



CITY OF DOWNS

Regular Council Meeting
November 3, 2025 - 5:30 p.m.
715 Railroad Street
Downs, Kansas 67437

Downs City Council met in regular session on Monday, November 3, 2025, 5:30 p.m., at City Hall. Council members present: Joyce Hake, Collin Jones, John Cordill. Council not present: Heather Hancock. Others present: Eric Rose, Eric Rose II, 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 C. moved, Collin seconded, to approve regular meeting minutes from October 20, 2025. Motion carried with 3 ayes.

Staff Reports

Animal Control reported removing a dead opossum from Morgan Avenue.

City Attorney Bruce Berkley stated he would like an executive session with council for attorney-client privilege.

In the water report, Colburn stated it would be \$1,500 for a new circuit board for the surge protector at the water plant. Joyce moved, John C. seconded, to approve Kaleb Jones to install the new circuit board for surge protector at the water plant for \$1,500 plus labor. Motion carried with 3 ayes.

Colburn also stated he needed to order another load of bulk brine salt for the water plant. Collin moved, Joyce seconded, to allow Harry Colburn, Water Operator, to order bulk brine salt from Waconda Water not to exceed \$6,500. Motion carried with 3 ayes.

In the sewer report, Colburn stated they had an emergency inspection by Darrell from KDHE at the water lagoons and lift station, and it went well.

City Superintendent Brady Pound reported he reached out to Midway for the cost of propane tanks at the water wells, and the cost to have them filled every two weeks. Pound is also going to reach out to S&K Fuels to see what their prices are.

Pound had three quotes for rock for the cemetery roads. He had rough measurements of 4,500 feet by 7 feet wide which would be around 280 ton (which equals about 10 loads). Quotes: for ss5 rock would be \$49.80/T equaling \$13,944; ab3 rock would be \$49.05/T equaling \$13,734; or asphalt millings would be \$40/T equaling \$11,200. Council asked the City Clerk about funds available for this. She reported she would have to check into funds that were in CDs at the bank and with the auditor since this is not budgeted. The City Clerk will report back at the next council meeting.

City Clerk Miranda Robinson reported revenue for October was \$77,942.45 and expenses were \$66,891.99. Her office had water shut offs for the end of October which included five residences. She reminded everyone present that elections are to be held tomorrow with mayor and two council positions up for re-election.

At 6 p.m. John Bisnette entered the meeting.

Permits

Joyce moved, John C. seconded, to approve contractor license: 25-43 for Cameron Concrete. Motion carried with 4 ayes.

John C. moved, John B. seconded, to approve building permit: 25-33 for Eric Rose. Motion carried with 4 ayes.

Joyce moved, John C. seconded, to approve cereal malt beverage license C50587-2026 for Downs Super Foods effective January 1, 2026. Motion carried with 4 ayes.

New Business

Request to appear: Kent Sullivan (was not present at meeting). No action was taken.

Request to appear: Eric Rose and Eric Rose II appeared before council to discuss ordinances not being followed, and the property across the way from him concerning trash blowing. Council thanked him for coming and bringing this to their attention. They will discuss further.

At 6 p.m. Downs Enterprises members Tim Brush and Jim Griffith entered the meeting. Joyce moved, John B. seconded, to recess into executive session for trade secrets of corporation for 15 minutes at 6:01 p.m. with Tim Brush, Jim Griffith, council, and mayor present per K.S.A. 75-4319(b)(4). Regular sessions will begin at 6:16 p.m.

There was a Memorial Hall request to waive fees for water operator class on February 10, 2026 from Midwest Assistance Program. Waiving the fees will help keep the cost of the course to zero for attendants including any City of Downs workers. Joyce moved, John C. seconded, to waive the rental fees for the Memorial Hall on February 10, 2026, for a water operator class by Midwest Assistance Program. Motion carried with 4 ayes.

Old Business

In regards to the clinic building sale, Council was present with Resolution 2025-5. John B. moved, John C. seconded, to approve Resolution 2025-5, which allows the mayor and city clerk to sign the Quitclaim Deed. Motion carried with 3 ayes and 1 no.

The City Attorney provided a draft copy of the cemetery mowing contract to the city council and stated he would get it to the contractor.

The City Council discussed the independent contract with the water and sewer operator. Joyce moved, John C. second, to renew the independent contract with Harry Colburn for water, sewer, and code enforcement. Motion carried with 4 ayes.

Vouchers & Payroll

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

John C. moved, Collin seconded, to recess into executive session for attorney client consultation for 10 minutes at 6:47 p.m. with council, city attorney, code enforcement, city superintendent, city clerk, and mayor present per K.S.A. 75-4319(b)(2). Regular session will begin at 6:57 p.m.

With no further business, Joyce moved, John C. seconded, to adjourn the meeting. Motion carried with 4 ayes. The meeting adjourned at 7:01 p.m.

Vienna Janis

Vienna Janis, Mayor

ATTEST:

Miranda Robinson

Miranda Robinson, City Clerk

(seal)

