

Regular Council Meeting
November 12, 2024

1. **Mayor Amanda Milne called the regular Council meeting to order at 7:00 pm.** Present were Council members Kale Dankenbring, Larry Finley, and Justin Lohr. Also present were City Superintendent Dan Blair, City Treasurer Jennifer Blair, and City Clerk Leann Lee. Council members Dara Carmichael and Robert Erskin, City Attorney Lauren Reyelts, and Sheriff Cody Beeson were absent.
2. **Visitors/Audience:** Kris Oldsen
3. **Minutes** from the October 28th Council meeting were distributed and read. A motion was made by Larry and seconded by Kale to approve the minutes. Motion passed.
4. **Minutes** from the October 15th Council meeting were distributed and read. A motion was made by Larry and seconded by Justin to approve the minutes. Motion passed.
5. A motion was made by Kale and seconded by Larry 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.
6. **Sheriff's Report** – Sheriff Beeson was absent. Jen informed the Council that the implementation of texting when the Sheriff's department drops off a dog has been successfully working and the City has been contacted twice so far.
7. **New Business:**
 - Dan presented the Council with a building permit for a carport for 218 E. Jackson. Dan informed the Council that the carport would be on the property line and that the neighbor has signed off on its location. A motion was made by Justin and seconded by Kale to approve the building permit. Motion passed.
 - Kris Oldsen from Cheyenne County Development Corp was present before the Council.
 - Kris informed the Council CCDC has been accepted into the Kansas Department of Commerce's program "Love Kansas". The program has been created due to the lack of workforce in the state and is meant to entice prior residents of the state to return to Kansas.
 - Kris also informed the Council that CCDC was awarded a grant through the Rural Champions Program that has allowed them to hire Lisa Krull as a part-time employee. Through the program CCDC will focus on the community issue of housing and will utilize the program's housing assessment tool (H.A.T.) to survey the current housing situation to better understand what kind of housing the City of St. Francis is needing.
 - CCDC will be holding a community meeting on November 21st at 6:00 pm.
 - ❖ Kris Left the meeting.
8. The Council was presented with the application for the Holiday 2024 Special Event and Bandshell Rental. Leann informed the Council that the group has asked to have the Bandshell rental fee waived, to block off North Frances between Washington and Jackson, and to have additional trash cans with liners. A motion was made by Kale and seconded by Justin to approve both applications. Motion passed.
9. **Old Business:**
 - a. **Items from previous meetings – None**
 - b. **Property Cleanup – None**
 - c. **Projects Pending:**
 - The Council discussed the old Empire Motel property. The Council was hoping the property could be utilized for travel lodging but has not received any offers or ideas. Larry has suggested the Council may want to explore other options the property may be used for. Amanda will reach out to Kris Oldsen to see if she has any ideas.

- The Council discussed the intersection repairs that have previously been approved and the remaining bond funds. The Council also discussed the remaining ARPA funds that will need to be allocated by the end of the year. Leann has been directed to have all remaining ARPA funds and information on usages available for the next meeting and to update the line items for the Intersection Repairs from 2024 to 2025.
- Leann inquired if the crosswalks had been completed. Dan informed the Council that the City has the paint but has not been able to complete the striping yet.
- Dan informed the Council that Brock McAtee has stated the new bench for City Hall is on order and that the City does have the flag poles. Jen shared her suggestion for the City Hall planters. Leann will update the line item from 2024 to 2025.

d. Streets Project

- Justin inquired if the Council will be reviewing the streets and planning any work for 2025. The Council discussed options of who could perform the work and that they would like to review the funds available for the following year. The Council discussed different areas and streets that need repair work, but no decisions were made.
- Amanda will reach out to Michael Baxter to follow up on the KDOT highway repair work that was scheduled to get an update.
- Justin suggested that the Council review the streets to start assessing which ones need repair, replacement, chipseal or crack sealing. Leann has been directed to send the assessment of the streets map of the city streets to the Council so they may review before the next Council meeting.

10. Visitors – None

11. Theater Report –

- Jen informed the Council that the theater had been approached by the Holiday committee regarding showing a special movie “Elf” on Friday at 3:00 pm. The theater was able to book the movie and would like to charge the ticket prices of \$3.00 for kids and \$5.00 for adults. The Holiday committee would like to purchase the tickets and the theater would be charged 35% of the ticket sales. The Council has approved using the prices for the special showing of the movie.
- A motion was made by Larry and seconded by Kale to approve and file the theater report. Motion passed.

12. Superintendent Report –

- Dan has asked if the Council would be purchasing bunker gear for the Fire Department. Leann informed the Council that they may use ARPA funds for the purchase of the gear as well as the budgeted funds. Dan informed the Council that he received a quote for 1 new set of bunker gear from Weis Fire for \$2,667.26 plus freight. A motion was made by Larry and seconded by Kale to approve the purchase of a set of bunker gear for \$2,667.26 plus freight and to be paid out of the ARPA funds. Motion passed.
- Woodriver Energy has sent an email regarding the City’s contract that renews in 2025 that covers the City Pool, Power Plant, City Shop, College Street Shop, Roadside Park, and the Power Plant Boiler. After reviewing the current rates, the Council has decided to wait until it is closer to the renewal date to make a decision.
- Dan informed the Council that he has been in contact with Travis Jensen regarding moving his personal assets off the property located in the industrial park. Travis is working on complying with the City.
- Dan brought up the Fall cleanup that was not offered this year due to other pressing matters. Dan inquired if the Council would like to do a Spring and Fall cleanup in 2025. Dan also suggested possibly expanding the items to be picked up from just tree branches.
- Dan informed the Council that the City’s loader has a split side wall on one of the tires. He received a verbal quote from St. Francis Equity to replace the tire at \$2,500.00. Dan informed the Council that it is difficult to find anyone that can work on the loaders. A motion was made by Kale and seconded by Justin to approve the purchase of new tires up to \$5,000.00 for the loader and to be paid out of the streets fund.

