

Regular Council Meeting
May 11, 2026

1. Mayor Amanda Milne called the regular Council meeting to order at 7:00 pm. Present were Council Members Larry Finley, Randy Wieck, David Butler, and Robert (Bud) Erskin. Also present were City Superintendent Dan Blair, Assistant City Clerk/City Treasurer Jennifer Blair, City Clerk Jamie Crable and City Attorney Lauren Reyelts. Council Member Justin Lohr and Sheriff Cody Beeson were absent.
2. **Visitors/Audience:** Sheree Downs, and Kris Oldsen were in attendance.
3. **Minutes** from the April 27th, 2026, Council Meeting were distributed and read. A motion was made by Larry and seconded by Randy to approve the minutes as written. Motion passed.
4. **Consent Agenda:** A motion was made by David and seconded by Randy to approve the 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. Motion passed.
5. **New Business:**
 - **Kris Oldsen Cheyenne County Development:** Kris Oldsen requested permission to update the brochure for visitors to St. Francis and discussed changing to a new brochure created by Penny Raile. Kris reported the cost would be \$702.85 for 2,500 brochures. Larry said he would like to see bigger pictures in the new brochure; all agreed they like the map on the back. Kris will take the brochure back for changes and come to the next meeting. Kris also asked the Council if they wanted to do a full-page advertisement that would cover two years in the Northwest Kansas Ultimate Guide. Randy made a motion, seconded by Larry to purchase a full-page ad in the Guide for \$2,000.00. Motion passed.
 - **Curb and Gutter:** Kobe Tice was on the agenda but called and left a message at City Hall stating he was unable to attend.
 - **Fireworks/Drought:** Jamie and Jen reported that Ryan Murray wanted Council to consider how to handle fireworks this year with the ongoing drought conditions and fire risk. Amanda will reach out to fireworks vendors to see when they order so that a Council decision has the least impact.
 - **Building Permits:** A motion was made by Randy and seconded by Larry to approve the following: Dalene Ross – 120 West First St., Shed; Bill Wilger – 700 West Business Highway 36, Deck Cover; Bonny Ferguson – 601 West Spencer St., Front Sidewalk. Motion passed.
 - **Chicken Permit:** A motion was made by Larry and seconded by Randy to approve the following: Jose Vasquez – 407 North College St. Motion passed. Dan provided a photo of the coop where the chickens would be housed. Amanda noted the structure is not a small free-standing coop but attached to a building. Dan will notify the resident that his chicken coop requires a building permit.
 - **Transient Vendor Permit for May 12th, 2026:** A motion was made by David and seconded by Randy to approve the following: Paul Licke - Oasis Ridge Farms. Motion Passed.
 - **Small Business Incentive:** A motion was made by Larry and seconded by David to approve the following: Gabe and Cherish Born - Fresh Seven Coffee. Motion passed.
6. **Sheriff's Report:** Sheriff Beeson was absent but sent a copy of April 2026 incidents within City limits to City Hall. Amanda reported on a cow that has been getting loose and wandering onto Triangle Park to eat grass. Amanda noted that the cow is coming from a property within city limits and not wandering in from out of town. Lauren looked up code 2-107 stating that livestock shall not be kept in town. Lauren advised a letter should be sent from City Hall to the owners explaining that livestock is not to be kept in town by City Code. Jamie will have a letter sent to the owners.

7. Old Business:

a. Property Cleanup:

- 600 South Adams follow up: Amanda stated the property was given a deadline to complete clean up by April 2026 and the owner has not complied with it. Lauren advised that notice must be given in writing providing forty-five days to clean up and/or ten days to request a hearing before the Council. A letter will be mailed from City Hall.
- East First: Dan reported on a complaint received on First street of loose trash being allowed to scatter and debris in the yard and alley. Dan will investigate the complaint and report back if needed.
- 616 South Denison: Amanda reported concerns about piled up trash in the back and open burning not in compliance with City Code. Lauren advised the Fire Chief to send a letter due to the fire hazard and cited code 7-205 with a deadline for remediation. Amanda stated deadlines should be the same for fire hazards as for property cleanup to maintain consistency. The Clerk will have a letter prepared for Dan to sign.
- 511 South River: Dan reported that the property is still in disrepair in violation of City Code. Jen advised a letter was sent via priority mail and was delivered in Mid-January.
- Amanda suggested Council members identify properties needing to be cleaned up and bring them to council to discuss and determine which ones to send clean up letters to. Council agreed.

