



## CITY OF DOWNS

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

Downs City Council met in regular session on Monday December 15, 2025, 5:30 p.m., at City Hall. Council members present: Heather Hancock, Joyce Hake, Collin Jones, John Cordill, and John Bisnette. 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

Heather moved, John B. seconded, to approve regular meeting minutes from December 1, 2025. Motion carried with 5 ayes.

### Staff Reports

Animal Control Collin Jones reported he received a written complaint concerning a dog attack.

Code Enforcement Harry Colburn found the house at 1001 Blunt Street to be an unsafe building and nuisance yard and buildings.

The crew was supposed to start cleaning up properties at 900, 906, 908 Osborne Street. However, the occupants have been doing a lot of cleaning up so we will give them some time to clean up. Code enforcement had a dumpster placed for them to use for clean-up.

City Attorney Bruce Berkley put a resolution in front of the council concerning the 1001 Blunt Street property. This will start the abatement process. Joyce moved, John C. seconded, to pass Resolution 2025-07 for nuisance abatement for 1001 Blunt Street. Motion carried with 5 ayes.

City Superintendent Brady Pound reported there have been a couple water main leaks that were fixed. The sewer manhole was re-lined in the alley between the 700 block of Division and Blunt streets. Pound also mentioned that Creighton started officially today.

City Clerk Miranda Robinson reported the funding for the cemetery roads needs to be changed. The cd's are endowment funds and cannot be spent, only the interest from those cd's can be spent. We can use cemetery care cash and general cemetery funds. There is an issue with the payroll. For reporting to match, the next payroll needs to wait a week to get our last paycheck of the year in order to keep the reports in check.

The Fire Department requested reimbursement for 2025 meetings, training and calls along with insurance costs of 15%. Joyce moved, Heather seconded, to reimburse the fire department for 15% of the insurance costs in the amount of \$564.14; and for meetings, training, and calls in the amount of \$1,770, for a total of \$2,334.14 Motion carried with 5 ayes.

### Permits

John B. moved, Joyce seconded, to approve contractor's licenses 26-05 to 26-15. Motion carried with 5 ayes.

Joyce moved, John C. seconded, to approve building permit 25-35. Motion carried with 5 ayes.

John B. moved, Collin seconded, to approve special use permit 26-07 to 26-15. Motion carried with 5 ayes.

### **New Business**

City Clerk Robinson presented council with the KDOT Supplemental Agreement No.1 for the fiscal year 2027 and fiscal year 2028 CCLIP projects. John C. moved, Heather seconded, to allow the Mayor and City Clerk to sign the Supplemental Agreement No 1 with KDOT for CCLIP project. Motion carried with 5 ayes.

### **Vouchers & Payroll**

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

With no further business, Heather moved, John C. seconded, to adjourn the meeting. Motion carried with 5 ayes. Meeting adjourned at 6:05 p.m.

Vienna Janis

Vienna Janis, Mayor

ATTEST:

Miranda Robinson

Miranda Robinson, City Clerk



(seal)