Regular Council Meeting
August 10, 2026

1. **Mayor Amanda Milne called the regular Council meeting to order at 7:00 pm.** Present were Council members Larry Finley, Justin Lohr, David Butler, Randy Wieck, and Robert "Bud" Erskin. Also present were City Attorney Lauren Reyelts, City Superintendent Dan Blair, Assistant City Clerk/City Treasurer Jennifer Blair, and City Clerk Jamie Crable. Sheriff Cody Beeson was absent.
2. **Visitors/Audience:** Derrek Fromholtz, Ann Fromholtz, Dierks Fromholtz and Robert Martinez.
3. **Minutes** from July 27th, 2026, Council Meeting was distributed and read. A motion was made by Larry and seconded by Justin to approve the minutes as written. Motion passed.
4. A motion was made by Justin and seconded by Randy to approve the following **Consent Agenda**:
    - 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.
5. **Sheriff Report:** Sheriff Beeson was absent.
6. **New Business:**
    - **Derek Fromholtz:** Derek told Council he still believes his land should be removed from the City boundaries and wants to keep cows on the property. Options were discussed, including a possible Special Use Permit for owners of very large properties to keep livestock. Council agreed they would like to offer a Special Use Permit for the property. Derek stated he will review the option with his attorney. Lauren will draft a permit after Derek informs the City of his attorney's opinion. Derek asked Council to nullify the deadline in the City's letter requiring removal of the cows. Council agreed to withdraw the demand while the permit issue is being addressed. Derek, Ann, and Deirks Fromholtz left the meeting.
    - **Robert Martinez/Food Trucks:** Robert asked about the mobile food vendor permitting process. Council agreed to review the process for possible improvements. Robert also reported lights out on West Washington Street. Robert Marinez left the meeting.
    - **Small Business Incentive**: A motion was made by David and seconded by Justin to approve a Small Business Incentive for Alejandro Vargas Ornelas: Cazadores Mexican Restaurant. Motion passed.
    - **Resolution 2026-3:** A motion was made by Larry and seconded by Randy to approve Resolution 2026-3: A RESOLUTION AUTHORIZING THE CITY CLERK TO PAY CLAIMS AGAINST THE CITY PURSUANT TO K.S.A 12-105b(e). Roll Call Vote: Bud – Yes; David – Yes; Larry – Yes; Randy – Yes; Justin – Yes. Motion Passed.
    - **Ordinances**:
        1. A motion was made by Randy and seconded by David to approve **Ordinance No. 660**: AN ORDINANCE REGULATING PUBLIC OFFENSES WITHIN THE CORPORATE LIMITS OF THE OF ST. FRANCIS, KANSAS; INCORPORATING BY REFERENCE THE "UNIFORM PUBLIC OFFENSE CODE FOR KANSAS CITIES", EDITION OF 2026, AMENDING SECTION 101 OF ARTICLE 11 OF THE 2015 CODE OF THE CITY OF ST. FRANCIS, KANSAS, AND REPEALING ORDINANCE NO. 653. Roll Call Vote: Bud – Yes; David; Yes; Larry- Yes; Randy – Yes; Justin – Yes. Motion Passed.

2. A motion was made by Larry and seconded by David to approve **Ordinance No. 661**: AN ORDINANCE REGULATING TRAFFIC WITHIN THE CORPORATE LIMITS OF THE CITY OF ST. FRANCIS, KANSAS; INCORPORATING BY REFERENCE THE "STANDARD TRAFFIC ORDINANCE FOR KANSAS CITIES", EDITION OF 2022, AMENDING SECTION 101 OF ARTICLE 14 OF THE 2015 CODE OF THE CITY OF ST. FRANCIS, KANSAS, AND REPEALING ORDINANCE NO. 654. Roll Call Vote: Bud – Yes; David; Yes; Larry- Yes; Randy – Yes; Justin – Yes. Motion Passed.

- **Building Permits:** A motion was made by Justin and seconded by David to approve the following Building Permits: Patty Voeller – 619 South Adams, Front Porch; Kip Weise – 418 South Denison, Garage Addition. Motion passed. Dan stated building permits must be submitted to City Hall by 4:00 p.m. on the Friday before the Council meeting to be considered at that meeting. Otherwise, residents should be informed they may not be able to begin work until after the next regular Council meeting.

7. **Old Business:**
   a. **Property Cleanup:** The property cleanup list was distributed and discussed. Council directed Jamie to have the owner of 703 S. Francis called for a status update. Council will check on progress at 600 S. Adams and discuss it at the next meeting.
   b. **Projects Pending:**
      - **Shipping Container:** Council discussed letters sent to owners of a shipping container in violation of City ordinance. Lauren requested executive session. A motion was made by Randy and seconded by David to recess into executive session for attorney-client privileged communication for five minutes, to resume at 8:10 p.m. Motion passed. Regular session resumed with no decisions made. A motion was made by Randy and seconded by Larry to recess into executive session for an additional five minutes, to resume at 8:15 p.m. Motion passed. Regular session resumed with no decisions made. A motion was made by Randy and seconded by Bud to recess into executive session for an additional five minutes, to resume at 8:20 p.m. Motion passed. Regular session resumed with no decisions made.
8. **Visitors:** None.
9. **Theater Report:**
   - David reported the Cheyenne County Foundation will meet at the High School on September 16th, 2026, and Theater Board members will attend.
   - David stated the Theater Board is moving forward with advertising, is confident local ads can be secured, and hopes to begin running ads in October.
   - David asked whether the Board could begin accepting bids for renovation projects. Council discussed whether an engineer had been involved and whether a grant had been applied for.
   - A motion was made by Bud and seconded by Larry to accept and file the Theater Report. Motion passed.

