Regular Council - Sep 10 2025 Agenda

Wednesday, September 10, 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 - 8

Regular Council - Aug 20 2025 - Minutes - Members (1).pdf

MINUTES.pdf

5.2 Sheriff Calls

5.3 Financials 9 - 11

Monthly Finance 2025.pdf

Visa Breakdown 07-2025.pdf

5.4 Public Health Update 12

Public Health Update.pdf

6. CITIZEN'S FORUM

7. SPEAKER'S FORUM

8. OLD BUSINESS

8.1 Gov Guy- Development update
Executive Session

8.2 Mower Purchase discussion

9. NEW BUSINESS

9.1 Booster Club- Pool pass donation
Silent auction donation item for Booster club banquet (October 4th)

9.2 Road Closure Ordinance 13 - 14
Ordinance 935- Ordinance 935.pdf

9.3 Vacant Property Tax

10. STAFF REPORTS 15

Public Works Notes August 2025.docx

11. CITY COUNCIL COMMENTS

12. MAYOR'S COMMENTS

13. EXECUTIVE SESSION

14. ADJOURNMENT

Regular Council - Aug 20 2025 Minutes

Wednesday, August 20, 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 6:30pm by Mayor Mike Shirley.

3. ROLL CALL

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

4. AMENDMENTS TO THE AGENDA

5. CONSENT AGENDA

There was a motion to approve the consent agenda.

Moved by: Jay Sanderson

Seconded by: Kandyce Gunther

5-0

5.1	Minutes- Regular City Council Meeting	# - #
	Regular Council - Jul 09 2025 - Minutes - Members.pdf	
5.2	Sheriff Calls	# - #

Draft

Copy of 7-July 2025 calls in Douglass.pdf

5.3 Financials # - #

Monthly Finance 2025.pdf

Visa Breakdown 06-2025.pdf

5.4 Public Health Update # - #

Public Health Update.pdf

6. CITIZEN'S FORUM

7. SPEAKER'S FORUM

8. OLD BUSINESS

8.1 Gov Guy Marketing Update
Ty Lasher was present for an update.

8.2 Gov Guy Consultant- Developer Agreement Discussion
Ty Lasher was present for an update.

8.3 Job Discussion # - #

Combined_Maintenance_CodeOfficer_Description.docx

There was a motion after the executive session of a recommendation to open the application process to fill the fifth maintenance position. # - #

Moved by: Bill Akers
Seconded by: Jay Sanderson

4-1

9. NEW BUSINESS

9.1 Zoning approval and Ordinance 934 # - #

Ordinance 934 Zoning Change.docx

Draft

There was a motion to approve Ordinance 934. # - #

Moved by: Jay Sanderson
Seconded by: Mark Roberts

5-0

9.2 Abatement- Resolution 25-003 # - #

Resolution Authorizing Abatement of Nuisances (625 S Willow).docx

There was a motion to adopt resolution 25-003. # - #

Moved by: Jay Sanderson
Seconded by: Ken Phillips

5-0

There was a motion to expand Mike Powell's spending limit for the abatement process to $15,000. # - #

Moved by: Jay Sanderson
Seconded by: Kandyce Gunther

5-0

9.3 Road Closures- Bulldog Dash # - #

bulldog dash.pdf

There was a motion to approve road closures for the Bulldog Dash. # - #

Moved by: Bill Akers
Seconded by: Jay Sanderson

5-0

9.4 Dog Event- Discussion of Registration fees

There was a motion to waive dog registration fees for those that utilize the event on September 6th for rabies vaccination.

Moved by: Kandyce Gunther

Draft

Seconded by: Jay Sanderson

5-0

9.5 Street Project- Change Order #1 # - #

City of Douglass - SS, SP, CS - Change order #1 updated - 7.29.2025.docx

There was a motion to approve the change order 1 for the street project with South Central. # - #

Moved by: Mark Roberts
Seconded by: Kandyce Gunther

5-0

9.6 Douglass Park Expendable fund- Douglass Community Foundation # - #

park.docx

There was a motion to approve the Park Fund in coordination with the Douglass Community Foundation. # - #

Moved by: Jay Sanderson
Seconded by: Kandyce Gunther

5-0

9.7 Mower Purchase # - #

Inv_21722_from_Hoover_Mower_Sales_LLC_17768.pdf

No action was taken.

