

Regular Council Meeting  
Rescheduled  
December 28, 2023

- 1. Mayor Scott Schultz called the meeting to order at 7:00 pm.** Meeting was rescheduled from December 26<sup>th</sup>, 2023, due to lack of quorum. Present were Council members Amanda Milne, Dara Carmichael, and Larry Finley. Also present were City Superintendent Dan Blair and City Clerk Leann Lee. Council members Kale Dankenbring, David Butler, and City Attorney Lauren Reyelts were absent.
- 2. Visitors/Audience:** Justin Lohr
- 3. Minutes** from the December 11<sup>th</sup> Council meeting were distributed and read. A motion was made by Amanda and seconded by Kale to approve the minutes as corrected. Motion passed.
- 4. Attorney Report – None**
- 5. Sheriff Report – None**
- 6. New Business:**
  - The Council was presented with CMB License renewals for Majestics on-site and off-site. A motion was made by Amanda and seconded by Dara to approve the CMB License renewals. Motion passed.
  - The Council was presented with tree trimming license renewals from Cynthia Welsh, Matthew Hanzlick, and Ricky Mason. A motion was made by Larry and seconded by Dara to approve the tree trimming license renewals. Motion passed.
  - The Council was presented with a mobile home park license renewal from Eldon Zimbelman. A motion was made by Larry and seconded by Dara to approve the mobile home park license renewal. Motion passed.
  - The Council was presented with a RV park license renewal from Zimbelman RV Park. A motion was made by Larry and seconded by Dara to approve the RV park license renewal. Motion passed.
  - The Council was informed that Tom Keller has indicated that starting January 2024, the City and St. Francis Redi-Mix will no longer be responsible for the maintenance of the grounds at Keller Pond. After a brief discussion on the topic, the Council directed Leann to contact Brock McAtee to inform him.
  - The Council reviewed the information provided by the City Clerk regarding the City fund accounts and year-end transfers. The Council discussed the fund balances and the future needs of the City in certain funds. The Council agreed to reduce the transfer amount from the Sewer fund from \$70,000.00 to \$65,000.00. They have also agreed to re-distribute the transfer from Utilities to reduce the General fund transfer to \$258,500.00 and increase the Capital Improvement fund to \$200,000.00. A motion was made by Dara and seconded by Amanda to approve the transfer of funds per the changes to the Utility and Sewer fund transfers out to the Capital Improvement fund. Motion passed.
  - The Council was presented with building permits for 714 S. Quincy for a carport, 404 W. Webster for a fence, and 520 E. Fourth to raze the structure. The Council discussed the permit application for 404 W. Webster and tabled the item until the next regular Council meeting. A motion was made by Larry and seconded by Amanda to approve the building permit for 714 S. Quincy. Motion passed. A motion was made by Amanda and seconded by Dara to approve the razing permit from 520 E. Fourth. Motion passed.
- 7. Old Business:**
  - a. Property Cleanup –**
    - The Council was presented with photos for 401 S. Valley and 408 S. Webster. The Council reviewed the photos and discussed the procedures for property clean up. The Council has tabled the discussion until the next regular Council meeting.
    - Dan received communication from the owner of 616 S. Denison who has stated they will be doing more cleaning soon.

- Dan has been in communication with the residents of 302 E. Spencer who will be working on cleaning up the property.

b. **Projects Pending –**

c. **Streets Project –**

- Leann informed the Council that the City received and has processed the first 2 CDBG payments to McCormick. The State monitor, Linda Hunsicker, has retired and the State has appointed a new person. Corina Cox with NWKSP&D will keep the City updated.

**8. Superintendent Report –**

- Dan informed the Council that there are currently 4 globe lights on Washington that are not working and has requested to order 6 for \$1,440.00 plus freight. A motion was made by Amanda and seconded by Dara to approve the purchasing of 6 globe lights. Motion passed.
- Dan informed the Council that Jesse Baxter has completed the welding for the Veterans Memorial and Roadside Park signs. The total for the welding came to \$690.70.
- Atlas Automation has contacted Dan stating that they are scheduling for January 8<sup>th</sup>, and that they will honor the accepted proposal cost.
- The power plant bulk water filling station has been out of order and needing repairs. The parts have been ordered.
- Dan has reached out to KMEA regarding the electric rates. KMEA representative, Jerry Beaker, will be assisting Dan with the information.
- A motion was made by Larry and seconded by Amanda to accept and file the Superintendent report. Motion passed.

**9. Clerk Report –**

- Leann shared the Options Third Friday Memo with the Council.
- Leann shared a letter from Milliken Reyelts, P.A. from Lauren indicating their rate increases that the Council was previously informed were going to be going into effect in 2024.
- Leann shared the upcoming invoice amounts for the City's Itron maintenance agreement for \$4,616.66 and the ArcGIS from ESRI for \$765.00 with the Council. Neither invoice required a motion.
- Leann shared an email from USDOT with links to upcoming grants for the Council to review and consider.
- Leann informed the Council that Abbi Rankin, a representative from Senator Marshall's office, came to City Hall and met with the Mayor, Amanda, and herself. Abbi visited to see if there was anything the Senator's office could do to assist the City for grants, letters of support, if there were any other issues the City may have, and about some grants opportunities that are focused on community facilities. Abbi has been in contact with City Hall since her visit and emailed a Grant Handbook that Leann has shared with the Council.
- A motion was made by Amanda and seconded by Dara to accept and file the Clerk's report. Motion passed.

**10. Council Comments:** Amanda – Reached out to Cody to address the semi-truck parking issue. They are giving the owners a couple of weeks to make other arrangements for parking their rigs. Amanda has briefly looked into replacement benches for out front of City Hall to match the existing ones. The Council has added the installation of the flag poles and to look at benches to the Projects Pending list for later completion.; Dara – none; Larry – Thanked Scott for his years of service to the community as the Mayor.

**11. Mayor Comments –** The Mayor thanked all those for the retirement party.

**12. Adjournment:** It was moved by Amanda and seconded by Dara to adjourn the meeting. Motion passed.