10. Pool Report:

- Larry reported the pool did not have enough lifeguards to remain open an additional week. The pool will remain open for scheduled school use, weekends, and aquacise through the end of the season.
- Dan reported he had ordered four more barrels of chlorine that should last for the rest of the season with an expected cost of $1035.00 plus shipping.
- A motion was made by David and seconded by Bud to accept and file the Pool Report. Motion passed.

11. Superintendent Report:

- A motion was made by David and seconded by Larry for Dan to purchase water encoder receiver transmitters (ERT) in the amount of $3204.07. Motion passed.
- A Motion was made by David and seconded by Randy for Dan to purchase a new shop air compressor in the amount of $2795.00. Motion passed.
- Dan requested vacation carryover for Garrett of 25 hours of vacation. There were no objections.
- Dan reported that Verizon has removed all their equipment for the water tower.
- Dan reported that Shane with Ward Electric will be completing precision testing on the sub-station and he is awaiting further information.
- Dan stated one well house roof needs repair and he is obtaining bids from Brock McAtee. The building is mainly used for storage.
- Dan reported that he is hoping to have quotes from Ward electric in the next week or so for ongoing utility upgrades.
- Dan requested 15 minutes of executive session for application review.
- A motion was made by Larry and seconded by Bud to approve and file the Superintendent's report. Motion passed.

12. Attorney Report:

- Lauren reported there will be Municipal Court on August 18th.
- Amanda reminded Lauren about rezoning an area currently used for both commercial and residential purposes. Lauren stated she is working on recodification and will address rezoning when it is complete.
- A motion was made by David and seconded by Randy to approve and file the Attorney's report.

13. Treasurer Report:

- Jen reported that the auditors advised that pool repairs may be paid from the Capital Improvements Fund. A motion was made by Larry and seconded by David to pay Carrothers Construction Company $16,585.00 from the Capital Improvements Fund for locating and repairing the pool leak. Motion passed.
- A motion was made by Randy and seconded by David to accept and file the Treasurer Report. Motion passed.

14. Clerk Report:

- Jamie provided the financial reports for review.
- Jamie presented the updated building permit form. Council had no objections to replacing the old form with the updated version.
- Jamie presented a written policy for record requests. A motion was made by Larry and seconded by Randy to approve the Public Records Request Policy. Motion passed.
- Jen advised the Clerk needed to be appointed as the Freedom of Information Officer for the city. A motion was made by David and seconded by Randy to appoint Jamie as the Freedom of Information Officer for the City. Motion passed.
- A motion was made by Justin and seconded by Randy to approve and file the Clerk Report. Motion Passed.

15. **Additional Superintendent Report:**
   - A motion was made by Justin and seconded by Randy to replace the water line on the 300 block of East Emerson Street at a cost of $56,000.00 to Reusel Construction and $10,974.80 to Municipal Supply Company, totaling $61,584.62, to be paid from the Capital Improvement Fund. Motion passed.
   - A motion was made by Justin and seconded by Randy to replace the water line on the 500 block of East Spencer Street at a cost of $85,450.00 to Reusel Construction and $12,199.38 to Municipal Supply, totaling $97,649.38, to be paid from the Capital Improvement Fund. Motion passed.
   - A motion was made by Larry and seconded by Randy to approve and file the Superintendent report.

16. **Council Comments:**
   Robert: Reported he will be on vacation for the next few meetings.
   David: None.
   Larry: Larry advised that Council recordings are hard to hear. Jamie will research better recording options. Larry also asked whether a permit is required for a sunshade project at a local building. Jen confirmed a permit is required.
   Randy: None.
   Justin: None.

17. **Mayor Comments:** Amanda reported a recent High Plains News article included incorrect information about future maintenance of the U.S. 36 Access Road. Amanda asked whether Council wanted to issue a correction Council agreed to send a correction clarifying that the City has not taken ownership of the access road. Council agreed to send a correction.

❖ Lauren left the meeting.

18. Bills on **Ordinance #1113** in the amount of $307,557.58 were reviewed. A motion was made by Randy and seconded by Justin to approve paying the bills on Ordinance #1113. Motion passed.
19. **Executive Sessions:** A motion was made by Randy and seconded by Larry to recess into executive session for 10 minutes for non-elected personnel application review, with everyone present remaining, to resume regular session at 9:35 p.m. Motion passed. Open meeting resumed with no decisions made. A motion was made by Randy and seconded by David to offer the position to the candidate discussed at the wage discussed. Motion passed.
20. **Adjournment:** It was moved by David and seconded by Randy to adjourn the meeting. Motion passed.

Jamie Clark

City Clerk