



CITY OF DOWNS

Regular Council Meeting
July 21, 2025 - 5:30 p.m.
715 Railroad Street
Downs, Kansas 67437

Downs City Council met in regular session on Monday July 21, 2025, 5:30 p.m., at City Hall. Council members present: Heather Hancock, Joyce Hake, Collin Jones, John Cordill, and John Bisnette. Others present: Kelly Meyer, Linda Miller, Sherry Knouf, 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, John B. seconded, to approve regular meeting minutes from July 7, 2025. Motion carried with 5 ayes.

Staff Reports

In the Library report, Sherry Knouf reported on the summer reading program and the last session was today. Knouf asked the council to waive the pool party fees and they will pay the lifeguards. Joyce moved, John C. seconded, to waive the pool party fees for the library summer reading program pool party July 28. Motion carried with 5 ayes.

The library is holding steady on check outs and they are seeing new people use the library. They are going to be adding a free book library box soon instead of the reader feeder.

Code Enforcement Harry Colburn would like the council to consider increasing the rate for the City crew to mow properties for nuisance grass and weeds. The City Attorney will draft a new ordinance with an increased rate for mowing. A property owner will be taken to court for nuisance property next month.

City Attorney Bruce Berkley reported he heard back from the railroad company via telephone concerning the train derailment in March.

In the water report, Colburn stated he got a load of salt in. Water plant communication issues continue, but not as bad as before. The new antenna was put in by Pierce Electronics. The ICI communications tech fixed some things via remote access.

City Superintendent Brady Pound reported he got a quote on the pool pump from Salina Supply for \$6,111 and he is waiting for Swim Time's quote. Joyce moves, John B. seconded, to give Brady Pound authorization to purchase a pool pump not to exceed \$6,111.00. Motion carried with 5 ayes.

Last week Darren from Prairieland found Brady and stated there was a high heat warning at the meter by the pool. Pound got Kaleb Jones to replace wiring from the pole to the ground. The power company then replaced the meter.

Pound stated that work on 3rd Avenue is done. A City employee was involved in a vehicle accident while working on 3rd Avenue, a police report was made and insurance has been notified.

Pound also reported that the rock and oil was delivered so they plan to start chip sealing this week into next on Division Street.

One of the summer helpers will have his last day on August 6th as he has to get back to school. The other may work longer.

City Clerk Miranda Robinson reported monthly revenue and expenses so far for July including pool revenues. July Expenses: \$24,459.24; July Revenues: \$55,495.48; Pool Revenue: \$13,388.01 including \$2,500 donations for slide addition. Utility billing sent out 48 late notices with penalty fees calculated. Clerk Robinson stated she put together a draft for addition to City Employee Handbook concerning city vehicles and accidents. Council reviewed and had some changes; a new draft will be brought to the next meeting.

Joyce moved, John C. seconded, to allow City Clerk Miranda Robinson to apply for a grant to replace the banners with the City paying up to half the costs with memorial funds. Motion carried with 5 ayes.

City Clerk asked about moving \$150,000 from general checking to the Money Market account then reassess in 6 months and possibly move to a CD. Collin moved, Heather seconded, to move \$150,000 from the general checking to the money market account with two signatures. Motion carried with 5 ayes.

Heather reported that the pool slide should be delivered July 31. Discussion was held on whether to install it yet this summer or wait until next season.

Permits

Joyce moved, John C. seconded, to approve contractor's licenses 25-42. Motion carried with 5 ayes.

Joyce moved, Heather seconded, to approve a special use permit 25-59. Motion carried with 5 ayes.

New Business

Downs Community Connection members Kelly Meyer and Linda Miller were present to discuss a veteran's memorial. They are working together with Parks and Recreation on improving the playground area at Roadside Park (play equipment). Applying for grants. Downs Community Connection is asking for support from council and community members on their projects.

Council held a water rate discussion on raising the rates and when it should become effective. City Attorney will draw up an ordinance with a \$1.00 increase being effective January 1, 2026.

Old Business

City Clerk reminded council that the hearing for exceeding the RNR and 2026 budget had to be changed to August 21 at 6 p.m. as a special meeting. Council discussed funds and how they can be used. City Clerk will speak with CPA's to find out and report back.

At 6:45 p.m. council member John B. left the meeting.

Vouchers & Payroll

Collin moved, Heather seconded, to approve vouchers and payroll as presented. Motion carried with 4 ayes.

With no further business, John C. moved, Joyce seconded, to adjourn the meeting. Motion carried with 4 ayes. Meeting adjourned at 6:51 p.m.

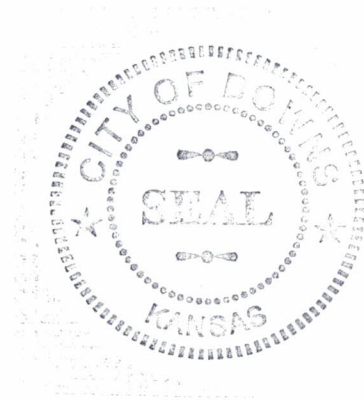
Vienna Janis

Vienna Janis, Mayor

ATTEST:

Miranda Robinson

Miranda Robinson, City Clerk



(seal)