

Regular Council Meeting
June 9, 2025

1. **Mayor Amanda Milne called the regular Council meeting to order at 7:00 pm.** Present were Council members Justin Lohr, Larry Finley, Kale Dankenbring and Robert (Bud) Erskin. Also present were City Superintendent Dan Blair, City Treasurer Jennifer Blair and Office Assistant Wyatt Landenberger. Councilwoman Dara Carmichael, City Attorney Lauren Reyelts and Sheriff Cody Beeson were absent.
2. **Visitors/Audience:** Sheree Downs, John Guthmiller, Kristi Guthmiller, David Guthmiller
3. **Minutes** from the May 27th Council meeting were distributed and read. A motion was made by Justin and seconded by Kale to approve the minutes. Motion passed.
4. A motion was made by Larry and seconded by Kale to approve the following **consent agenda**. Motion passed.
 - 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.
5. **Sheriff's Report:** none
6. **New Business:**
 - Don Rivera, Western Kansas Child Advocacy Center, joined the meeting via phone call. Don gave a report to the Council regarding the statistics for 2024. He asked that the Council consider budgeting an allocation of \$2,500 in 2026 for the services they provide. The Council said they would consider the request when working on the budget.
 - ❖ Don left the meeting.
 - Lisa Krull, Housing Director with Cheyenne County Development Corporation, presented a construction proposal on the property at 115 E Bus US Highway 36. They would like to build duplexes on the property. No decision was made regarding the proposal.
 - ❖ Lisa left the meeting.
 - **Special Event Application and the Bandshell Rental Application:** A motion was made by Kale and seconded by Justin to approve the Special Event Application and the Bandshell Rental Application with the fee waived for the Fourth of July Celebration being put on by the St. Francis Recreation Commission. Motion passed.
 - **Freedom of Information Officer Appointment:** A motion was made by Kale and seconded by Larry to appoint Lila Whitmore as the Freedom of Information Officer. Motion passed.
 - **Law Enforcement Contract Review:** The Council reviewed the Law Enforcement Contract and no monetary changes to the contract were made after the review.
 - **Building Permits:** none
 - **Tree Trim License:** A motion was made by Kale and seconded by Justin to approve the tree trim license renewal from Mason Tree Service. Motion passed.
7. **Old Business:**
 - a. **Property Cleanup:**
 - The Council discussed the removal of sidewalks and how to address sidewalks that need to be put back in. Lauren will reach out to Lila regarding the issue so letters can be sent.
 - b. **Projects Pending:**
 - Dan will look into the possibility of getting water to the areas in front of City Hall.
 - c. **Streets Project:**

- Dan reported that Tyler with Miller and Associates got the core sample report and will be at the next council meeting to discuss the findings.
 - Dan reported that St. Francis Redi Mix has done One-Calls and marked the intersections that need repaired.
- 8. Visitors:** John Guthmiller reported he received the letter regarding the shipping container they use at Ross Manufacturing and let the Council know it is impossible for them to get it removed from the property in the 20-day timeline as stated in the letter. The Council will further discuss the matter.
- ❖ John, Kristi and David left the meeting.
- 9. Theater Report:** Board minutes were presented. The Council will need to discuss wages in executive session.
- 10. Pool Report:** Larry reported the weather has made it challenging to open the pool. A motion was made by Justin and seconded by Kale to accept and file the Pool report. Motion passed.
- 11. Superintendent Report –**
- Dan would like permission to bid on a forklift being sold on Big Iron. The forklift is located west of town. It would be used at the Recycle Center. A motion was made by Kale and seconded by Larry to approve the purchase of the forklift at a price not exceeding \$22,500.00 out of the Recycle Department in the General Fund and to be paid out of cycle if the bid is accepted. Motion passed.
 - Dan would like to take several pieces of equipment the City owns to Western Auction to be placed in one of their auctions. The equipment has been on the lot for a long time and some of it doesn't run. It was decided to put ads out for sealed bids on the equipment and if the bids aren't sufficient, then the equipment can be taken to auction.
 - Dan would like to purchase brooms and a hose for the street sweeper from Berry Tractor in the amount of \$1,553.25. A motion was made by Kale and seconded by Justin to approve the purchase from Berry Tractor. Motion passed.
 - IdeaTek would like to run fiber into town so they can offer residents Internet. The Council agreed to have Lauren look at the paperwork.
 - Dan installed an electric meter at the TAP Park. He is wondering who will pay for the electric usage. TAP has also requested 2 water hydrants be installed, one of which was requested to be taken out and now they want it back. There was discussion on who pays for the installation of the water hydrants. After some discussion, the Council agreed the City would take care of the electric usage, but TAP would need to hire someone to install the hydrants.
 - Dan reported the Crew has mowed 4 yards so far, 2 of which have been mowed twice.
 - Dan presented the Water Tank Inspection Report for review. He will reach out to Macguire Iron to inquire what their recommendations are for any further action that needs to be taken.
 - A motion was made by Kale and seconded by Justin to accept and file the Superintendent report. Motion passed.
- 12. Attorney Report:** none
- 13. Treasurer's Report:**
- Jen reported she is still working on getting bids for the new phone system and hopes to get them before we lose our land lines.
 - Jen reported we received a refund from KMIT after their review of the payroll audit.
 - A motion was made by Larry and seconded by Kale to accept and file the Treasurer's report. Motion passed.
- 14. Council Comments:**
- Robert:** Robert (Bud) shared a possible location that may suit the duplexes better than the highway for the CCDC Housing Project.
- Kale:** None.

Larry: Alumni is the weekend of June 21st.

Justin: None.

Mayor Comments: Amanda has been helping with the upcoming Flag Day celebration and read the following proclamation:

FLAG DAY PROCLAMATION

WHEREAS our flag is the symbol of America and the great nation it represents, and
WHEREAS our flag of red, white and blue has flown over this nation for more than two centuries,
and

WHEREAS our flag calls each American to rededicate our lives to those ideals of freedom, equality and justice for which the American patriots sacrificed their lives and fortunes,

NOW THEREFORE, I, AMANDA MILNE, MAYOR of the City of St. Francis, do hereby call upon the citizens of this community to fly their flags on June 14, 2025, and to rededicate their lives to the ideals of freedom, equality and justice.

IN WITNESS WHEREOF, I have hereunto set my hand and seal of the City of St. Francis, this 9th day of June 2025.

A motion was made by Larry and seconded by Kale to recognize the proclamation. Motion passed.

- Amanda also discussed the motorized scooter and bikes that the youth are riding around town this summer. She questioned whether or not to have the Sheriff's Department enforce codes regarding helmets and riding them on the sidewalks. The consensus was to have conversations with the kids regarding the rules and laws.

- 15. Executive Session:** A motion was made by Larry and seconded by Kale to go into executive session for non-elected personnel, wage review, with the regular session resuming at 8:50 pm. Motion passed. The regular session resumed with no decisions made. A motion was made by Larry and seconded by Robert (Bud) to approve the wage recommendations, effective June 6, 2025, for Theater employees. Motion passed.
- 16.** All bills on **Ordinance #1099** were reviewed. The total amount of claims on Ordinance #1099 is \$194,570.90. A motion was made by Justin and seconded by Kale to approve paying of the bills on Ordinance #1099. Motion passed.
- 17. Adjournment:** It was moved by Justin and seconded by Kale to adjourn the meeting. Motion passed.



City Treasurer