rural highways.

Officer Taylor has been enrolled for KLETC 310th Class which will run from March 6th -June 9th, 2023. He has completed Field Training with me, and is going to be placed on the work schedule for nightshift until he leaves for the academy.

Davis is enrolled for KLETC reciprocity exam in April

Held ALERRT Training on Wednesday February 1st, to resume the training for ALERRT.

Motorola received the required paperwork to ship the camera, once received will arrange with TBS to install. The Kage Manufacturing was contacted regarding the 1/3 cage for the Expedition. The cost to install the cage is \$1500, which is the low cost that was quoted to the department from others. Kage Manufacturing predicted it would be approximately a month before the cage could be installed

Axon body camera videos are stored in the cloud base service that was purchased.

Officer Rivera submitted to the Sheriff's Association for new spike stick system, which we received. The ones the department did have had been very outdated.

Attended Jefferson County Emergency Management meeting

Completed required paperwork for all MDTs in the patrol units to operate CJIS, the officers will be able to access NCIC terminal from the vehicles

All Axon videos are stored in the cloud

Explorer will be scheduled for replacing tires. We are experiencing issues with the relay switch that had been installed several months ago. The issues are causing the MDTs to not shut down properly and the software having issues running properly, or reinstalling software. Officer Taylor has made solution into fixing the problem,

and we are going to test the idea on one of the patrol vehicles. Otherwise, all vehicles are fixed and running safely and just require regular maintenance.

Audree scheduled meeting for Enterpol

Received the missing part for the Axon docking station. The Axon docking station was registered and fully operational to maintain the upload of videos and software updates

Calls for service

02/06 Vin inspection

02/08 Outside agency assist

02/08 Business alarm

02/10 Welfare check/Unattended death

02/10 School game

02/10 Traffic stop

02/11 Verbal domestic

02/12 Traffic stop

02/12 Traffic stop

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;