Regular Council - May 13, 2026 Agenda

Wednesday, May 13, 2026 at 6:30 PM
Douglass City Hall Council Chambers
322 S. Forrest St
Douglass, KS 67039

Page

1. CALL TO ORDER

2. PLEDGE OF ALLEGIANCE AND INVOCATION

3. ROLL CALL

4. ACCEPTANCE OF AGENDA

5. PUBLIC FORUM

6. CONSENT AGENDA

Action: Motion to (approve / table / deny) the consent agenda as (listed / amended) and authorize the Mayor to sign.

6.1 Minutes- Regular City Council Meeting 4
Douglass CC Minutes 4-8-26.pdf

6.2 Minutes- Special City Council Meeting 9
Douglass CCSM Minutes 4-13-26.pdf

6.3 Sheriff Calls

6.4 Financials

7. SPEAKER'S FORUM

7.1 PEC Introduction

8. OLD BUSINESS

8.1 **Consideration of Changing City Hall Office Hours**

Action: Motion to (approve / deny / table) changing City Hall office hours to Monday through Thursday, 7:30am to 5:00pm and Friday 7:30am to 11:30am effective June 1, 2026.

9. NEW BUSINESS

9.1 Mayor's Annual Appointments / Re-Appointments

Action: Motion to (confirm / deny / table) Mayor Shirley's appointments for City positions and the Douglass Public Library Board as (presented / amended).

9.2 Douglass Public Library Temporary Street Closure Request

Action: Motion to (approve / deny / table) the temporary closure of Forrest Street as (presented / amended) for the Douglass Public Library Summer Reading Kickoff Party on May 21, 2026, from 4:30pm to 7:30pm.

9.3 2026 Street Project

9.4 Consideration of adding Danielle Gabor as a signatory on all City of Douglass RCB Bank accounts.

Action: Motion to (approve / deny / table) adding Daniel Gabor as a signatory on all City of Douglass RCB Bank accounts, including checking, certificate of deposits, and lock box accounts.

9.5 Consideration of removing Michael Powell as an authorized officer on all City of Douglass Visa credit card accounts issued through RCB Bank.

Action: Motion to remove Mike Powell as an authorized officer on all City of Douglass Visa credit card accounts issued through RCB Bank.

9.6 Consideration of adding Danielle Gabor and Kathryn (Kate) Schieferecke as authorized officers on all City of Douglass Visa credit card accounts issued through RCB Bank.

Action: Motion to add Danielle Gabor and Kathryn (Kate) Schieferecke as authorized officers on all City of Douglass Visa credit card accounts issued through RCB Bank.

9.7 Consideration of closing City of Douglass Visa credit card accounts issued through RCB Bank.

Action: Motion to (approve / deny / table) closing City of Douglass credit card accounts issued through RCB Bank.

9.8 **Consideration of the application for City staff credit cards through UMB with Danielle Gabor and Kathryn (Kate) Schieferecke as account administrators.**

Action: Motion to (approve / deny / table) the application for City staff credit cards through UMB with Danielle Gabor and Kathryn (Kate) Schieferecke as account administrators.

10. STAFF REPORTS

1. City Administrator - Danielle Gabor
2. Public Works - Mike Gowlovech

11. CITY COUNCIL COMMENTS

12. MAYOR'S COMMENTS

13. SPECIAL PRESENTATION

14. EXECUTIVE SESSION

Contract corrections for non-elected personnel

15. ADJOURNMENT

MINUTES
CITY COUNCIL MEETING
City Hall – Douglass, Kansas
April 8, 2026, 5:30 P.M.

I. **PLEDGE OF ALLEGIANCE TO THE AMERICAN FLAG -** Led by Mayor Mike Shirley.

I. OPENING PRAYER – Conducted by Jay Sanderson.

II. CALL TO ORDER: Mayor Shirley called the regular meeting of the Regular Douglass City Council Meeting to order on April 8, 2026 at 5:30 pm.

