

Downs City Council met in regular session on Monday, October 2, 2023, 5:30 p.m., at City Hall. Mayor Vienna Janis called the meeting to order and led in the flag salute. Council members present: Charlie Stevens, Joyce Hake, John Cordill, Devin Renken and Heather Hancock. Others present: Bruce Berkley and Miranda Robinson.

Heather moved, Joyce seconded, to approve regular meeting minutes from September 18, 2023. Motion carried.

City Attorney Bruce Berkley reported he was approached by residents concerning abandoned vehicles on different properties in town. He asked the council how they wanted to address this issue. In the past they started with sending out notices and giving them 2 weeks to address the issue before going to court. Council agreed to have Berkley work with Code Enforcement officer Harry Colburn to make a list and put out notices to property owners concerning this issue.

City Clerk Miranda Robinson reported that she received tax distribution from Osborne County. The city monthly financial reports were given to council and she is continuing to watch the 2023 budget. Clerk Robinson wanted to remind everyone that water rates have increased as of October 1, 2023 and the changes have been entered into the utility billing system. The increase will show on the next cycle in November.

Robinson received information from Osborne County Community Foundation about the grant for infrastructure money to complete the Housing Assessment Tool. She reported she needed a motion from council to apply for the OCCF grant for funding to complete the HAT survey to help with funding for housing in Downs. Joyce moved, John seconded, to allow City Clerk Miranda Robinson to apply for grant funding through Osborne County Community Foundation to complete the Housing Assessment Tool for the City of Downs. Heather abstained. Motion carried.

Clerk Robinson stated she will be gone this Friday afternoon until Tuesday morning for the LKM Conference in Wichita but the office will be open Monday.

Councilmember Hake asked the City Clerk to check into CD rates and if it would be possible to take monies from the money market account to open a CD. Clerk Robinson will check with the State Bank of Downs and also with the auditors to see if it would be under the city's authority. Council intends to move \$150,000 from the money market account to a cd, pending rates and approval from the auditor.

Joyce moved, Heather second, to accept the grant from Kansas Forest Service in the amount of \$1,040 on behalf of the Downs Fire Department for flashlights. Devin abstained. Motion carried.

Collin Jones, Downs volunteer firefighter, was present with bids for flashlights for the fire department to purchase. John moved, Joyce seconded, to allow the fire department to purchase 28 survivor X LED flashlights. Devin abstained. Motion carried.

Berkley mentioned the fire department has a few events coming up. On October 13 they will present to the Lakeside Elementary their fire safety program, and on November 11 they will be hosting a breakfast supper and 50/50 raffle at the fire barn.

Devin moved, John seconded, to approve building permit 23-16 for Heather Hancock. Motion carried. Heather abstained.

Heather moved, John seconded, to approve building permit 23-17 for Carla Naasz-Schlatter. Motion carried.

Devin moved, Heather seconded, to approve contractor license 23-38 for Midwest Finishing Pros. Motion carried.

Council member Hancock reported that OCCF with the help of the Dane Hansen Foundation wants to start a disaster fund for the county and a tentative strategic meeting will be on October 24 to discuss with county fire departments, churches, schools, and cities invited.


Devin moved, Heather seconded, to approve vouchers and payroll as presented. Motion carried.

Joyce moved, Devin seconded, to adjourn the meeting. Motion carried. Meeting adjourned at 6:34 p.m.



Vienna Janis, Mayor

ATTEST:



Miranda Robinson, City Clerk