Discussion included: Testing different mowers and bring back discussion.

10. STAFF REPORTS

Public Works Notes July 2025 UPDATED.docx

Draft

11. EXECUTIVE SESSION

There was a motion to go into executive session in regards to agenda item 8.3- Job Discussion including Mayor, Council, legal counsel, and Mike Powell for discussion of non- elected personnel for 15 minutes starting at 7:05 ending at 7:20.

Moved by: Bill Akers
Seconded by: Ken Phillips

12. CITY COUNCIL COMMENTS

13. MAYOR'S COMMENTS

14. ADJOURNMENT

_____
CAO

_____
Mayor

Draft

322 S. Forrest
P.O. Box 412
Douglass, Kansas 67039
316-747-2109

Mayor: Mike Shirley City Clerk/Administrator: Mike Powell Deputy City Clerk: Brittany Nordstedt

RNR/Budget Hearing
September 3rd 2025 6:00pm

1. Call meeting to order
   The meeting was called to order at 6:00pm
   Roll call was taken and all that were present were: Councilmembers: Jay Sanderson, Bill Akers, Kandyce Gunther, Mark Roberts, Mayor Mike Shirley, Mike Powell, Brittany Nordstedt, City Attorney: Nolan Wright. Ken Phillips arrived at 6:21pm.

2. RNR Hearing- 6:00pm
   The RNR Hearing was opened, discussion took place, there was no public present. There was a motion to adopt Resolution 25-004 by Jay Sanderson, seconded by Mark Roberts. Roll call vote, took place and results were:
   Jay- Yes Bill- Yes
   Ken- Yes Kandyce- Yes
   Mark- Yes
   The RNR hearing was closed at 6:30pm.

3. Budget Hearing- 6:30pm
   Open, hold and close hearing
   a. Adopt 2026 Budget- regular vote
   The Budget Hearing was opened at 6:30pm there was discussion, no public was present. The Budget Hearing was closed, and there was a motion to adopt the 2026 Budget by Mark Roberts. Seconded by Kandyce Gunther. 5-0 All were in favor.

4. Adjournment

	Expenses		
Check #	**Recipient**	**Description**	**Amount**
39594	Liberty National	Insurance	$ 223.00
39595	PEAC Solutions	Xerox Final	$ 700.00
39596	Column Software	Budget Publication	$ 163.01
39597	AirGas	Cylinder	$ 106.00
39598	D Gerber Commercial Pool	Pool Supplies	$ 6,599.74
39599	RWD #6	Water	$ 10,952.50
39600	Core & Main	Repair	$ 489.75
39601	KS Gas Service	Gas	$ 292.33
39602	D&S Auto Supply	Repairs	$ 108.73
39603	Young & Assoc	BID Documents	$ 4,320.00
39604	Daniels Ready Mix	Street Repair	$ 1,051.75
39605	Hub International	Insurance	$ 250.00
39606	Advantage Computer	IT Support	$ 1,066.25
39607	O'Reilly Auto	Repairs	$ 110.68
39608	Foley Equipment	Backhoe Repairs	$ 38.23
39609	BuCo Noxious Weed Dept	Chemicals	$ 233.00
39610	Rose Hill Vet	Animal Care	$ 27.00
39611	Leslie's Pool Supplies	Pool Supplies	$ 59.98
39612	Vision Care Direct	Insurance	$ 215.76
39613	Terminix	Pest Control	$ 114.00
39614	UV&S	Shredding	$ 25.00
39615	Waste Connections	Trash	$ 15,437.73
39616	Eric Triplett	Inspections	$ 554.94
39617	Verizon	AMI Card	$ 40.01
39618	Security Oil	Fuel	$ 1,666.10
39619	Redax	Shred Event	$ 250.00
39620	River Valley Supply	Supplies	$ 280.19
39621	Evergy	Electric	$ 2,328.72
39622	Visa	Credit Card	$ 3,069.87
39623	Gibson, Watson, Marino,LLC	Legal	$ 1,521.50
39624	EMC Insurance	Insurance	$ 4,403.60
39627	BuCo Health Dept	Hep A&B	$ 159.75
39628	Hach	Reagents	$ 116.67
39629	Cox Business	Pool Internet	$ 300.00
39630	Advantage Computer	Computers	$ 3,398.50
39631	South Central Sealing	Bond Fee	$ 2,996.00
39632	Comm-Tronix	Well #14 Repair	$ 1,550.00
39633	USA Bluebook	Lift Station	$ 202.85
39634	M&T Construction	Sidewalk	$ 2,168.25
39635	BCBSKS	Insurance	$ 9,517.95
39636	AFLAC	Insurance	$ 54.72
39637	League of KS Municipalities	Conference	$ 425.00
39638	UV&S	Shredding	$ 25.00
39639	Cox Business	Office Phones/Internet	$ 848.17

