



## **CITY OF DOWNS**

Regular Council Meeting  
September 15, 2025 - 5:30 p.m.  
715 Railroad Street  
Downs, Kansas 67437

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Downs City Council met in regular session on Monday, September 15, 2025, 5:30 p.m., at City Hall. Council members present: Heather Hancock, Joyce Hake, Collin Jones and John Bisnette. Council not present: John Cordill. Others present: 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 B. moved, Joyce seconded, to approve regular meeting minutes from September 2, 2025. Motion carried with 3 ayes.

### **Staff Reports**

Animal Control Collin Jones reported he picked up a cat and took it to the veterinary clinic. Jones stated he was able to speak with Stephen Russell, and he agreed that the veterinary clinic would be the city pound, they would sign the agreement and return it.

City Superintendent Brady Pound reported he would like to have the fall city-wide clean up on October 9-13th (Thursday to Monday). He stated he will go to county commissioners to ask for the landfill fees to be waived next Monday. Joyce moved, Heather seconded, to hold the fall clean up during October 9 - 13 and advertise in Downs News. Motion carried with 4 ayes.

Pound then stated they got the oil distributor truck cleaned and operating (spraying) and if the weather cooperates, he hopes to finish chip sealing Division Street in the next week or so.

Pound stated there were 4 applications for the maintenance position. He held two phone interviews, and two didn't answer or return calls.

Pound presented a quote from Kingsbury in the amount of \$1,955.00 for sewer jetting 1,700 feet from Wang Jar Food to Water Treatment Plant as they are still experiencing sewer issues at the industrial park area. Joyce moved, Collin seconded, to approve the quote from Kingsbury for sewer jetting in the amount of \$1,955. Motion carried with 4 ayes.

City Clerk Miranda Robinson reported that the State of Kansas Setoff Program has updated their Municipal Agreement and it is needing the mayor's signature. The City Attorney reviewed the agreement and didn't find any issue with it. Collin moved, John seconded, to allow the mayor to sign the municipal agreement with the Kansas setoff program. Motion carried with 5 ayes.

### **Permits**

Heather moved, John B. seconded, to approve building permit 25-29. Motion carried with 4 ayes.

## **New Business**

Collin Jones stated that Downs Community Connection is having their annual Fall Family Funday on October 12. He asked council if they could reserve Memorial Hall and waive fees to use it as a backup site in case of inclement weather. Joyce moved, Heather seconded, to waive the fees for the Memorial Hall for Downs Community Connection in the event they have to use it for backup due to weather. Motion carried 3 ayes, Collin abstained.

City Council received a request from Lakeside Jr. Sr. High STUCCO to use Memorial Hall for their Homecoming Dance and asked that the rental fees be waived. Joyce moved, Collin seconded, to waive the rental fees for Lakeside STUCCO to hold their homecoming dance at Memorial Hall. Motion carried with 4 ayes.

At 5:55 p.m. Heather moved, Joyce seconded, to recess into executive session for 15 minutes to discuss non-elected personnel pursuant to the non-elected personnel matter exception K.S.A. 75-4319 (b)(1) with Council, Mayor, City Superintendent, Clancy Luther for the purpose of an interview. Motion carried with 4 ayes. The open meeting will resume in the City Hall at 6:10 p.m.

At 6:25 p.m. Joyce moved, John seconded, to recess into executive session for 20 minutes to discuss non-elected personnel pursuant to the non-elected personnel matter exception K.S.A. 75-4319 (b)(1) with Council, Mayor, City Attorney. Motion carried with 4 ayes. The open meeting will resume in the City Hall at 6:45 p.m.

## **Council & Mayor Reports**

Mayor Vienna Janis reported she was approached by Dave Hardy who stated he would be interested in mowing at the cemetery starting in the spring. Council held discussion on preparing a contract for mowing.

## **Vouchers & Payroll**

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

With no further business, John B. moved, Heather seconded, to adjourn the meeting. Motion carried with 4 ayes. The meeting adjourned at 6:47 p.m.

  
Vienna Janis, Mayor

ATTEST:



Miranda Robinson, City Clerk



(seal)