CITY OF DOWNS

Regular Council Meeting
October 19, 2026 – 5:30 p.m.
715 Railroad Street
Downs, Kansas 67437

Downs City Council met in regular session on Monday, October 19, 2026, 5:30 p.m., at City Hall. Council members present: Joyce Hake, Harry Colburn, John Bisnette, John Cordill, Heather Hancock. Others present: Bruce Berkley, Jeff Alterman, and Miranda Robinson. Mayor Vienna Janis called the meeting to order and led in the flag salute.

Minutes

John B. moved, John C. seconded, to approve regular meeting minutes from October 5, 2026. Motion carried with 5 ayes.

Staff Reports

Animal Control Creighton Hendrickson was not present but informed City Attorney Bruce Berkley of a dog bite that occurred the previous evening.

Code Enforcement Officer Harry Colburn reported that he sent out three letters last week regarding the following issues: Nuisance grass, trash, and weeds; Mowing at the Shell gas station on the highway; and non-allowable burning.

In the water report, Colburn reported that his certificate will be due for renewal in March 2027. In the sewer report, Colburn stated he took the latest sewer sample to Wichita. Also, his wastewater certificate has been extended for two years.

City Superintendent Jeff Alterman reported on receiving a quote from Berry Tractor for repairs to the street sweeper. Council tabled a decision. Alterman also reported that there was household garbage dumping after the clean-up was over. Due to this the council discussed not having clean-ups in the future. We ask the public to please do not do this as this is a service we provide and those items are not acceptable. This past spring clean-up cost the city $3,275.

Heather moved, Harry seconded, to allow the City Superintendent to attend a water/wastewater class in Wichita on Oct. 23, paying mileage. Motion carried with 5 ayes.

City Clerk Miranda Robinson reported she received feedback from other clerks concerning the cell phone per diem. She also heard from Wilson and Co. that they sent out RFP for the soil sampling. Those will be coming in soon from three different companies. Robinson stated that the city made $735 on metal from clean-up. She also noted that representatives from Downs Enterprises will be at the next council meeting.

Boards and Committees Reports

A council member received a citizen concern about a large tree limb from previous storm was not in tree dump.

Permits

Joyce moved, Heather seconded, to approve building permit #26-33. Motion carried with 5 ayes.

New Business

Council member Hancock mentioned she would like the City to look into the Nex-Gen internship for next summer.

Parks and Rec committee is wanting to purchase two youth basketball goals and basketballs, as we are currently borrowing from Beloit. Clerk Robinson stated she would write a grant through Osborne County Community Foundation on behalf of Parks and Rec but she needs permission from council. Joyce moved, John C. seconded, to allow the mayor to sign a letter of permission to apply letter for a grant on behalf of Park and Rec. Motion carried with 4 ayes, Heather abstained.

Old Business

Council held discussion on the phone per diem brought up at the last meeting. Harry moved, John B. seconded, to give $40 to each full-time employee per month and $20 to part-time employees starting November 1, 2026. Motion carried with 5 ayes.

Council & Mayor Reports

Heather mentioned there is a grant workshop for free Tuesday, October 20 in Osborne that anyone is welcome to attend. She will also be attending NW Kansas resource conference in Beloit.

Vouchers & Payroll

Harry moved, John B. 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 6:21 p.m.

Vienna Janis

Vienna Janis, Mayor

ATTEST:

Miranda Robinson

Miranda Robinson, City Clerk

CITY OF DOWNS SEAL KANSAS

(seal)