

**CITY OF SEDAN  
MINUTES OF OCTOBER 17, 2023**

The Sedan City Council met for the council's regularly scheduled meeting on October 17, 2023, beginning at 5:30 PM, with Mayor Jack Warren presiding. Council members present: Bryan Blankinship, Adam Clark, Janice Fine, Sharon Payne, and Tom Oast. Employees present: Leslie McGuire, Sherry Miller, Ralene Davis, John Miller, and Manny Zambrano. Guests present: Mary Warren, Darrel Blankinship, Billy McGuire, Kathy Miller, Angela Evans, Breanna Avalos, and Nathan Blankinship.

Janice Fine made a motion to approve the agenda. Adam Clark seconded the motion. Motion carried.

Sharon Payne made a motion to approve the minutes from the regular meeting held on October 3, 2023. Bryan Blankinship seconded the motion. Motion carried.

Sharon Payne made a motion to approve the payment of the bills in the amount of \$79,017.08; Adam Clark seconded the motion. Motion carried.

Public Comment – N/A

Staff Comments- Sherry Miller advised that the office software training had to be postponed and will begin October 30, 2023.

Council Comments- Tom Oast announced that he attended a League of Municipalities conference and received very beneficial information. He will gladly share with anyone interested.

Also, he explained the importance of having a monthly activity report from each city department, to be provided by the department heads. Should anyone have any questions, Tom has examples of what would be acceptable. Manny Zambrano was asked to pass the information along to Chief Richardson.

Janice Fine asked for clarification from the other council members to confirm their understanding of the handbook as to who the department heads report to. She said it was her understanding that department heads report directly to the mayor. The consensus among the council members was that Ms. Fine was interpreting the handbook correctly.

Mayor Warren announced that he would like full cooperation from department heads to provide a work schedule for their departments detailing expected workdays with start to finish times for each employee, through the end of the year, including any vacation intended to be taken, and to be turned in by the end of business day on October 24, 2023. He also reiterated that it is a requirement of employees to notify their department head no less than one half-hour prior to start of shift, if needing to take a sick day.

The mayor also announced that the city was able to acquire a fairly new street roller with the allocated funds approved from a previous council meeting, for \$6,800.00, which was much less than the \$25,000.00, originally thought to be needed.

Also, the mayor reminded everyone not to forget the upcoming special public hearing/town hall meeting with Waste Connections that will be held on October 30, 2023, at 6:30 PM at the 4-H building.

In addition, the mayor was excited to announce that finally our long-awaited new playground equipment will be installed at the park on October 24, 2023. The city received a seed grant award several months back to use towards the purchase of a new playground structure. The total purchase price was \$55,000.00, with the city's portion being only \$11,000.00.

Lastly, the mayor extended his gratitude to Tom Oast for all the hard work he has been doing to help clean up The Hollow park.

Ralene Davis gave the September financial report.

At 5:45 PM, Sharon Payne made a motion to adjourn the meeting. Bryan Blankinship seconded the motion. Motion carried and the meeting was adjourned.

---

Jack Warren, Mayor

---

Sherry Miller, Clerk