



City of Valley Falls

Established 1854

City Council Agenda

The City Council meeting is open to the public and will be held at City Hall.

Meetings will be streamed via Facebook Live (<https://www.facebook.com/cityofvalleyfalls>) Please email questions to cityadmin@valleyfalls.org before the meeting.

November 19, 2025, 6:30 PM

Regular Meeting

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL - City Council and Staff

CONSENT AGENDA:

1. Minutes - Regular Meeting of November 5, 2025
2. Administrator Report
3. Public Works Report
4. Police Department Report
5. Invoices & Financials
INVOICES - \$59,623.04

PUBLIC COMMENTS & GUESTS:

Public Comment Policy

BUSINESS ITEMS:

1. Code Enforcement 1208 Oak and 200 Broadway
2. City Lake Agreement
3. Penny Discussion
4. Angel Tree Discussion
5. Broadway Closed for Hometown Christmas
Maple St-Oak St

REPORTS:

Mayor

Fire District

City Council Comments/ Feedback/ Ideas

ANNOUNCEMENTS/ COMMUNICATIONS:

City Hall closed on Thursday, November 27th and Friday, November 28th

Hometown Christmas November 29th

EXECUTIVE SESSION

ADJOURNMENT



City of Valley Falls

Established 1854

CITY OF VALLEY FALLS

November 5th 2025

Meeting Minutes

The meeting was called to order at 6:30 p.m. by Mayor Jeanette Shipley

Council members present: Dennis Tichenor, Kevin Loy, Jason Heinen, Bret Frakes, Brett Dallman

Staff members present: Destiny Schrick (city clerk), Cody Spire (Interim Police Chief)

Guest present: Dee Heinen, Scott Heinen, Diane Heinen, Jerry Heinen, Chrissy Broddle

Public Comment

Diane Heinen, Jerry Heinen, Chrissy Broddle

Consent Agenda

Kevin Loy made the motion, seconded by Brett Dallman 5-0 pass

Business Items

4 per pool pass donation for 7th grade raffle basket Kevin Loy made the motion, seconded by Brett Dallman 5-0 pass

\$20 Chamber Buck certificate for Sophomore raffle basket Kevin Loy made the motion, seconded by Brett Dallman 5-0 pass

Resolution 2025-11 Kevin Loy made the motion, seconded by Brett Dallman 5-0 pass

Jason Heinen Trash Bill- no additional refund Kevin Loy made the motion, seconded by Dennis Tichenor 4-0 pass

City Lake table till November 19th meeting. Brett Dallman made the motion, seconded by Kevin Loy 5-0 pass

Executive Session

Attorney-Client KORA/KOMA Kevin Loy made the motion, seconded by Brett Dallman 5-0 pass. Open session will resume at 7:30pm. Open session resumed at 7:30 pm, no action

Non-Elected Personnel City Administrator Kevin Loy made the motion, seconded by Brett Dallman 5-0 pass. Open session will resume at 7:40pm. Open session resumed at 7:40pm. Action taken. City Administrator will be put on 1-week paid administrative leave effective immediately. City Administrator will have to use accrued PTO or take unpaid leave for remainder of time

Adjournment

Jason Heinen made the motion, seconded by Brett Dallman 5-0 pass. Meeting ended at 7:42pm

APPROVED: _____
Jeanette Shipley, Mayor

Attest: _____
Destiny Schrick, City Clerk



City of
VALLEY FALLS

Incorporated May 17, 1869

PUBLIC COMMENT POLICY

This is a business meeting of the governing body for the City of Valley Falls. We strive to run a smooth and efficient meeting.

Public Comment is limited to 3 minutes per person. Speakers shall state their name and address. This is intended for citizens to express their views. City Council Members will not engage in dialogue with the speaker. Belligerent, rude, and offensive speakers will be stopped immediately. Citizen should reach out to City Council Members to have personal discussion of their concerns outside of City Council Meetings.

Any comment for agenda items shall be taken only during the specific agenda item. All questions posed during public forum should be answered within the specific agenda item by any City Council Member or followed up as needed by staff in a timely manner during regular business hours following the meeting.

Citizens desiring to comment on matters of a general nature, not specific to an agenda item, shall sign up in advance of the meeting & shall provide name and address, and the purpose or nature of the request. This request should be received by the City Administrator before Friday at noon preceding the meeting. No action or formal comment will be taken on such request at the council meeting. Staff will follow up in a timely manner during regular business hours following the meeting.

