Downs City Council met in regular session on Tuesday, July 6, 2021, 5:30 p.m., at City Hall. Council members present were Charlie Stevens, Trish Harding (via Zoom), Evan Joy, Joyce Hake, and Devin Renken. Also present were Jan Nolde, Kathy Tucker, Sherry Knouf, Bruce Berkley, Kent Sullivan, Harry Colburn, and Miranda Robinson. Mayor Bisnette called the meeting to order and led in the flag salute.

Joyce moved to approve regular meeting minutes from June 21, 2021, Charlie seconded. Motion carried.

Citizen Kathy Tucker was present to voice her concerns about the condition of the pool and low attendance this summer. Discussion was held on the possibility of writing a grant to help fix the east pool deck. Kent Sullivan mentioned all the water lines under the area need to be replaced as well.

Sherry Knouf was present to ask the council to waive the fees for the Downs Arts Council to use the Memorial Hall for their melodrama on July 31. Joyce moved to waive the Memorial Hall fees for the Downs Arts Council Play on July 31, Charlie seconded. Motion carried.

Jan Nolde, CPA presented the council with financial reports from the 2020 audit. Discussion was held on items within the report. She reviewed the audit report with the council and answered questions in regards to the audit. She stated that there should be accounting policies/manuals put in place and talked about segregation of duties that happens with small municipalities due to small employee numbers. Joyce moved, seconded by Devin, to approve the 2020 Audit & Financial Statement, as presented. Carried.

Council began going over the draft budget provided by Jan. Discussion was held on raising the mill levy and having to hold a hearing to exceed the revenue neutral rate.

Joyce moved to have the exceeding revenue neutral rate hearing on September 7, 2021 at 6 p.m. followed by the budget hearing at 6:10 p.m. at City Hall, Charlie seconded. Motion carried.

Bruce Berkley, City Attorney, reported there will be a Board of Zoning Appeals meeting on July 29th for a special permit to have an in-home daycare by Sam Wyman.

Harry Colburn, Water and Sewer Operator, requested to attend water and wastewater classes in Topeka on August 3-5 for continuing education. The classes cost $175 plus lodging at $96 per night. Charlie moved to allow Harry and Kent to attend the water and wastewater classes and pay expenses, Evan seconded. Motion carried.

Colburn stated that over the past weekend the water treatment plant had issues with the chlorine process and a check valve had to be replaced so it all works again. The lagoons now have blue green algae so Colburn checked with KDHE which stated it often happens after a lagoon turns over and there was nothing to do about it.

Kent Sullivan, City Superintendent, reported they had been doing work in the shop and they are going to start prepping streets for when the new oil sprayer gets here. He mentioned that the old oiler truck was fixed up, painted, and can haul the heavy equipment such as the new oil sprayer which is still at least 30 days from arriving. Council questioned an invoice from Miller Welding concerning work done on the state (snow) truck. Sullivan stated that they took it in to replace the cylinder which leaked and they found that the box hoist was about to fall off so it got fixed as well. Kent asked permission to have a heating/air conditioning company come out to look at the air conditioning at the shop as it is not working properly. Council stated the procurement policy was to get 3 bids so Sullivan can bring them to the next meeting.

Miranda Robinson, City Clerk, reported there were 10 disconnects for water in June with all but 2 paid for, and the City Attorney stated he would send them letters. The pool has brought in just under $7,000 so far this summer. Welcome flag replacements options were discussed. The City Clerk will look into what other cities purchased and cost. Parks & Recreation requested to waive pool rental fee for their pool party at the end of the month. Evan moved to waive the pool rental fees for Parks and Rec pool party, Devin seconded. Motion carried.

Robinson asked the council to attend the League of Kansas Annual Conference in Topeka on October 9-11. Pre-registration is happening and the cost of the conference is $225 plus $105 hotel per night. Charlie moved to send the City Clerk to the conference and pay for expenses, Devin seconded. Motion carried.

Bruce Berkley presented to the council the 2022 Fire Contract with Fire District #4 with no changes. Evan moved to authorize the mayor to sign the contract with Fire District #4 for 2022, Joyce seconded. Motion carried.

Joyce moved to approve Special Use permit #21-37 for Michael Gutierrez, Evan seconded. Motion carried.

Evan moved to approve building permits #21-15 and #21-16, Devin seconded. Motion carried.

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

At 7:40 p.m. Trish moved to adjourn the meeting, Devin seconded. Meeting was adjourned.

John L. Bisnette

John L. Bisnette, Mayor

ATTEST:

Miranda Robinson

Miranda Robinson, City Clerk