

Regular meeting of the mayor and council was held November 16, 2015, 5:00 p.m. at city hall. Mayor Jennifer Brush presided. Council members present: Teri Cordill, John Bisnette, Devin Renken, and John Cary. Council member Tonya Kuhn was absent. Also present: Terry Gradig, Bruce Berkley, Vickie Oviatt, Curt Miner, and David Draayer.

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

Teri moved, seconded by Devin, to approve the minutes of the November 2, 2015 meeting. Carried.

Mayor Brush thanked Dave Draayer for his twenty years of service to the community as council member and presented the League of Kansas Municipalities service award certificate. Dave currently continues to serve as city treasurer.

Sheriff Curt Miner was present to discuss the abandoned/junked vehicle process. He said that he and Bruce met and their plan is to revamp the procedure. There will be a check list for officers and then a notice served. After this initial clean up, they will continue to monitor throughout the year. John C. asked about the number of hours the officers are in Downs. Curt said that they are here for morning school zone, and then later in the afternoon from school zone time until one or two in the morning. Bruce asked if the officers would serve a summons from municipal court. Curt said that yes they would do that, anything to do with court.

Bruce reported that the League of Kansas Municipalities (LKM) would contract the recodification for \$1900.00. He has completed a tax exemption request form for the real estate taxes on the medical clinic. John C. moved, seconded by Devin, to allow the city attorney to complete and sign the real estate exemption request for the Downs Medical Clinic. Carried. Bruce is reviewing the final draft on annexation.

City Superintendent, Terry Gradig, reported on various activities. He and Mayor Brush met with the railroad regarding the extension of Railroad Avenue. Scoular plans to begin construction next week. Terry plans to visit with the county also about the extension. John C. suggested the Beloit Technical College possibly might help design and build the road. Two quotes were received for crushing concrete. More information is needed.

Terry reported that fire hydrants were pressure tested last week. Johnson Service will begin sewer jetting on Tuesday. The city crew has been replacing water lines, street sweeping, and working at the lagoons. John C. suggested selling the ground not needed at the lagoons.

Council approved for the city superintendent to proceed with the water line under Hwy 24 and place a fire hydrant north of the highway. Council discussed the Sewer Improvement Contract and if they want the contractor or the city to do the grass seeding and concrete collars.

Council approved for Terry to purchase sweat shirts and tees for the city crew.

John C. reported for the fire department that the ISO auditor has completed inspections. The ISO ratings set fire rates for insurance. The department has started their preplanning for businesses and churches, etc.

John B. moved, seconded by Devin, to approve building permit #15-28. Carried.

City Attorney had prepared the resolution adopting the north central Kansas homeland security region F multi-hazard, multi-jurisdiction hazard mitigation plan. John C. moved, seconded by John B., to adopt Resolution #15-3. Carried.

John C. presented a proposal for selling the lots on east Delay Street. There was discussion. City attorney noted that when these lots are advertised to include the phrase, "the city reserves the right to reject any and/or all bids". Action was tabled.

Devin moved to pass Ordinance #963. Teri seconded the motion. Carried.

Council tabled the decision on water/sewer rates.

Devin reported that he has received some complaints on the stickers in the parks.

John C. reported that he and John B. had attended the LEPC meeting on Thursday. The next meeting is scheduled for February 2<sup>nd</sup>.

Mayor Brush noted that Jim Cary and Don Heiland represented Downs at the NWKP&DC annual meeting November 16<sup>th</sup>.

Vouchers and payroll were reviewed. Devin moved, seconded by Teri, to approve the vouchers and payroll as presented. Carried.

Employee Christmas bonuses were discussed. Teri moved, seconded by John B., to increase the Christmas bonus for full-time employees to \$350.00 in Chamber scrip and to \$200.00 for part-time in Chamber scrip. Motion carried.

At 6:59 p.m., John B. moved to adjourn the meeting. Devin seconded the motion. Carried. Meeting adjourned.

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Jennifer Brush, Mayor

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Vickie Oviatt, Clerk

