

**CITY OF SEDAN
MINUTES OF AUGUST 20, 2024**

The Sedan City Council met for the council's regularly scheduled meeting on August 20, 2024, beginning at 5:30 PM, with Mayor Bryan Blankinship presiding. Council members present: Janice Fine, Kathy Miller, Sharon Payne, Adam Clark and Angela Evans. Employees present: Lana Robinson, Jim Miller, Nancy Crawford, and Raven Darnall. Public present: Wellington Butler, Pam Koerner, Marlene Wells, Leah Arledge, Charles McMillan, Grace Meno McMillon, John Chase, Cindy Powell, Matthew L. McHam, Donna Reed, Melodee Wolfe, and Denise Huguenot.

Mayor Bryan Blankinship called the meeting to order at 5:30 PM.

Janice Fine made a motion to approve the agenda. Sharon Payne seconded the motion. Motion carried.

Sharon Payne made a motion to approve the minutes from the regular meeting held on August 6th, 2024. Kathy Miller seconded the motion. Motion carried.

Kathy Miller made a motion to approve the payment of the bills in the amount of \$63,602.11. Sharon Payne seconded the motion. Motion carried.

Public Comments-

- No public comments.

Staff Comments-

- Raven Darnall gave the July financial report.
- Jim Miller needs more parts for the roller rear brake, caliber was destroyed. The cost is \$683.16 for the full caliber. The summer help is ready to start his internship from 1:30 P.M to 3:30 P.M.

Janice Fine made a motion to purchase the part for the roller for \$683.16. Adam Clark seconded the motion. Motion carried.

Adam Clark moved that the city approve Jim Miller's summer help to move him to an internship at same rate of pay. Angela Evans seconded the motion. Motion carried.

- Lana Robinson gave a report on the revenue/expense of the city. Advised to keep an eye on general funds as it is 80% used. Got two bids for signs to replace the signs on Main Street for council. Adam Clark brought to Lana's attention that the posts that hold the signs up might have to be replaced and that the city cannot paint those signs. Lana Robinson does have a call into KDOT to inquire about that.

Council Comments-

- Angela Evans has been asked a couple of times and is also questioning the dumpster that is on S Montgomery sitting on a lot with a single house on it. On the ordinance it states that there needs to be more than one contiguous lot in order to have a dumpster. Is that dumpster allowed there or does it need to be removed.

A conversation was had between council regarding this matter. It was decided to go through the ordinance more thoroughly before giving a defined answer.

- Kathy Miller wanted to thank Lana Robinson, Nancy Crawford, Raven Darnall, Jim Miller and all those who worked on the boat dock grant that the city received. Kathy Miller expressed her excitement for the community and stated it would be a nice improvement for the lakes.
- Janice Fine wanted to say thank you to Lana Robinson for acquiring the grant and thanked the others involved.

Agenda Request Form- Friends of CQ CO Animal Shelter- Marlene Wells-

- Marlene Wells sent a service agreement to Lana Robinson that was taken from a couple different animal shelters in the area that they use. It is a term for the remainder of this year and intended for another ten years. In this agreement either the city or the animal shelter can give a 60 day notice to cancel the agreement. Animal shelter will take all dogs at large which is already what they do. They will not be able to take any surrendered dogs. If the owner comes to reclaim it the shelter will get all the fees. Animal shelter is asking for another \$1,400.00 for the remainder of this year and asking for \$6,500.00 for the years to follow. It is about 10% of their budget. The City of Barnsdall pays \$500.00 a month which comes out the \$6,000.00 a year plus a \$10.00 per day holding fee. The City of Pawhuska pays \$3,300.00 a month for \$39,600.00 a year and the city owns the building. The City of Independence gives \$39,500.00 and the city owns the building and giving 29% of the annual budget from the city. The animal shelter feels that 10% is not much to ask for when they are doing a big service and keeping the city from opening up an animal shelter and they feel it needs to be funded a little bit more.
- Angela Evans asked if they had gone to the county any money from the county.
- Marlene Wells the county has never had a contract before. It has only been a line item. They will be going to the county to ask them to raise to \$6,500. Currently the county gives \$5,750.00.
- Angela Evans asked what do you mean by dispose of?
- Marlene Wells, if a dog comes into the shelter and the veterinarian deems the dog does not have quality of life or the injuries are too much, they will humanely euthanize the animal.
- Mayor Bryan Blankinship, what if the animal is not adoptable?
- Marlene Wells advised they would try to place them with other rescuers that are more equipped to take care of them or can do it better. Unfortunately, our donors support us because they are a no kill shelter. If they were to change that, which they are not willing to do, their donors would not donate.
- Jim Miller asked if there are other cities in the county that contribute to the shelter.

