



# City of VALLEY FALLS

Incorporated May 17, 1869

◇ Attachment

## 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.

May 18, 2022 6:30 PM  
Regular Meeting

CALL TO ORDER  
PLEDGE OF ALLEGIANCE  
ROLL CALL - City Council and Staff  
MINUTES - Regular Meeting of May 4, 2022 ◇  
INVOICES - \$20,088.55 ◇

PUBLIC COMMENTS & GUESTS:  
*Public Comment Policy* ◇

### BUSINESS ITEMS:

1. Army Corp of Engineers Lease Agreement
  - a. Athletic Association
  - b. Recreation Commission
2. 426 Broadway St - Repair or Demolishment
3. Vacate Alley
4. Council Appointment
5. Fireworks Permit - Lisa Abramovitz
6. Signature Cards - Changing Audree Aguilera to Audree Guzman
7. Signature Cards - Remove Michael Glissman
8. Signature Cards - Add New Council
9. Fire Board Appointment

### TABLED ITEMS:

1. 2010 Chevy Repair Estimate - \$5,967.86
2. Bulk Water
3. Animal Control Ordinance
4. Building for Police Department
5. Taser's for Police Department

### REPORTS:

CITY ADMINISTRATOR: Audree Aguilera ◇  
PUBLIC WORKS: Bill McCoy ◇  
POLICE: Brandon Bines ◇  
MAYOR: Jeanette Shipley  
FIRE DISTRICT: Mike Glissman  
ECONOMIC DEVELOPMENT BOARD: Audree Aguilera or Chair  
PLANNING & ZONING COMMISSION: Audree Aguilera or Chair  
CITY COUNCIL COMMENTS/ FEEDBACK/ IDEAS

**ANNOUNCEMENTS/ COMMUNICATIONS:**

City-Wide Clean-Up - May 20<sup>th</sup> - 22<sup>nd</sup> from 8am to 4pm

Health & Faith Gathering - June 11<sup>th</sup>

EXECUTIVE SESSION ◇

ADJOURNMENT

## CITY OF VALLEY FALLS

May 4, 2022

### Open Meeting

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

Staff present: Audree Aguilera, City Administrator, Chris Weishaar, City Clerk, Bill McCoy, Public Works, Brandon Bines, Chief of Police, and Leonard Buddenbohm, City Attorney.

Others present: Scott Heinen, , Dianne Heinen, and Dee Heinen,.

#### **Minutes:**

The minutes from the April 20, 2022, meeting was presented.

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

#### **Vouchers:**

The April 20, 2022, Vouchers were presented. Jennifer moved to approve vouchers totaling \$13,495.01. Judy seconded the motion. Motion carried 3-0.

**Public Comments & Guests:** Dianne asked about the sales tax on an estimate for the purchase of trees. Audree advised when trees are purchased a tax-exempt form will be submitted. Gary McKnight spoke of the folks like himself that clean leaves and such at the park. He advised that is all volunteer time and none of them get paid. Jeanette advised that Frank Shrimplin had passed away. Also, she congratulated the high school seniors on their hard work and upcoming graduation.

#### **BUSINESS ITEMS:**

Appointments of City Officials:

- a. Municipal Court Judge – Dennis Reiling
- b. City Attorney – Leonard Buddenbohm
- c. City Clerk – Christine Weishaar
- d. City Administrator – Audree Aguilera
- e. Chief of Police – Brandon Bines
- f. Public Works Director – William McCoy
- g. Treasurer – Salih Doughramaji

Gary made a motion to reappoint all employees. Jennifer seconded the motion. Carried 3-0.

Flag Pole for City Hall – Audree addressed the need for a flag pole at City Hall. It was suggested to check with the VFW.

Hardwood Tree Estimate – Bill checked prices to replace/add new trees to the City Park. 3 Autumn Blaze Maples for a total of \$989.

Gary made a motion to purchase the trees. Jennifer seconded the motion. Carried 3-0.

Valve For Fire Hydrant – An estimate to install a valve at 5th and Linn in order to fix the fire hydrant came in at \$5995.00 if repaired while the company is here fixing the South Water Tower.

Gary made a motion to approve the repair. Judy seconded the motion. Carried 3-0

Generator For Hurst Tower – The need for the gas-powered generator was discussed. The cost of the Koehler generator being \$6,100 with a 3-year warranty.

Jennifer made a motion to purchase the generator. Gary seconded the motion. Carried 3-0

Old Pool Lot Bids – Audree advised of what she found out on the pool lot and the need to clear the easements, a survey, and appraisal. It was suggested to take bids on the lot. Audree is still looking into all options.