b. Projects Pending: Jen mentioned reviewing utility rates. Jen reported that that costs for the City are up,

but Kilowatts used by the public are not noticeably different than in years past. Jen advised last rate increase was in 2012. Amanda asked Jamie to research what other communities are charging for further discussion.

c. Playground: Shannon Praete of the Northwest Kansas Infrastructure Hub emailed a report outlining grants and funding options the Playground Renovation Committee might be able to use to fund the playground project. Bud stated he would like to see the City apply for the planning grant Shannon discussed at the April 27th Council Meeting. Jamie reported that the planning grant was the "Safe Streets" grant and would be for streets, but the other grants could help with the playground. Amanda asked Jamie to follow up with Shannon Praete on what the "Safe Streets" grant would cover.

8. Visitors: None.

9. Theater Report:

- David reported that the Theater Board is still trying to sell advertisements to run before the movies but has run into issues with programming. The Board is continuing to work with Three Hounds Printing to resolve the problems and get ads onto the pre-movie screen.
- David reported the Theater Manager Jessica is still having problems getting the LED sign to show the movie title without a blank screen showing at times.
- David stated that renovation projects were not brought up at the last meeting.
- A motion was made by Larry and seconded by Randy to accept and file the Theater report.

10. Pool Report:

- Larry reported that wages have been set and lifeguards have been approved.
- Larry reported training costs are up. He stated there are a lot of new lifeguards this year and some recertifications. The cost of training this year will be \$3,200.00. He stated that he expects several of the new guards will come back for the next few summers.
- Dan reported that the pool has been filled, the boiler is being worked on and stairs have been ordered.
- Amanda asked if hours had been decided. Larry stated that the hours would be the same as last year and that the board is still discussing Mondays. Council agreed they would like to see the pool open on Mondays.

- A motion was made by David and seconded by Randy to accept and file the Pool Report. Motion passed.

11. Superintendent Report:

- Dan reported on repairs on Spencer St. and explained that additional concrete was needed because of asphalt damage. Dan requested approval for an additional 188 square feet of concrete totaling \$2,632.00. Larry made a motion and David seconded approving 188 additional square feet of concrete for street repairs on Spencer St. for \$2,632.00 to be paid out of cycle from the Special Highway Fund. Motion passed.
- Dan reported he is working on getting costs for concrete work for the Bond Funds street project. Larry asked if that had already been taken care of. Jamie reported that Kevin from Gilmore and Bell, who are handling the funds, said they would need a request. Amanda stated a motion would be best so that the decision would be in the minutes. A motion made by Randy and seconded by David to use the remaining bond funds to complete street repairs on the five hundred block of East Spencer. Motion passed.
- Dan reported that Kaylee, a member of his crew, had eleven hours of vacation time to carry over to the next year.
- David Butler left the meeting.
- Dan reported on recent power outages. Dan explained that an arrester blew up at the sub-station due to a lightning strike. Dan explained that the arrester blowing up protected the rest of the system from damage and it did work as designed. Power was restored and there were no further issues at that time.
- Dan reported he was able to get the switch gear temporarily repaired at the plant but may need to have Ward Electric or Soloman come out for further work.
- Dan presented a quote from Farabee Mechanical to inspect the 9-Cylinder and the 10-Cylinder Piston Engines at the plant for \$19,552.50 plus applicable taxes. Dan reported that the plant is currently inoperable and that the Council will need to determine if the cost of repairing it is feasible. After discussion it was decided the best course of action would be to have Farabee inspect the plant to determine if it can be repaired and if the cost is worth it. Bud made a motion and Randy seconded to approve the inspection by Farabee Mechanical for \$19,552.50 plus applicable taxes to be paid out of cycle. Motion passed.
- Dan reported on bucket truck pricing through Altec. Larry asked if the purchase would be directly through Altec and if they would be covered by a warranty. Dan stated he would look it up but that if the purchase were through Altec the truck would be brought to their shop for inspection and brought up to their standard. Dan will bring more information to the next meeting.
- Dan reported, for the Council's information, that the State was holding a water hearing and with current drought conditions it was possible that water restrictions could be enacted.
- Dan reported that AT&T is looking to change their antenna on the water tower and have requested permission from the City. Council had no objections.
- Dan asked about setting utility poles on private property due to a recent request. Dan advised there is not much time to do such work, and the cost would be high. Council did not object if Dan has the time and charges for the service.
- Dan reported that Garrett will be out the 19th – 21st of May to retake the water certification course. Dan explained this will throw off the trash schedule for that week.
- Dan reported that he will be out of town May 18th –22nd and has arranged for Prairieland to provide on-call assistance if needed.
- Dan brought up some ideas to help with drainage on West Spencer St. Dan did not provide costs at this time and explained he just wanted to get Council thinking about options.

