

Regular Council Meeting
January 12, 2026

1. **Mayor Amanda Milne called the regular Council meeting to order at 7:00 pm.** Present were Council members Larry Finley, Justin Lohr, Robert Erskin, David Butler and Randy Wieck. Also present were City Superintendent Dan Blair, Assistant City Clerk/City Treasurer Jennifer Blair, and City Attorney Lauren Reyelts. Sheriff Cody Beeson was absent.
2. **Visitors/Audience:** Sheree Downs
3. Newly elected Council members Larry Finley, David Butler and Randy Wieck were sworn into office with their oath of offices administered and attested to by Assistant City Clerk/City Treasurer Jennifer Blair.
4. **Minutes** from the December 22, 2025, Council meeting were distributed and read. A motion was made by Justin and seconded by Robert to approve the minutes as written. Motion passed.
5. **Minutes** from the December 28, 2023, Council meeting were distributed and read. A motion was made by Larry and seconded by Justin to approve the minutes as corrected. Motion passed.
6. A motion was made by Justin and seconded by Robert 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 Attorney bills when due, Permission for Clerk to pay the following membership dues: Kansas Mayors Association - \$50.00, League of Kansas Municipalities - \$1,095.68, City Clerks and Municipal Finance Officers Association - \$100.00, Kansas Municipal Utilities - \$3,494.00, Northwest Kansas Planning & Development Commission - \$3,521.00. Motion passed.
7. **Sheriff's Report** – Sheriff Beeson was absent. December statistics were shared.
8. **New Business:**
 - A motion was made by Justin and seconded by Randy to nominate Larry Finley as Council President. Motion Passed. The Council reviewed the Mayor Appointments for City positions, committees, and boards.
 - The Council reviewed the **budgeted allocations** to the community programs. A motion was made by Justin and seconded by Larry to approve payment of the following 2026 budgeted allocations: Cheyenne County Development Corporation - \$42,000.00; Senior Center - \$10,000.00; Options Domestic Violence - \$3,000.00; Western Kansas Child Advocacy Center - \$3,000.00; and Cheyenne Food Pantry - \$3,000.00. Motion passed.
 - A motion was made by Robert and seconded by Randy to approve the **RV Park License Application** renewal for Zimbelman RV Park at 305 W. Second. Motion passed.
 - Mayor Milne read the 2026 Mayor Appointments. A motion was made by Larry and seconded by Robert to approve the following 2026 appointments.
City Positions:
 - City Attorney* – Lauren Reyelts
 - City Superintendent* – Dan Blair
 - City Clerk* – TBD
 - Assistant City Clerk* – Jennifer Blair
 - City Treasurer* – Jennifer Blair
 - Municipal Judge* – Justin Gardner
 - Municipal Court Clerk* – Wyatt Landenberger
 - Freedom of Information Officer* – Wyatt Landenberger
 - Fire Chief* – Dan Blair
 - Assistant Fire Chief* – Chris LaBarge
 - Fire Department Treasurer* – Keaton Frewen
 - Official Newspaper* – St. Francis Herald and Bird City Times

Official Depositories – The Bank, FNB Bank, Western State Bank

Boards:

Theater Board – Council member David Butler, Pat Cress, Tye Faulkender, Robert Martinez, Lacey Grogan, Leisha Hilt

Roadside Park Board – Council member Randy Wieck, City Superintendent Dan Blair, Mike Meyer and Kary Zwegardt (one citizen position to be filled at a later date)

Pool Board – Council member Larry Finley, City Superintendent Dan Blair, Margaret Poling, Bruce Swihart and Keely Loyd (one citizen position to be filled at a later date)

Public Building Commission – Council members: Larry Finley, David Butler, Randy Wieck; St. Francis Recreation Commission members: Susan Dinkel, Jill Zwegardt; Members at large: Kelly Frewen, Carla Lampe; and Member Consultant: Bruce Swihart

CCDC Board – Robert Erskin

911 Board – Amanda Milne

Housing Authority – Janet Jensen, Keely Loyd, Carol Wolters, Pam Bolin, John Larson

Standing Committees:

Streets & Alleys – Amanda Milne, Justin Lohr

Utility – Randy Wieck, Robert Erskin

Parks, Recreation and Refuse – Larry Finley, David Butler

Safety – Dan Blair, Amanda Milne, Wyatt Landenberger

Washington Street Beautification Committee – Amanda Milne, Justin Lohr, Dan Blair, Dara Carmichael, Robyn Raile, Carla Lampe, Kris Oldsen

Keller Pond Committee – Larry Finley, Mike Hanson (one citizen position to be filled at a later date)

Motion passed.

- A motion was made by Robert and seconded by Randy to approve a **trash waiver renewal** for Scott Schultz at 709 S. Denison. Motion passed.
- A motion was made by Robert and seconded by Justin to approve the following **building permits**: Dennis Juenger 528 E. First – concrete driveway; Adam Guthmiller 420 E. Whittier - shed; Lori Frisk 414 N. Benton – fence. Motion passed.