Building Code Ordinance 2022-05

Gary made a motion to approve Ordinance 2022-05. Jennifer seconded the motion. Carried 3-0

Mechanical Code Ordinance 2022-06

Gary made a motion to approve Ordinance 2022-06. Jennifer seconded the motion. Carried 3-0

Plumbing Code Ordinance 2022-07

Gary made a motion to approve Ordinance 2022-07. Judy seconded the motion. Carried 3-0

Residential Code Ordinance 2022-08

Gary made a motion to approve Ordinance 2022-08. Judy seconded the motion. Carried 3-0

Electrical Code Ordinance 2022-09

Gary made a motion to approve Ordinance 2022-09. Jennifer seconded the motion. Carried 3-0

In-Land marine Additions on EMC Insurance – The price to add the additional equipment to the EMC policy is \$795 per year with a \$1,000.00 deductible.

Gary made a motion to approve the addition. Jennifer seconded the motion. Carried 3-0

CDBG Sewer Phase 2 – Preliminary Engineering Report – The report was presented for approval.

Gary made a motion to approve the report. Judy seconded the motion. Carried 3-0

**City Administrator Report:**

- 1) **CDBG Street Project** -The final drawdown and closeout is complete. Awaiting final disbursement.
- 2) **CDBG Sewer Project Phase 1**- Design and Environmental in progress. Bids anticipated for early fall 2022. Construction anticipated in 2023.
- 3) **CDBG Sewer Project Phase 2** –
- 4) **American Rescue Plan Act (ARPA)** – Projects completed to date include: gWorks Software. Funds used to date: \$20,411.40. Projects pending to date include: K-16 Entry Signs. Funds planned for projects: \$7,000. Remaining Funds: \$148,546.96.
- 5) **Opioid Settlement** – Fund anticipated to be disbursed in May. Anticipated \$5/ Capita. 25% of Settlement shared 50/50 with cities and counties. Other 75% will be used for grants. This first round of payouts on the settlement will allow partnerships with other local entities
- 6) **Software Implementation** – Payroll will be started on May 11th. This is the final module to switch over.
- 7) **Personal Policies & Guidelines** - Still under review with EMC Attorneys. Reached out for update.
- 8) **K-4/ Oak Street Lights** - The lights will be installed at K-4/ Oak Street intersection on May 9th.
- 9) **K-4 / K-16 Street Lights** - Working with KDOT, Evergy, and PEC for Street Lights at K-4 / K-16. K-4/ K-16 light addition must have engineering study and cost covered by city. Work with engineer on estimates.
- 10) **Automatic Water Meters** – 207 meters installed to date. Total of 493 water meters.
- 11) **Fund Balances** - Trial balances sent to auditor to help resolve negative balances. Reached out for update.
- 12) **Rate Study** - Compiled and sent data to Ransom Financial. Rate review drafts completed. To review initial drafts sometime this week or next.
- 13) **Fire Hydrant Testing** - KRWA will be flow testing all our fire hydrants on May 4th. This service is free.
- 14) **River Cleanup** – The Army Corp of Engineers lease list the City as being responsible for the boat ramp and river entrance. This project will be prioritized after tucking lot is completed.
- 15) **City Wide Clean Up** – Scheduled for May 20th – 22nd from 8am to 4pm. We have partnered with Knights of Columbus for scrap metal, K-4 Ag for tires, Jefferson County for Electronics and Hazardous Waste, and Waste Management for Demolition Material, Household trash and Recyclables. The City-Wide Clean-Up has been published on Facebook, Website and Newspaper.
- 16) **Tucking Lot** – working on hauling in dirt and leveling out lot.
- 17) **South Water Tower** – in progress of installing manway and vent.
- 18) **Hurst Water Tower** – Valve anticipated to be installed on May 17th & 18th.
- 19) **Fire Hydrant on Linn** – Valve anticipated to be installed on May 17th & 18th.
- 20) **RV Park Electrical Update** – Waiting on PHE to update.

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

**Water:**

South tower maintenance is moving along good I provided them with water on 2 days to power wash the exterior of the tower for paint preparation.

They have the new manway installed it is bigger than the existing manway.

New vent for top of tank is ready to be set in place.

The interior of the tank is finished paint looks good and they also did some pit filling.

They used about 8 tons of media to blast the old paint from the interior of the tank.

A new drain valve is having to be installed due to deterioration of existing one that is beyond repair and has been causing a issue with leaking.

A new ladder has been installed on the exterior of the tower.

Viking sent pictures of the work that was done to the tower.

I visually inspected their progress and they are doing a proficient job.

5 new auto read meters have been installed.

