

Regular meeting of the mayor and council was held August 3, 2020, 5:30 p.m., at City Hall. Mayor John Bisnette presided. Council members present: Evan Joy, Charlie Stevens, Joyce Hake, Devin Renken, and newly sworn in council member Trisha Harding. Others present were Bruce Berkley, Kent Sullivan, Richard Judd, Jan Nolde and Miranda Robinson.

Mayor Bisnette called the meeting to order and led in the flag salute.

Devin moved, seconded by Evan to approve regular meeting minutes from July 20, 2020. Motion carried.

Mayor Bisnette introduced Jan Nolde with Swindoll, Janzen, Hawk & Lloyd to the council. Nolde will be taking over as city auditor for Michelle Huddle as she is leaving the company. Nolde is familiar with city business, and began by going over the communication letter from the 2019 Audit.

Within the communication letter it states a good practice for the city would be to have a policy and procedure manual that would help all current and new employees. Council asked if she had any examples of these. Nolde mentioned that examples from similar size municipalities could be obtained through the League of Municipalities. City Clerk will look into finding some to look at and help prepare one for future use.

Nolde moved on to the Financial Statement to review with the council. This brought questions concerning the 2021 budget and getting a few things clarified from the previous meeting.

Animal Control officer Richard Judd was present to report he removed one opossum and cat from the city. He will be issuing 4 tickets this coming week for failure to comply with city ordinances concerning dogs.

City Superintendent Kent Sullivan reported that Avery Berkley was done working for the summer and was pleased with her performance. The crew were catching up on a lot of mowing, and will continue to seal streets weather permitting.

On the rainy days the guys have been doing maintenance at the shop. Kent is keeping up with spraying for mosquitoes. They plan to spray for bag worms at the cemetery this week.

Kent reported he was looking at a truck on an online auction that could replace one of the city's older models. He would keep city council updated on the pricing.

The damage on Kansas Street near the Lutheran Church was discussed.

Kent notified council of issues they were having with the 2018 country clipper mower. He is taking it out to Miller Welding as something is loose within the motor. Kent will quote prices on replacing versus rebuilding the motor for that mower.

City Clerk reminded council a special meeting will be held next Monday for the budget hearing. Clerk reported that all water shut offs for July are now paid.

The city has received the CDBG grant money that was requested to pay APAC for water treatment plant work; KDHE funds are still being processed.

A thank you letter was received from the Lakeside High School After Prom committee and it stated that this year's donation will be used in 2021.

Discussion was held on an NSF Check and how to proceed since it was not for utility payment.

An ordinance amending the official zoning ordinance of the City of Downs was presented to council for approval from the planning commission. This will change Lots 1-10 Block 8, Peterman's 2nd Addition, from zone R-1 to RV-1 and also change the zoning map of the City of Downs.

Evan moved, seconded by Joyce to approve Ordinance 999. Motion carried.

In old business, the date of the pool closing was brought up and the last day will be August 14, 2020.

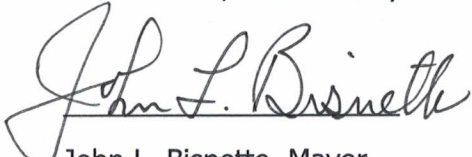
Evan moved, seconded by Joyce to approve vouchers and payroll as presented. Motion carried.


At 6:53 p.m. Evan moved, seconded by Joyce, to go into executive session for 5 minutes with council, city attorney and city clerk to discuss non-elected personnel. Motion carried.

At 6:55 p.m. Regular meeting resumed.

Devin moved, seconded by Evan, for city clerk to approach Vicki Oviatt to see if she would be willing to help in the office on an as needed basis. Motion carried.

Evan moved, seconded by Charlie to adjourn the meeting. Motion carried. Meeting Adjourned.


John L. Bisnette, Mayor


Miranda Robinson, City Clerk

