



**CITY OF DOWNS**  
Regular Council Meeting  
April 7, 2025 - 5:30 p.m.  
715 Railroad Street  
Downs, Kansas 67437

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Downs City Council met in regular session on Monday April 7, 2025, 5:30 p.m., at City Hall. Council members present: Heather Hancock, Joyce Hake, Collin Jones, John Cordill, and John Bisnette. Others present: Linda Miller, Kimberley and Kyle McCabe, Lucas Allen, Gary Niblock, Sherry Knouf, 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 C. seconded, to approve regular meeting minutes from March 17, 2025 as presented. Motion carried with 4 ayes; Joyce abstained.

### **Staff Reports**

In the Library report, Sherry Knouf reported Joyce Henke's term has expired and she would like Erin Beougher to be added in her place. Mayor Janis appointed Erin Beougher to the Library Board for a four-year term. Joyce moved, John B. seconded, to approve the mayor's appointment. Motion carried with 5 ayes.

Animal Control had nothing to report.

Code Enforcement Harry Colburn stated he will be sending letters to property owners concerning junk vehicles, falling down buildings on property, junked and nuisance yards. There is a list of 58 properties he is sending letters to.

City Attorney Bruce Berkley reported he will be gone April 19 - 29 and will miss the next council meeting.

In the water report, Colburn stated well 8 is out of service right now and he is waiting on parts to fix it. Colburn also will be doing another nitrate sample.

City Superintendent Brady Pound got a quote for four tires from J & S Auto in the amount of \$956 for the 2015 Chevy. Heather moved, John B. seconded, to order and purchase tires from J & S Auto for \$956 for four tires for the 2015 Chevy. Motion carried with 4 ayes; Joyce abstained.

Pound received a verbal quote for re-rocking Third Ave. Council discussed and wants Pound to get written bid.

Pound also asked the council to contact Ryan Rietkze owner of Cencon of Kansas, concerning the piles of concrete out at the tree dump. The City Attorney stated he would send a letter after reviewing the lease agreement.

Pound brought up to the council that Brady Cline wants his water meter pit moved. Pound wanted the council's opinion on it, and Council wants to get it in writing what will be done and who is responsible if there is a leak.

City Clerk Miranda Robinson reviewed end of March financials, expenses were \$96,743.14 which included lease payments and skid steer purchase and revenues were \$88,854.47. Robinson reported that the current copy machine in the office is starting to go bad as she recently had to have it serviced. She presented the council with a quote to fix the machine for now with a cost of \$1760.91 and a quote to purchase a newly refurbished machine for \$2,100.

Joyce moved, John C. seconded, to allow the City Clerk to purchase a refurbished copy machine from Tri-Central as quoted. Motion carried with 5 ayes.

Fire Department had nothing to report.

### **Permits**

Heather moved, John B. seconded, to approve contractor's licenses 2025-34 and 2025-35. Motion carried with 5 ayes.

Collin moved, Joyce seconded, to approve building permit 2025-02; 25-04 and 25-05. Motion carried with 5 ayes.

Heather moved, Collin seconded, to approve special use permits 2025-36 to 2025-42. Motion carried with 5 ayes.

### **New Business**

Request to appear in front of council by Kimberley & Kyle McCabe who just moved to town, and they have 6 dogs. They were told that Downs only allows 4 per household but they want special permission to keep all their dogs. Council discussed and will take into consideration. The council wanted them to know they must not add any dogs i.e. if one passes, they cannot replace it with a new one. Council held discussion and decided to follow city code and not allow special permission to keep 6 dogs at the residence. City Clerk will mail a letter stating so, including the code, and giving them 60 days to remove two of the dogs from city limits.

Linda Miller wanted the council to be aware of things at Memorial Hall such as cleanliness, orderliness as she rented it out last weekend.

The KDOT CCLIP Agreement needs the mayor's signature for project KA-7600-01. John B. moved, Heather seconded, to allow the mayor to sign the KDOT CCLIP Agreement for Project KA-7600-01. Motion carried with 5 ayes.

Kyle Railroad represented by Gary Niblock and Scoular Grain represented by Lucas Allen came to discuss the train derailment that occurred on March 19, 2025, with the council.

Lions Club would like to retroactively ask for fees to be waived for the use of Memorial Hall for their White Elephant sale this past Friday, April 4. Heather moved, Joyce seconded to waive the fees upon inspection of the cleanliness of the memorial hall and assess accordingly. Motion carried with 3 ayes; 2 nays.

### **Old Business**

The council held discussion concerning hiring a pool manager and assistant pool manager. John B. moved, John C. seconded, to hire Arianna Cannon as pool manager and Kelli Hennes as assistant pool manager. Motion carried with 5 ayes.

John B. moved, Heather seconded, to pay \$15.50 for pool manager, \$14 for assistant pool manager, \$11.00 for returning third year guard, \$10.50 for returning second year guards, \$10 for first year guards with potential end of season bonus, reimbursement of certification, and one swimsuit. Motion carried with 5 ayes.

Heather wanted the council to know that all the Saturdays have been sponsored for Free Swim Saturday's.

### **Council & Mayor Reports**

The filing deadline for city council & mayor positions is Monday June 2, 2025 at noon.

### **Vouchers & Payroll**


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

With no further business, John B. moved, Collin seconded, to adjourn the meeting. Motion carried with 5 ayes. The meeting adjourned at 7:54 p.m.



Vienna Janis, Mayor

ATTEST:



Miranda Robinson, City Clerk

(seal)

