

Regular Council Meeting
January 27, 2025

1. **Council President Larry Finley called the regular Council meeting to order at 7:00 pm.** Present were Council members Kale Dankenbring, Larry Finley, Justin Lohr, and Robert Erskin. Also present were City Superintendent Dan Blair, City Treasurer Jennifer Blair, City Attorney Lauren Reyelts, and City Clerk Leann Lee. Mayor Amanda Milne, Council member Dara Carmichael, and Sheriff Cody Beeson were absent.
2. **Visitors/Audience:** None
3. **Minutes** from the January 13th, 2025, Council meeting were distributed and read. A motion was made by Kale and seconded by Justin to approve the minutes. Motion passed.
4. **Sheriff's Report** – Sheriff Beeson was absent.
 - Larry informed the Council that the Sheriff's report logs for the last three months of 2024 were available for them to review.
5. **New Business:**
 - The Council was presented with a building permit for 607 S. Benton for a covered porch. A motion was made by Justin and seconded by Robert to approve the building permit. Motion passed.
 - The Council was presented with a chicken permit renewal for Jana LaBarge. A motion was made by Robert and seconded by Justin to approve the renewal of the chicken permit. Motion passed.
 - The Council was presented with the US Highway 36 membership renewal. Leann informed the Council that they have been a Silver member in the past. A motion was made by Kale and seconded by Justin to renew the US Highway 36 silver membership. Motion passed.
 - The Council was presented with information from gWorks regarding the municipal court software. gWorks will be upgrading to cloud services towards the end of 2025 and the current platform would not be accessible for previous files unless a "read-only" license is purchased for \$600.00. There was a brief discussion of different options that could be done prior to the upgrading of the system that the City could do to retain their current files. The Council has directed Leann to send the gWorks Simple City contract to Lauren to review and to contact CIC for a quote to purchase their court module.
6. **Old Business:**
 - a. **Items from previous meetings:**
 - **Bitcoin** – Leann shared information from Danielle Hollingshead with AdamsBrown. There is a strict policy set by Kansas statute for investments that does not allow the City to invest in Bitcoin; however, Danielle did note that the City could look into treasury bonds as an alternative to CDs.
 - b. **Property Cleanup** – Dan informed the Council that he has seen a few but would need to get pictures.
 - c. **Projects Pending:**
 - Larry, Justin, and Amanda met regarding prioritizing the street work that needs to be done. They will be getting together again to include Dan and Miller & Associates for the feasibility of the work to be planned out.
 - d. **Streets Project – None**
7. **Visitors – None**
8. **Theater Report** –
 - Leann informed the Council that the theater board president, Robert Grace, met with Kris Oldsen from Cheyenne Community Development Corporation, regarding some grant opportunities that may be available for some of the renovation work. They will continue to be in contact with each other and Robert will address the Council regarding any grants that the theater board may choose to pursue.
9. **Superintendent Report** –

- Dan informed the Council that Ward Electric has finished all that they could for the moment. Dan will check the City's current inventory of materials for Ward's scope of work and obtain quotes for materials that need to be replenished.
- Dan presented the Council with information emailed to him from ABC Recycling regarding the recycling materials that they will accept. The 2 lists of acceptable materials, residential and other, were presented and gone over with the Council. Dan gave his recommendation to not accept softbound books and the items on the other items list as part of the recyclable items. The City has already started to prepare the recycling center for the acceptance of the additional items. The Council discussed the topic and have confirmed that the City can proceed with the plan to accept the additional items.
- Dan informed the Council that the price on meter tops has increased to \$115.00 each. The City is currently going through a dozen every 3 months. An order was recently placed for another 12 units and will be approximately \$1,380.00.
- The Kansas Rural Water Association conference is in March and Dan has informed the Council that he would take the test for the water certification at that time, if the Council wants him to. Dan would be taking John Larson with him for John to obtain his continuing education hours to keep his certificate up to date. The Council discussed other possible employees that could be certified, in which Derek Barnhart was suggested. The conference registration fee per individual is approximately \$280.00 and Dan is currently looking at taking John, DJ, himself, and possibly 1 other to the conference. The testing for certification will be on Thursday after the conference closes so the employees would need to stay Thursday night as well.
- Dan informed the Council that the KRWA has requested the City's voting delegates to be updated. After a brief discussion the Council has approved having Dan and Derek be the delegates.
- Dan has been in communication with Aaron Brown regarding the grass pile. Aaron will be hauling the grass pile off in the next couple of weeks.
- Kale inquired if the crew could use the street sweeper along Washington. Dan will try to get it scheduled.
- There was a pedestrian light pole that was damaged by a truck at the Co-Op. The driver was still present, and a report was filed with the Sheriff's Office to submit it to the driver's insurance company. Dan will contact the supplier to obtain replacement costs of the pole for the insurance to reimburse the city.
- A motion was made by Kale and seconded by Robert to accept and file the Superintendent report.
Motion passed.

