



CITY OF DOWNS
Regular Council Meeting
July 20, 2026 - 5:30 p.m.
715 Railroad Street
Downs, Kansas 67437

Downs City Council met in regular session on Monday July 20, 2026, 5:30 p.m., at City Hall. Council members present: Joyce Hake, John Cordill, John Bisnette, Harry Colburn, Heather Hancock. Others present: Sherry Knouf, Creighton Hendrickson, Bruce Berkley, Brady Pound, and Miranda Robinson. Mayor Vienna Janis called the meeting to order and led in the flag salute.

Minutes

John C. moved, Harry seconded, to approve the regular meeting minutes from July 6, 2026. The motion carried with 4 ayes, Joyce abstained.

Staff Reports

In the Library report, Sherry Knouf reported that 20-25 kids attended the summer reading program, the Aug. 14 book tea party is scheduled, and the little library in front is doing well. Knouf asked the council to waive the pool party fees for the library's summer reading program end-of-year party next Monday. Joyce moved, John C. seconded, to waive the pool party fees for the summer reading program pool party. The motion carried with 5 ayes.

City Attorney Bruce Berkley has been working with Drew at Wilson and company about property acquisition. Berkley reported that he prepared the STO and UPOC ordinances. Harry moved, Heather seconded to approve Ordinance 1026 and Ordinance 1027 as presented. The motion carried with 5 ayes.

In the water report, Colburn reported that he needs to order brine salt in bulk for the water plant. Heather moved, John B. seconded to allow Harry to order brine salt not to exceed \$7,000. Motion carried with 4 ayes, Harry abstained.

Colburn mentioned that the nitrate sample was too hot when the lab received it. A new sample must be taken. Colburn sent a complaint to KDHE concerning how the collections must be shipped.

In the sewer report, Brady Pound mentioned that Mayer Specialty came in and rehabilitated the manholes needing attention per the quote from the last meeting.

City Superintendent Brady Pound gave the council his resignation, his last day will be July 31. Joyce moved to approve Brady Pound's resignation, seconded by John B. Motion passed with 4 ayes; Harry had NO vote.

Pound mentioned they will work on completing tasks before he leaves at the end of July, such as chip sealing some streets. Pound stated that the pool was drained, cleaned, scrubbed, and then

refilled. It reopened last Friday. They are now running a burst of cold water every day and keeping the chlorine level slightly higher.

City Clerk Miranda Robinson reported that 36 penalty letters were sent out for non-payment of water utility bills. Robinson asked if the council wanted to transfer money from general checking to the money market account to earn interest, which would also keep the money market account active and avoid dormant charges. Heather moved, John B. seconded, to move \$100,000 from general checking to the money market account. Motion carried with 5 ayes. Robinson also mentioned she had some budget edits she wanted the council to review. She would then send the budget to the CPAs for final draft copies.

Heather mentioned that the free snow cone day will be on August 8th. August 15th will be the last day which is a free swim Saturday sponsored by the Downs Chamber.

Permits

Joyce moved, Harry seconded, to approve special use permits: 26-65 to 26-67. Motion carried with 5 ayes.

John C. moved, Heather seconded, to approve contractor license: 26-41. Motion carried with 5 ayes.

John B. moved, Harry seconded, to approve cereal malt beverage license C54033 for S Mart 8. The motion carried with 5 ayes.

New Business

Downs Chamber of Commerce would like to use the City of Downs' information to apply for a grant. Joyce moved, Harry seconded, to allow the Downs Chamber of Commerce to apply for an Osborne County Community Foundation grant for next year's celebration using the City of Downs information. Motion carried with 4 ayes, Heather abstained.

Council & Mayor Reports

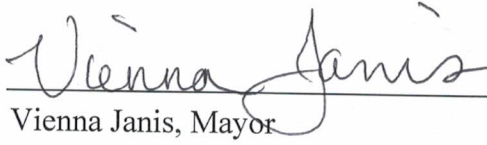
At 6:32 p.m., Heather moved, John B. seconded, to move into executive session to discuss non-elected personnel for 10 minutes with the council and mayor present per KSA 75-4319(b)(1). Motion carried with 5 ayes. The regular session will resume at 6:42 p.m.

Discussion was held concerning advertising and hiring for a new city superintendent.

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, Joyce seconded, to adjourn the meeting. Motion carried with 5 ayes. The meeting adjourned at 7:01 p.m.


Vienna Janis, Mayor

ATTEST:


Miranda Robinson, City Clerk



(seal)