9. Old Business:

- a. **Property Cleanup:** The property at 205 E. Emerson has been deeded to Betty Petersen. The Council reviewed photos from properties on the property clean up list. It was decided to have the Sheriff Department issue citations for the following properties: 521 S. Denison, 203 E. Emerson and 616 S. Denison. Mayor Milne would like the trailer and pickup with expired tags at 203 E. Emerson addressed as well. A letter will be sent Priority Mail to the owner at 511 S. River since the letter sent certified return receipt has been returned.
- b. **Projects Pending:**
 - The Washington Street Beautification Committee will meet on January 15.
 - The Empire Motel Property can be taken off the project pending list.
- c. **Streets Project:** None
- d. **Library Audit:** The League is researching information regarding library audits.

10. Visitors – None

11. Theater Report: The monthly report was available for review.

12. Superintendent Report:

- The digger truck needs repairs. A motion was made by Larry and seconded by Justin to approve the estimate for repairs from Altec in the amount of \$3,716.91. Motion passed.
- The City's bucket truck will no longer be able to be worked on by Altec in February as it has passed its life expectancy. Dan reported that a new material handler 40-foot bucket truck would cost between \$230,000-

\$240,000. A non-handler 30-foot bucket truck would cost between \$180,000-\$190,000. Used bucket trucks are available to look at as well. The subject was tabled until the next meeting.

- Dan briefly discussed what a potential contract with Prairie Land to maintain our infrastructure would look like. If there is a major event and Prairie Land has their infrastructure go down, it would take priority.
- Dan presented a quote from Sunbelt Solomon to haul off contaminated dirt from the two transformers that leaked oil. Sunbelt Solomon will also complete paperwork regarding the spill. The cost would be \$10,164.15 and there would be additional expense of bags to put the dirt in. The Council instructed Dan to discuss other options with our PBC representative.
- The annual lift station inspection will be done this week.
- The sweeper is still down. Berry Tractor should be sending the correct parts soon.
- The plant air compressor is still in Denver and waiting to be repaired.
- Dan gave his recommendation to crack seal College Street from Spencer Street to North Street as a priority and to possibly crack seal and put down mastic on South Denison Street.
- A motion was made by Larry and seconded by Randy to accept and file the Superintendent report. Motion passed.

13. Attorney Report:

- Lauren changed the wording in the lease for Cheyenne County Kansas Community Foundation to specify the money paid is a utility reimbursement. A motion was made by David and seconded by Justin to approve the lease agreement. Motion passed.
- Lauren presented a Termination of Airport Lease and Operation Agreement for approval. A motion was made by Robert and seconded by Larry to approve signing the termination document. Motion passed.
- A motion was made by Justin and seconded by Randy to accept and file the Attorney report. Motion passed.

14. Treasurer Report:

- A motion was made by Larry and seconded by Justin to remove Dara Carmichael as a signer on accounts at The Bank, FNB Bank and Western State Bank. Motion passed.
- A motion was made by David and seconded by Randy to add Justin Lohr as a signer on accounts at The Bank, FNB Bank and Western State Bank. Motion passed.
- A motion was made by Justin and seconded by David to unencumber a quote from AB Plumbing in the amount of \$650.00 and a quote from TJ's Improvement in the amount of \$2,638.00 from the 2025 encumbrances and encumber them for 2026. Motion passed.
- Jennifer reported that a static IP address needed to be added at City Hall for the new meter reading system. It will add \$9.95 to the monthly bill.
- Jennifer reported that the server quote will need to be quoted again after CIC sends their quote for the integration.
- A letter from the Senior Center regarding their Annual Meeting was available for review.
- A motion was made by Larry and seconded by Randy to accept and file the Treasurer Report. Motion passed.

15. Council Comments:

Robert – Will work on getting a sound system.

David – None

Larry – Welcomed the new council members.

Randy – None

Justin – None

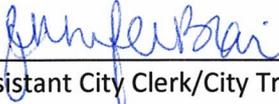
- #### **16. Mayor Comments:**
- Amanda reported she and Dan will be attending a meeting held by Sunflower regarding a new line they are putting in from Holcomb, KS to Sidney, NE.

17. Bills on **Ordinance #1106** in the amount of \$290,313.93 were reviewed. A motion was made by Justin and seconded by Randy to approve paying the bills on Ordinance #1106. Motion passed.

18. Executive Sessions:

- A motion was made by Larry and seconded by Randy to recess into executive session for 10 minutes for non-elected personnel, application review with everyone present with the regular meeting to resume at 8:42 pm. Motion passed. Open meeting resumed with no decisions made.
- A motion was made by Larry and seconded by Randy to recess into executive session for 10 minutes for non-elected personnel, job performance with the Mayor and Council with the regular meeting to resume at 8:55. Motion passed. Open meeting resumed with no decisions made.

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



Assistant City Clerk/City Treasurer