We cleaned the sed basin, chlorine contact basin, slow mixers, and fast mixers at the water plant.

Got the backup pump at the sed pond working and ready to be used when /if needed.

Priced the generator for hurst tower. Prices are \$7,000 to \$15,000 due to needing to be 3 phase 277/480v I recommend we watch purple wave to see if we can obtain a good used one for less.

Emailed Richard Vaughn about the temp sensors for sed pond and hurst tower.

We have at least 25 known sites /locations of lead and /or copper in the system.

**Sewers:**

Sprayed thistles at the lagoons.

Found some paperwork regarding the Linn St lift station it has a max capacity of 100 GPM out-flow which if we estimate the inflow of the sewer at 1 GPM per house, we can estimate it has a capacity of 100 houses.

**Streets:**

Doing site surveys for placement of the snow route signage.

I will be presenting an estimate for the new signs when I have the survey done.

Cleaned the culvert at 5th and maple to allow it to drain properly.

**Parks:**

Got first round of mowing done with 1 summer help.

Removed the debris from the parks from storms and cleaned up more of the trees we removed for ditch line maintenance in the tree park east of Maple.

Spoke with KDOT about removal of bever dams along K-4 they are backlogged with work and will get to it as soon as they are able to.

**General:**

Hired two summer helpers one started last Monday the other will start after school lets out.

Going to be working on power washing the pool and prepping it for the upcoming swim season.

**Police:**

- Officer Rivera is doing well at the academy and is scheduled to graduate June 10th.
- Met with community members who are hosting the Faith – Health Fair with City Administrator. I have contacted numerous sources in attempt to have them present for the fair, including Boy Scout of America to speak about Explorer Program, Drive Safe Kansas, etc.
- Attended FEMA / Homeland Security Public Information Officer course. This will help in case we need to address media sources and the public.
- Officer Smith had completed his first patrol shifts and doing well.
- Part-time Police Officer announcements have been advertised on Facebook and indeed.com along with KPOA website.

• I am excited to announce that the Valley Falls Police Department will be starting a Citizen Police Academy. This Citizen Police Academy is a FREE nine-week program from July 15th – September 16TH. This is designed to educate the public about the police department operations and day-to-day responsibilities.

- The purpose of the academy is to develop positive relationships between the police and community through education.
- The goal is to create a growing group of responsible, well-informed citizens who have the potential to influence public opinions about law enforcement.
- Participants will gain an appreciation of the duties performed by law enforcement personnel and have an opportunity to offer suggestions.

• **Participants must be:**

- 18 or older
- Have no felonies or serious misdemeanors
- Men, women, seniors, business and civic organization representatives are encouraged to participate
- A resident of Valley Falls, work in Valley Falls or own a business in Valley Falls.

Applications are available at the City Hall, or on-line at [Valleyfallspolice.org](http://Valleyfallspolice.org)

- Completed application should be returned to Chief Brandon Bines at the Valley Falls Police Department, 417 Broadway St, no later than 5pm on Friday, July 02, 2022
- You will be notified if you are selected to participate.
- This program is also designed so that if we want to start a “CITIZEN ON PATROL” program, this will give citizens the knowledge and tools to do so.

**Mayor:**

Spoke about the conference attended in Manhattan. Wants to address changing management of Sunset Haven from Topeka Housing Authority. Spoke about the Faith Fair in the park in June.

**ADJOURNMENT**

Gary made a motion to adjourn the meeting. Jennifer seconded the motion. Motion carried 3-0.

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

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





*City of*  
**VALLEY FALLS**

*Incorporated May 17, 1869*

COUNCIL MEETING DATE: May 18, 2022

INVOICES IN THE TOTAL AMOUNT OF: \$20,088.55

APPROVED:

