



Downs City Council met in regular session on Monday May 5, 2025, 5:30 p.m., at City Hall. Council members present: Heather Hancock, Collin Jones, John Cordill, and John Bisnette. Council not present: Joyce Hake. Others present: Janet Carl, Craig Doane, 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, John B. seconded, to approve regular meeting minutes from April 21, 2025. Motion carried with 4 ayes.

### **Staff Reports**

No Library report given.

Animal Control Collin Jones reported on the large animal permits that he reviewed. He had one he wanted to discuss with the owner on possibly making some changes to the pens but recommended all be approved. Jones also removed a dead opossum from the 300 block of Division Street. He is still waiting on the vet clinic to sign the pound agreement.

Code Enforcement Harry Colburn reported he put 7 notices on houses about grass needing to be mowed, 5 have complied. He stated that from the previous letters sent out, some compliance issues have been taken care of. He noticed that a lot of people took advantage of the citywide clean-up. This coming week, Colburn will work with the City Attorney on more code and ordinance violations at properties across town.

No City Attorney report given.

In the water report, Colburn stated the standpipe water tower will be drained this week for a maintenance internal wash of the water tower per our contract. The pedisphere water tower will be drained and washed in October. Colburn brought to the council's attention that due to upcoming changes with the USPS, he may have to look into other options to get the two samples mailed for testing. Water Operator and City Clerk will look into options.

City Superintendent Brady Pound reported that the skid steer was delivered last week. He's hoping to have a newer timeline for the Third Avenue Street project at the next meeting. He also asked council again concerning paid paternity leave. Council tabled any decision until next meeting, closer to the due date for baby Pound. Colburn will fill in while Pound is out on leave. Council asked if Pound had checked the clinic last week after the rains. He stated he did and the north wall where the mold was found originally had new wet spots.

City Clerk Miranda Robinson reported monthly financials for April, revenue was \$74,651.92 and expenses were \$89,768.22. Robinson stated that a CPA will be at the June 16th meeting to review the 2026 budget and discuss the Revenue Neutral Rate and Tax levy with council. She also reported that she mailed 50 letters out for dogs who were not tagged, some have contacted

about no longer having the dog and some have come in for the tags. She will have a list for animal control to contact owner's about tagging dogs on May 11<sup>th</sup>.

Craig Doane with Osborne Fire District #4 present to discuss with the council the amount they budget for the contract with Downs Fire Department. Last year the contract was for \$16,500. Council held discussion and decided to keep the current contract amount. City Attorney will work on drawing up a contract for 2026.

It was reported that the pool will be filled starting around the third week in May and opening day will be May 24.

### **Boards and Committees**

Heather Hancock and Collin Jones went to the Osborne County Community Foundation meeting concerning the possibility of having a county-wide economic development position.

### **Permits**

Heather moved, John C. seconded, to approve building permits 25-08 to 25-10. Motion carried with 4 ayes. Heather moved, John C seconded, to approve special use permit 25-49. Motion carried with 3 ayes; John B. abstained. John B. moved, John C. seconded, to approve large animal permits 01-04. Motion carried with 3 ayes; Collin abstained.

### **New Business**

Janet Carl with Downs Community Connection was present as the group would like to add lighting to the mural on the old state building. She wanted council approval before moving forward with quotes, and the council agreed to move forward.

Council was presented with a propane contract with Bob's Inc., the city uses propane for water wells. Heather moved, John B. seconded, to approve the propane contract with Bob's Inc., for 500 prepaid gallons. Motion carried with 4 ayes. The mayor signed the contract per motion.

### **Old Business**

Council held discussion on whether to put up the building at 903 Morgan Avenue for sealed bid. A townhall meeting was discussed as well to help inform the public of the decision to close the building due to mold and structural issues. Council asked the City Clerk to contact one of the companies who inspected the building to see if they would be willing to come to a town hall meeting.

City council tabled the Memorial Hall tuck point repairs as we are waiting on another bid.

### **Vouchers & Payroll**

John B. moved, Heather seconded, to approve vouchers and payroll as presented. Motion carried with 4 ayes.

With no further business, Heather moved, Collin seconded, to adjourn the meeting. Motion carried with 4 ayes. The meeting adjourned at 7:25 p.m.

Vienna Janis

Vienna Janis, Mayor

ATTEST:

Miranda Robinson

Miranda Robinson, City Clerk

(seal)

