

## CITY OF VALLEY FALLS

### Open Meeting

June 19, 2019

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The meeting was called to order by Mayor Lucy Thomas. Council members present were Mike Glissman, Gary McKnight, Betsy Doughramaji, and Salih Doughramaji. Judy Rider was absent. Others present were Connie Fridley, Scott Heinen, Lori Glissman, Kathy Young, Edward Lund, Logan from NEKES, and Clarke Davis.

The minutes from the June 5, 2019 meeting were presented. Betsy moved to approve. Gary seconded the motion. Motion carried. 4-0.

### **Petitions, Proclamations, Request, Complaints, Visitors, Etc.:**

**Public Comments:** Edward Lund was here to ask on a firm time line and progress on Allan Siegrist's building that is a neighboring property to him. He states he has no rear access to his building and felt he has been patient long enough. After discussion, the Council would like for Joe to make contact with Allan and try to get more information and a firm time line.

### **Committee Reports:**

**Administrative:** Jimmy Ellis will be here end of the week or early next week for follow up on CODE.

\*Denise would like to wrap up a couple projects before her last day at the City. She would like to wrap up the details on RHID and get the Rate Study program loaded for staff to have access moving forward.

**Water/Sewer:** Paul and crew have decreased the hours of pumping at the sewer ponds from 24hours per day to 8hours per day. Paul has evaluated the pumps and controls and they are all still good. Now they are pumping from pond to pond and KDHE is good with their current plan.

**Street/Alley:** Paul made contact with Hamm's to delay the overlay project due to not being able to complete patching work.

**Parks/Pool:** Kathy and Lori were here. Discussion was on WSI pay scale. Currently the WSI guards get \$1.00 extra per hour to teach public lessons. The rate for private lessons is \$15.00. Kathy recommends a raise of \$3.00 per hour for WSI teaching of public lessons and a \$1.00 per hour raise for the helpers. She feels with the lesson fees being increased this should more then cover. Salih moves to approve the \$3.00 raise for WSI teaching and \$1.00 for the helpers. Gary seconds the motion. Motion carried 4-0. All public lessons are full and there are 40 private lessons scheduled.

\*Attendance through 6/19/19 is 2,126.

\*Admission revenue so far is \$2,667.50

\*Concession revenue is \$3,171.60

\*Swimming lesson revenue is \$2,640.00

\*Season ticket revenue is \$4,330.00

\*Pool party revenue is \$300.

There will be free swim July 4<sup>th</sup> from 12:00-4:00.

**Fire board:** Questions on control burn in City limits was brought to the table. The Ordinance (Chapter 7) reads that anyone can request a control burn with the permission from the Fire Chief. There was discussion on more public notice if this comes up again.

**Police:**

**Health Code:**

**VFEDC:**

**Swimming Pool:**

**Old Business: House Demolition:** Logan from NEKES was here to go over the inspections he completed on four residential properties. He spoke of address 281 Maple, 207 Sycamore, 605 Frazier, and 1106 Walnut. All evaluations were outside assessments and there was no entry into the homes. He presented his evaluation report and provided draft letters for the Council to review before being sent out to the citizens. The letters will be certified mail and will have a 10 day response timeframe.

**Commercial Properties:** The question on whether they evaluate commercial properties was asked. NEKES does not do commercial evaluations due to different guidelines but Logan did recommend hiring a structure engineer for that process.

**2020 Budget:** A draft 2020 budget worksheet was presented with all the line items listed. This included a line item for a skid steer (\$40,000), allocation for house demolition (\$25,000), street repair (\$75,000), a police car (\$20,000), and a special project (\$30,000). Discussion on the special project was for renovations to convert the old bath house into a separate work space for the police department. With all of these line items, this brought the mil levy to 42.477 which was 6.5 mil levy increase from last year. After discussion the Council wanted to take out the special project for 2020 and have more conversations on this for future. With the removal of this item the mil levy went down to 37.578. The Council also reviewed all the other JF County cities and their mil levy percentages. The Council will review and approve this budget worksheet for publication at the next council meeting.

**New Business: Website:** Joe has been doing some research on the website. He has been in contact with Municipal Impact and they specialize in small town websites. He liked a lot of the features this has to offer including an alert system. He presented a quote that offered two packages. The first is \$788.45 which includes a yearly subscription and website setup fee. Joe would have the responsibility of uploading and setting up the site. After that then it would be an annual fee of \$479.40. The second option includes \$788.45 but includes a \$425.00 one-time content transfer fee to bring content over from the previous website bringing that total to \$1,213.45. After discussion Mike moves to approve option #2. Salih seconds the motion. Motion carried 3-1(Betsy nay)

**Telephone reimbursement:** There was a short discussion on cell phone use and reimbursement. The city has always provided a phone for department heads covered 100% by the City. Joe is working through whether it would be a better benefit to uses his own personal phone and be reimbursed a percentage or just obtain a City provided phone. Joe will continue research. He will review the existing personnel policy. The Council would also like to see the cost of a new phone for comparison. Discussion will continue.

**Governmental Assistance Services:** Discussion continues.

**Custodial Services City Hall:** There was a short discussion on custodial services for City Hall. The Council would like for Joe to put together a contract proposal and to include the scope of services.

**MMK Account:** There was a discussion on the \$169,000 that is setting in the MMK. The discussion was to put the full amount of \$169,000 back into a three month CD. There was discussion to designate this to the Consolidated Streets and Highway fund. Gary moves to approve. Betsy seconds the motion. Motion carried 4-0.

**EXECUTIVE SESSION**

Betsy moves to go into executive session at 8:30pm for approx. ten minutes to discuss matters of non-elected personnel for the summer help department to include Mayor, Council, Administrator, and Paul Burghart. Gary seconds the motion. Motion carried 4-0.

The Council returned to open session at 8:40pm with no action taken.

**VOUCHERS**

The Vouchers were presented. Betsy moved to approve. Mike seconded the motion. Motion carried 4-0.

**ADJOURNMENT**

Betsy moved to adjourn the meeting. Gary seconds the motion. Motion carried 4-0.

APPROVED: \_\_\_\_\_  
LUCILLE THOMAS, MAYOR

ATTEST: \_\_\_\_\_  
APRIL HERBSTER, CITY CLERK