

Regular meeting of the governing body of the City of Downs was held February 1, 2016, 5:00 p.m. at city hall. Mayor Jennifer Brush presided. Council members present: John Bisnette, Devin Renken, John Cary, Tonya Kuhn, Teri Cordill. Also in attendance: Terry Gradig, Bruce Berkley, Ron Duran, Vickie Oviatt, Eric Rose, Mandy Burda, Sherry Knouf, LaRhea Cole, and Carrie Baetz.

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

Teri moved, seconded by Devin, to approve the minutes of the January 19, 2016 meeting. Carried.

Eleven letters were sent out inviting various representatives of organizations that use the memorial hall to attend the meeting. Mayor Brush noted that the council had toured the building at the last meeting. Walk ways need cleared of debris. Supplies should not be stored in the furnace room. Bathrooms need to be kept clean. Props and clothes upstairs need organized. Mayor Brush asked for comment. Mandy Burda, representing Chamber and After Prom, suggested an addition to #4 on the Rental Rules: cleaning supplies are available in the cleaning closet. Sherry Knouf, representing Downs Arts Council, said that she can remove the DAC stuff. Mayor Brush suggested organizing it on shelves. There was discussion also of the number of keys out.

A letter was received from After Prom for donations. Teri moved, seconded by Tonya, to donate the fee for memorial hall for project prom. Carried.

Tonya moved, seconded by Devin, to waive the memorial hall fees for the Lions Club, April 15, 2016. Carried.

Eric Rose was present and visited with the council about the idea of contracting with R & R Refuse for trash collection. The city could require residents to have trash collection and bill for the fees on the water bill. There was discussion and council will consider his presentation. Eric also discussed the local police service and the lack of coverage for Downs.

Terry Gradig reported for Code Enforcement that he had attended the Planning Commission meeting, and they are still working on RV living. Bruce noted that the Planning Commission has three hearings scheduled for February 29th, at 5:30 p.m. He has prepared the legals and forwarded to the Downs News. Following the hearing, the PC will make recommendation to the council for their approval. Sample ordinances were prepared and Bruce asked that the council review. There was discussion.

Terry discussed the unsafe/unsightly structures listing. A manual of procedure on the repair or removal of dangerous and unsafe structures was received from the League of Kansas Municipalities. Council agreed that it would be helpful if the properties were rated by certain factors. Some owners may be willing to donate the property.

Bruce reported that the hearing for annexation (new date) will be April 4th. He presented Resolution #16-1 setting the hearing. John C. moved, seconded by John B., to adopt Resolution #16-1. Carried.

Ron Duran reported that there have been a few dogs at large. Presently, he is not trapping cats due to the weather. Clerk asked about the dog at large that had kept the mail from being delivered in that area. Ron has put the dog back in the pen 3 times and is trying to locate the owner. It was suggested that Ron leave a contact number on the door and/or a warning ticket.

Terry Gradig presented two options for more storage: an addition to the old state building at an approximate cost of \$28,781.04; or a 40' X 40' all steel building estimated at \$40,843.96.

Terry presented three local options to replace the 1997 Ford pickup. He had also looked at Purple Wave. John C. suggested that he also check with KDOT.

Terry said that when the skid steer lease is renewed in August, he will be requesting a tire machine rather than the track machine currently used. Bobcat of Salina dropped off a snow blower for trial.

City Clerk presented two messages from Kenneth Lee. Kenneth said that there are no school play props in memorial hall. The school makes use of the props from the Arts Council. Judge Lee also reports that he will be attending the Municipal Judges continuing education in Wichita on April 18-19, 2016. This is at no cost to the city. It is furnished by the Supreme Court of Kansas.

Clerk presented a thank you note from the family of Beth Buikstra. Clerk also noted that the next regular council meeting will be held on Tuesday, February 16th, due to the holiday.

John B. moved, seconded by Devin, to approve the mayor's appointments of Ron Henke and Keith Doane to the Housing Authority Board for a four year term. Carried.

John C. moved, seconded by Tonya, to direct the city superintendent to purchase new locks and keys for memorial hall. Carried.

John C. moved, seconded by John B., to enact a new policy for memorial hall: no long term key issuing allowed. Keys must be returned immediately following events. Carried.

Information from Kansas Department of Wildlife & Parks was included with the Annual Operation and Maintenance Assurance Statement. Tonya will check on the grant

guidelines for possible pool improvements. John C. moved, seconded by Devin, to approve the mayor to sign the Annual Operation & Maintenance Assurance Statement. Carried.

Tonya moved, seconded by Devin, to approve special use permits #16-4, #16-5, and #16-6. Carried.

John B. moved to approve contractor license #16-38 for Republican Valley for a plumbing license. Devin seconded the motion. Carried.

The city has lots on east Delay to give to anyone wanting to build a building. Bruce prepared a contract for sale of real estate, and will prepare an ad for the newspapers.

Devin reported that he has some issues to address with law enforcement at the next meeting.

Teri reported that she is checking into the Dane Hansen grant funds for pool repairs.

Vouchers and payroll were reviewed and signed. Devin moved, seconded by John B., to approve vouchers and payroll as submitted. Carried.

At 7:12 p.m., John C. moved, seconded by Tonya, to recess into executive session for thirty minutes to discuss matters pertaining to non-elected personnel with the mayor, council, and city attorney present. Carried.

(remaining minutes by Jennifer Brush)

7:42 Resumed regular session.

John Cary made a motion to return to exec session for 15 minutes with the mayor, council and city attorney for the purpose of discussing non-elected personnel. Tonya seconded. Motion passed unanimously.

7:53 Resumed regular session.

John Cary made a motion to approve BCBS premium renewal as presented. Devin seconded. Motion passed unanimously.

John Cary made a motion to approve the wage scale for 2016 as presented. Tonya seconded. Motion passed unanimously.

Tonya made a motion to add to the employee vacation schedule an additional 5 days paid vacation after 15 years of employment. Teri seconded. Motion passed unanimously.

7:56 Tonya made a motion to adjourn. Devin seconded. Motion passed unanimously.

Jennifer Brush – Mayor

Vickie Oviatt – Clerk