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\_\_\_\_\_

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\_\_\_\_\_

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 May, 2022

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

GENERAL OPERATING FUND								
22840458	1	5/18/22	5/18/22	10077 4IMPRINT Promtional Pens	192.23	100	100-120-5180	1
				INVOICE TOTAL	192.23			
				VENDOR TOTAL	192.23			
05082022	1	5/18/22	5/18/22	10035 AT&T Cell Phone	202.15	100	100-120-5140	1
	2			Cell Phone	34.02	720	E-PAYMNT 22073054 5/21/22 720-720-5140	1
	3			Cell Phone	34.02	730	E-PAYMNT 22073054 5/21/22 730-730-5140	1
				INVOICE TOTAL	270.19		E-PAYMNT 22073054 5/21/22	
				VENDOR TOTAL	270.19			
05162022	1	5/18/22	5/18/22	10002 AUDREE AGUILERA Cell Phone	30.00	100	100-110-5140	1
				INVOICE TOTAL	30.00			
				VENDOR TOTAL	30.00			
42120760	1	5/18/22	5/18/22	10030 BLUE CROSS BLUE SHIELD OF KS HEALTH INSURANCE	1,033.86	100	100-110-5050	1
	2			HEALTH INSURANCE	1,550.79	100	E-PAYMNT 22073055 5/18/22 100-120-5050	1
	3			HEALTH INSURANCE	775.39	720	E-PAYMNT 22073055 5/18/22 720-720-5050	1
	4			HEALTH INSURANCE	775.40	730	E-PAYMNT 22073055 5/18/22 730-730-5050	1
				INVOICE TOTAL	4,135.44		E-PAYMNT 22073055 5/18/22	
				VENDOR TOTAL	4,135.44			
05162022	1	5/18/22	5/18/22	10003 BILL MCCOY Cell Phone	30.00	100	100-140-5140	1
				INVOICE TOTAL	30.00			
				VENDOR TOTAL	30.00			
05162022	1	5/18/22	5/18/22	10085 BRANDON BINES Cell Phone	30.00	100	100-120-5140	1
				INVOICE TOTAL	30.00			
				VENDOR TOTAL	30.00			
05162022	1	5/18/22	5/18/22	10004 CHAD SPENCER Cell Phone	20.00	730	730-730-5140	1
				INVOICE TOTAL	20.00			
				VENDOR TOTAL	20.00			

**SCHEDULED CLAIMS LIST**

INVOICE#	LINE	DUE DATE	INVOICE DATE	INVOICE REFERENCE	PAYMENT AMOUNT	DIST GL	ACCOUNT	CK SQ
05162022	1	5/18/22	5/18/22	10005 CHRIS WEISHAAR Cell Phone	30.00	100	100-110-5140	1
				INVOICE TOTAL	30.00			
				VENDOR TOTAL	30.00			
3448	1	5/18/22	5/18/22	10007 DAVIS PUBLICATION Ordinance to update codes	287.00	100	100-110-5190	1
				INVOICE TOTAL	287.00			
				VENDOR TOTAL	287.00			
05162022	1	5/18/22	5/18/22	10033 EVERGY Electric	1,964.96	100	100-140-5140	1
	2			Electric	107.43	100	E-PAYMNT 22073056 5/09/22 100-160-5140	1
	3			Electric	1,937.62	720	E-PAYMNT 22073056 5/09/22 720-720-5140	1
	4			Electric	124.35	100	E-PAYMNT 22073056 5/09/22 100-110-5140	1
	5			Electric	207.52	100	E-PAYMNT 22073056 5/09/22 100-150-5140	1
	6			Electric	275.06	730	E-PAYMNT 22073056 5/09/22 730-730-5140	1
	7			Electric	124.35	100	E-PAYMNT 22073056 5/09/22 100-120-5140	1
				INVOICE TOTAL	4,741.29			
				VENDOR TOTAL	4,741.29			
8841	1	5/18/22	5/18/22	10010 FARRIS, FRESH, & WERRING LAW City Prosecutor Services	500.00	100	100-130-5030	1
				INVOICE TOTAL	500.00			
				VENDOR TOTAL	500.00			
021032271	1	5/18/22	5/18/22	10053 GALLS Belt	50.79	100	100-120-5130	1
				INVOICE TOTAL	50.79			
				VENDOR TOTAL	50.79			
6185894	1	5/18/22	5/18/22	10060 HAWKINS Chlorine Cylinder	80.00	720	720-720-5180	1
				INVOICE TOTAL	80.00			
				VENDOR TOTAL	80.00			
05162022ca-01	1	5/18/22	5/18/22	10078 HEINEN CUSTOM OPERATIONS Reimbursement for dumpster	2,419.24	740	740-740-5940	1
				INVOICE TOTAL	2,419.24			
				VENDOR TOTAL	2,419.24			

