

Downs City Council met in regular session on Tuesday, February 21, 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, John Cordill, Devin Renken and Heather Hancock. Others present: Sherry Knouf, Richard Judd, Bruce Berkley, Harry Colburn, and Miranda Robinson.

Devin moved, seconded by John to approve regular meeting minutes from February 6, 2023. Motion carried.

City Attorney Bruce Berkley reported that the ordinance to approve the codification process is completed.

Water and Sewer Operator Harry Colburn reported to council that when fixing a broken valve on Railroad Street they came across lead lines therefore they had to replace those lines. Colburn also stated he took the sewer sample to Pace yesterday and mailed off the nitrate sample. Colburn had to purchase a new meter to replace one at a business along with others for replacing ones at residences.

City Superintendent Harry Colburn reported to council that the possible purchase of a material bucket will be at least six months out.

City Clerk Miranda Robinson reported she has advertised the Water & Wastewater Operator position on Nex-tech Classifieds, Downs News and Times, Waconda Trader, Plains Trader and Hays Trader along with on Facebook and the City website. She also checked into the age limit on hiring summer mowing help required by insurance and they can be under 18 just limit the amount of driving time in City trucks if possible. The clerk started to advertise on facebook and the city website for both summer mowing and lifeguards. The information was also sent to the school to be posted and put in the daily announcements.

Clerk stated there were a few invoices coming in that could be paid with ARPA funds and the council agreed to use ARPA funds to help pay for the water department items. Robinson also reminded council that the county neighborhood revitalization hearing is on February 27 at 10 a.m. at Osborne County Courthouse if anyone is interested in attending.

Joyce Hake joined the meeting at 6:00 p.m.

Fire Department members Bruce Berkley and Devin Renken again thanked council for the help in purchasing new gear as they were able to wear them to a fire call the evening before.

Mayor Janis appointed Bruce Berkley to the Downs Housing Board for a four year term. Devin moved, seconded by Joyce to approve the Mayor's appointment of Bruce Berkley to the Downs Housing Authority Board. Motion passed.

Pool committee member Heather Hancock reported that starting pay for returning guards should be \$9.50 and new guards should be \$8.50. It was decided to start advertising in newspapers to get a pool manager and lifeguards hired for the season. Hancock also went into details concerning pool rates and activities that are going to be planned such as free swim Saturday and Sunday Funday.

In new business Heather moved, seconded by John, to approved Special Use Permits #23-20 to 23-23. Motion carried. John moved, seconded by Devin, to approve Ordinance 1012 concerning updated city code. Motion carried.

Downs Chamber asked permission for vendors to use electricity and water on the white way during their second saturday shopping promotions for 2023. Heather moved, seconded by John to allow vendors to use electricity and water during the Second Saturday of each month. Motion carried.

In old business, the council discussed more on the updating of the Employee Handbook. The City Clerk will put together a new draft for the next meeting based on what the council recommended.

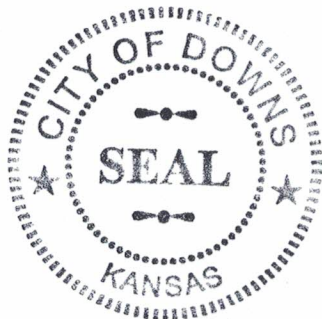
At 6:30 p.m. Devin moved, seconded by Heather to go into executive session for attorney client privilege regarding contract matters with council, mayor, attorney, and clerk present for five minutes. Motion carried.

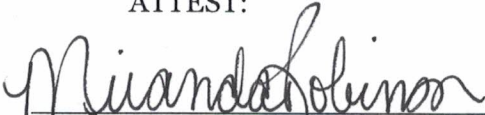
Regular meeting resumed at 6:34 p.m.

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

Joyce moved, seconded by Charlie to adjourn the meeting. Motion carried. The meeting adjourned at 6:36 p.m.

  
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Vienna Janis, Mayor



ATTEST:  
  
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Miranda Robinson, City Clerk