

**CITY OF SEDAN
MINUTES OF NOVEMBER 19, 2024**

The Sedan City Council met for the council's regularly scheduled meeting on November 19th, 2024, at city hall, beginning at 5:30 PM, with Mayor Bryan Blankinship presiding. Council members present: Sharon Payne, Adam Clark, Angela Evans, Kathy Miller and Janice Fine. Employees present: Lana Robinson, Jim Miller, Raven Darnall, and Police Chief Kirk Richardson. Public present: Todd Dannenberg, Jerald Morgan, Wellington Butler, Joyce Moreland, Leroy Moreland, Cindy Powell, Marlene Wells, Donna Reed, Bruce Boettcher, Joni Hubert, Ryan Hubert, John Wells, and Jonathan Cude.

At 5:30 PM, Mayor Bryan Blankinship called the regular meeting to order.

Janice Fine made a motion to approve the agenda. Angela Evans seconded the motion. Motion carried.

Adam Clark made a motion to amend the minutes of November 5th, 2024, to reflect the correct spelling of Cameron Williams. Angela Evans seconded the motion. Motion carried.

Adam Clark made a motion to approve the amended minutes from the regular meeting held on November 5th, 2024. Sharon Payne seconded the motion. Motion carried.

Sharon Payne made a motion to approve the payment of the bills in the amount of \$61,352.74. Kathy Miller seconded the motion. Motion carried.

Public Comments-

None

Staff Comments-

- Lana Robinson presented a grant opportunity through the Kansas Department of Health and Environment. This grant is a 50/50 match. Qualifying items are park benches, picnic tables, and tire mulching for parks. Grant is due January 15th and is for 2025 FY.

Lana Robinson asked if the council would be willing to purchase food for employees' Christmas party.

Council Comments-

- Adam Clark spoke about the veteran's day committee that was brought up at the last meeting. Adam Clark spoke with Wellington Butler about setting up that committee and how he has some good ideas. Adam Clark had Wellington Butler stand up and give a brief description of the plans.

Financial Report for October-

- Raven Darnall gave the October financial report to council.

Agenda Request Form- Twin Valley Office of Broadband Deployment's-

- Aaron Wertenberger with Twin Valley gave a presentation to the council about wanting to put in fiber to every household in Sedan for internet and telephone services. He stated there are federal grants out there that will not cost the city any money. He was requesting letters of support from the city for the grant.

Preliminary Engineering Estimation on KDOT CCLIP Grant-

- Bruce Boettcher with BG Consultants spoke with council about the preliminary engineering estimation that needed to be approved by council to move forward with the CCLIP grant. Bruce Boettcher answered questions the council had about the estimation.

Janice Fine made a motion to approve the preliminary engineering estimation. Adam Clark seconded the motion. Motion carried.

Wayfinding Signs-

- Lana Robinson gave the council an update on the wayfinding signs to replace the blue and white direction signs throughout main street. Lana Robinson presented it to the council with pictures and the estimation of \$1,617.40 which would come out of the tourist fund. Lana Robinson also advised the city will need to get permits on each sign from KDOT that is at no cost to the city and she is already working on the application.

Angela Evans made a motion to approve the sign purchase at \$1,617.40. Adam Clark seconded the motion. Motion carried.

Strategic Plan for City-

- Lana Robinson spoke to the council about putting together a committee and working on a strategic plan. In this plan would be a vision statement, mission statement, goals for the city, and priorities. This would include community input, business owner input, and council input to see where citizens' priorities are. This would prioritize infrastructure for the city and help with election turnovers for the council.
- Adam Clark the whole purpose of this is to benefit the city government to not have to rehash things repeatedly. There is a formality that is required but it doesn't have to be a 100-page document.
- Lana Robinson stated this will set goals for our community and the city. Short term goals and long-term goals and will hold the city accountable for those goals and will include budgetary things to get these goals met and timelines. It will also show the citizens what the city is working on and that the goals are.
- Adam Clark, it is not something that needs to be done at once. We would start with the basics and would be a good conversation starter to let people see the differences for candidates for Mayor and if a new city council comes in and wants to make changes they can. It would give people an opportunity to see where their elected representatives stand.

- Kirk Richardson when we talk about the formation of a planning committee and the goals, would that be inclusive of stakeholders, business owners, and citizens that may have input.
- Lana Robinson responded definitely.
- Adam Clark read the suggestions that the committee be made up of; department heads, mayor, one or two city council members, business owners, and citizens.

Fair Board Appointments-

- Adam Clark before we get into appointments, he wanted to have a short discussion about the fair building that has some maintenance issues that he would like taken care of. Whether it be done by the city or the fair board.
- Kathy Miller asked questions about the board and brought up the maintenance that needs to be done at the fair building.
- Joni Hubert advised they have limited funds and are trying to make those repairs off and on.
- Adam Clark said at the end of the day it is a city building and if the fairboard needs help, we should be able to help. He requested a list of things that needed to be done from the fair board.
- Kathy Miller got clarification on the appointments that the county appoints three and the city appoints 4.
- Joni Hubert also advised that the 4-H did not contact them to rent the building out and gave the fair boards side of the conflict with the 4-H. She stated that this is a crucial time for the fair board as they are working on the fair for next year.

Kathy Miller made a motion to appoint the four standing members. Angela Evans seconded the motion. Motion carried.

Friends of Chautauqua County Animal Shelter Service Agreement-

- The council and animal shelter agreed to meet to discuss the service agreement with the mayor and two council members and three of their members.

Ordinance No. 949- Right of Way and Franchise Fee Agreement- AT&T-

- Lana Robinson advised the council that the prior agreement with AT&T expired and contacted them to have another agreement for 5% franchise fee.

Kathy Miller made a motion to accept ordinance No. 949 Franchise Fee agreement. Sharon Payne seconded the motion. Motion carried.

Adam Clark made a motion to go into an executive session to discuss matters pertaining to the terms and conditions of employment, K.S.A 75-4319 (b)(1); regarding personnel matters of nonelected personnel; the open meeting shall resume no later than 7:20 PM here in the council room in the City of Sedan. Angela Evans second the motion. Motion carried.

At 7:20 PM, the regular meeting continued with no decisions made.

Kathy Miller made a motion to go into an executive session to discuss matters pertaining to the terms and conditions of employment, K.S.A 75-4319 (b)(1); regarding personnel matters of nonelected personnel; to include employee Lana Robinson; the open meeting shall resume no later than 7:35 PM here in the council room in the City of Sedan. Sharon Payne second the motion. Motion carried.

At 7:35 PM, the regular meeting continued with no decisions made.

Adam Clark made a motion to go into an executive session to discuss matters pertaining to the terms and conditions of employment, K.S.A 75-4319 (b)(1); regarding personnel matters of nonelected personnel; to include employee Lana Robinson; the open meeting shall resume no later than 7:45 PM here in the council room in the City of Sedan. Angela Evans second the motion. Motion carried.

At 7:45 PM, the regular meeting continued with no decisions made.

Janice Fine made a motion to raise Raven Darnall's wage \$1.00 per hour effective immediately. Sharon Payne seconded the motion. Motion carried.

At 7:47 PM, Sharon Payne made a motion to adjourn the meeting. Angela Evans seconded the motion. Motion carried and meeting adjourned.



Bryan Blankinship, Mayor



Lana Robinson, City Clerk