**SCHEDULED CLAIMS LIST**

INVOICE#	LINE	DUE DATE	INVOICE DATE	REFERENCE	PAYMENT AMOUNT	DIST GL	ACCOUNT	CK SQ
05012022ca	1	5/18/22	5/18/22	10079 JEANETTE SHIPLEY LKM Mileage	208.78 208.78	100	100-110-5110	1
				INVOICE TOTAL	208.78			
				VENDOR TOTAL	208.78			
05162022	1	5/18/22	5/18/22	10020 KENNETH MAXWELL Cell Phone	20.00 20.00	720	720-720-5140	1
				INVOICE TOTAL	20.00			
				VENDOR TOTAL	20.00			
6b7b5926	1	5/18/22	5/18/22	10080 The University of Kansas KLETC Leadership Class	35.00 35.00	100	100-120-5110	1
				INVOICE TOTAL	35.00			
				VENDOR TOTAL	35.00			
2023227	1	5/18/22	5/18/22	10081 LAW ENFORCEMENT SEMINARS LLC Internat'l Affairs Class	395.00 395.00	100	100-120-5110	1
				INVOICE TOTAL	395.00			
				VENDOR TOTAL	395.00			
10025822367	1	5/18/22	5/18/22	10082 OPTIV SECURITY INC KCJIS System	50.84 50.84	100	100-120-5190	1
				INVOICE TOTAL	50.84			
				VENDOR TOTAL	50.84			
522022	1	5/18/22	5/18/22	10026 PETRO VALLEY FALLS FUEL	550.37	100	100-120-5160	1
	2			FUEL	323.63	100	100-140-5160	1
	3			FUEL	113.34	100	100-150-5160	1
	4			FUEL	100.00	720	720-720-5160	1
	5			FUEL	1.00	730	730-730-5160	1
				INVOICE TOTAL	1,088.34			
				VENDOR TOTAL	1,088.34			
22-0512	1	5/18/22	5/18/22	10083 TREY DAVIDSON Fuel Reimbursement	58.79 58.79	100	100-120-5160	1
				INVOICE TOTAL	58.79			
				VENDOR TOTAL	58.79			
34846	1	5/18/22	5/18/22	10084 TURN KEY MOBILE INC Paper for tickets	139.50 139.50	100	100-120-5170	1
				INVOICE TOTAL	139.50			
				VENDOR TOTAL	139.50			
04292022	1	5/18/22	5/18/22	10043 VISA - 0543 KLETC Training	421.50	100	100-120-5110	1

**SCHEDULED CLAIMS LIST**

INVOICE#	LINE	DUE DATE	INVOICE DATE	REFERENCE	PAYMENT AMOUNT	DIST GL	ACCOUNT	CK SQ
							E-PAYMNT 22073057 5/18/22	
				INVOICE TOTAL	421.50			
				VENDOR TOTAL	421.50			
04292022	1	5/18/22	5/18/22	10044 VISA - 0873 chevy repair	227.00	720	720-720-5160 E-PAYMNT 22073061 5/05/22	1
	2			chevy repair pool inventory	227.00	730	730-730-5160	1
	3			paper towels pool inventory	100.00	100	E-PAYMNT 22073061 5/05/22 100-160-5180	1
	4			paper towels pool inventory	406.17	100	E-PAYMNT 22073061 5/05/22 100-110-5180	1
				INVOICE TOTAL	960.17		E-PAYMNT 22073061 5/05/22	
				VENDOR TOTAL	960.17			
04292022	1	5/18/22	5/18/22	10042 VISA - 0881 diving board, gloves	176.89	100	100-160-5180 E-PAYMNT 22073060 5/18/22	1
	2			diving board, gloves	39.96	720	720-720-5180 E-PAYMNT 22073060 5/18/22	1
				INVOICE TOTAL	216.85			
				VENDOR TOTAL	216.85			
04292022	1	5/18/22	5/18/22	10047 VISA - 0899 Training in Emporia	314.20	100	100-120-5110 E-PAYMNT 22073059 5/18/22	1
				INVOICE TOTAL	314.20			
				VENDOR TOTAL	314.20			
04292022	1	5/18/22	5/18/22	10045 VISA - 0949 KRWA Conference	170.33	720	720-720-5110 E-PAYMNT 22073058 5/18/22	1
	2			KRWA Conference	170.32	730	730-730-5110 E-PAYMNT 22073058 5/18/22	1
	3			Tablet	219.00	100	100-160-5180 E-PAYMNT 22073058 5/18/22	1
	4			Easel, KLETC	297.64	100	100-110-5180 E-PAYMNT 22073058 5/18/22	1
				INVOICE TOTAL	857.29			
				VENDOR TOTAL	857.29			
20593	1	5/18/22	5/18/22	10048 WASTE MANAGEMENT Trash Services	2,397.60	740	740-740-5190	1
				INVOICE TOTAL	2,397.60			

**SCHEDULED CLAIMS LIST**

INVOICE#	LINE	DUE DATE	INVOICE DATE	REFERENCE	PAYMENT AMOUNT	DIST GL ACCOUNT	CK SQ
				VENDOR TOTAL	2,397.60		
				10059 WESTERN HARDWARE & AUTO			
05022022	1	5/18/22	5/18/22	batteries, hooks	10.29	100 100-110-5180	1
	2			batteries, hooks	76.97	100 100-140-5180	1
	3			batteries, hooks	21.25	720 720-720-5180	1
				INVOICE TOTAL	108.51		
				VENDOR TOTAL	108.51		
				GENERAL OPERATING FUND TOTAL	20,088.55		
				TOTAL MANUAL CHECKS	.00		
				TOTAL E-PAYMENTS	11,916.93		
				TOTAL PURCH CARDS	.00		
				TOTAL ACH PAYMENTS	.00		
				TOTAL OPEN PAYMENTS	8,171.62		
				GRAND TOTALS	20,088.55		



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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.