Department of Public Works

City Council Report

November 19, 2025

Water Department

- Sargent Drilling has completed the installation of the new High Service Pump.
- Repaired a water leak at 1510 Willow Street.
- The new river intake pump has been delivered and is scheduled for installation this week.
- Installation of the new 6-inch water main in the Barnes Addition is underway.

Sewer Department

- Ehrhart Excavating has begun installing the new sewer main in the Barnes Addition.

Streets

- Continued regular street-sweeping operations throughout the community as weather conditions permit.

Other Activities

- Collected and disposed of brush and debris from various locations across the city.
- Assisted the high school with leaf-cleanup efforts in the city park.

Valley Falls Police Department

Activity Report: Nov 5– Nov 15, 2025

Nov 5, 2025

- School Zone Enforcement
- Vehicle maintenance
- Animal Call
- Trespassing call

Nov 6, 2025

- School Zone Enforcement
- Medical – School

Assist outside Agency

Nov 7, 2025

- School Zone Enforcement
- Suspicious person

Nov 10, 2025

- Citizen complaint

Traffic Stop

Nov 11, 2025

- School Zone
- Traffic Stop
- VIN Inspection
- Case review

Nov 12, 2025

Lab Pickup

School Zone

- Citizen contact

Animal call

Nov 13, 2025

- Vehicle Maintenance

Four-Wheeler Complaint

Nov 14, 2025

- School Zone

Custody Dispute

Vin Inspection



City of Valley Falls

Established 1854

COUNCIL MEETING DATE: November 19th 2025

INVOICES IN THE TOTAL AMOUNT OF: \$59,623.04

APPROVED:

STATE OF KANSAS

COUNTY OF JEFFERSON

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

Approved by:

City Administrator

Subscribed and sworn to before me this _____ day of November 2025

City Clerk

Claims Report

Period: 11/05/2025 To 11/19/2025

Vendor Name	References	Invoice Amount	Transaction #	Date
WATER UTILITY - 720				
WATER - 720				
UTILITIES AND PHONE 720-720-5140				
KANSAS GAS	Kansas Gas	\$ 100.73		11/07/2025
GL Account Total - UTILITIES AND PHONE		\$ 100.73		
CONTRACTUAL 720-720-5190				
QUADIENT	postage	\$ 171.92	24459	11/16/2025
MIDWEST OFFICE TECHNOLOGY	Copier	\$ 96.21	24462	11/16/2025
MIDWEST OFFICE TECHNOLOGY	Copier	\$ 54.24	24462	11/16/2025
KANSAS ONE CALL SYSTEM	dig safe	\$ 9.90	24463	11/16/2025
GL Account Total - CONTRACTUAL		\$ 332.27		
EQUIPMENT/UNIFORMS 720-720-5130				
SCHULTE SUPPLY	Gloves	\$ 89.90	24458	11/16/2025
AMAZON	Amazon	\$ 71.19		11/12/2025
GL Account Total - EQUIPMENT/UNIFORMS		\$ 161.09		
COMMODITIES 720-720-5180				
SCHULTE SUPPLY	Valves, couplings, clamps	\$ 2,574.31	24458	11/16/2025
TARWATER FARM & HOME	tarp	\$ 23.99	24457	11/16/2025
K4 AG & SERVICE LLC	Quikrete	\$ 162.45	24464	11/16/2025
AMAZON	Amazon	\$ 365.65		11/12/2025
GL Account Total - COMMODITIES		\$ 3,126.40		
FACILITIES MAINTENANCE 720-720-5150				
HAWKINS	chlorine cylinder x4	\$ 40.00	24465	11/16/2025
AMAZON	Amazon	\$ 71.42		11/12/2025
GL Account Total - FACILITIES MAINTENANCE		\$ 111.42		
CAPITAL OUTLAY/CARRY OVER 720-720-5950				

