

Regular Council Meeting

July 28, 2025

1. **Mayor Amanda Milne called the meeting to order at 7:00pm.** Present were Council members Kale Dankenbring, Larry Finley, Dara Carmichael, and Justin Lohr. Also present were City Superintendent Dan Blair, Interim City Clerk Lila Whitmore, City Treasurer Jennifer Blair, and City Attorney Lauren Reyelts. Council member Robert (Bud) Erskin was absent.

**Visitors/Audience:** Sheree Downs, Robert Grace

2. **Minutes** from the July 14th Council meeting were distributed and read. A motion was made by Justin and seconded by Kale to approve the minutes as written. Motion passed.

3. **Sheriff Report:** none

4. **New Business:**

- a. Shay Zweygardt and Ericka Wieck were present to provide an update on the Courthouse Park playground renovation project. They have met with Kris Oldsen and are hoping to be approved by the CCDC board to apply for grants under the umbrella of Together Cheyenne County. They are still in the planning phases and have met with a representative from Athco in Lenexa who will provide mockups with design ideas. Current members of the committee are Shay, Ericka, Aspen Bracelin, Brianna Waters, Cindy Sherlock, Haley Keller, Lucinda Straub, Mary Keller, Melinda and Quinton Tedford, Tim and Robin Burr, and Sandy Smull. The Council agreed to provide a letter of support from the City for the grant applications. Amanda clarified that the property is owned by the County and leased/maintained by the City. The committee will keep both entities updated and obtain approval for any improvements that are planned.

➤ *Shay and Ericka left the meeting.*

- b. There was one bid received for the Roadside Park Kiosk painting from Dan Wilkens in the amount of \$1,535.09, not including the cost of paint. Lila shared feedback she had received from a citizen who expressed concerns that funds were being spent on painting when there is a greater need, in her opinion, for improvements and repairs in the interior restrooms and the brochure display. The Council discussed the need to update both roadside park areas and talked about the possibility of grants. The Council decided to put the painting project on hold for now and Lila will look into grant opportunities including CDBG Community Facility grants.
- c. A motion was made by Larry and seconded by Kale to approve the following building permits: Tracy Downey – 909 S. River, wood, and post frame residential building; Ricky & Julie Reyelts – 504 E. 4<sup>th</sup>, concrete slab. Motion passed.
- d. A motion was made by Justin and seconded by Kale to approve the Special Event Application and Bandshell Rental Contract for the St. Francis Community Church and to waive the bandshell rental fee. Motion passed.

5. **Old Business:**

- a. **Solar Panels** – Dan received a document from KMU/KMEA which was shared with the Council regarding regulations and best practices for the installation of solar panels. Dan indicated that the City needs to have a net metering policy in place. The KMEA representative will call in for the next Council meeting for further discussion on the topic.

➤ *Robert Grace left the meeting.*

- b. **Property Cleanup** – Dan has not had time to take pictures of the properties previously identified as needing attention. He will follow up on the properties at 616 S. Denison and 703 S. Frances.
- c. **Shipping Containers / Storage Containers** – (This topic was moved to the Attorney Report at the end of the meeting)
- d. **Projects Pending**
  - **Crosswalks** – A citizen had contacted City Hall asking if a crosswalk could be painted at the intersection of Benton and Jackson and also at the intersection of Frances and Whittier by the grade school. Dan indicated they intend to install signage at the Benton/Jackson intersection, and he will check on the crosswalks at the school.
  - **Empire Motel Property** – Attorney Reyelts read an ad she created for the sale of the Empire Motel property. The Council approved and it will be published in the St. Francis Herald as well as being posted on the City's website and Facebook page. The City will be placing a sign with the City's phone number on the property.

- There was brief discussion regarding the planter areas in front of City Hall. Justin indicated there is water available there.

e. **Streets Project** – The City crew is patching potholes as they can.

**6. Visitors** - none

**7. Pool Report** – The pool board met on Tuesday July 22. The last full day the pool will be open is August 9. Lap swim and aquacise will continue until August 29. Larry was not sure if it will be open on the weekends in August. The 5<sup>th</sup> grade class and High School PE class will be using the pool the first couple of weeks of school. They had over 200 kids for swimming lessons. There was considerable discussion regarding pool employees being allowed to use the pool after hours. Larry stated it has always been allowed as long as there are at least two lifeguards. Attorney Reyelts stated that if anyone is using the pool when there is no lifeguard officially on duty it is a significant risk to the City and advised against continuing to allow it. Lila will check with the City's insurance agent regarding the specific liability policies for the pool. Lila stated that Kelley Milliken, Pool Manager, has indicated she will be working on a Pool Manual which will contain written rules and regulations, and this topic can be included. The manual will need to be reviewed and approved by the Pool Board and City Council. There was discussion regarding keeping Kelley on the payroll so that she can be compensated for her time working on this.

