

City of Towanda  
Council Meeting

May 11, 2022

Council President Mike Hayes opened the council meeting at 7:03pm.

In attendance were Council President Mike Hayes and Council Members Kendall Pierce and Darrell White. Also in attendance were City Administrator Chris Stanyer, Deputy City Administrator Paul Erickson, City Attorney Rob Lane, and City Superintendent Rick Kearney.

Motion made by Mike Hayes to approve the minutes from the April 13, 2022 council meeting as presented. Second by Kendall Pierce (3-0).

Motion made by Kendall Pierce to approve Appropriations Ordinance 04A-2022 in the amount of \$143,179.89. Second by Mike Hayes (3-0).

Deputy Tom Moore presented the monthly report of Sheriff's activities. Deputy Moore presented his concerns of ATVs and RZR's currently be driven on city streets. Council discussed the concern, what vehicles are actually allowed per ordinance, and what may be done for current permits the city has issued for vehicles that may not fall within the definitions of the ordinance. City Attorney Rob Lane recommended a non-renewal for those permits rather than revocation, though he noted revocation could be permitted "upon further review of the permit" by the city. Mr. Lane also recommended clarifying language and definitions within a new ordinance. Darrell White recommended adding horsepower language to a new ordinance. City Administrator Chris Stanyer recommended charging a fee of some sort. Mike Hayes directed Mr. Lane, Mr. Stanyer, and Code Enforcement Officer Lisa Hamilton to return to council at the next meeting with updated language, fee amounts, inspection ideas, and non-renewal verses revocation recommendations for a new ordinance.

During Public Comment, Towanda resident John Bardin requested the signs on crosswalks within town be removed or changed so children who read the signs don't walk into the crosswalks thinking cars will absolutely stop for them, as he has seen many cars pass children waiting at the crosswalk curbs and fears children may get hurt. Council agrees with the concern and will take Mr. Bardin's request into consideration.

City Treasurer Andy Newbrey presented the Treasurer's Report. Mr. Newbrey additionally noted that there are two water reserve funds within the city's accounting system, one of which has about a \$60,000 balance with an unknown reason for creation or purpose. Council discussed what should be done with the fund henceforth. City Administrator Chris Stanyer noted that this fund's balance will be taken into consideration with the ARPA funds for prospective projects. Relatedly, Darrell White questioned City Superintendent Rick Kearney about a new master meter proposal for Pine Ridge Mobile Home Park. Darrell White directed Chris Stanyer to find documentation showing the city's responsibility for the meters, water lines, and sewer lines within Pine Ridge Mobile Home Park.

Mr. Newbrey presented information about the Kansas assistance program payments and Kansas Setoff collections payments for utility bills that credit directly into the city's bank account. Upon notice, city staff has been applying those payments to Utility Billing, but the payments have not been posting to General Ledger or Bank Reconciliation. Discovering that and updating General Ledger, about \$32,000 was added into General Ledger revenue. Mr. Newbrey noted that this will now be updated regularly.

Mr. Newbrey requested action to start another city bank account specifically for the recreation department. Darrell White inquired as to the status of the recreation staff's discussions with the school to possibly be absorbed there. Mr. Newbrey noted it had not progressed much and that it will be a slow process. Motion made by Mike Hayes to establish a separate bank account at Vintage Bank for Circle Recreation Commission and to authorize the City Administrator, Mayor, Council President, and City Treasurer to have signing authority on such account. Second by Darrell White (3-0). Kendall Pierce questioned the status of the creation of the recreation board. Mr. Newbrey replied that if the city retains the recreation department after the end of the year, the previously-discussed memorandum of understanding and official recreation board will be established then.

Court Clerk Rachel Cain presented the monthly municipal court report. Kendall Pierce inquired about the animal offenses. Mike Hayes inquired about limb site citations. Mike Hayes directed City Administrator Chris Stanyer to inform the Sheriff's department that the city demands a no-tolerance policy in regards to violations at that site. Darrell White directed Mr. Stanyer to review the law enforcement contract line-by-line before next month's renewal to discuss strong mandates with the Sheriff's department and other authorities.

Lisa Hamilton presented the monthly activity report for the Planning and Zoning Department. Darrell White inquired about the progress of seasonal code enforcement. Ms. Hamilton detailed progress on the primary school and Jumpstart. Ms. Hamilton affirmed that the proposed opening of Jumpstart was still set for June and that demolition of the house behind the store building was expected. Ms. Hamilton requested council authorize approval of the cereal malt beverage license for Jumpstart so she would not need to delay the license issuance until the next council meeting. Motion by Mike Hayes to authorize the City Administrator to execute the cereal malt beverage license for the Jumpstart location at 6<sup>th</sup> St. and Main St. pending approval of electrical, fire, and any other required city inspections. Second by Darrell White (3-0).