HAWKINS	PH electrode	\$ 844.83	24465	11/16/2025
GL Account Total - CAPITAL OUTLAY/CARRY OVER		\$ 844.83		
Department Total - WATER		\$ 4,676.74		
LIABILITIES - 050				
FICA PAYABLE 720-050-2020				
EFTPS	Payroll Run	\$ 508.08		11/17/2025
GL Account Total - FICA PAYABLE		\$ 508.08		
FEDERAL W/H PAYABLE 720-050-2010				
EFTPS	Payroll Run	\$ 199.23		11/17/2025
GL Account Total - FEDERAL W/H PAYABLE		\$ 199.23		
INSURANCE PAYABLE 720-050-2050				
AFLAC CAFETERIA	Payroll Run	\$ 55.34		11/17/2025
GL Account Total - INSURANCE PAYABLE		\$ 55.34		
KPERs PAYABLE 720-050-2040				
KPERs	Payroll Run	\$ 554.88		11/17/2025
KPERs457	Payroll Run	\$ 20.00		11/17/2025
GL Account Total - KPERs PAYABLE		\$ 574.88		
STATE W/H PAYABLE 720-050-2030				
KSDOR PAYROLL	Payroll Run	\$ 100.01		11/17/2025
GL Account Total - STATE W/H PAYABLE		\$ 100.01		
Department Total - LIABILITIES		\$ 1,437.54		
Fund Total - WATER UTILITY		\$ 6,114.28		
SEWER UTILITY - 730				
SEWER - 730				
UTILITIES AND PHONE 730-730-5140				
KANSAS GAS	Kansas Gas	\$ 100.73		11/07/2025
GL Account Total - UTILITIES AND PHONE		\$ 100.73		
EQUIPMENT/UNIFORMS 730-730-5130				
SCHULTE SUPPLY	Gloves	\$ 89.90	24458	11/16/2025
AMAZON	Amazon	\$ 71.20		11/12/2025
GL Account Total - EQUIPMENT/UNIFORMS		\$ 161.10		

COMMODITIES 730-730-5180				
AMAZON	Amazon	\$ 478.99		11/12/2025
GL Account Total - COMMODITIES		\$ 478.99		
CONTRACTUAL 730-730-5190				
KANSAS ONE CALL SYSTEM	dig safe	\$ 9.90	24463	11/16/2025
GL Account Total - CONTRACTUAL		\$ 9.90		
Department Total - SEWER		\$ 750.72		
LIABILITIES - 050				
FEDERAL W/H PAYABLE 730-050-2010				
EFTPS	Payroll Run	\$ 199.24		11/17/2025
GL Account Total - FEDERAL W/H PAYABLE		\$ 199.24		
FICA PAYABLE 730-050-2020				
EFTPS	Payroll Run	\$ 508.06		11/17/2025
GL Account Total - FICA PAYABLE		\$ 508.06		
INSURANCE PAYABLE 730-050-2050				
AFLAC CAFETERIA	Payroll Run	\$ 55.34		11/17/2025
GL Account Total - INSURANCE PAYABLE		\$ 55.34		
KPERs PAYABLE 730-050-2040				
KPERs	Payroll Run	\$ 554.88		11/17/2025
KPERs457	Payroll Run	\$ 20.00		11/17/2025
GL Account Total - KPERs PAYABLE		\$ 574.88		
STATE W/H PAYABLE 730-050-2030				
KSDOR PAYROLL	Payroll Run	\$ 100.00		11/17/2025
GL Account Total - STATE W/H PAYABLE		\$ 100.00		
Department Total - LIABILITIES		\$ 1,437.52		
Fund Total - SEWER UTILITY		\$ 2,188.24		
WATER RESERVE - 721				
WATER - 720				
CONTRACTUAL 721-720-5190				
WERRING LAW LLC	city lake	\$ 5,818.50	24455	11/16/2025
GL Account Total - CONTRACTUAL		\$ 5,818.50		

CAPITAL OUTLAY/CARRY OVER 721-720-5950				
PEC	River core	\$ 2,400.00	24460	11/16/2025
GL Account Total - CAPITAL OUTLAY/CARRY OVER		\$ 2,400.00		
Department Total - WATER		\$ 8,218.50		
Fund Total - WATER RESERVE		\$ 8,218.50		
SOLID WASTE (TRASH) - 740				
SOLID WASTE - 740				
CONTRACTUAL 740-740-5190				
WASTE MANAGEMENT	Trash, Recycling	\$ 26,740.90	24456	11/16/2025
GL Account Total - CONTRACTUAL		\$ 26,740.90		
Department Total - SOLID WASTE		\$ 26,740.90		
Fund Total - SOLID WASTE (TRASH)		\$ 26,740.90		
GENERAL FUND - 100				
ADMINISTRATION - 110				
CONTRACTUAL 100-110-5190				
QUADIENT	postage	\$ 171.91	24459	11/16/2025
MIDWEST OFFICE TECHNOLOGY	Copier	\$ 96.21	24462	11/16/2025
MIDWEST OFFICE TECHNOLOGY	Copier	\$ 54.24	24462	11/16/2025
GL Account Total - CONTRACTUAL		\$ 322.36		
CAPITAL OUTLAY/CARRY OVER 100-110-5950				
Montes Fencing Inc	Gate for trail	\$ 2,000.00	24454	11/06/2025
AMAZON	Amazon	\$ 1,169.00		11/12/2025
GL Account Total - CAPITAL OUTLAY/CARRY OVER		\$ 3,169.00		
COMMODITIES 100-110-5180				
AMAZON	Amazon	\$ 77.49		11/12/2025
GL Account Total - COMMODITIES		\$ 77.49		
Department Total - ADMINISTRATION		\$ 3,568.85		
STREET - 140				
EQUIPMENT/UNIFORMS 100-140-5130				
SCHULTE SUPPLY	Gloves	\$ 89.90	24458	11/16/2025