39640	Cox Business	Shop Internet	$ 138.00
39641	Mayer Specialty Services	2025 Sewer	$ 15,559.84
39642	Advance Insurance	Insurance	$ 571.39
39643	Lease Finance Partners	Copiers	$ 644.24
39644	Law Office of William Muret	Legal	$ 600.00
39645	Wichita Winwater Works	Sewer Supplies	$ 260.00
39646	Galaxie	Paper	$ 49.00
39647	Column Software	Zoning Ordinance	$ 51.00
39648	Henderson Tree Care	Trees	$ 18,825.00
39649	Mike Shirley	Aug Mayor	$ 200.00
39650	Evergy	Electric	$ 2,151.63
39651	Meridian Analytical Labs	Samples	$ 45.00
39652	Tractor Supply	AC Repair	$ 108.94
39653	Bruce Nispel	Lease	$ 400.00
39654	Brittany Nordstedt	HRA	$ 120.00
39655	Tire Dealers Warehouse	Backhoe Tires	$ 1,040.00
39656	Hub International	Insurance	$ 250.00
39657	Verizon	AMI Card	$ 40.01
39658	Vision Care Direct	Insurance	$ 215.98
39659	Cox Business	Pool Phones	$ 75.18
39660	KDHE Bureau of Water	Sewer Loan	$ 16,927.28
39661	Ablaze Fire & Safety	Extinguishers	$ 343.50
39662	Lan Flippo	Office Cleaning	$ 250.00
39663	BuCo Sheriff's Dept	Sept Contracts	$ 5,618.99
39664	Salina Supply Co	Water Supplies	$ 819.60
39665	Solvaris Net LLC	TextCaster	$ 200.00
39666	Royal Publishing	Advertising	$ 110.00
39667	Navrat's Office	Ticket Books	$ 320.04
		Payroll 8/22/25	$ 15,699.03
		Payroll 9/5/25	$ 12,809.84
		Total	$ 172,905.72
		Revenue	
		Water	$ 40,700.55
		Trash	$ 17,181.40
		Sewer	$ 28,255.48
		Total	$ 86,137.43
		Statement Date	8/1/25 - 9/1/25
		Prev. Balance	$ 620,402.52
		Deposits/Credits	$ 473,710.45
		Checks/Debits	$ 208,315.03
		Interest Paid	$ 838.29
		Current Balance	$ 886,636.23

