



CITY OF DOWNS

Regular Council Meeting
November 18, 2024 - 5:30 p.m.
715 Railroad Street
Downs, Kansas 67437

Downs City Council met in regular session on Monday, November 18, 2024, at 5:30 p.m., in City Hall. Council members present: Heather Hancock, John Cordill, John Bisnette, Joyce Hake, Collin Jones. Others present: Sherry Knouf, Linda Remus, Sandy Wagner, Lisa Schroeder, Janna Schmitt, Bruce Berkley, Brady Pound, Harry Colburn, and Miranda Robinson. Mayor Vienna Janis called the meeting to order and led in the flag salute.

Minutes

Heather moved, John B. seconded, to approve regular meeting minutes from November 4, 2024. Motion carried with 5 ayes.

Staff Reports

Librarian Sherry Knouf gave the council the library report. She stated that the number of visitors is steady, the library hosted a book tea, and a couple movies were shown. Sherry wants to apply for a grant through OCCF and Dane Hansen for maintenance to the bathroom with the city's permission at the first of the year.

Knouf asked on behalf of the Downs Arts Council if council would waive the fees at Memorial Hall for Treefest December 6 through December 8. Joyce moved, John C. seconded, to waive the fees for the use of the Memorial Hall for the Downs Arts Council for December 6-8. Motion carried with 5 ayes.

City Clerk reported she received an application for the Animal Control position. Due to a legal matter, the applicant would need to be treated as an independent contractor. City Attorney Berkley stated if council wanted him to proceed with drawing up a contract then he would. Council's consensus was for him to do so. City Clerk also mentioned it would be a good idea for the animal control and/or mayor to have a conversation with the owners of the vet clinic to establish a city pound again.

In the sewer report, Colburn stated he would like to buy another bucket of enzymes for the lagoons since using this product has helped the city pass its sewer tests. Joyce moved, John B. seconded to allow Harry to purchase the enzymes for \$693 plus freight. Motion carried with 5 ayes.

City Superintendent Harry Colburn asked that if the council wanted to chip seal streets next year he needed permission to order products. The rock will be 1/2" to 1/4" chip at \$59 per ton for a total of \$17,985 (300 ton) including delivery from CenCon of Kansas; the MC 800 oil including delivery totaled \$15,950 for 5,500 gallons including delivery from Asphalt and Fuel Supply. Joyce moved, Heather seconded, to approve the purchase of the rock from CenCon of Kansas and oil from Asphalt and Fuel Supply for the quoted prices. Motion carried with 5 ayes.

Colburn received a mower bid from Miller Welding to replace the current 60" deck zero turn mower which is a 2016. Collin moved, John C. seconded, to approve the mower bid from Miller Welding for a new country clipper zero turn mower 60" deck for \$10,075 to pay in 2025 upon delivery. Motion carried 5 ayes.

Colburn received a bid from Schendel Pest Control for the 2025 growing season to spray for weeds at the lagoons, water plant, lift station, pickleball court, basketball court and parking area for a total of \$1,550. John B. moved, Collin seconded, to approve the bid for Schendel to spray areas. Motion carried with 5 ayes.

Colburn brought up a previously discussed tool purchase however council tabled the item. Colburn also brought up a new issue at the Memorial Hall as a hole was found where the cement is breaking away from the brick causing water to leak inside. The crew would work on those repairs this week. He also stated that some equipment has been messed with at the shop and a few tools have gone missing. The crew will review the cameras to see if they can figure out who.

City Clerk Miranda Robinson reported the council needed to start preparing for the end of the year and asked the council to set an end of the year meeting. It was set for Monday December 30 at noon. The City Clerk stated she would have employee end of year evaluations ready so council review for a December meeting. Robinson also stated that the city office will be closed for Thanksgiving on Thursday and Friday, as well as December 24 and December 25 for Christmas.

Clerk received notice of grain being held at Scoular from the farm ground. Council would need to approve the sale. Heather moved, John B. seconded, to allow the mayor to sell the grain that's being held at Scoular Grain. Motion carried 5 ayes.

Clerk received a contract for the city to sign from Baker McMillan Architects for the clinic job. John C. moved, Joyce seconded, to allow the mayor to sign the contract with Baker McMillan Architects and pay the bill, to come out of the ARP funds. Motion carried 5 ayes.

Bruce Berkley and Collin Jones represented the Downs Fire Department and asked the City Council's permission to write a grant proposal for five pairs of wildland boots and five pairs of bunkers boots using the City's tax identification number through the Osborne County Community Foundation. John B. moved, John C. seconded, to allow the Downs Fire Department to proceed with writing a grant proposal OCCF. Motion carried with 5 ayes.

Boards and Committees

Mayor Vienna Janis reported that Don Heiland resigned effective immediately from the Planning Commission.

New Business

Heather moved, John C. seconded, to approve building permits 2024-27 and 2024-28. Motion carried with 5 ayes.

Downs Chamber of Commerce asked the City Council's permission to write a grant proposal for the 2025 Celebration entertainment using the City's tax identification number through the Osborne County Community Foundation. Joyce moved, Collin seconded, to allow the Downs Chamber of Commerce to proceed with writing a grant proposal OCCF. Motion carried with 5 ayes.

Old Business

Sandy Wagner, Linda Remus, and Lisa Schroeder were present to give an update on how things are going with the Clinic being at the Specht building. Discussion was held concerning a second bathroom and possibly a surgery room. They are thankful for the Specht's accommodations and

their generosity. Janna Schmitt from the Beloit Medical Clinic was present to speak with the council on the progress of the Downs Clinic building and she will speak with the doctors concerning the monetary issue.

Vouchers & Payroll

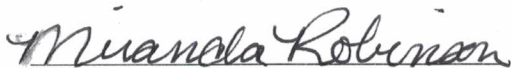
John C. moved, Joyce seconded, to approve vouchers and payroll as presented. Motion carried with 5 ayes.

With no further business, Joyce moved, John B. seconded, to adjourn the meeting. Motion carried with 5 ayes. Meeting adjourned at 7:03 p.m.



Vienna Janis, Mayor

ATTEST:



Miranda Robinson, City Clerk

(seal)

