



CITY OF DOWNS

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

Downs City Council met in regular session on Monday, February 3, 2025, 5:30 p.m., at City Hall. Council members present: Heather Hancock, Joyce Hake, John Cordill, Collin Jones, and John Bisnette. Others present: Sherry Knouf, Jeri Lee, 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 B. moved, Joyce seconded, to approve regular meeting minutes from January 21, 2025. Motion carried with 3 ayes. Heather abstained.

Staff Reports

In the Library report, Sherry Knouf reported on attendance as it has been down due to weather. However, the December events went well as she had 30 kids for the Hogwarts party. The library and 4-H did the angel tree this past year. She will be looking into grants for the library.

Animal Control Collin Jones reported he checked on non-tagged animals and is still working with the vet clinic on the contract for the city pound.

In the sewer report, Colburn asked the council if they wanted to do sewer jetting again this year. In the past, the City has done up to \$6,000. Heather moved, John C. seconded, to approve \$6,000 for sewer jetting from Kingsbury Septic. Motion carried with 5 ayes.

City Superintendent Brady Pound presented the council with an opportunity to purchase twenty-six buckets of chlorine sticks for \$100 per 50-pound bucket from the City of Harper. John B. moved, Joyce seconded, to approve the purchase of twenty-six 50-pound buckets of chlorine tabs from the City of Harper for a total of \$2,600. Motion carried with 5 ayes.

The superintendent also needs to purchase other pool chemicals and presented the council with a quote from MARC. Heather moved, John C. seconded, to approve the pool chemicals quote from MARC with changes, not to exceed \$4,000. Motion carried with 5 ayes.

Joyce moved, Heather seconded, to approve the fuel contract with Bob's Inc. Motion carried with 5 ayes.

City Clerk Miranda Robinson reported that the monthly budget report was in packets; January expenses were \$52,009.11 and revenue was \$416,651.93 (including county tax distributions). Clerk Robinson also stated she submitted the annual water report online and that the Utility Billing Clerk processed six shut offs but all are paid and service back on.

Also, the office has moved over to the gWorks cloud and experiencing some issues but trying to get them resolved as quickly as possible. An error message was sent to customers stating they were past due, but no accounts were past due.

Robinson gave an update on the KDOT CCLIP 2027 project as the person she is working closely with at KDOT stated the City could go ahead and send a letter of selection to Wilson & Co. due to them being the only one to submit a letter of interest and proposal. Heather moved, John C. seconded, to allow the mayor to sign the selection letter to Wilson and Co. for the KDOT CCLIP Project 71 KA 7600-01. Motion carried with 5 ayes.

Permits

Joyce moved, John C. seconded, to approve cereal malt beverage special event licenses 151443 & 151450. Motion carried with 5 ayes.

Heather moved, John B. seconded, to approve building permit 25-01. Motion carried with 5 ayes.

Joyce moved, Heather seconded, to approve special use permits 25-20 to 25-21. Motion carried with 4 ayes. John C. abstained.

New Business

Downs Arts Council is doing a young adults theater casting call in February, and Sherry wants to know if the council will waive the fees for that. She plans to have a play at the end of March or early April.

Jeri Lee & Sherry Knouf were present on behalf of the Storytelling Festival committee and they will have four food trucks in town that weekend on the white way so they were requesting more trash receptacles, picnic tables moved, and that the pool outside bathrooms be open.

Downs Chamber of Commerce asked that the fees be waived for Memorial Hall during Downs Celebration as they are renting it as backup for a beer garden in case of rain. Joyce moved, John C. seconded, to waive the fees for the Memorial Hall for Downs Chamber during June 19-20-21-22, 2025. Motion carried with 5 ayes.

LHS Junior Class is asking that the fees be waived at the Memorial Hall so they can host Prom in April. Heather moved, John C. seconded, to waive the fees for the Memorial Hall for LHS Jr Class to use April 9-13, 2025. Motion carried with 5 ayes.

The Council received a donation request from Osborne County Community Foundation. Joyce moved, John C. seconded, to donate \$250 to Osborne County Community Foundation. Motion carried with 4 ayes. Heather abstained.

Clerk Robinson asked the council if they would like her to start advertising for pool and summer mowing help. They requested to start getting those ads out in the newspaper, Facebook, and city website.

Old Business

Mayor Vienna Janis reported on the meeting concerning the clinic held last week between all three parties.

Vouchers & Payroll

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

With no further business, John C. moved, Joyce seconded, to adjourn the meeting. Motion carried with 5 ayes. The meeting adjourned at 6:31 p.m.

Vienna Janis

Vienna Janis, Mayor

ATTEST:

Miranda Robinson

Miranda Robinson, City Clerk

(seal)

