

## CITY OF VALLEY FALLS

### COUNCIL MEETING

December 16, 2015

#### Open Meeting

The meeting was called to order by Mayor Charles Stutesman. Council members present were Mike Hahn, Lucy Thomas, Betsy Doughramaji and Tony Trower. Andy Dinger was absent. Other members present were Clarke Davis.

The minutes from the December 2, 2015 Meeting were presented. Lucy Thomas moved to approve, correcting spelling of council woman's Betsy Doughramaji name in a couple of places. Tony Trower seconded the motion. Motion carried 3-0.

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

**Public Comments:** Rick Hershey, McLouth Postmaster and a member of the USPS Conversion Team talked with the Council about the Community Style mail boxes that were being proposed for the downtown business district in the 300 and 400 blocks of Broadway. If unanimously approved by the owners, USPS will bear the cost of the boxes and installation.

The Mayor wished to publicly apologize to the citizens of Valley Falls for the violation of the Kansas Open Meeting Act perimeters with the executive session that was held on December 2, 2015. Discussion involved compensation details as they related to the Fair Labor Standards Act, which should have been in open session.

#### **Committee Reports:**

**Administrative:** Written report presented. A CHDO partner (Donnie Smith's organization) is a non-profit agency that specializes in affordable housing and the organization that the city property initially will be donated to. They will need an "Option to Donate" form signed that will be in conjunction with the minutes that stated the vote of the City Council's intentions. An important item that Brandon Kane, lawyer developing the RHID, needs for the initial resolution is a housing needs analysis. The City office has received approximately 181 Surveys back; representing 218 LMI with the remainder 155 above. The Kansas Forest Service conducted an Emerald Ash Borer (EAB) workshop at City Hall December 17 with 25 attending, including Paul and Chad Spencer.

**Water/Sewer:** Paul took a water class in Lawrence on December 16<sup>th</sup> for continuing education hours.

#### **Streets/Alleys:**

**Parks:** Paul got a bid from Baines Millwrights for \$50 to fix the slide following the insurance company's recommendations for safety. By consensus, the Council unanimously approved.

#### **Police/Court:**

#### **Health Code:**

**Fire Board** – Shawn Jepson reported to the City Administrator his intentions of resigning his position as President of Fire District 11 and the City of Valley Falls' representative. He reported that Bret Frakes has agreed to serve out his term as President and feels that the Fire District is continuing to move forward from the issues they had dealt with in the past year. They are meeting every other month, so the Council will need to appoint a new representative for the February Fire District meeting, date and time to be announced.

**VFEDC:** Betsy has opened communications with Brittany Chaplin, Director of the JF County EDC and will talk with her concerning the Think Local Campaign.

**Swimming Pool:** Jessie Frakes has confirmed that she is still interested in the Swimming Pool manager's position regardless of whether it is decided to stay co-manager arrangement or not. She stated that Reid Bunde and Justine Frakes are both interested if the co-manager was the decision by the council. The Council, with a motion by Lucy Thomas, seconded by Betsy Doughramaji, voted 4-0 to stay with the co-manager arrangement for another swimming pool season and begin advertising in the Vindicator for the position. The Pool Committee will interview potential candidates. Jessie also relayed that several people have texted/emailed her about wanting to apply for life guard positions.

**Old Business:** Ordinance 11-208 amending the code of the City of Valley Falls, KS establishing the penalties for littering. Betsy Doughramaji moved that Ordinance 11-208 be adopted as presented; Tony Trower seconded and the motion passed 4-0.

An update of the Personnel Policy Handbook was addressed. It was decided to use work sessions before the regularly scheduled Council meetings, which would have no binding decisions made, to review the current version and update as necessary in open sessions.

**VOUCHERS**

The vouchers were presented. Lucy Thomas moved to approve the vouchers as presented and Tony Trower seconded the motion. Motion carried 4-0.

**New Business:** End of Year Transfers will be evaluated and possible special meeting called.

**EXECUTIVE SESSION** – Lucy Thomas moved to go into executive session under the Personnel exception to discuss employee evaluations at 7:40 to last no later than 10pm to include Mayor, Council, Administrator, and Utilities Supervisor. Tony Trower seconded the motion. Motion carried 4-0.

The Council returned to open session at 10pm with no action taken.

Tony Trower moved, with a second by Lucy Thomas to set the employee salaries as follows: Administrator Denise Streeter to \$26.00 per hour; clerk April Herbster to \$15.50 per hour. Utilities Superintendent Paul Burghart was given a \$2,500 bonus plus a \$2,000 raise annually to \$51,000. Utilities workers Chad Jepson was raised to \$13.00 per hour and Chad Spencer to \$12.00 per hour. Officer Jim Varner was increased to \$14.50 per hour. All raises will be effective with the January 1 payroll of 2016.

**ADJOURNMENT**

Lucy Thomas moved to adjourn meeting and Betsy Doughramaji seconded the motion. Motion carried 4-0.

APPROVED: \_\_\_\_\_  
CHARLES L. STUTESMAN, MAYOR

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