III. ROLL CALL: Council Members present: Ken Phillips, Trent Roberts, Jay Sanderson, and Mark Roberts. Members absent: Bill Akers. Also present: City Attorney Andrew Marino, City Clerk Kate Schieferecke and Consultant Ty Lasher.

IV. EXECUTIVE SESSION:

Action: Jay Sanderson made a motion to go into executive session for the sole purpose of City Administrator Interview, pursuant to K.S.A 75-4319, exception for non-elect personnel. Inviting in Ty Lasher and Micheal Ort. The recess will be for a period of 1 hour, and the open meeting will resume in city council chambers at 6:30 pm. Ken Phillips seconded the motion. Motion carried 4-0.

The regular City Council meeting was called back into session by Mayor Mike Shirley at 6:30 pm. Mayor Shirley stated no binding action was taken.

Action: Jay Sanderson made a motion to extend the Executive Session for the same purposes with the same attendees for a period of 15 minutes. Ken Phillips seconded the motion. Motion carried 4-0.

The regular City Council meeting was called back into session by Mayor Mike Shirley at 6:45 pm. Mayor Shirley stated no binding action was taken.

Mayor Shirley called for a 5-minute recess at 6:45 pm. Mayor Shirley called the meeting back to order at 6:50 PM.

V. DETERMINE AGENDA ADDITIONS – There were no agenda additions

VI. CONSENT AGENDA

A. Minutes of the March 11, 2026 City Council Meeting.
B. Minutes of the March 26, 2026 Special City Council Meeting.

Action: Jay Sandersonb moved to approve the consent agenda as listed and authorize the Mayor to sign. Mark Roberts seconded. Motion caried 4 – 0.

VII. CITY REQUESTED APPEARANCES: Herschel West – Waste Connections, introduced himself and stated per the current Franchise Agreement with Waste Connections, all trash and recycling fees would increase by 4% starting May 1, 2026. Council Member Mark Roberts asked what the GVW of trash trucks was. Herschel did not know the answer but stated he would get back with Council Members Roberts.

VIII. CITIZEN CONCERNS: Oral communication from the audience *(Please move to the podium and state your name & address so that you can be clearly heard by the viewing public as well as the Governing Body. Comments are limited to three (3) minutes unless additional time is granted by the Mayor.)* Mike Hoffman introduced himself and stated he was running for the District 5 County Commission seat. District 5 includes the City of Douglass. Resident _____ stated he noticed a public works staff member inspecting the wells on a Saturday in shorts and a t-shirt. He felt that did not seem appropriate. Also said he stated taxes were too high. He also volunteered to be in the planning commission if a seat is open.

IX. OLD BUSINESS

A. Consideration of replacing the front door at City Hall. The following quotes were received:

Central Glass & Mirror	**$7,573.30**
Bell Mirror & Glass	**$6,820.00**
Lewis Street Glass	**$11,591.00**
Sandifer Engineering (2 door access kit)	**$6,609.20**

Ty Lasher stated staff looked into electronic keypads on both City Hall doors but the added cost was $6,600. He said there may be a need to update City Hall cameras which may provide the same services. Therefore, the recommendation of staff was to approve only the door replacement for now.

Action: Mark Roberts moved to accept the bid from Bell Mirror & Glass at a cost not to exceed $6,820.00 and authorize the Mayor to sign. Jay Sanderson seconded. Motion caried 4 – 0.

B. Consideration of purchasing a Vac Trailer for Public Works. The following quotes were received:

Ditch Witch	**$48,252.15**
Key Equipment	**$59,995.00**
Red Equipment	**$75,516.00**

Mike Gowlevich reiterated the need for this piece of equipment. Council was not sure if the budget had funds to purchase a vac truck nor was it included in the 2026 Capital

Improvement Plan. Therefore, the consensus was to not approve the purchase until more information can be gathered.

Action: Mark Roberts moved to deny the purchase of a Vac Trailer. Ken Phillips seconded. Motion caried 4 – 0.