- Marlene Wells advised the only other city is Cedar Vale and they are in the process of getting animal control. They will be contacting them because they have gotten some of their dogs.
- Angela Evans asked if they get animals from Chautauqua.
- Marlene Wells advised they get animals countywide. They can only accept Chautauqua County animals. Or if you live within Chautauqua County and surrender a dog.

Marlene Wells gave a breakdown to Lana Robinson of the funds. Which Lana Robinson put in the council's folder to view.

- Angela Evans asked what they do with cats?
- Marlene Wells stated the shelter can only take two cats and they cannot be feral.
- John Chase finds people who want barn cats when feral ones are caught. They do not take the cats to the veterinarian.
- Mayor Bryan Blankinship advised the city to table it for now to have the city attorney go over it.
- Lana Robinson stated the service agreement was sent to the city attorney for review.

Adam Clark moved that the city table the service agreement with the animal shelter until the city hears back from the city attorney. Sharon Payne seconded the motion. Motion carried.

Agenda Request Form- Elgin Train Depot- Mike Barns

Mike was not present.

Agenda Request Form- Culvert at Pool- Priscilla Ellis-

- Lana Robinson reached out to the city attorney about the culvert and the liability to put up signs out there. The city attorney stated that once the city is put on notice that the culvert location is such that people are going to run into it, the city has a duty to protect the public from future accidents to a point. The city attorney recommends putting reflectors up/or a guardrail, or whatever it takes. The rule on dangerous conditions is that once the city is on notice, the city is obligated to take reasonable steps to protect the public. This also applies to other things like potholes, etc.

- Jim Miller suggested shutting the parking down from the pool entrance gate to the drive-thru to the rodeo arena. The city can start with the reflectors and see if that helps first.
- Lana Robinson will check to see how much the reflectors will cost and get those ordered.

Agenda Request Form – Street Closure for Carnival Fundraiser – SAEDC- Denise Huguenot-

- Denise Huguenot is requesting on behalf of SAEDC to close the roadway on Chautauqua Street in front of the theater for a carnival fundraiser on October 24th, 2024, from 3-4 pm till closing of it. They will be contacting Elevate Bank for permission.
- Adam Clark asking if there will be alcohol being served there.
- Denise Huguenot advised that it is a family event and will not be serving it.
- Jim Miller advised that he is good with it if they notify the EMS employees, they will not be able to park on the road.

Adam Clark made a motion to approve the street closure for SAEDC's fundraiser event on S Chautauqua Street between the alley and Osage street on the night of October 24th, 2024. Angela Evans seconded the motion. Motion carried.

Fire Department Training Building-

Fire Chief Shawn Bulter received a bid from Rocking W Fabrications to complete the welding project on the training center. He has reached out to several welders, and this is the only company that got back to him. The Bid has three phases to the project for a total of \$4,650.00.

Janice Fine made a motion to finish the welding at the fire department training building for \$4,650.00. Angela Evans seconded the motion. Motion carried.

Employee Handbook Update-

- Lana Robinson got information from other cities regarding their leave information. How much time was given and what hours are the accrued. Lana Robinson gave a run down from each city she received information on.
- Adam Clark wants to have a discussion at some point regarding employee benefits and would like to have this discussion with all employees as it will affect the employees. Some will be willing to take less on benefits package for more money.
- Adam Clark would like supervisors to speak with employees to think about the current benefits.

Angela Evans made a motion to table employee handbook update till the next feasible meeting. Adam Clark seconded the motion. Motion carried.

Ordinance No. 948- Environmental Code-

A discussion was had regarding the proposed Ordinance.

Angela Evans made a motion to table ordinance No. 948 till the next feasible meeting. Kathy Miller seconded the motion. Motion carried.

At 7:00 PM, Janice Fine made a motion to go into executive session to discuss non-elected employees to include Raven Darnall, Nancy Crawford, and Lana Robinson one at a time for 30 minutes. Angela Evans seconded the motion. Motion carried.

At 7:08 PM, Raven Darnall exited, and Nancy Crawford entered executive session.

At 7:19 PM, Nancy Crawford exited, and Lana Robinson entered executive session.

At 7:30 PM, Jancie Fine made a motion to extend the executive session for another 20 minutes. Sharon Payne seconded the motion. Motion carried.

At 07:50 PM, the regular meeting resumed. No action was taken.

At 7:50 PM Angela Evans made a motion to adjourn the meeting. Adam Clark seconded the motion. Motion carried and meeting adjourned.


Bryan Blankinship, Mayor


Lana Robinson, City Clerk