

**The City of Towanda, Kansas  
Special City Council Meeting Minutes**

**Towanda City Hall  
110 S 3<sup>rd</sup> St.  
January 25, 2023, at 7:00 PM**

**Governing Body**

**Present**

Mayor – Jennifer Shaults  
Council President – Mike Hayes  
Council Member – Kendall Pierce  
Council Member – Nicole Vargo  
Council Member – Darrell White

**Vacant**

Council Member Seat

**Staff**

**Present**

City Administrator – Andy Newbrey

**1. Call To Order**

- Mayor Jennifer Shaults, 7:09 pm

**2. Roll Call**

**3. Discussion of Staffing Issues: City Superintendent Position and Maintenance Staff Shortage**

- The Council generally discussed the issue of Shay LaRue resigning his position of City Superintendent with no notice on January 20<sup>th</sup>, 2023. Andy Newbrey had informed the council that he was not aware of his resignation until Sunday evening, January 22<sup>nd</sup>, 2023. (At this time, the City has no full-time maintenance staff.) The Council also discussed the problem of finding qualified candidates and what other Cities and water utilities are paying for similar positions.
- There was a discussion of where to post the open position. Darrell White recommended the technical college in Beloit, KS (NCK Tech). Mr. Newbrey said he was posting the position with Fort Scott Community College and elsewhere.
- The overall recommendation of the Council was to focus on finding the person to fill the City Superintendent position first. Once that job is filled, that person can help with hiring the remainder of the maintenance staff.
- It was also recommended by Darrell White that we increase the pay range offering for the City Superintendent position.
- The pay range discussion was \$48,000 - \$60,000 for City Superintendent, \$38,000 - \$50,000 for a foreman, and approx. \$30,000 for the third full-time position.
- Darrell White requested monthly reports of overtime hours and part-time hours.
- Mike Hayes asked a question about what pressing issues the City has concerning maintenance, sewer, and water supply. Andy Newbrey indicated there were no major, pressing issues and that the City's part-time staff could handle most of the issues that do come up. He also said that for

major water and sewer issues, the City could find support from RWD #5, Kansas Rural Water Association, and others whom those entities recommend.

**4. Adjourn**

- *Motion by Kendall Pierce to adjourn at approx. 9:00 pm. Second by Nicole Vargo. Motion carried (3-1).*

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Andrew Newbrey  
City Clerk

*Approved on the 8th day of February 2023 by the City Council, City of Towanda, Kansas.*