10. Attorney Report –

- Lauren informed the Council of a special hearing held on January 10th pertaining to 2 dogs that have been cited numerous times for dog at large and vicious dog violations. The hearing outcome was that the dogs would be euthanized if unable to relocate them into a shelter for rehabilitation within 1 week. A rescue facility was located, and a volunteer was able to transport the dogs. The shelter had a \$250.00 intake fee per canine in which the Mayor was notified and gave authorization to the City to pay the \$500.00 fee and cut a check out of cycle. Jen requested Council to make a motion to approve the check that was made out of cycle for \$500.00 made to the Humane Society of the Pike's Peak Region. Lauren informed the Council that the hearing was only regarding the outcome of the animals in conjunction with the court case. The court case has 3 citations, in which 2 have been served and 1 will be served, pertaining to the same 2 dogs. The City will be asking for restitution for the boarding and shelter intake fees, as well as the court costs associated with the court case. A motion was made by Kale and seconded by Robert to approve the check that was made out of cycle for \$500.00 to the Humane Society of the Pike's Peak Region. Motion passed.
- Lauren shared the fines and fee schedules for Bird city, Atwood, and Goodland. Lauren also addressed the Council's question to have separate costs for commercial vehicles of a certain weight, which cannot be done. Lauren also shared the City's previous fines and fee schedule that would need to be updated per the Council's direction and the STO. Lauren gave further recommendations on what type of court cases that should be seen

in municipal court versus district court. The Council will review and decide on the amounts to be confirmed later.

- Lauren informed the Council of a defendant that had passed away that had a remaining balance of \$1,708.00 on her court case regarding a property clean up violation. Lauren also informed the Council of all the City's options regarding the outstanding balance, but recommended the Council write off the bad debt. A motion was made by Robert and seconded by Kale to write off the outstanding debt in the amount of \$1,708.00 for the court case against Mary Barnhart. Motion passed.
- A motion was made by Kale and seconded by Justin to accept and file the Attorney's report. Motion passed

11. Treasurer's Report – None

12. Clerk Report –

- Leann shared the 75th Annual CCMFOA Spring Conference information and the estimated costs for her to attend the conference to the Council for approval. A motion was made by Kale and seconded by Robert to approve the attendance and estimated costs for Leann to attend the CCMFOA Spring Conference. Motion passed.
- Leann shared the January edition of the Options Third Friday Memo.
- Leann informed the Council that she has contacted Western Kansas Child Advocacy and the Cheyenne Food Pantry regarding getting their group's budget and financial information that was not received in 2024. WKSCA has already sent their information in; however, Leann did not have time to upload it for the Council. The Cheyenne County Food Pantry has confirmed that they will have the requested documents by the next Council meeting.
- Leann shared a letter from the Northwest Kansas Planning and Development Commission regarding the City's renewed membership fees. The fees were approved and paid for at the January 13th Council meeting. Leann shared the letter so the Council could be updated on the NWKSPDC's 2024 activities and that the fees only increased by \$42.00 from the previous year.
- Leann shared the 2025 Emergency Response Exercise training calendar if any of the Council were interested.
- Larry brought up the appointments for the PBC Board that currently are missing 1 Council member on the board currently. Jen informed the Council that the ordinance requires 3 Council members, 2 Recreation Commission members, and 2 Members at Large, in which the appointments currently have 2 Council members and 3 Members at Large. Lauren informed the Council that having 3 Council members would make a quorum for a Council meeting; however, Jen spoke with the City's bond counsel, Gillmore Bell, who has no objection to the ordinance requiring 3 Council members. Leann will review the PBC and Council minutes to find out when this change occurred and what led to the discrepancy of members. The Council has tabled the issue until the next meeting to have the Mayor present.
- A motion was made by Justin and seconded by Robert to accept and file the Clerk's report. Motion passed.

13. Council Comments:

Robert – None

Kale – None

Larry – Larry informed the Council that he had spoken with Amanda and that they would like to have employee reviews and evaluations in separate executive sessions at the end of the next meeting for Dan, Leann, and Jen.

Dara – Absent

Justin – None

14. Mayor Comments: None

15. Executive Sessions: None

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