X. NEW BUSINESS

A. Consideration of a quote from Cannady Collision and Tire to replace the engine in the Public Works 2015 Dodge Ram pickup.

Ty Lasher stated dollars were in the water and sewer funds to pay for the repairs. Council discussed replacing the engine verses replacing the truck.

Action: Jay Sanderson moved to accept the quote from Cannady Collision and Tire at a cost not to exceed $9,982.20 and authorize the Mayor to sign. Ken Phillips seconded. Motion caried 3 - 2. Ken Philips – Aye, Jay Sanderson – Aye, Trent Roberts – Nay, Mark Roberts – Nay. Mayor Shirley – Aye

B. **Consideration of 2026 Street Projects.**

Mike Gowlevich was still working on locations for repairs and getting costs. Mayor Shirley suggested having a workshop or meeting with Mike G to determine the scope for quotes. Consensus was to bring this item back in May.

Action: Jay Sanderson moved to table the 2026 street projects until the May meeting. Trent Roberts seconded. Motion caried 4 – 0.

C. Consideration of Tree Removals for 2026.

Mike Gowlevich has not identified areas that need tree removal and trimming. Mayor Shirley suggested Mike G determine areas that need this work and create a scope for quotes. Consensus was to bring this item back in May.

Action: Jay Sanderson moved to table the 2026 tree removals and trimming until the May meeting. Mark Roberts seconded. Motion caried 4 – 0.

D. Consideration of Rip Rap for the Sewer Lagoons.

Mike Gowlevich said there is more rip rap needed at the sewer lagoon ponds to keep the shores from eroding. Ty was not sure how much money was available but would research that for Council. Mayor Shirley suggested Mike G determine how much more rip rap is needed and Ty to identify how much money is available for this project. Consensus was to bring this item back to a special meeting.

Action: Jay Sanderson moved to table the 2026 rip rap project for the sewer lagoons until the special meeting in April. Ken Phillips seconded. Motion caried 4 – 0.

E. Consideration of a 2026 Fireworks Sales Permit for Wholesale Fireworks.

Mayor Shirley asked if the application was complete and Ty Lasher stated it was in order. Mayor Shirley stated a portion of the revenues go back to the Douglass schools which is positive for the community.

Action: Mark Roberts moved to approve the 2026 Fireworks Sales Permit for Wholesale Fireworks and authorize the Mayor to sign. Trent Roberts seconded. Motion caried 4 – 0.

F. Consideration of a Liquor License for The Triangle Restaurant & Bar.

Mayor Shirley stated this application was for the new restaurant next to City Hall. The Mayor asked if the application was complete and Ty Lasher stated it was in order.

Action: Mark Roberts moved to approve the Liquor License for The Triangle Restaurant & Bar and authorize the appropriate signatures. Trent Roberts seconded. Motion caried 4 – 0.

G. Consideration of A RESOLUTION OF THE CITY OF DOUGLASS, KANSAS ADJUSTING THE FEES FOR THE COLLECTION AND DISPOSAL OF SOLID WASTE BY THE RESIDENTS OF DOUGLASS.

Ty Lasher stated City Codes do not automatically address fee increases for Solid Waste. Therefore, a Resolution is needed to increase customer rates to match the increased fees being charged by Waste Connections. Council felt the added costs from Waste Connections needed to be passed on to customers.

Action: Jay Sanderson moved to approve the **RESOLUTION OF THE CITY OF DOUGLASS, KANSAS ADJUSTING THE FEES FOR THE COLLECTION AND DISPOSAL OF SOLID WASTE BY THE RESIDENTS OF DOUGLASS.** Ken Philitps seconded. Motion caried 4 – 0.