RESOLUTION \_\_\_\_\_

A RESOLUTION FINDING THAT THE STRUCTURE LOCATED AT PART OF LOTS SEVEN (7) AND EIGHT (8), IN BLOCK TWENTY-THREE (23), CITY OF VALLEY FALLS, JEFFERSON COUNTY, KANSAS, DESCRIBED AS FOLLOWS: BEGINNING AT THE SOUTHWEST CORNER (SWCR) OF SAID LOT SEVEN (7); THENCE NORTH 76 FEET, MORE OR LESS, TO THE CENTER OF A WALL; THENCE EAST 26 FEET, MORE OR LESS, TO THE CENTER OF A WALL; THENCE SOUTH 76 FEET, MORE OR LESS; THENCE WEST 26 FEET, MORE OR LESS, TO THE PLACE OF BEGINNING IN THE CITY OF VALLEY FALLS, JEFFERSON COUNTY KANSAS—REFERRED TO AS 426 BROADWAY ST, IS UNSAFE OR DANGEROUS AND DIRECTING THAT THE STRUCTURE BE REPAIRED OR REMOVED AND PREMISES MADE SAFE AND SECURE

WHEREAS, the City Inspector and Public Officer of the City of Valley Falls, Kansas, did on the 16<sup>th</sup> day of February, 2022, file with the Governing Body of Said City, a statement in writing that the structure, herein described, is unsafe and dangerous.

WHEREAS, the governing body did by Resolution No. 2022-03 dated the 16<sup>th</sup> day of February, 2022, fix the time and place of a hearing at which the owner, his or her agent, and lien holders, any occupants and all other parties of interest of such structure could appear and show cause why the house should not be condemned and ordered repaired or demolished, and provided for giving notice thereof as provided by law; and,

WHEREAS, Resolution No. 2022-03 was published in the official city paper on the February 24 and March 3, 2022, and a copy of said resolution was served upon all persons entitled thereto as provided by law; and,

WHEREAS, on this 16<sup>th</sup> day of March 2022, the governing body did conduct the hearing scheduled in Resolution No. 2022-03 and took evidence from the following: the public officer on behalf of the city. \_\_\_\_\_ as \_\_\_\_\_ of the subject property.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF VALLEY FALLS, KANSAS:

1. The governing body hereby finds that the structure located at Part of Lots Seven (7) and Eight (8), in Block Twenty-three (23), City of Valley Falls, Jefferson County, Kansas, described as follows: Beginning at the Southwest corner (SWcr) of said Lot Seven (7); thence North 76 feet, more or less, to the center of a wall; thence East 26 feet, more or less, to the center of a wall; thence South 76 feet, more or less; thence West 26 feet, more or less, to the place of beginning in the City of Valley Falls, Jefferson County, Kansas, and commonly known and referred to as the structure located at 426 Broadway Street, Valley Falls, KS 66088, is unsafe and dangerous and directs that such structure is to be repaired or removed and the premises made safe and secure.

Repairs required to be completed include:

- Repair/Replace roof
- Repair/Replace damaged/broken/inoperable windows
- Repair/Replace damaged and/or missing fascia/guttering/downspouts
- Repair/Replace noncompliant handrail on West side of building on concrete porch/staircase



- Repair stone façade
- Prep and paint all exterior wood surfaces and block
- Remove all trash, brush, and demolition debris from site

2. The owner of such structure is hereby directed to obtain appropriate City of Valley Falls Building Permits and commence the repair or removal of the property within 90 days from the date of publication of this resolution and to have the repairs or removal completed within 180 days of the date of commencement. Upon due application by the owner not less than 30 days prior to the end of the 180 days, and for good cause shown, the governing body, in its sole discretion, may grant the owner additional time to complete the repair of the property. The owner is requested to provide a status update to the Governing Body on the status of repairs completed at their regularly scheduled City Council Wednesday meeting on the day of August 17<sup>th</sup>, 2022 at 6:30 PM in City Hall, 417 Broadway St, Valley Falls, KS 66088.

