



CITY OF DOWNS

Regular Council Meeting
November 17, 2025 - 5:30 p.m.
715 Railroad Street
Downs, Kansas 67437

Downs City Council met in regular session on Monday November 17, 2025, 5:30 p.m., at City Hall. Council members present: Heather Hancock, Joyce Hake, Collin Jones, John Cordill, and John Bisnette. Others present: Sherry Knouf, Bruce Berkley, Brady Pound, Harry Colburn and Miranda Robinson. Mayor Vienna Janis was not present, so council president John Bisnette called the meeting to order and led in the flag salute.

Minutes

Joyce moved, John C. seconded, to approve regular meeting minutes from November 3, 2025. Motion carried with 4 ayes, Heather abstained.

Staff Reports

In the Library report, Sherry Knouf stated it has been slow going. The library will have a Christmas party for the kids in December. The library will be doing an angel tree with the Solomon Valley 4-H with items going to the nursing home residents.

Sherry, on behalf of the Downs Arts Council, asked for fees to be waived for use of the Memorial Hall for tree fest on December 6, 2025. Joyce moved, Heather seconded, to waive the fees for tree fest on December 6, 2025. Motion carried 5 ayes.

Animal Control reported he found a dog last week and it was returned to the owner.

Code Enforcement Harry Colburn stated the city attorney served papers for a general nuisance and motor vehicle nuisance, on properties located at 900 Osborne Street, 906 Osborne St., and 908 Osborne Street.

City Attorney Bruce Berkley reported on following the general nuisance process. He asked the council how they wanted to proceed with the 1001 Blunt Street address. Collin moved, Joyce seconded to allow the city attorney to obtain title insurance on 1001 Blunt Street. Motion carried 5 ayes.

The City Attorney received a verbal complaint concerning bull haulers parking at roadside park. The citizen raised this concern of odor and damage to the road. Council took no action.

In the water report, Colburn stated that he received the nitrate analyzer contract which is not due until February 2026.

In the sewer report, Pound stated he received a quote for fixing the manhole in the alley by Schoen Funeral Home from Mayer Specialty. This includes \$2,000.00 for mobilization and \$2,750.00 for rehabilitating the interior of the sanitary sewer manhole with cementitious material for a total of \$4,750.00. Heather moved, John C. seconded, to approve the quote from Mayer Specialty for manhole rehabilitation in the amount of \$4,750. Motion carried 5 ayes.

City Superintendent Brady Pound reported they will be getting the Christmas Lights up this week. Council member Bisnette asked about the water nozzles on the street sweeper, Pound stated they are using the water but they get clogged easily.

City Clerk Miranda Robinson reported she went to the bank to get into the safety deposit box and needed to remove names and add signers to the signature card. John C. moved, Heather seconded, to remove Valerie Davis and John Cordill; adding Mary Daharsh and John Bisnette to the safety deposit box at the State Bank of Downs. Motion carried with 5 ayes.

She asked the council to set the end of the year meeting. Council held discussion and decided on Tuesday December 30 at noon.

City Clerk Robinson stated it was brought to her attention that a headstone at the Downs Cemetery is in the wrong spot. It seems to be unknown when the stone was placed and who placed it. The families are looking for this to be fixed, and the city clerk asked council if the city would pay for the moving of the stone. She has been in contact with both families and the stone company. She will work on getting an estimate for the moving of the headstone.

Permits

John C. moved, Heather seconded, to approve building permit 25-30 for Jim & Diana Keezer. Motion carried with 5 ayes.

New Business

The chamber would like to go through the city to apply for the OCCF grant for celebration. Collin moved, Joyce seconded, to allow the chamber to apply for a grant for Downs Celebration through OCCF. Motion carried with 4 ayes, Heather abstained.

The City Attorney mentioned he was contacted by David Carron, the owner of 910 Osborne St., and was asked if the city would accept his donation of four lots. The city council stated they are not interested.

At 6:05 p.m. an employment interview started with Creighton Hendrickson with council and city superintendent.

At 6:24 p.m. an employment interview started with Ian Gardner with council and city superintendent.

Collin moved, John C. seconded, to allow the city superintendent to offer employment to Creighton at \$16. Motion carried with 5 ayes.

Old Business

The City Council held discussion on funding the rock for the cemetery roads. There are two CD's at the bank with upcoming dates of renewal that are from the cemetery endowment fund that could be used to pay for the rock.

Heather moved, John C. seconded, to cash in CD 12105 when it comes due, January 22, 2026. Motion carried with 5 ayes.

Joyce moved, Collin seconded, to purchase rock for the cemetery roads not to exceed \$15,000 from Abram's Ready Mix. Motion carried with 5 ayes.

The cemetery mowing contract was reviewed by the city council. Heather moved, John C. seconded, to approve the contract with David Hardy for mowing the Downs Cemetery starting January 1, 2026. Motion carried with 5 ayes.

Vouchers & Payroll

Joyce moved, Heather seconded, to approve vouchers and payroll as presented. Motion carried with 5 ayes.

With no further business, John C. moved, Collin seconded, to adjourn the meeting. Motion carried with 5 ayes. The meeting adjourned at 7:07 p.m.

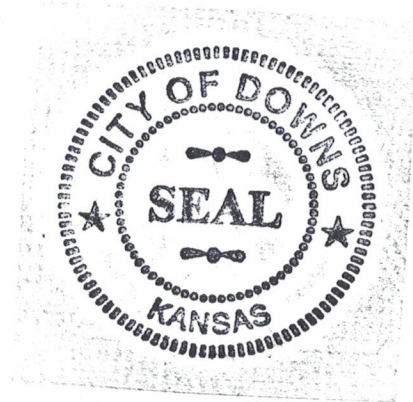
Vienna Janis

Vienna Janis, Mayor

ATTEST:

Miranda Robinson

Miranda Robinson, City Clerk



(seal)