XI. REPORTS

A. Council Member Reports – Jay, Ken and Trent had nothing. Mark covered a few items. Bill was absent.
B. Mayor's Report – Mayor reported that Kirby, public works employee, will be retiring this summer so staff will need to post the job opening. He also suggested staff look at the Waste Connections contract to see if negotiations should begin to renew the contract.
C. City Attorney Report - Nothing
D. City Staff Reports - Nothing
E. Committees / Boards / Commissions Reports - None

XII. EXECUTIVE SESSION

Action: Mark Roberts made a motion to recess into executive session for the sole purpose of discussing the subject of: City Administrator interviews and contract negotiations, pursuant to the K.S.A. 75-4319 exception for personnel matters of non-elected personnel. Inviting Ty Lasher and the City Attorney. The recess will be for a period of 35 minutes, and the open meeting will resume in City Council Chambers at 9:00 pm. Jay Sanderson seconded. Motion carried 4 – 0.

At 9:00 pm, Mayor Shirley stated the regular council meeting was back in session and no binding action was taken.

Mark Roberts made a motion to hire pool staff for 2026. Jay Sanderson seconded. Motion carried 4 - 0

XIII. DISCUSSION AND FUTURE ISSUES - None

XIV. ADJOURNMENT

Action: Jay Sanderson made a motion to adjourn. Ken Phillips seconded. Motion carried 4 – 0. Meeting Adjourned at 9:07 pm.

Approved by the City Council this ____ day of _____ 2026.

_____
Mike Shirley, Mayor

ATTEST

_____
Kate Schieferecke, City Clerk

Notice

It is possible that sometime between 6:00 and 6:30 p.m. immediately prior to this meeting, during breaks, and directly after the meeting, a majority of the Governing Body may be present in the council chambers or lobby of City Hall. No one is excluded from these areas during those times. Please make sure cell phones and other electronic devices are turned off and put away.

MINUTES
SPECIAL CITY COUNCIL MEETING
City Hall – Douglass, Kansas
April 13, 2026, 6:00 A.M.

I. CALL TO ORDER: Mayor Shirley called the Special Meeting of the Douglass City Council to order on April 13, 2026 at 6:00 am.

I. ROLL CALL Council Members present: Bill Akers, Ken Phillips, Jay Sanderson, and Mark Roberts. Members absent: Trent Roberts. Also present: City Clerk Kate Schieferecke and Consultant Ty Lasher.

III. READING OF SPECIAL MEETING NOTICE - Mayor Shirley read the notice for special meeting.

IV. OLD BUSINESS

A. Consideration of confirming the Mayor's appointment of Danielle Gabor as City Administrator for the City of Douglass.

Action: Jay Sanderson made a motion to confirm Mayor Shirleys appointment of Danielle Gabor as City Administrator for the City of Douglass. Ken Phillips seconded the motion. Motion carried: 4 ayes – 0 nays.

B. Consideration of an Employment Agreement with Danielle Gabor.

Action: Jay Sanderson made a motion to approve the Employment Agreement with Danielle Gabor as presented and authorize the Mayor to sign. Mark Roberts seconded the motion. Motion carried: 4 ayes – 0 nays.

C. **Consideration of Rip Rap for the Sewer Lagoons.**

Action: Jay Sanderson made a motion to approve 2026 sewer lagoon rip as presented a t accost not to exceed $13,200 and authorize the Mayor to sign. Ken Phillips seconded the motion. Motion carried: 4 ayes – 0 nays.

D. Consideration of Letter of Engagement for Auditing Services with the Loyd Group.
Action: Ken Phillips made a motion to deny the Letter of Engagement for special Auditing Servies with the Loyd Group. Bill Akers seconded the motion. Motion carried: 4 ayes – 0 nays.

E. **Consideration of Posting Maintenance Worker II .**

Action: Jay Sanderson made a motion to post the Maintenance Worker II position in April. Ken Phillips seconded the motion. Motion carried: 4 ayes – 0 nays.

VI. **ADJOURNMENT**

Action: Ken Phillips made a motion to adjourn at 6:41 am. Jay Sanderson seconded the motion. Motion carried 4 ayes – 0 nays.

Approved by the City Council this ____ day of _____ 2026.

_____
Mike Shirley, Mayor

ATTEST

_____
Kate Schieferecke, City Clerk

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