

Downs City Council met in regular session on Monday May 6, 2024, 5:30 p.m., at City Hall. Council members present: Devin Renken, Collin Jones, John Cordill, Heather Hancock. Council not present: John Bisnette. Others present: Bruce Berkley, Harry Colburn, and Miranda Robinson. Mayor Vienna Janis called the meeting to order and led in the flag salute.

Heather moved, John seconded, to approve regular meeting minutes from April 15, 2024. 4 ayes carried the motion.

Code Enforcement officer Harry Colburn reported that he put a couple notices on homes that needed lawns mowed.

City Attorney Bruce Berkley reported he spoke with Craig Pottberg about the county having a tax sale, and the county has hired a private company but it will be awhile before one will be held.

In the water and sewer report, Harry Colburn stated that the standpipe water tower was washed and painted last week per our contract with Utility Services, Inc. He measured the water well levels and they have not gone down but maybe one foot from last year. Colburn also stated that he is still having issues with the nitrate analyzer and is waiting on a work order to be put in for a Hach service person to come fix it. Colburn reported that Mike White will be in Topeka on May 8th and 9th for wastewater operator exam prep and testing. On May 14, both Mike and Brady will be in Mankato for class on sewer jetting.

City Superintendent Harry Colburn would like to get another person hired for summer mowing help. It was decided to wait until the City Attorney could get a legal answer on age requirements before hiring another. Colburn stated Lincoln Koehn will start May 20.

City crew has been working on items at the pool that were suggested by the pool manager before the season starts. Colburn received a bid for a slide with plumbing, two diving boards, and labor in the amount of \$25,172.40. Linda Miller is going to talk with the donor if it's still possible to receive funding towards this project.

Colburn stated the City-wide clean up was successful and funding from the OCCF grant helped cover costs for this in the amount of \$1,776. There were three loads of metal taken by Triple B Salvage and seven loads of trash by R & R Refuse.

The City Superintendent received a bid from Buzz Rice to take a tree down at the roadside park for \$900. No decision was made.

City Clerk Miranda Robinson stated her report was in council packets with April financials. She received the completed Housing Assessment Tool Document from the Kansas Department of Commerce. The City will participate in a Housing Inter-Agency Committee Meeting on June 18 from 1-2:30 p.m. with program managers for the state and federal housing funding. That is the next step to help the City move forward with housing opportunities. Clerk Robinson mentioned that Marvin Planning Consultants will be here to kickoff the zoning book update May 23 at 5:30 p.m. and the City Council and Board of Zoning Appeals are encouraged to join the Planning Commissioners at this meeting.

Robinson stated that she mailed out 65 letters to residents who have registered dogs in the past, but did not do so before May 1. Letters were also sent to residents who may have dogs, but never registered them as it is City Code to register all dogs, who are six months or older.

Heather stated she would place a thank you to donors for sponsors of the free swim Saturday in the Downs News and Times.

Heather moved, Devin seconded, to approve special use permits 2024-38 to 2024-40. 4 ayes carried the motion.

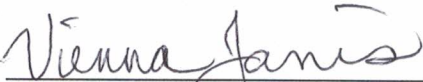
John moved, Heather seconded, to approve building permit 2024-11. 4 ayes carried the motion.

Heather moved, Devin seconded, to approve contractors licenses 2024-37. 4 ayes carried the motion.

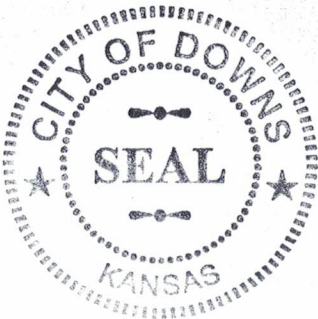
In old business, the council reviewed the draft accounting procedure and controls prepared by the city clerk. A copy of the cost-share demolition program and neighborhood exterior maintenance program drafts were in packet and were reviewed. Clerk Robinson will correct each document for approval at the next meeting. The Memorial Hall rental contract is being reviewed by the City Council but no changes were made.

Devin moved, John seconded, to approve vouchers and payroll as presented. 4 ayes carried the motion.

Devin moved, Heather seconded, to adjourn the meeting. 4 ayes carried the motion. Meeting adjourned at 6:57 p.m.

  
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Vienna Janis, Mayor

ATTEST:



  
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Miranda Robinson, City Clerk