

Regular Council Meeting
November 24, 2025

1. **Mayor Amanda Milne called the meeting to order at 7:37pm.** Present were Council members Kale Dankenbring, Larry Finley, Dara Carmichael, Justin Lohr, and Robert (Bud) Erskin via phone. Also present were City Superintendent Dan Blair, City Treasurer Jennifer Blair, and City Attorney Lauren Reyelts.
Audience: Sheree Downs, Karen Knauer, Bill Dungan, Shelby Howard, and Dave Mayer.
2. **Minutes** from the November 10th 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. **Resignation and Appointments:** A motion was made by Justin and seconded by Kale to accept the resignation of Jacquelyn Ketzner, City Clerk. Motion passed. A motion was made by Larry and seconded by Dara to appoint Lila Whitmore as Interim City Clerk and to appoint Jennifer Blair as Assistant City Clerk in addition to her Treasurer appointment. A roll call vote was taken Kale – yes, Larry – yes, Dara – yes, Justin – yes. Motion passed.
4. **Access Road:** Mayor Milne placed a call to Attorney Michael Baxter. The consensus of the public meeting was to not accept KDOT's offer of a 2-inch overlay and transfer of ownership of the access road to the City. That information was relayed to Mr. Baxter. There was discussion of different options moving forward. Mr. Baxter will relay the information to KDOT that the City does not want to move forward with the agreement. He will also discuss a joint effort on filling potholes in the meantime.
5. **New Business:**
 - a. The CCKCF Lease agreement was discussed. Dave Mayer asked more questions on the Access Road. Discussion returned to the lease agreement. Amanda wants wording changed in one paragraph in the agreement. The Council agreed the rent would stay the same and the agreement will be signed at the next meeting.
 - b. St. Francis Equity is wanting to sell part of the office building that houses the scale house, along with the scale. In doing title work, it was found that the scale house addition was built in the City right of way. Vacating the street was discussed but Lauren stated that even if that was done, it doesn't mean they would own that property. It was determined that there is more title work to be done before anything can be decided on vacating the street. Dan, Lauren, and Justin will meet to discuss where City utilities are located so that can be considered in any decision made.
 - c. A motion was made by Justin and seconded by Kale to approve the following building permits: Sharon Barnhart – 221 N. Quincy, shed; January Phillips – 109 E. Whitter, sidewalk, and French drain. Motion passed.
6. **Old Business:**
 - a. **Property Cleanup** – Letters will be going out this week on properties discussed at the last meeting. Shelby Howard was present to discuss the property at 528 E. Third. He will be removing trees over the weekend and hopes to raze all the structures on the property within a few months and develop the property.
 - b. **Projects Pending**
 - **Recodification** – Amanda would like to set up a workshop in January to discuss the chapters and any changes that need to be made. Lauren will send out chapters to the newly elected council members so they will be prepared. Lauren discussed the changes regarding the CMB process and the hours of sale. Hours of sale is a different process and not just a code change. She will get started on that process, but it was agreed that the rest of the CMB chapter would be changed in the recodification process.
Bud left the meeting.
7. **Visitors** – none
8. **Superintendent Report -**
 - Crack sealing will be done after the first of the year.
 - Dan received a quote from McGee Company in the amount of \$2,055.34 to repair the compressor. A motion was made by Kale and seconded by Larry to approve the quote. Motion passed.
 - A representative from KRWA is coming this week to meet with Dan to go over the sewer violations and help with solutions.

- Quotes were received from AB Plumbing in the amount of \$650.00 and TJ's Improvement in the amount of \$2,638.00 to repair the leaking toilets and damage from the water. A motion was made by Dara and seconded by Kale to approve both bids. Motion passed.
- Dan was given permission to advertise for an employee.
- Dan let the Council know he sent an email to them from Miller and Associates regarding another option for repairing streets. The Council will review it.
- Abby Rose would like to have Quincy Street closed from Washington Street to the alley on December 7th during the Thrift Store youth Christmas shopping event. The Council agreed to close the street during the event.
- The street sweeper is still being repaired. They are waiting on a different part.
- Dan presented the Council with two quotes from Dutton Lainson Co. for two different meter reading systems. The current system is dated and will need to be upgraded. A motion was made by Justin and seconded by Kale to approve the purchase of the Tantalus system in the amount of \$97,378.75 plus applicable sales tax to be paid from Equipment Reserve and to be paid out of cycle. Motion passed.
- The Council agreed to increase the monthly meter charge for water and electric meters to cover the monthly endpoint maintenance fees. Lauren will prepare the Ordinance for the next meeting.
- A motion was made by Dara and seconded by Justin to accept and file the Superintendent Report. Motion passed.

9. Attorney Report

- Lauren reported that the fine system seems to be working and several tickets have been paid ahead of court so there will be no need for a court appearance.
- A motion was made by Kale and seconded by Larry to accept and file the Attorney Report. Motion passed.

10. Treasurer Report

- Jen presented information on two Western State Bank CDs that are set to renew on November 26. After some discussion it was moved by Kale and seconded by Justin to approve the CD renewals. Motion passed.
- A motion was made by Justin and seconded by Dara to approve the Christmas bonuses and service awards that were presented. Motion passed. The Council discussed a time and place for a Christmas party. Dan will see if we can rent the Gun Club and get a date for the party and will report back at the next meeting.
- A motion was made by Larry and seconded by Kale to approve paying a Reach invoice in the amount of \$1,501.00 out of cycle. Motion passed.
- A motion was made by Kale and seconded by Justin to accept and file the Treasurer report. Motion passed.

11. Council Comments: Kale – wants to make sure we spend the sales tax money we are collecting, Larry – none, Dara – none, Justin - none

12. Mayor Comments - none

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



Assistant City Clerk/Treasurer