**8. Superintendent Report -**

- The painter has looked at the pool and will be providing quotes by the next meeting. Lila will confirm if the project can be paid out of Capital Improvement.
- TAP provided the bill for the fire hydrants for \$340.00. Lila had previously indicated there was \$500 budgeted in 2025 for TAP, but approximately \$150 of that was used to purchase signs for the park. With the purchase of the hydrants the budgeted funds for TAP have been spent.
- Dan shared a statement showing the recycling rebate of \$840.78 from ABC Recycling.
- A motion was made by Justin and seconded by Larry to approve the purchase of supplies for water taps from Salina Supply in the amount of \$2,784.79. Motion passed.
- There was another water leak on Frances Street. Dan recommends that the water main be replaced. He received a quote from Scott Lesuer/Reusel Construction with two options. Option 1 for \$58,967.00 includes almost everything needed to completely replace the water main using trenching. Additional concrete work would be around \$9500. Scott provided a second quote of \$42,735 which would be if it were bored and there would be additional costs of approximately \$25/foot for the boring. Dan discussed what the work will entail and recommended Option 1. Dan will gather final numbers to bring back to the Council. Lila indicates this will likely be a capital improvement expense.
- Complaints have been received regarding bees and wasps in the trees along the street in front of the Senior Center. The city crew has set traps.
- The Council approved taking the Kawasaki mule to Salina for repairs.
- John Larson may be retiring soon. Dan and DJ Barnhart are both certified in water, but someone on the City crew will need to become certified in wastewater within a year.
- Justin asked about overgrown weeds in the alleys. Dan stated that everything from the middle of the alley to the middle of the street is the homeowner's responsibility.
- A motion was made by Kale and seconded by Larry to accept and file the Superintendent Report. Motion passed.

**9. Attorney Report**

- Lauren has been working with IdeaTek regarding the franchise contract. Both parties have agreed to the contract except for one section which has to do with a permitting process. She explained that the City does not appear to have anything regarding a permitting process in the ordinances and Lila indicated she is not aware of any existing permitting process or policy. There was also discussion regarding a pole rental agreement which the City currently has with Vyve/Eagle. John Terry with IdeaTek joined the meeting via phone to answer Council questions. He confirmed that if they were to utilize the City's utility poles they would expect to be billed for pole rental. He explained that once the franchise contract is agreed upon, IdeaTek Construction Project Manager Kevin Ingalls will attend a Council meeting to discuss the plans and designs for the project. The Council had no additional questions and Mr. Terry left the meeting. Lauren pointed out a few sections of the contract that she wanted the Council to be aware of, and except for the

permitting process she does not see any other issues. IdeaTek is currently installing fiber in Atwood. Lila will check with Atwood regarding their permitting process.

- Lauren requested 10 minutes of executive session for communications subject to attorney client privilege advice of Council.

#### **10. Treasurer Report**

- Jen received a request last week from a person requesting a patch from the St. Francis Police Department. There are many old uniforms that have been kept in storage. Cody confirmed they would not be useful to the Sheriff's department. The Council approved removing the patches and then taking the shirts and pants to the power plant for the City crew to use.
- A motion was made by Dara and seconded by Larry to accept and file the Treasurer report. Motion passed.

#### **11. Clerk Report**

- Lila shared an update on LKM dues.
- Lila reminded the Council that in March a motion had been made to offer MASA enrollment to Council members, the City Attorney, and the Municipal Court Judge. AirMed membership is also available. Enrollment forms were offered to those interested.
- A motion was made by Kale and second by Dara to accept and file the Clerk report. Motion passed.

#### **12. Council Comments**

- Kale – none, Larry – none, Dara – none, Justin - none

#### **13. Mayor Comments – none**

➤ *Sheree Downs left the meeting*

#### **14. Attorney Report (Continued)**

- **Executive Session** - At 8:46 a motion was made by Larry and seconded by Kale for the Council, Mayor, City Superintendent, City Attorney, City Treasurer, and Interim City Clerk to recess into executive session for communications subject to attorney client privilege for prospective pending litigation and advice of Council, the open meeting to resume at 8:56. Motion passed. The open meeting resumed. A motion was made by Kale and seconded by Justin to go back into executive session for 5 minutes the open meeting to resume at 9:03. Motion passed. The open meeting resumed. No decisions were made.
- **Shipping Containers / Storage Containers** – After brief discussion the Council decided to not change the existing code and to send notices to those determined to be in violation, but as a courtesy allow 6 months for them to come into compliance.

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

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Interim City Clerk