- The Council discussed the old loader at the grass pile. The representative from CAT has informed Dan that the loader is not worth repairing. Dan will speak with Scott Lesuer to see if he has any contacts for repairing or hauling it from its current location.
- Dan informed the Council that the new sweeper has been delivered.
- Dan shared a letter from the Kansas Department of Agriculture regarding the new water meters that have been installed at the wells. These will need to be tested due to the short runs of the conduit. The Kansas Rural Water Association has performed 2 tests, which have passed, and have 1 left to test.
- Dan informed the Council that Ward Electric will be in town either later in the week or the following week.
- Dan has tried contacting McGuire Iron regarding the water tank and is still waiting for them to return his call.
- Dan informed the Council that there is a lot on South River that is for sale by Western Auction that the prospective buyer would like to build a barndominium.
- Dan informed the Council that ABC Recycling has hauled off most of the recycling. Larry inquired if the County has made their decision regarding the recycling funds. Dan informed the Council that the County will be issuing the funds to the City. The City will start taking all recycling again with the exception of glass and books.
- Dan has brought up the possibility of increasing the on-call pay from \$40.00 to \$80.00 starting at the beginning of the year.
- Dan has brought up the issue of losing the City's water and wastewater certified employees in 2025. Dan would like to advertise for the positions with KMU so that it might be possible to hire an employee that already has the certification, but the perspective employees would probably want higher pay than the City's current pay scale. Dan also informed the Council that he could possibly test for the certification in March at the KRWA Conference. Kale inquired if any current advertising for City employment is being done.
- A motion was made by Kale and seconded by Larry to accept and file the Superintendent report.
Motion passed.

13. Attorney Report –

- Lauren was absent from the meeting but had sent Ordinance 649 repealing the breed ban on dogs and Ordinance 650 to increase the sewer tap fee to Amanda for the Council to review.
 - A motion was made by Kale and seconded by Justin to approve **Ordinance No. 649: AN ORDINANCE REPEALING THE BANNING OF DOG BREEDS AS SET FORTH IN SECTION 2-209 OF ARTICLE 2 OF CHAPTER 2 OF THE 2015 CODE OF THE CITY OF ST. FRANCIS.**
Robert – Absent; Kale – Yes; Larry – Yes; Dara – Absent; Justin - Yes. Motion passed.
 - A motion was made by Larry and seconded by Justin to approve **Ordinance No. 650: AN ORDINANCE MODIFYING THE SEWER TAP FEE OF THE CITY OF ST. FRANCIS, KANSAS BY AMENDING SECTION 15-403B OF ARTICLE 4 OF CHAPTER 15 OF THE 2015 CODE OF THE CITY OF ST. FRANCIS.**
Robert – Absent; Kale – Yes; Larry – Yes; Dara – Absent; Justin - Yes. Motion passed.

14. Clerk Report –

- Leann informed the Council of 2 bank certificates of deposits that are maturing on November 17th in the amounts of \$100,000.00 and \$300,000.00. Renewal interest rate for FNB Bank for 6 months is 3.56% and 18 months is 4.25%; Western State Bank interest rate for 6 months is 4.4%, 12 months is 3.95%, and 24 months is 3.85%; and Bankwest interest rate is 3.25% across the board. A motion was made by Kale and seconded by Larry to approve moving both CDs to Western State Bank for the 4.4% interest rate. Motion passed.
- Leann informed the Council that the City's annual renewal for gWorks software that is being paid as part of the bills on Ordinance #1092 had increased from the previous year by almost \$600.00 for a total of \$1,781.00.
- Leann shared that there was to be a CCMFOA Regional 1 & 4 meeting on November 13th, but she would not be attending.
- Leann requested 5 minutes executive session for non-elected personal for employee review with just the Council and Mayor.

- Leann informed the Council that there is an invoice for the vet clinic, also in the bills on Ordinance #1092, for \$500.00 regarding a dog at large. The dog was adopted out; however, the City has received the bill for the time at the vet clinic. Leann asked if the City would be issuing an invoice to the previous owner for reimbursement with a letter stating that it will be sent to collections if not paid. The City has been waiting for a citation to be issued at which the City would be asking for restitution through the court. The Council would like to follow up with Sheriff Beeson and City Attorney Lauren Reyelts regarding this case.
- A motion was made by Kale and seconded by Justin to accept and file the Clerk's report. Motion passed.

15. Council Comments:

Robert – Absent

Kale – None

Larry – None

Dara – Absent

Justin – None

16. Mayor Comments: None

17. All bills on **Ordinance #1092** were reviewed. A motion was made by Larry and seconded by Kale to approve paying of the bills on Ordinance #1092. Motion passed.

18. Executive Sessions –

- A motion was made by Kale and seconded by Justin to recess into executive session for 5 minutes for non-elected personnel for employee review with the Mayor, Council, and Leann to resume at 8:26 pm. Motion passed.

The open meeting resumed at 8:26 pm and no decisions were made.

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

City Clerk