- Dan reported on the Renewable Energy Credits discussed at the last meeting. He explained that he spoke with a representative at the Kansas Municipal Energy Agency (KMEA) who said the credits will not increase in value but could decrease. The representative recommended that the City sell the credits. A motion was made by Randy and seconded by Larry to sell the KMEA credits. Motion passed.
- Dan reported he received a request from a homeowner who would like to put a fence on top of a retaining wall. Dan stated he told the homeowner he would ask Council about the request since City Code prohibits building beyond six feet above the natural grade. Since the retaining wall sits at the natural grade of the abutting property council saw no issues if the neighbor agrees and the proper permit is secured.
- A motion was made by Randy and seconded by Bud to accept and file the Superintendent report. Motion passed.

12. Attorney Report:

- Lauren reported there is one case scheduled for Municipal Court on May 21st.
- Lauren reported that she is working on changes to City Code made during the Council's recodification sessions and should have a list of changes in June.
- A motion was made by Larry and seconded by Randy to approve and file the Attorney report. Motion passed.

13. Treasurer Report:

- Jen reported that CIC maintenance agreement will be \$6,005.00 and will be included in the next round of bills.
- Jen reported that she had ordered t-shirts for the city staff and that due to new employees the cost exceeded the spending limit that was set.
- Jen reported that she had received some complaints from users that the Scout Hut was not being cleaned up after use. Options were discussed including charging a cleaning fee and getting a keypad with codes that can be changed. Jen and Jamie will look into the cost of a keypad and bring the information to Council.
- Jen reported she will be out of the office from May 19th – 22nd and part of the day on the 18th.
- A motion was made by Randy and seconded by Larry to accept and file the Treasurer Report. Motion passed.

14. Clerk Report

- Jamie reported that the financial reports were included in the council packets for review.
- Jamie requested permission to attend an online training session through the League of Kansas Municipalities for Municipal Finance and Budget. Council had no objections.
- Jamie reported that the Department of Justice has extended the deadline for website accessibility until April of 2028. This allows additional time for the Council to decide how to proceed with the City and Theater websites.
- Jamie reported on the "Safe Streets for All" Grant requirements that projects must reduce traffic related deaths per the Department of Transportation and include a twenty percent cost match.
- A motion was made by Larry and seconded by Randy to accept and file the Clerk Report. Motion passed.

15. Council Comments:

Robert: Asked when the bathhouses at Roadside Park are open. Amanda and Dan told Bud that the bathhouses are open year-round.

David: None.

Larry: Reported the band scheduled for Alumni on June 20th will be "Secret Agent Band". Larry also stated he will be out of town for the next meeting.

Randy: None.

Justin: None.

Mayor Comments: Amanda requested ten minutes of executive session for attorney client privilege for an ongoing legal matter.

16. Executive Session: A motion was made by Larry and seconded by Randy to recess into executive session for ten minutes to resume in Council Chambers at 9:25 pm. Motion passed. Open meeting resumed with no decisions made.

17. Bills on Ordinance #1110 in the amount of \$265,019.00 were reviewed. A motion was made by Bud and seconded by Randy to approve paying the bills on Ordinance #1110. Motion passed.

18. Adjournment: It was moved by Larry and seconded by Randy to adjourn the meeting. Motion passed.



City Clerk