AMAZON	Amazon	\$ 71.19		11/12/2025
GL Account Total - EQUIPMENT/UNIFORMS		\$ 161.09		
CONTRACTUAL 100-140-5190				
K4 AG & SERVICE LLC	Cleanup-Tire disposal	\$ 156.00	24464	11/16/2025
GL Account Total - CONTRACTUAL		\$ 156.00		
COMMODITIES 100-140-5180				
AMAZON	Amazon	\$ 933.58		11/12/2025
GL Account Total - COMMODITIES		\$ 933.58		
VEHICLE MAINTENANCE/FUEL 100-140-5160				
AMAZON	Amazon	\$ 401.87		11/12/2025
GL Account Total - VEHICLE MAINTENANCE/FUEL		\$ 401.87		
Department Total - STREET		\$ 1,652.54		
POLICE - 120				
UTILITIES AND PHONE 100-120-5140				
AT&T	Office@hand	\$ 71.01	24466	11/16/2025
GL Account Total - UTILITIES AND PHONE		\$ 71.01		
CONTRACTUAL 100-120-5190				
OPTIV SECURITY INC	token	\$ 62.25	24461	11/16/2025
GL Account Total - CONTRACTUAL		\$ 62.25		
COMMODITIES 100-120-5180				
AMAZON	Amazon	\$ 16.60		11/12/2025
GL Account Total - COMMODITIES		\$ 16.60		
VEHICLE MAINTENANCE/FUEL 100-120-5160				
AMAZON	Amazon	\$ 327.88		11/12/2025
GL Account Total - VEHICLE MAINTENANCE/FUEL		\$ 327.88		
Department Total - POLICE		\$ 477.74		
LIABILITIES - 050				
FEDERAL W/H PAYABLE 100-050-2010				
EFTPS	Payroll Run	\$ 252.81		11/17/2025
GL Account Total - FEDERAL W/H PAYABLE		\$ 252.81		
FICA PAYABLE 100-050-2020				

EFTPS	Payroll Run	\$ 821.16		11/17/2025
GL Account Total - FICA PAYABLE		\$ 821.16		
INSURANCE PAYABLE 100-050-2050				
AFLAC CAFETERIA	Payroll Run	\$ 47.24		11/17/2025
GL Account Total - INSURANCE PAYABLE		\$ 47.24		
KPERs PAYABLE 100-050-2040				
KPERs	Payroll Run	\$ 687.16		11/17/2025
KPERs457	Payroll Run	\$ 10.00		11/17/2025
GL Account Total - KPERs PAYABLE		\$ 697.16		
STATE W/H PAYABLE 100-050-2030				
KSDOR PAYROLL	Payroll Run	\$ 129.62		11/17/2025
GL Account Total - STATE W/H PAYABLE		\$ 129.62		
Department Total - LIABILITIES		\$ 1,947.99		
Fund Total - GENERAL FUND		\$ 7,647.12		
SPECIAL HWY & STREETS - 300				
STREET - 140				
COMMODITIES 300-140-5180				
TARWATER FARM & HOME	Plow	\$ 8,714.00	24457	11/16/2025
GL Account Total - COMMODITIES		\$ 8,714.00		
Department Total - STREET		\$ 8,714.00		
Fund Total - SPECIAL HWY & STREETS		\$ 8,714.00		
Report Total		\$ 59,623.04		

