

The City of Towanda

City Council Regular Meeting Minutes

Wednesday, July 8, 2026, 7:00 PM, City Hall, 110 S 3rd, Towanda, KS

Regular Council Meeting

1. CALL TO ORDER

The meeting was called to order at 7 p.m. by Mayor Mike Hayes.

2. ROLL CALL

Governing Body

Present Not Present

☒	☐	Mayor – Mike Hayes
☒	☐	Council President – Jennifer Watkins
☒	☐	Council Member – Kit Williams
☐	☒	Council Member – Drew Shaults
☒	☐	Council Member – Chris Hunt
☒	☐	Council Member – Angel Ramsey

Staff

Present Not Present

☒	☐	City Administrator – Sarah Gooding
☒	☐	City Attorney – Rob Lane
☒	☐	Planning/Zoning Administrator -Lisa Long
☒	☐	Deputy City Clerk – Cami Jones
☐	☐	

3. ADOPT AGENDA

Angel Ramsey made a motion to adopt the agenda, seconded by Kit Williams. Motion carried 4-0.

4. CONSENT AGENDA – REPORTS – *Consent agenda items will be acted on by one motion unless a majority of the City Council votes to remove an item for discussion and separate action.*

A. JUNE 2026 REPORTS

i. Minutes

1. June 10, 2026 Council Meeting

ii. STAFF/DEPARTMENT INFORMATION REPORTS

1. Sheriff's Office Report
2. Court Clerk's Report
3. Planning and Zoning
4. Towanda Maintenance Department
5. Towanda Public Library Report

Chris Hunt made a motion to approve the consent agenda, seconded by Kit Williams. Motion carried 4-0.

5. PUBLIC COMMENT TIME

No comments.

6. PRESENTATIONS AND GUEST SPEAKERS

- A. Deputy Hall shared an idea for a community resource box to be placed in front of City Hall and received strong support from Council.

Based on this information, Council members asked Jones where he is as far as finding a tenant. Jones said it is too early at the moment to identify businesses, but the plan is to build to suit. Council members expressed concerns about Jones' ability to line up tenants, given that his other Towanda buildings remain vacant.

Mayor Mike Hayes asked about whether Jones collected insurance money on the damaged building, and he also asked if Jones had a plan on how he would repay debt to the City if the project fails. Hayes asked Jones if he had funds he would be willing to escrow, and Jones said he did. City Attorney Rob Lane said he would need to check within the grant to see if Jones could escrow funds. Jones said he doesn't want to, but if it is what the grant needs he could.

Following additional discussion, Long Hamilton noted that Council now has her officer's report and the building is stabilized, which could provide the City time to consider next steps. Lane also provided guidance that even if Council approves the resolution tonight Council would need to commission professional demo plans and then solicit bids for those plans, which likely means several more months before demo would occur.

Council also requested verification that the structure safe and stable.

Chris Hunt made a motion to table the continuation of the dilapidation hearing to August, seconded by Jennifer Watkins. Motion carried 4-0.

Chris Hunt made a motion to authorize the City Administrator to reach out to JEO regarding demo plan estimates and to request an assessment of current status by next week. The motion was seconded by Angel Ramsey and carried 4-0.

8. NEW BUSINESS

A. Zoning Exemption – Flag Signage

City Code requires the obtaining of approval of City Council prior to placing anything into or upon city property (easements, sidewalks, etc.) and does not permit placement of temporary signage without first obtaining the approval of the governing body. H2O Church desires to use a feather flag to advertise when their popular snow cones are available.

Chris Hunt made a motion to allow a feather flag in front of H2O Church on city property near the utility pole/sidewalk area to advertise the snow cone stand. The motion was seconded by Kit Williams and carried 4-0.

B. Employee Handbook Updates

In April, Council approved significant changes and updates to the Employee Handbook, which provides guidance and guardrails that govern how employees perform their roles.

Any time there is a significant update, it can be expected that certain elements will require additional refining, and updates proposed today are intended to clarify areas where questions have emerged.

Key proposed updates include:

Towanda City Hall Council Room at 8:40 p.m. The motion was seconded by Angel Ramsey and carried 4-0.

Jennifer Watkins made a motion that the board recess into executive session for 15 minutes to discuss Personnel matters of non-elected personnel pursuant to the justification listed in K.S. A. 75-4319(b)1. Attendance will include the Mayor, City Council, and City Attorney. The open meeting will resume in the Towanda City Hall Council Room at 8:55 p.m. The motion was seconded by Kit Williams and carried 4-0.

Chris Hunt made a motion that the board extend its executive session for 15 minutes to discuss Personnel matters of non-elected personnel pursuant to the justification listed in K.S. A. 75-4319(b)1. Attendance will include the Mayor, City Council and City Attorney. The open meeting will resume in the Towanda City Hall Council Room at 9:10 p.m. The motion was seconded by Angel Ramsey and carried 4-0.

Jennifer Watkins made a motion that the board recess into executive session for 10 minutes to discuss Personnel matters of non-elected personnel pursuant to the justification listed in K.S. A. 75-4319(b)1. Attendance will include the Mayor, City Council, City Attorney, and City Administrator. The open meeting will resume in the Towanda City Hall Council Room at 9:25 p.m. The motion was seconded by Kit Williams and carried 4-0.

Chris Hunt made a motion that the board recess into executive session for 10 minutes to discuss Personnel matters of non-elected personnel pursuant to the justification listed in K.S. A. 75-4319(b)1. Attendance will include the Mayor, City Council, City Attorney, and City Administrator. The open meeting will resume in the Towanda City Hall Council Room at 9:40 p.m. The motion was seconded by Jennifer Watkins and carried 4-0.

11. ADJOURN

At 9:40 p.m., Chris Hunt made a motion to adjourn, seconded by Angel Ramsey. Motion carried 4-0.

Respectfully Submitted



Sarah Gooding
City Administrator/Clerk

Approved on the 12th day of August, 2026 by the City Council, City of Towanda, Kansas