Regular Council - Nov 12 2025 Agenda

Wednesday, November 12, 2025 at 6:30 PM

Council Chambers

Page

1. PLEDGE OF ALLEGIANCE AND INVOCATION

2. CALL TO ORDER

3. ROLL CALL

4. AMENDMENTS TO THE AGENDA

5. CONSENT AGENDA

5.1 Minutes- Regular City Council Meeting 3 - 5

10.8 minutes.pdf

5.2 Sheriff Calls 6 - 8

Copy of 10-October 2025 calls in Douglass.pdf

5.3 Financials 9 - 12

Visa Breakdown 09-2025.pdf

Monthly Finance 2025.pdf

6. CITIZEN'S FORUM

7. SPEAKER'S FORUM

7.1 Recognition of Events Committee

7.2 Aaron Guyot- Fire business

8. OLD BUSINESS 13 - 14

Ordinance- Parking

Ordinance Prohibiting parking of certain vehicles within residential or manufactured home zones 11.12.25.pdf

9. NEW BUSINESS

9.1 CMB License application

9.2 COLA Increase

9.3 Christmas Bonuses

9.4 KDHE Payoff

10. STAFF REPORTS 15

Public Works Notes October 2025.docx

11. CITY COUNCIL COMMENTS

12. MAYOR'S COMMENTS

13. EXECUTIVE SESSION

14. ADJOURNMENT

Draft

Regular Council - Oct 08 2025 Minutes

Wednesday, October 8, 2025 at 6:30 PM

Council Chambers

Page

1. PLEDGE OF ALLEGIANCE AND INVOCATION

2. CALL TO ORDER

The meeting was called to order at 6:30 pm at City Hall.

3. ROLL CALL

Roll Call was taken and all that were present were Councilmembers Jay Sanderson, Bill Akers, Ken Phillips, Kandyce Gunther, Mark Roberts, Mayor Mike Shirley, City Administrator/Clerk Mike Powell, City Attorney Nolan Wright and Andrew Marino, Brittany Nordstedt and City Superintendent Mike Gowlovech.

4. AMENDMENTS TO THE AGENDA

5. CONSENT AGENDA

5.1 Minutes- Regular City Council Meeting 4 - 7

Minutes- 9.25.pdf

There was a motion to approve the consent agenda. 4 - 7

Moved by: Bill Akers

Seconded by: Kandyce Gunther

5-0

5.2 Sheriff Calls 8 - 10

Copy of 9-September 2025 calls in Douglass.pdf

5.3 Financials 11 - 14

Monthly Finance 2025.pdf

Visa Breakdown 08-2025.pdf

6. CITIZEN'S FORUM

7. SPEAKER'S FORUM

Cina Shirley- Douglass Library Director

8. OLD BUSINESS

8.1 Off Street Parking 15 - 16

Ordinance Prohibiting parking of certain vehicles within residential or manufactured home zones.pdf

There was no motion taken. There was a discussion of scheduling a workshop for October 22nd 15 - 16

9. NEW BUSINESS

9.1 Taxing vacant lots

No motion was taken

9.2 Write off- Water usage

Writing off usage for a water meter: 2309 gallons

There was a motion to write off usage for the requested 2309 gallons for 530 n hwy 77 lot 17c.

Moved by: Mark Roberts

Seconded by: Jay Sanderson

5-0

9.3 PEC proposal 17 - 20

PEC.pdf

PEC2.pdf There was no motion for PEC2

There was a motion to approve work order 25-01 with exhibit A not to exceed $14,000. 17 - 20

