

Regular Council Meeting
November 13, 2023

1. **Mayor Scott Schultz called the meeting to order at 7:00 pm.** Present were Council members Amanda Milne, Kale Dankenbring, Dara Carmichael, and Larry Finley. Also present were City Superintendent Dan Blair, City Treasurer Jennifer Blair, Sheriff Cody Beeson and City Attorney Lauren Reyelts. City Clerk Leann Lee and Councilman David Butler were absent.
2. **Visitors/Audience:** Justin Lohr. Mayor Schultz welcomed him to the meeting and told the Council he also invited Bud Erskin to the meeting, but Bud was unable to attend.
3. **Minutes** from the October 23rd Council meeting were distributed and read. A motion was made by Amand and seconded by Larry to approve the minutes as corrected. Motion passed.
4. A motion was made by Larry and seconded by Dara to approve the following **consent agenda**:
Permission for Clerk to pay insurance at time of billing; Permission for Clerk to pay utilities at time of billing; Permission for Clerk to pay utility incentives before the 25th of the month; Permission for Clerk to pay theater bills when due; Permission for Clerk to pay Payment Service Network bills when due; Permission for Clerk to pay City Attorney bills when due. Motion passed.
5. **Attorney Report –**
 - Lauren received the updated City Code. It is 474 pages. She will begin reviewing it with the intent to have it done in December so it will be effective January 1, 2023.
 - Lauren received the affidavit today from the Sheriff Department regarding the pending litigation and will move forward with it.
 - Reviewed the information regarding the opioid settlement and doesn't believe the city needs to do anything with the information received.
 - A motion was made by Kale and seconded by Amanda to accept and file the Attorney report. Motion passed.
 - ❖ Lauren left the meeting.
6. **Sheriff Report –**
 - Sheriff Beeson went over the various crimes and incidents that have happened inside the city limit in October and November.
 - Deputy Reed will graduate the week after Christmas.
 - Sheriff Beeson agreed to start coming to the second council meeting of each month. He apologized for not coming to the meetings recently.
 - A motion was made by Kale and seconded by Dara to accept and file the Sheriff report. Motion passed.
 - ❖ Cody left the meeting.
7. **New Business:**
 - The Council discussed the **City Holiday** Schedule and aligning it with the County Holiday Schedule. Amanda will reach out to Attorney Reyelts to clarify how it should be worded in the City Code. The matter was tabled.
 - There are still some issues with the **new city email platform**. The domain with Vyve will need to be completely removed so Outlook works properly. Once it is removed, no emails will be able to be accessed in the Magic Mail platform. It was discussed how to handle this with the few people who opted to keep their cityofstfrancis.net emails. Mayor Schultz would like a letter sent out right away informing them that the platform will be disabled as of January 1st. The Council would also like to see the quote that City Clerk Lee requested from Reach Solutions.
 - Mayor Schultz reported to the Council that he has received a complaint about a **semi parking** on the city street for an extended period of time. The Council discussed how to handle it. Other than being reported in the newspaper, the Council discussed possibly sending out a copy of the ordinance to anyone who parks their semi on the street. They also agreed to discuss

the situation with Sheriff Beeson. Amanda read the code and she believes semi parking is prohibited. It was decided to have Sheriff Beeson start enforcing the code.

8. Old Business:

❖ Property Cleanup –

- No new properties were presented by the City Superintendent. Mayor Schultz reported some of the properties that were previously identified as needing work are going to need to be cleaned up again.

❖ Projects Pending -

- Atlas Automation is planning on having the new water system installed by the end of the year. The Council will wait until the November 27th meeting to unencumber and re-encumber the cost of the project.

c. Streets Project –

- No action needs to be taken on the **Draw Down Application**.

