

## **City of Cottonwood Falls Council Minutes**

**June 2, 2025**

The regular meeting of the City of Cottonwood Falls was called to order at 6:00 pm in the Municipal Meeting Room.

Those present at the meeting were Mayor, Buddy Sisson, Council Members Greg Campbell, Chris Carathers, Mike Hastings, Bill Kewley, Ryan Spinden. City Attorney, Stuart Symmonds, Utilities Supervisor, Scott Gumfory and City Clerk, Tina Andrews.

A motion to approve the agenda was made by Mike Hastings, seconded by Chris Carathers, motion carried. A motion to approve the minutes was made by Bill Kewley, Mike Hastings seconded, motion carried.

Amendments were presented to the council with a Special Permit Request, OT Pay, Credit Card application, and Veterans benches were added to the agenda.

Clint Hibbs of BG Consultants Engineering presented the Council members with a brochure pertaining to Community Facilities Projects from other communities. A presentation was given about the Aquatic facility for the City's future planning for the concession and pool equipment building. This includes cost projections for the structural, mechanical, and equipment vendors for pool and play features for the aquatic area. Design, engineering services and some other services that would need to be outsourced such as geotechnical, soil sampling for the project. He also talked about the funding options for the project. Stuart spoke on the contract language they were using in the agreement, Clint will refer the matter to his company, and they will contact him.

### **Mayors Report:**

Mayor Sisson reported on the Fireworks funds that have been collected so far. A discussion was about this year's funding to be donated by the City, Chris Carathers motioned it to give \$500 to the Fireworks fund, seconded and carried.

There were four Special Event Request presented to the Council members: OSC Car Show, KSN-3 Summer Road Trip, OSC Firework Stand, and the CWF Fall Music Festival. The Council members reviewed the forms, Ryan motion to approve, Chris seconded, and motion carried.

Chase County is interested in starting a special request form for events around the county, for emergency contact information, events dates and which organizations or groups are making the request.

Kay Lauer applied for a temporary permit through the ABC of the State of Kansas for serving drinks at the River Suite on June 13. The Council reviewed the permit, Ryan motion to approve, Bill seconded, motion carried.

The Resolutions were drawn up and letters were sent to the members of community who have not mowed their lawns and/or lot. They have until June 12<sup>th</sup> to respond. It was discussed for those lawns and/or lots that have continually not been mowed or maintained to have the city mow the lots and have the bill sent to the courthouse on their tax roll for fines from the city. A one-time letter pertaining to the habitual nuisance of the grass ordinance will be written and sent to the property owners when and if the property(s) need to be mowed and maintained in the future. The current ordinance is listed as 12 inches for the length of the grass: Ordinance #763/1986. Stuart suggested a resolution for the city to make the decision on their own when to maintain the lawn and/or lot. He suggests a letter be sent after the first occurrence and with one notice of the violation informing the owner the city will not have to notify the property owner of the habitual grass violation and will maintain the lawn and/or lot on their own discretion. It was also suggested that a picture should be taken of the lawn, with a measurement

showing the length of the grass and/or weeds. Since this would be a violation, they could request a hearing, and the documentation and picture would be important to have.

City Clerk Report: as reported.

It was decided to use Professional Masonry for the Veterans benches.

Follow up on: Light pole replacement on Broadway, the city used a light pole that was in inventory.

Scott will look up the replacement cost of the light pole. Discuss at the next meeting.

Michelle David, unpaid ticket. Stuart is waiting to hear back from the courts on a hearing date.

Tina will email the courthouse to find out if Michelle owns property in the county, and if the fine can be added to it.

The post office notified Terri on the delivery of the water bills would be sent up to KC, and the return to CWF. Before they were delivered directly to the post office boxes. It was discussed and the Council wants the city office to see if the bills can be sent electronically and research a service pertaining to this. Tina will discuss this with Terri.

The Council discussed the request from Bill Wilson about the fairground having a Farmers Market during the week of the fair. He asks for the city to waive the food vendor permit for those participating, the council agreed to do so.

Terri asked if we should charge the client for stolen poly carts. The Council suggested that if this happens in the future, the client should call the Sheriff Department and make a report. The replacement poly cart would require a deposit. The cost of the poly cart would be \$75; the deposit should be decided by the office.

The overtime discussion was addressed. It was decided that sick time would be adjusted when working overtime during the 40 hour week period. The vacation pay was given at full rate plus overtime would be given during the 40 hour week period. The employee handbook should be updated with the information discussed. Stuart suggested to be consistent with the policy and pay procedure.

The new credit card applications will have Mike and Buddy's name on the applications.

Utilities Supervisor Report:

Lagoon has some water issues; they have been draining debris from the culverts. Repair work has been completed at the pool; they have been working on plumbing issues. Asphalt work and patch work are continuing, streets are looking better.

Scott is registered and will be taking his water certification exam this month.

Mike Hastings reported on the grass clippings on streets and alleys. He is asking the city to put something on Facebook to let them know there is an ordinance not allowing that.

Mike Hastings presented that timecards, EFT's payroll, Federal, State & KPERS EFT's payments, and paid bills. It was motioned to approve all the items, seconded, and carried.

Stop payments checks and voided checks were motion to approve, seconded and carried.

Motion to adjourn by Mike Hastings, seconded by Bill Kewley, motion carried. 7:23 pm adjourned.

*William C. Sisson*

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William C. Sisson, Mayor

*Tina Andrews*

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Tina Andrews, City Clerk