Moved by: Jay Sanderson
Seconded by: Kandyce Gunther

5-0

10. STAFF REPORTS

11. CITY COUNCIL COMMENTS

12. MAYOR'S COMMENTS

13. EXECUTIVE SESSION

14. ADJOURNMENT

There was a motion to adjourn the meeting at 8:30pm

Moved by: Kandyce Gunther
Seconded by: Ken Phillips

5-0

CAO

Mayor

Draft

October, 2025 Douglass Calls For Service

Date	Call Type	Location	Outcome	Officer
10/1/2025	Civil	400 Blk S Walnut St	HBO	District
10/1/2025	Traffic	E 6th St & S Walnut St	Warning	District
10/1/2025	Traffic	W 1st St & S Taylor St	Warning	Bogle
10/1/2025	Traffic	E 1st St & S School St	Warning	Bogle
10/1/2025	Traffic	E 1st St & S School St	Warning	Bogle
10/1/2025	Traffic	E 1st St & N Poplar St	Warnimg	Bogle
10/2/2025	Traffic	100 Blk S Hwy 77	Warning	Bogle
10/3/2025	Traffic Complaint	300 Blk N Willow St	HBO	Bogle
10/3/2025	Court Order Violation	100 Blk N Chestnut St	HBO	District
10/3/2025	PFA/PFS Service	W 1st St & S Riverview St	HBO	District
10/3/2025	Miscellaneous	100 Blk S Hwy 77	HBO	Bogle
10/3/2025	Miscellaneous	900 Blk E 1st St	HBO	Bogle
10/4/2025	Miscellaneous	100 Blk N Forest St	HBO	District
10/4/2025	Traffic	E Oak St & N Elm St	Citation	Martinez
10/5/2025	Miscellaneous	E 3rd St & S HWY 77	HBO	Martinez
10/5/2025	Traffic Hazard	E 1st ST & N HWY 77	HBO	Martinez
10/6/2025	Suspicious Activity	400 Blk S Walnut St	HBO	District
10/6/2025	Harassment	200 Blk N Pecan St	HBO	District
10/6/2025	Traffic	E 1st St & N HWY 77	Warning	Bogle
10/6/2025	Traffic	E 1st St & N Poplar St	Warning	Bogle
10/7/2025	Assist other agency	500 Blk N HWY 77	HBO	Bogle
10/8/2025	Miscellaneous	100 Blk N Chestnut St	HBO	Martinez
10/8/2025	Law	300 Blk N Elm St	HBO	Martinez
10/8/2025	Warrant Arrest	300 Blk N Elm St	Arrest	District
10/8/2025	Animal/Vicious	800 Blk E 2nd Circle	HBO	District
10/8/2025	Suspicious Activity	200 Blk S Forest St	HBO	District
10/8/2025	Assist other agency	100 Blk S Walnut St	HBO	District
10/9/2025	Accident/10-48	300 Blk S HWY 77	HBO	Martinez
10/9/2025	School Check	900 Blk E 1st St	HBO	Martinez
10/9/2025	Lost Property	100 Blk S Hwy 77	HBO	Martinez
10/9/2025	Harassment	600 Blk S Forest St	HBO	Bogle
10/9/2025	Disturbance/DV	500 Blk N HWY 77	HBO	Bogle
10/10/2025	Traffic	E 1st ST & N HWY 77	Warning	Bogle
10/10/2025	Miscellaneous	500 Blk S Forest St	HBO	District
10/10/2025	Traffic	S Hwy 77 & E 6th St	Warning	Bogle
10/11/2025	Traffic Complaint	S Maple St & E 8th St	HBO	Bogle
10/11/2025	Found Property	300 Blk W 1st St	HBO	District
10/11/2025	Traffic	E 1st St & N Elm St	Warning	Bogle
10/12/2025	Traffic Complaint	S Maple St & E 8th St	HBO	Bogle
10/12/2025	Check Welfare	700 Blk S Walnut St	HBO	Bogle
10/12/2025	Law	500 Blk N HWY 77	HBO	Bogle
10/14/2025	Suspicious Activity	100 Blk S Elm St	HBO	District