Card User	Vender	Cost	Description
Mike G	Hoover mower sales	$276.42	Mower repairs
	Family Dollar	$7.00	Wasp/Hornet spray
	Family Dollar	$4.00	Baking soda
	Walmart	$37.08	Office/shop supplies
	Dollar General	$9.93	Bathroom supplies
	Walmart	$19.68	Water
	Family Dollar	$4.95	Animal control
Mike P	Sams Club	$291.88	Pool Concessions
	Sams Club	$255.92	Pool Concessions
	Sams Club	$134.90	Pool Concessions
	Sams Club	$116.34	Pool Concessions
	Sams Club	$185.29	Pool Concessions
	Walmart	$261.05	A/C for Animal Control building
Brittany	Amazon	$29.43	Bathroom supplies
	Amazon	$28.69	Office supplies
	Amazon	$24.99	Cleaning supplies
	Amazon	$54.74	Respirator cartridge
	Amazon	$209.86	Tires for Scagg mower
	Amazon	$56.99	Shop office supplies
	Amazon	$53.45	Shop office supplies
	Dillons	$10.19	Office supplies
	Firehouse Subs	$142.54	Safety/team building lunch
	Aatrix	$9.99	941 tax form
City Card	USPS	$19.36	Public health
	Family Dollar	$20.62	Pool cleaning supplies
	Adobe	$21.69	Adobe
	USPS	$116.16	Tree removal certifieds
	Amazon	$98.70	Office supplies
	USPS	$41.92	Public health
	Intuit	$204.00	Time sheets
	Amazon	$179.00	Prime membership
	USPS	$20.96	ACH returns
	USPS	$62.88	Force mows
	Adobe	$24.48	Adobe
	Adobe	$13.83	Adobe
	USPS	$10.48	Force mows
	USPS	$10.48	Public health
		$3,069.87	

322 S. Forrest
P.O. Box 412
Douglass, Kansas 67039
316-747-2109

Mayor: Mike Shirley City Clerk/Administrator: Mike Powell Deputy City Clerk: Brittany Nordstedt

Public Health Notices- August 2025 Update

Sent Out- 7

-Grass: 7

-Nuisance: 0

Completed- 7

Open- 0

To be served: 0

Mowed by the City: 2

Billed: 2

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

THE CITY OF DOUGLASS, KANSAS
ORDINANCE NO. 935

AN ORDINANCE AMENDING CHAPTER 14 ARTICLE 1 SECTION 14-103 OF THE CITY CODE AMENDING THE STANDARD TRAFFIC ORDINANCE EMPOWERING THE MAYOR OR THEIR DESIGNEE TO MAKE EMERGENCY TEMPORARY AND EXPERIMENTAL REGULATIONS.

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

Section 1. Chapter 14, Article 1, Section 14-103 of the City Code of the City of Douglass, Kansas is hereby amended to read as follows:

14-103. Amendments to standard traffic ordinance.

(a) A new subsection (a)(3) shall be added to the Standard Traffic Ordinance Section 114.1 regarding Unlawful Operation of All-Terrain Vehicles, as follows:

(3) Within the corporate limits of the City of Douglass, Kansas.

(b) Section 3 of the Standard Traffic Ordinance is hereby amended to read as follows:

Sec. 3. Emergency, Temporary and Experimental Regulations. The mayor, the mayor's designee, the chief of police or city traffic engineer is hereby empowered to make regulations necessary to make effective the provisions of this and other traffic ordinances of the city, to establish no parking zones on special occasions to expedite traffic or for safety purposes, signs being properly posted, to make and enforce temporary or experimental regulations to cover emergencies or special conditions or to determine the advisability of permanent regulations for recommendation to the governing body, and test traffic-control devices under actual conditions of traffic. No temporary or experimental regulation shall remain in force for more than 90 days. (K.S.A. 8-2001; 8-2002, as amended)

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 10th day of September, 2025.

Approved by the Mayor this 10th day of September, 2025.

_____
Mike Shirley, MAYOR

SEAL

ATTEST:

_____
Mike Powell, CITY CLERK

Public Works Notes August 2025

Water Dept

Leaks
409 S Walnut
318 N Maple
Sunset 77 Lot 5B
304 N Walnut
430 E Ash
325 and 320 S Willow
104 S Poplar

RWD 6 Chlorine burn out this month.

Mayer Specialties in town to clean and inspect sewers. Problems found between manholes B10 and B09 (elementary school). Two repairs made in 8" main. Main jetted after repairs.

Manhole lids re sealed.

Concrete poured at water repair site, 409 S Walnut.

Culvert repaired at 324 S Walnut/324 S Willow.

Pump #1 at south lift station worked on after sewer cleaning.

Commtronix in town to repair communication problem with well 14.

North lift station float switches repaired.

Fuel pump replaced 2015 Dodge Ram.

Electrical issue repaired on 2013 SCAG.

Hydrant flushing, Mowing and weedeating