City Administrator Chris Stanyer brought to council's attention the great work Ms. Hamilton did with the recent tornado situation and thanked her for doing so.

Darrell White noted again that he was unable to hear the tornado sirens in his home. Fire Chief T.C. Pyle advised that outdoor warning systems are for just that, outdoors. Mr. Pyle noted that a warning system for indoors would be very costly. Mr. Pyle recommended alert radios for homeowners instead. Kendall Pierce asked if another siren set within the north side of town would be worth looking into. City Superintendent Rick Kearney recalled a bid recently obtained for a new siren at the sewer plant. For a location with certain items already in place (pole, electricity, etc.), he recalled the bid being above \$60,000. Kendall Pierce asked if there might be any grants or such to assist with those costs. Mike Hayes asked if the city could offer free or discounted alert radios by buying in bulk like the city has done with

smoke detectors and carbon monoxide detectors. Council directed Mr. Stanyer and Ms. Hamilton to research those options.

Fire Chief T.C. Pyle presented the monthly activity report for the Fire Department. Mr. Pyle noted that tires on certain engines would be coming up for replacement soon and that documents were being worked on for moving forward on a new fire station. Motion made by Mike Hayes to approve \$7,605.65 from the fire department fund to purchase an Eclipse LDX thermal imager, Eclipse electrical thermal throttle for isolating heat sources, and retractable lanyard for Eclipse. Second by Kendall Pierce (3-0).

City Superintendent Rick Kearney presented the monthly activity report for the Maintenance Department, including many hours spent within the month readying the pool for the season. Mr. Kearney informed the council of the removal of a playset from the library park and the offer from the primary school for their playset. When the time comes, maintenance intends to move it to the library park. Mr. Kearney updated council on the upcoming street work by Pearson commencing in the first week of June for Main St., then Highland St. The county will then chip seal and fog the entirety of Main St. at the end of June. Mr. Kearney informed council of the progress on ditches and culvert replacements and his upcoming investigation of a water main at Main St. and Lions Ave. Mr. Kearney noted that in response to the state's new rule for copper and lead testing, maintenance may have to dig at certain locations, though City Administrator Chis Stanyer noted they may be able to avoid that by researching maintenance records.

Deputy City Administrator Paul Erickson brought to council's attention Mr. Kearney's assistance to the city of Andover in the hours following the tornado, offering barricades and detour assistance.

Mr. Kearney lastly noted the completed work of the floors and windows of the community building.

City Administrator Chris Stanyer presented a brief update on ARPA funds. Mr. Stanyer also presented a request concerning the senior center floor. Council discussed the options for flooring and what future investment the city may have at that location to subsequently affect what flooring decision made at this time. Mike Hayes directed Mr. Stanyer to return a proposal to council next month.

Mr. Stanyer requested action from council concerning an interim water rate with Rural Water District #5 while a new contract is being drafted. Mike Hayes questioned why the city does not have a seat on the rural water district board. Mr. Stanyer replied that he had already brought that up to the water district and that we are now awaiting the next available seat. City Attorney Rob Lane inquired as to why the past contract was a 20-year contract if rates were subject to change annually and for Mr. Stanyer to question this if the proposed contract is also for multiple years. Kendall Pierce questioned what other entities utilize RWD #5's services and if we could obtain their contracts to compare with. Motion made by Darrell White to approve interim rate of \$5.25 for sixty days and by resolution reflect that directly to the water billed to customers. Second by Kendall Pierce (3-0). Deputy City Administrator Paul Erickson noted that the preceding motion needing to be reconsidered as the amount of increase needed to be stated in order to draft the resolution. Motion by Darrell White to rescind the previous motion and to approve an interim rate of \$5.25 for sixty days and to pass Resolution 2022-03 for an increase of \$.32 per 1,000 gallons of water for sixty days, effective June 1, 2022. Second by Kendall Pierce (3-0).

Mr. Erickson presented the upcoming timeframe for the creation of the 2023 budget and noted a workshop would need to take place before the end of the month. Wednesday, May 18, 2022 at 6:30pm. was tentatively set for that workshop. Mike Hayes inquired as to how the collected tax revenue was doing verses the previously-projected revenue. Mr. Erickson replied that he believed it was closely in line.

Motion made by Mike Hayes to adjourn at 9:30pm. Second by Kendall Pierce (3-0).

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Chris Stanyer  
City Clerk