9. Superintendent Report –

- As the Fire Chief, Dan has requested to purchase bunker gear in the amount of \$3,000.00. A motion was made by Amanda and seconded by Kale to purchase bunker gear in the amount of \$3,000.00 as long as he has it in the budget. Motion passed.
- Dan was approached by James Goodell, property owner at 201 E. Whittier. He would like to pour a concrete pad to park a camper on and have connections to water, electricity and sewer. He would utilize the RV when he has company and occasionally may have visitors over a month. His other option is to build a tiny home. The Council agreed a tiny home would be a better option.
- Dan was approached by David Butler about putting up a carport to house his camper during the winter months. He would like to enclose it with tin. The Council agreed this would be fine as long as the tin is painted.
- Building Permit - Dan presented a building permit from Lampe Motorsports to put a shed on his property at 117 N. Quincy behind his fence. A motion was made by Kale and seconded by Larry to approve the building permit. Motion passed.
- Dan attended the Bird City Council meeting to discuss the Recycling Committee with them. They have appointed Ted Partch, Bird City Councilman and Royce Chambers, Bird City resident to the Recycle Committee. Willie Martinez, Cheyenne County Commission and Amanda Milne, St. Francis Councilwoman are also on the committee along with City Superintendent Dan Blair. The Council will reach out to residents from St. Francis to see who would be interested on being on the Committee.
- Protective Equipment as performed the testing on the digger truck Dan would like to purchase. It passed the test. There are a few other things they are looking at and Dan will make a decision on the purchase of it.
- Dan let the Council know he billed the St. Francis Equity \$6,505.24 for the pole damage at their bulk fuel plant.
- Dan asked the Council if they would like him to put a new starter in the old digger truck. The Council agreed to fix it as it will be better if we want to sell it in the future.
- Dan talked to Tyler at Miller and Associates and the issue with concrete in the sewer line will be fixed after the first of the year. The product currently being poured in the sewer to keep it flowing costs \$180 per bucket and McCormick will pay for this expense.
- Christmas lights have been put up.
- Scott was approached about putting up a small crosswalk stop sign by the new daycare. Dan will reach out to Jessica Matthies to see if it is necessary.
- Dan received paperwork from Sunflower Electric regarding capacity numbers. He is looking into it.

- Dan received paperwork from Paragon regarding seismic testing by properties we own. He hasn't been able to reach anyone to discuss this with. He will keep trying.
- Dan would like to take 2 or 3 crew members to the Kansas Rural Water Association Water Conference that is held in March. He is planning ahead to be able to get rooms. The Council agreed taking 2 or 3 crew members is fine.
- Dan presented the Council with a quote for a new pool vacuum. The amount of the vacuum is \$5,599.00 plus shipping. Estimated shipping will be \$150.00. A motion was made by Larry and seconded by Kale to approve the purchase of the vacuum to be paid out of Equipment Reserve. Motion passed.
- The diving board at the Pool needs to be painted again. The crew will paint it one more time and then it may need to be replaced after the 2024 pool season.
- The Council briefly discussed the concrete at the end of Washington Street. No decisions were made as Dan will request new quotes from St. Francis Redi Mix next spring and the Council can decide which intersections need to be done.
- A motion was made by Amanda and seconded by Kale to accept and file the Superintendent report. Motion passed.

10. Clerk Report –

- The Options newsletter is on the shared for the Council to read.
- Flowerpots and the Planters in front of City Hall will be looked at next spring.
- Leann supplied the Council with upcoming training opportunities that is available if anyone is interested.
- Amanda is going to look at a few websites to see what kind of benches she can find that might work on the west side of City Hall.
- A motion was made by Kale and seconded by Amanda to accept and file the Clerk's report. Motion passed.

11. Council Comments: Kale – None; Amanda – none; Dara – none; Larry – none.

12. Mayor Comments – none

13. All bills on Ordinance #1080 were reviewed. A motion was made by Kale and seconded by Amanda to approve paying of the bills on Ordinance #1080. Motion passed.

14. Adjournment: It was moved by Kale and seconded by Amanda to adjourn the meeting. Motion passed.

City Treasurer