10/14/2025	Traffic	E 1st St & S HWY 77	HBO	District
10/15/2025	Traffic	E Ash St & N Pecan St	Warning	Bogle
10/15/2025	Traffic	E 1st St & N Elm St	Warning	Bogle
10/16/2025	Lost Property	200 Blk E 3rd St	HBO	District
10/16/2025	Traffic	E 7th St & S Walnut St	Warning	Bogle
10/16/2025	Traffic	E 1st ST & N Poplat St	Citation	Bogle
10/17/2025	Assist other agency	300 Blk S Maple St	HBO	Bogle
10/17/2025	Traffic	E Ash St & N Poplar St	NIG	Martinez
10/17/2025	Civil Service	100 Blk N Walnut St	HBO	Martinez
10/17/2025	Theft	500 Blk N HWY 77	HBO	District
10/18/2025	Motorist Assist	S HWY 77 & E 7th St	HBO	Martinez
10/18/2025	Traffic Hazard	300 Blk N Willow St	HBO	District
10/21/2025	PFA/PFS Service	500 Blk N HWY 77	HBO	District
10/21/2025	Abuse	400 Blk E 5th St	HBO	District
10/21/2025	Traffic	E 1st St & N Willow St	Warning	Bogle
10/22/2025	Traffic	N Elm St & E Oak St	HBO	Martinez
10/23/2025	Civil	300 Blk S Forest St	HBO	Martinez
10/23/2025	Extra Patrol	400 Blk E 5th St	HBO	District
10/24/2025	PFA/PFS Service	400 Blk E Oak St	HBO	District
10/24/2025	Warrant Arrest	400 Blk E Oak St	HBO	District
10/24/2025	Traffic Hazard	E 1st ST & N HWY 77	HBO	District
10/24/2025	Traffic	S HWY 77 & E 3rd St	Warning	Bogle
10/25/2025	Traffic Complaint	E Oak St & N Elm St	HBO	Bogle
10/25/2025	Traffic	E 1st St & S Forest St	Warning	Bogle
10/25/2025	Traffic Complaint	E 8th St & S HWY 77	HBO	Bogle
10/26/2025	Court Order	400 Blk E 5th St	HBO	District
10/26/2025	Assist other agency	100 Blk S HWY 77	HBO	Bogle
10/26/2025	Traffic	E 1st St & N Maple St	Warning	Bogle
10/27/2025	Traffic	W 1st St & S Riverview St	Warning	Martinez
10/27/2025	Warrant Arrest	100 Blk N Maple St	Arrest	Martinez
10/28/2025	Eviction	300 Blk N Walnut St	HBO	District
10/28/2025	Theft	300 Blk N Walnut St	HBO	District
10/28/2025	PFA/PFS Service	500 Blk E 1st St	HBO	District
10/29/2025	Theft	300 Blk S Forest St	HBO	District
10/29/2025	Public Service	600 Blk S Riverview St	HBO	District
10/30/2025	Suspicious Vehicle	300 Blk N Elm St	HBO	Bogle
10/30/2025	Miscellaneous	300 Blk N Walnut St	HBO	District
10/30/2025	Suspicious Activity	300 Blk N Elm St	HBO	Bogle
10/30/2025	Suspicious Vehicle	300 Blk N Pecan St	HBO	Bogle
10/30/2025	Traffic	E 1st St & N Willow St	Warning	Bogle
10/31/2025	Traffic	W 1st St & S Taylor St	Warning	Bogle
10/31/2025	Miscellaneous	400 Blk E Oak St	HBO	Bogle
10/31/2025	Suspicious Activity	500 Blk N HWY 77	HBO	Martinez
10/31/2025	Check Welfare	100 Blk S HWY 77	HBO	District

Call Breakdown by Deputy

	Martinez	Bogle	District
Total Calls For Service	16	38	32
Calls Handled By Officer	12	18	30
Traffic Citations	0	0	0
Traffic Warnings	1	18	1
Arrests	1	0	1

Card User	Vender	Cost	Description
Mike G	Hoover Mower Sales	$86.66	Trimmer line
	Hoover Mower Sales	$181.68	Mower repairs
	Family Dollar	$23.00	Water
	Caseys	$6.11	Ice
	Walmart	$17.36	Shop office supplies
	Fed-Ex	$71.25	Water samples
	Menard's	$34.38	Cable for council room TV
	Walmart	$101.90	Mineral oil/cl2 for pool
Mike P	Betty's	$48.84	Lunch with Developer
	Best Buy	$908.97	TV, mount and signal splitter
	KSAG	$285.00	Animal Control license
Brittany	Amazon	$16.00	Paper towels
	Amazon	$53.11	Office supplies/dog tag rings
	Amazon	$10.70	Office supplies
	Dollar General	$8.02	Table covers SRTS meeting
	Family Dollar	$21.32	Snack SRTS meeting
City Card	Adobe	$21.69	Software fee
	Intuit	$76.00	Time sheets
	USPS	$244.00	Stamps
	Adobe	$24.48	Software fee
	Adobe	$13.38	Software fee
	Egnyte	$249.60	Court Software
		$2,503.45	

