

Regular meeting of the mayor and council was held January 22, 2019, 5:30 p.m. at city hall. Mayor John Bisnette presided. Council members present: Evan Joy, Devin Renken, Jane VanDonge, Charlie Stevens, Tonya Kuhn. Others present: Bruce Berkley, Sherry Knouf, Jerry Knouf, Josh Hofflinger, Kent Sullivan, Vickie Oviatt, Mandy Burda, Kelly Meyer, Mark Quintana.

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

Tonya moved, seconded by Jane, to approve the regular meeting minutes of January 7, 2019. Carried.

Devin moved, seconded by Evan, to approve the special meeting minutes of January 28, 2019. Carried. Jane abstained.

Mayor Bisnette announced the good news that Downs has been selected to receive a 2019 Small Cities Community Development Block Grant (CDBG) in the amount of \$600,000.00 to fund the water treatment project.

Sherry Knouf, DAC, was present to request that the council allow the usage of the white tables from the memorial hall at the Senior Center on February 9<sup>th</sup>. There was discussion regarding the policy and making an exception. Devin moved, Tonya seconded, to allow Downs Arts Council to borrow the round tables for the February 9<sup>th</sup> chocolate lovers event, because the memorial hall is being renovated. Carried.

Mandy Burda, Chamber President, was present regarding their contract to use the memorial hall during celebration. She had previously asked for an exception to sub-lease to the Alumni. A lengthy thank you letter from a Downs Alumni member/Downs Chamber of Commerce Business Member written in 2018 was provided the council for information. Kelly Meyer, and Jerry Knouf, Alumni, were also present. Following discussion and opinions by both parties, Tonya moved, seconded by Jane, to approve the memorial hall contract with the Chamber and allow them to sublease to the Alumni for celebration, and waive the fees. Carried.

Josh Hofflinger, City Superintendent, reported that the nitrate analyzer was sent in to be recalibrated and good for another year. He presented a bid from Miller Welding for a 2019 mower with trade in. Evan requested three bids be presented. Josh reported that they have been cleaning the shop, working on the annual water use report. Josh said his last day would be on February 1<sup>st</sup> as he has accepted employment elsewhere. Kent reported numerous maintenance duties that he has accomplished.

Evan moved, seconded by Jane, to accept Josh Hofflinger's resignation as city superintendent effective February 1, 2019. Carried.

City Clerk reported receipt of tax money in the amount of \$241,589.58. There was only one engineering firm expressing interest in the road resurfacing project, Delay to Osborne Street. Wilson & Co. responded and will be attending a meeting.

Bruce reported for the memorial hall committee reported that the balcony railing has arrived but is not installed yet. Acoustic panels are being installed. Skylar Wise will be starting the floor construction.

Mayor Bisnette appointed Bruce Berkley to the Housing Authority Board for a four-year term. Tonya moved, seconded by Devin, to approve the mayor's appointment of Bruce Berkley to the Housing Authority Board, 2/1/2019 to 2/1/2023. Devin seconded. Carried.

Tonya moved, seconded by Jane, to waive the memorial hall fees for the Chamber for February 9<sup>th</sup>, if the building is available. Carried.

License #18-48 for Dunstan Waste was tabled for their truck weight clarification.

Jane moved, seconded by Charlie, to approve the license for Knoll Building, #19-34. Carried.

Tonya moved to pass Ordinance #992. Evan seconded. Carried.

Evan moved to authorize the mayor to sign loan documents for Project No 2976, upgrading the nitrate removal system. Jane seconded. Carried.

Evan moved to authorize the mayor to sign the one-year Bobcat Lease Agreement. Devin seconded. Carried.

Tonya moved, seconded by Devin, to approve the engagement letter with Swindoll, Janzen, Hawk, & Loyd to prepare the 2020 budget. Carried.

Following discussion, Jane moved to accept the lot at 619 Peterman and have the city attorney proceed with the donated property. Devin seconded. Carried.

A review of council compensation was tabled.

Mayor Bisnette has been in contact with KDHE and has received a listing of certified water/wastewater operators for possible contractual service.

Mayor Bisnette has contacted Blue Cross and Blue Shield for information and quotes.

Payrolls and vouchers were reviewed and signed. Devin moved, seconded by Jane, to approve the vouchers and payrolls. Carried.

At 7:03 p.m., Tonya moved to recess into executive session for 15 minutes with the mayor, council, city attorney, and Kent Sullivan to discuss non-elected personnel. Evan seconded. Carried.

(Remaining minutes by Tonya Kuhn)

At 7:18 p.m., regular session resumed.

Evan moved, Tonya seconded, to go back into executive session for 15 minutes to discuss non-elected personnel with the mayor, council, city attorney, and Kent Sullivan present. Passed unanimously.

At 7:36 p.m., out of executive session. Kent left the meeting.

Tonya moved, seconded by Evan, to go back into executive session for 30 minutes to discuss non-elected personnel with council, mayor, and city attorney. Passed unanimously.

At 8:06 p.m., out of executive session.

Tonya moved, Jane seconded, to promote Kent Sullivan to City Supervisor with a 90-day probation period. Passed unanimously.

Tonya moved, Devin seconded, to raise hourly wages retroactive to January 1, 2019 to the following Kent \$15.75/hour, Vickie \$18.50/hour, and Cynthia \$10.50/hour. Passed.

Discussion was held on interviewing for the open positions.

Tonya moved, Evan seconded, to adjourn at 8:22 p.m. Passed unanimously.

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John Bisnette, Mayor

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Vickie Oviatt, Clerk