Budget Report - Revenue & Expense

Calendar : 11-2025, Fiscal : 11-2025

Fund #	Fund Name	Budget	Month To Date Balance	Year To Date Balance	Encumbered	% Expended/Received	Unexpended/Uncollected
100	GENERAL FUND	\$ 1,528,334.00	\$ 74,993.00	\$ 1,138,480.00	\$ 0.00	74.5%	\$ 389,854.00
120	Police Donations	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	0.0%	\$ 0.00
125	DIVERSION FUND	\$ 0.00	\$ 0.00	\$ 2,235.00	\$ 0.00	0.0%	\$ -2,235.00
126	Court Bond	\$ 0.00	\$ 0.00	\$ 2,700.00	\$ 0.00	0.0%	\$ -2,700.00
150	Parks & Recreation	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	0.0%	\$ 0.00
160	POOL RESERVE	\$ 10,766.00	\$ 0.00	\$ 200.00	\$ 0.00	1.9%	\$ 10,566.00
200	CAPITAL IMPROVEMENT	\$ 159,032.00	\$ 0.00	\$ 43,576.00	\$ 0.00	27.4%	\$ 115,456.00
300	SPECIAL HWY & STREETS	\$ 192,400.00	\$ 9,025.00	\$ 93,053.00	\$ 0.00	48.4%	\$ 99,347.00
400	EQUIPMENT RESERVE	\$ 129,260.00	\$ 0.00	\$ 61,374.00	\$ 0.00	47.5%	\$ 67,886.00
500	BOND & INTEREST	\$ 489,200.00	\$ 0.00	\$ 267,471.00	\$ 0.00	54.7%	\$ 221,729.00
600	RHID	\$ 0.00	\$ 0.00	\$ 56,583.00	\$ 0.00	0.0%	\$ -56,583.00
700	Grant Projects	\$ 0.00	\$ 0.00	\$ 8,500.00	\$ 0.00	0.0%	\$ -8,500.00
720	WATER UTILITY	\$ 875,400.00	\$ 30,137.00	\$ 606,802.00	\$ 0.00	69.3%	\$ 268,598.00
721	WATER RESERVE	\$ 180,996.00	\$ 17,319.00	\$ 51,560.00	\$ 0.00	28.5%	\$ 129,436.00
730	SEWER UTILITY	\$ 879,000.00	\$ 20,015.00	\$ 415,101.00	\$ 0.00	47.2%	\$ 463,899.00
731	SEWER RESERVE	\$ 329,366.00	\$ 6,000.00	\$ 61,352.00	\$ 0.00	18.6%	\$ 268,014.00
740	SOLID WASTE (TRASH)	\$ 540,500.00	\$ 30,211.00	\$ 245,496.00	\$ 0.00	45.4%	\$ 295,004.00
790	INSURANCE RESERVE	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	0.0%	\$ 0.00
Total		\$ 5,314,254.00	\$ 187,698.23	\$ 3,054,476.88	\$ 0.00	57.5%	\$ 2,259,777.12

Treasurer Report

Calendar : 11-2025, Fiscal : 11-2025

Fund #	Fund Name	Beginning Balance	Received	Disbursed	Change in Liabilities	Ending Balance
100	GENERAL FUND	\$ 187,661.13	\$ 51,212.17	\$ 23,778.24	\$ -1,408.86	\$ 213,686.20
120	Police Donations	\$ 380.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 380.00
125	DIVERSION FUND	\$ 1,350.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1,350.00
126	Court Bond	\$ 500.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 500.00
150	Parks & Recreation	\$ 11,769.10	\$ 0.00	\$ 0.00	\$ 0.00	\$ 11,769.10
160	POOL RESERVE	\$ 1,389.79	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1,389.79
200	CAPITAL IMPROVEMENT	\$ 31,608.18	\$ 0.00	\$ 0.00	\$ 0.00	\$ 31,608.18
300	SPECIAL HWY & STREETS	\$ 83,614.28	\$ 0.00	\$ 9,025.40	\$ 0.00	\$ 74,588.88
400	EQUIPMENT RESERVE	\$ 94,052.71	\$ 0.00	\$ 0.00	\$ 0.00	\$ 94,052.71
500	BOND & INTEREST	\$ 393,658.27	\$ 0.00	\$ 0.00	\$ 0.00	\$ 393,658.27
600	RHID	\$ 186,551.96	\$ 0.00	\$ 0.00	\$ 0.00	\$ 186,551.96
700	Grant Projects	\$ -8,500.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ -8,500.00
720	WATER UTILITY	\$ 179,513.57	\$ 15,733.00	\$ 14,404.70	\$ -1,541.79	\$ 179,300.08
721	WATER RESERVE	\$ 56,256.69	\$ 0.00	\$ 17,318.50	\$ 0.00	\$ 38,938.19
730	SEWER UTILITY	\$ 197,262.77	\$ 10,161.96	\$ 9,853.40	\$ -1,541.82	\$ 196,029.51
731	SEWER RESERVE	\$ 134,331.55	\$ 0.00	\$ 6,000.00	\$ 0.00	\$ 128,331.55
740	SOLID WASTE (TRASH)	\$ 155,050.73	\$ 3,469.96	\$ 26,740.90	\$ 0.00	\$ 131,779.79
790	INSURANCE RESERVE	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
Total		\$ 1,706,450.73	\$ 80,577.09	\$ 107,121.14	\$ -4,492.47	\$ 1,675,414.21

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;