3. If the owner fails to commence repair of the structure within the time stated herein, or any additional time granted by the governing body, or fails to diligently prosecute the same until the work is completed, the governing body will cause the structure to be razed and removed or will cause the structure to be made safe and secure. The costs of razing and removing the structure or making the structure safe and secure, less salvage if any, shall be collected pursuant to K.S.A. 12-1755 in the manner provided by K.S.A 12-1, 115, and amendments thereto, or shall be assessed as a special assessment against the lot or parcel of land upon which the structure is located or by both, all as provided by law.

BE IT FURTHERED RESOLVED that the City Clerk shall cause this resolution to be published once in the official paper and mail a copy to the owners, agents, lien holders, occupants, and other parties in interest.

Adopted this 18<sup>th</sup> day of May, 2022

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Jeanette Shipley  
Mayor

ATTEST: \_\_\_\_\_  
Christine Weishaar  
City Clerk



KEEP THIS LICENSE POSTED CONSPICUOUSLY AT ALL

No. 22-001

Fee: \$10.00

# LICENSE

## Fireworks

This License is hereby granted to

**LISA ABRAMOVITZ D.B.A. A-Z FIREWORKS**



to sell Fireworks at 1420 K-4 Highway, Valley Falls, KS 66088  
in the City of Valley Falls in Jefferson County, Kansas.

Application therefor, on file in the office of the City Clerk of said City, having been approved by the governing body of such City as provided by the Laws of Kansas and the rules, regulations, and ordinances pertaining thereto.

This license will expire July 5, 2022, unless sooner revoked, is not transferable, nor will any refund of the fee be allowed thereon.

Given under our hands and the corporate seal of said City, this 18 Day of May, 2022.

\_\_\_\_\_  
Mayor

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

\_\_\_\_\_  
City Treasurer





*City of*  
**VALLEY FALLS**

*Incorporated May 17, 1854*

**City Administrator Report  
City Council May 18, 2022**

- 1) **CDBG Street Project** -The final drawdown and closeout is complete. Awaiting final disbursement. Tax reimbursement received.
- 2) **CDBG Sewer Project Phase 1**- Design and Environmental in progress. Bids anticipated for early fall 2022. Construction anticipated in 2023.
- 3) **CDBG Sewer Project Phase 2** - Preliminary Engineering Report in progress.
- 4) **American Rescue Plan Act (ARPA)** - Projects completed to date include: gWorks Software. Funds used to date: \$20,411.40. Projects pending to date include: K-16 Entry Signs. Funds planned for projects : \$7,000. Remaining Funds: \$148,546.96.
- 5) **Opioid Settlement** - Fund anticipated to be disbursed in May. Anticipated \$5/ Capita. 25% of Settlement shared 50/50 with cities and counties. Other 75% will be used for grants. This first round of payouts on the settlement will allow partnerships with other local entities
- 6) **Software Implementation** - Payroll will be started on May 11<sup>th</sup>. This is the final module to switch over.
- 7) **Personal Policies & Guidelines** - Still under review with EMC Attorneys. Reached out for update.
- 8) **K-4/ Oak Street Lights** - The lights anticipated to be installed at K-4/ Oak Street intersection on May 9<sup>th</sup>.
- 9) **K-4 / K-16 Street Lights** - Working with KDOT, Evergy, and PEC for Street Lights at K-4 / K-16. K-4/ K-16 light addition must have engineering study and cost covered by city. Work with engineer on estimates.
- 10) **Automatic Water Meters** - 207 meters installed to date. Total of 493 water meters.
- 11) **Fund Balances** - Trial balances sent to auditor to help resolve negative balances. Reached out for update.
- 12) **Rate Study** - Compiled and sent data to Ransom Financial. Rate review drafts completed. To review initial drafts sometime this week or next.
- 13) **Fire Hydrant Testing** - KRWA will be flow testing all our fire hydrants on May 4<sup>th</sup>. This service is free.
- 14) **River Cleanup** - The Army Corp of Engineers lease list the City as being responsible for the boat ramp and river entrance. This project will be prioritized after tucking lot is completed.
- 15) **City Wide Clean Up** - Scheduled for May 20<sup>th</sup> - 22<sup>nd</sup> from 8am to 4pm. We have partnered with Knights of Columbus for scrap metal, K-4 Ag for tires, Jefferson County for Electronics and Hazardous Waste, and Waste Management for Demolition Material, Household trash and Recyclables. The City-Wide Clean-Up has been published on Facebook, Website and Newspaper.
- 16) **Tucking Lot** - working on hauling in dirt and leveling out lot.
- 17) **South Water Tower** - in progress of installing manway and vent.
- 18) **Hurst Water Tower** - Valve anticipated to be installed on May 17<sup>th</sup> & 18<sup>th</sup>.
- 19) **Fire Hydrant on Linn** - Valve anticipated to be installed on May 17<sup>th</sup> & 18<sup>th</sup>.
- 20) **RV Park Electrical Update** - Waiting on PHE to update.

