

Downs City Council met in regular session on Monday, November 6, 2023, 5:30 p.m., at City Hall. Mayor Vienna Janis called the meeting to order and led in the flag salute. Council members present: Joyce Hake, John Cordill, Devin Renken and Heather Hancock. Council not present: Charlie Stevens. Others present: Bruce Berkley, Harry Colburn, and Miranda Robinson.

Heather moved, John seconded, to approve regular meeting minutes from October 16, 2023. Motion carried.

Code Enforcement Harry Colburn reported that he is working with the City Attorney on notices and filed complaints.

City Attorney Bruce Berkley reported he was informed about a slip and fall at Memorial Hall over the weekend. He has been in contact with the insurance agent. He was also notified about a dog at large that attacked two different cats over the weekend. The owners filed complaints and the dog owner will be served a notice to appear in court.

In the sewer report, Colburn mentioned that the generator at the liftstation was repaired last week.

City Superintendent Harry Colburn reported that the park restrooms and outside pool bathrooms are winterized and closed. Colburn asked council if he could start looking for a new pickup to replace the Chevy and he will report back at the next meeting. Colburn also stated that he was going to get a quote from Holland Paving for 3rd Street from Osborne St. to Peterman St. that was damaged due to the semi traffic that was detoured during the K-181 street project. Colburn was appointed to the Osborne County landfill committee.

City Clerk Miranda Robinson reported that the October monthly revenue was \$128,093.20 and monthly expenses were \$69,388.89. She is watching the 2023 budget closely as we near the end of the year. Robinson stated that a new computer was purchased for the shop and there are still issues with the time clock system down there. She reminded everyone about elections and to go vote. Robinson has the grant proposal application ready to submit to OCCF for the \$10,000 pending the signed letter of support from council. Council signed the letter.

Clerk Robinson had been contacted by a cemetery plot owner about possible damage to their headstone. Council suggested that the City Superintendent contact the memorial company and have a conversation.

Clerk Robinson stated she needed a motion to require two signatures on checks for the money market account and ACH account. Heather moved, Joyce seconded, to require two signatures on checks from the State Bank of Downs money market account and Guaranty State Bank automatic deposit account. Motion carried. Mayor Vienna Janis signed the letters.

The Fire Department has received the flashlights and payment issued today. Berkley reminded the council the fire department is having a fundraiser raffle and breakfast supper on November 11 at the Fire barn with the funds raised to go towards purchasing wildland gear.

Heather Hancock and Bruce Berkley reported they attended the Disaster strategic planning meeting put on by OCCF.

Heather moved, Devin seconded, to approve cereal malt beverage license 2023-07 for Morgan's Ave, LLC. Motion carried. Joyce abstained.

Joyce moved, Devin seconded, to approve building permit 23-19 for Jason Cherek. Motion carried.

Joyce moved, John seconded to donate \$300 to Solomon Valley Transportation. Motion carried.


In old business Clerk Robinson brought up the Gworks software renewal and wanted to upgrade to the cloud based. Council tabled the upgrade and to go ahead with the current annual payment.

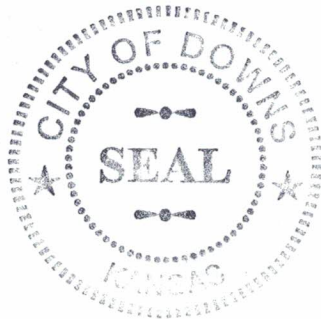
Clerk Robinson asked about applying for a grant to help cover costs of the pool resurfacing. Council stated she should apply to Dane Hansen, Sarver, and McFadden. The council decided on the bid from Ashton Kate Sandblasting and Painting.

Mayor Janis reported that Waconda USD 272 is going to donate a set of bleachers to the City and those will be put down at the whiteway in front of the stage.

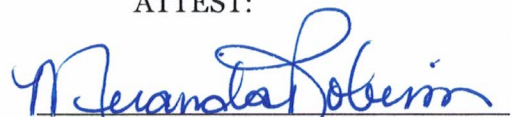
Joyce moved, Devin seconded, to approve vouchers and payroll as presented. Motion carried

Heather moved, Joyce seconded, to adjourn the meeting. Motion carried. Meeting adjourned at 6:45 p.m.

  
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Vienna Janis, Mayor



ATTEST:

  
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Miranda Robinson, City Clerk