	Expenses		
Check #	**Recipient**	**Description**	**Amount**
39725	Vision Care Direct	Insurance	$ 215.98
39726	Young & Assoc	Updated Cost for JW Douglass	$ 587.50
39727	Hach Company	Water Samples	$ 547.15
39728	Arnold's Family Heating & Air	Winter Maintenance	$ 1,050.00
39729	Advantage Computer	IT Support	$ 1,299.00
39730	Waste Connections	Sept Trash	$ 14,878.97
39731	RWD #6	Sept Water	$ 8,213.17
39732	Hub International	Insurance	$ 250.00
39733	Galaxie	Paper	$ 194.90
39734	O'Reilly Automotive	Tank Repair	$ 16.99
39735	Visa	Credit Card	$ 2,503.90
39736	Salina Supply	Water Supplies	$ 420.45
39737	Gibson, Watson, Marino,LLC	Legal	$ 1,427.20
39738	EMC Insurance	Insurance	$ 4,403.60
39739	Terminix	Pest Control	$ 135.00
39740	Westlake Hardware	Pool Supplies	$ 42.95
39741	South Central Sealing	2025 Street Project	$ 143,609.90
39742	Galaxie	Paper	$ 292.90
39744	Security Oil	Fuel	$ 627.75
39745	UV&S	Shredding	$ 75.00
39746	Hach Company	CL17 Service	$ 1,071.00
39747	Advantage Computer	IT Support	$ 42.50
39748	COX Business	Pool Internet	$ 330.00
39749	Ray Allen Manufacturing	July 2023 Invoice	$ 109.99
39750	Mike Shirley	Mileage	$ 316.01
39751	Meridian Analytical Labs	Water Samples	$ 90.00
39752	Evergy	Electric	$ 3,797.60
39753	Security Oil	Grease	$ 109.40
39754	BCBSKS	Insurance	$ 9,517.95
39755	AFLAC	Insurance	$ 54.72
39756	ESRI	ARCGIS	$ 700.00
		Payroll 10/17/2025	$ 13,135.50
		Payroll 10/31/2025	$ 16,109.27
		Total	$ 226,176.25

Revenue		
Water	$	39,337.71
Trash	$	17,280.76
Sewer	$	28,550.19
Total	$	85,168.66
Statement Date	10/1/25 - 11/2/25	
Prev. Balance	$	858,792.56
Deposits/Credits	$	213,445.77
Checks/Debits	$	341,562.52
Interest Paid	$	816.43
Current Balance	$	73,149.24

(Published in the Official City Newspaper
on the ___ day of _____, 2025)

THE CITY OF DOUGLASS, KANSAS
ORDINANCE NO. 936

AN ORDINANCE AMENDING CHAPTER 14 ARTICLE 2 ADDING SECTION 14-210 PROHIBITING PARKING OF CERTAIN VEHICLES IN RESIDENTIAL AND MANUFACTURED HOME DISTRICTS.

BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF DOUGLASS, KANSAS:

Section 1. Chapter 14, Article 2, Section 14-210 of the City Code of the City of Douglass, Kansas is hereby added to read as follows:

14-210. Parking certain vehicles in prohibited areas.

(a) No boat, watercraft, or vehicle, as "vehicle" is defined within K.S.A. 8-126 as amended, of a rated capacity of more than 1½ tons or being in an aggregate length of 20 feet, including one or more connected vehicles, shall be, at any time, parked or left unattended on any street, avenue or public way within the city limits. Such vehicles include but are not limited to transport, truck tractor, semitrailer, commercial trailer not mechanized, recreational vehicle or truck; provided, that nothing herein shall deny the right to park any such vehicles for emergency refueling or making an emergency repair or for the purpose of making delivery or pick up within prohibited areas, or providing temporary service in said location; provided further, that all such vehicles may be parked in other areas of the city so long as such parking shall not be contrary to other ordinances of the city relating to the parking of such vehicles.

(b) It shall be unlawful for any person or persons to park vehicles as set forth in paragraph (a) of this section and any such person so violating any of the provisions shall upon conviction thereof, be punished by a fine of not more than $50.00.

(c) In a prosecution for parking a vehicle as set forth in this section, proof of identify of the registered owner of the vehicle, as shown by the registration license plate upon the vehicle in violation, shall constitute in evidence a prima facie presumption that the owner of such vehicle was the person who parked or placed such vehicle where the violation occurred.

Section 2: This Ordinance shall take effect and be in full force from and after its publication in the official City newspaper.

Passed by the City Council this 12th day of November, 2025.

Approved by the Mayor this 12th day of November, 2025.

_____
Mike Shirley, MAYOR

SEAL

ATTEST:

_____
Mike Powell, CITY CLERK

Public Works Notes October 2025

Water Department

209 N Forrest water leak X 3
325 E 4th water leak X 2

Sewer Department

921 E 1st, forced sewer main from N lift station leaking, hit by AT&T sometime in 2022, line exposed, then repaired by AT&T contractor.

Frontier day preparation, frontier day, frontier day clean up.

Trunk or treat prep and clean up.

Rental chipper delivered, tree trimming as weather permitted.

Mowing and weed eating continued.