**Financials**

Fund #	Fund Name	Previous Balance	Current Balance
100	General Fund	\$68,464.71	\$43,781.43
160	Pool Reserve	\$5,429.10	\$5,429.10
200	Capital Improvement Fund	\$90,630.26	\$90,630.26
300	Special Hwy & Streets	-\$124,795.75	-\$117,409.15
400	Equipment Reserve	\$3,781.71	\$3,781.71
500	Bond & Interest	\$40,149.25	\$40,149.25
600	RHID	\$22,397.90	\$22,397.90
720	Water	-\$76,665.85	-\$86,736.88
721	Water Reserve	\$0.00	\$0.00
730	Sewer	\$291,053.08	\$282,835.65
731	Sewer Reserve	\$0.00	\$0.00
740	Solid Waste	\$59,364.58	\$62,887.82
790	Insurance Reserve	\$0.00	\$0.00

**CITY OFFICE**

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



*City of*  
**VALLEY FALLS**

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*Incorporated May 17, 1869*

**Public Works Report**  
**May 18, 2022**

**Water:**

Tower work is done on south tower I have visually inspected it and it looks good will be putting it back in service as soon as we get it filled and do the KDHE testing on the water

Installed a new water meter and pit for the self-storage on sycamore street replaced a 2 inch meter with a smaller one Will be cutting in new valve for Hurst tower and for leaky fire hydrant on Linn St Wed-Thur next week due to weather delays

Got a bid for a natural gas generator for hurst tower with an automatic transfer switch

Got a bid from Richard Vaughn to put in a new computer system that would be water plant only due to heightened cyber attacks that can be disconnected from the internet and still allow me to have a computer for emails and other needs

Got a second bid from Richard to put in the temperature sensors at the sed pond and hurst tower to alert me of low temperatures before it can freeze and cause damage

**Sewers:**

We had a sludge test done on the lagoons and was given an estimate on cost to remove the sludge with microbes we will have to look for funding to be able to afford to do it

Worked with PEC assisting them in manhole inspections for upcoming sewer project phase 1

**Streets :**

Did a temporary repair to the excavation site on Linn St filled the hole with cold patch till we can do a larger road repair

**Pool :**

We have the pool filled had to do some minor leak repairs and replace the main valve for pool water supply we power washed it out before filling it

We will be switching the pumps out as soon as we can design a system to be able to lift the old one out and lower the new one into the pit

Awaiting delivery of the steel for the pump cover it is on backorder

**General:**

Got all of the available fill from our pile by the brush dump and will be getting more from the river pump access road to top dress the Tucking lot going to be checking the grade this week to see how close we are to the needed 5% grade

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# VALLEY FALLS POLICE



★ ★ ★ ★ ★ BRANDON W. BINES ★ ★ ★ ★ ★  
CHIEF OF POLICE

## Council Meeting 05/18/2022

- Officer Rivera is doing well at the academy and is scheduled to graduate June 10<sup>th</sup>.
- Officer Smith completed patrol shifts solo and will continue to learn the geography and community.
- Attended an online ZOOM training on Leadership Development thorough KLETC
- Had some complaints about dirt bikes and 4wheelers riding around town, in which these complaints have been resolved. Enforcement on dirt bikes, 4 wheelers, golf carts, etc. will continue.
- Put together a list of items for Opioid Grant along with information on how to obtain and purchase Narcan for the department
- Two misdemeanor possession of marijuana / drug paraphernalia arrest made along with Battery Arrests
- Will be attending Chiefs Conference end of May
- Criminal Investigations ongoing
- Congratulations to students – enjoy summer please remember to be safe and hope everyone enjoys the pool.
- Spoke with emergency management about grants for police radios in which we are looking to see which one will be best.
- Request for Police Department Building

“SERVING THE CITIZENS WHERE WE LIVE,  
PROTECTING THE COMMUNITY, WE LOVE”

417 BROADWAY STREET, VALLEY FALLS, KANSAS 66088

TELEPHONE (785) 945- 3434

[WWW.VALLEYFALLSPOLICE.ORG](http://WWW.VALLEYFALLSPOLICE.ORG)

## 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;