



## **CITY OF DOWNS**

Regular Council Meeting  
January 6, 2025 - 5:30 p.m.  
715 Railroad Street  
Downs, Kansas 67437

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Downs City Council met in regular session on Monday, January 6, 2025, at 5:30 p.m., at City Hall. Council members present: Heather Hancock, Joyce Hake, Collin Jones, and John Cordill. Others present: Bruce Berkley, Brady Pound, Harry Colburn, and Miranda Robinson. Mayor Vienna Janis called the meeting to order and led in the flag salute.

### **Minutes**

John C. moved, Heather seconded, to approve regular meeting minutes from December 16, 2024, and special meeting minutes from December 30, 2024. Motion carried with 4 ayes.

### **Staff Reports**

Animal Control contract with the City and Collin Jones was presented to council with corrections. Joyce moved, Heather seconded, to approve the contract with Collin Jones for animal control. Motion carried with 3 ayes. Collin abstained.

John Bisnette entered the meeting.

Joyce moved, Heather seconded, to approve online animal control training for Collin Jones costing up to \$500. Motion carried 4 ayes. Collin abstained.

Code Enforcement Harry Colburn reported he would be sending a letter to a resident concerning a camper with someone possibly living in it.

In the water report, Colburn presented the HACH annual quote for the nitrate analyzer without tax. Heather moved, John B. seconded, to approve the quote from HACH in the amount of \$1,138. Motion carried with 5 ayes.

City Superintendent Brady Pound reported the crew has been busy pushing snow. The red truck came with a salt box but the bearings are seized up so they cannot use it right now.

City Clerk Miranda Robinson reported that the office is working on the end of fiscal year 2024 and 4th quarter reports. She will be preparing W-2's, 1099's, and the 2024 Audit.

The Fire Department received their wildland coats and they received funding from OCCF for protective gear. Kail Schoen has retired from the volunteer fire department.

### **Permits**

Joyce moved, John C. seconded, to approve contractor's licenses 25-28. Motion carried with 5 ayes.

Heather moved, Collin seconded, to approve special use permits 25-14 to 25-18. Motion carried with 5 ayes.

Collin moved, Heather seconded, to approve cereal malt beverage license renewal #151449. Motion carried with 4 ayes; Joyce abstained.

### **New Business**

John B. moved, John C. seconded, to approve Resolution 2025-01 the GAAP waiver for the year ending 2024. Motion carried with 5 ayes.

Collin moved, Heather seconded, to designate the State Bank of Downs as the main depository for the City of Downs for 2025. Motion carried with 5 ayes.

John B. moved, Joyce seconded, to designate the Downs News & Times as the official newspaper for the City of Downs for 2025. Motion carried with 5 ayes.

### **Old Business**

The water operator contract with Harry Colburn was discussed. Collin moved, Joyce seconded, to approve the contract with Harry Colburn for water/sewer operator that also includes building/zoning inspector and code enforcement officer. Motion carried with 5 ayes.

The council held more discussion on the building at 903 Morgan Ave.

### **Vouchers & Payroll**

John B. moved, Heather seconded, to approve vouchers and payroll as presented. Motion carried with 5 ayes.

With no further business, Joyce moved, Heather seconded, to adjourn the meeting. Motion carried with 5 ayes. The meeting adjourned at 6:18 p.m.



Vienna Janis, Mayor

ATTEST:



Miranda Robinson, City Clerk



(seal)