



# City Commission Regular Meeting

Tuesday, January 07, 2025 at 6:00 PM  
Commission Chambers, 124 S Bluff, Anthony, KS 67003

## AGENDA

### OPENING

- Welcome / Call to Order
- Invocation / Pledge of Allegiance
- Roll Call
- Approval of Agenda

### PUBLIC COMMENT

*Public Comment allows the public an opportunity to address the City Commission. There is a five minute per person limit on public comments.*

### CONSENT AGENDA

1. Approve December 17, 2024 Regular Meeting Minutes

2. Special Appropriations

Fund #34 Capital Airport- EBH \$1,703.50 Eng & Survey - AWOS/Beacon AV-2023-17

Fund #34 Capital Street – Mitch Gates \$1,200.00 Construction Easement - CCLIP 44-39 KA-6909-01

Fund #34 Capital Street – Harper County (via City of Anthony Petty Cash) \$72.00 Filing of Construction Easement - CCLIP 44-39 KA-6909-01

3. Approve Appropriation Ordinance No. 3025 \$364,739.27

4. Approve 12.31.2024 Payroll \$63,542.70

5. Approve December 2024 Court Report

6. Approve Drawdown #4 KDOT Project No. AV-2023-17 \$1,533.15 AWOS/Beacon Project

### PUBLIC HEARINGS - NONE

### REGULAR BUSINESS

7. Approve Wayne Dennis Committee Recommendation of \$6,500.00 to the Anthony Tree Board for Tree Planter Project

- 8. Fuel Storage Code Review
- 9. Police Department Wage Review
- 10. Water Sustainability Research Direction
- 11. Permission to use East Burn Site as Fire Department Exercise - Kenny Hodson, Fire Chief
- 12. Permission to Burn Tree Pile at Airport *\*Contingent Upon FAA Approval*
- 13. Approve to Waive Fees for Municipal Hall for Trivia Night March 29<sup>th</sup> – Randy Wiseley, ACE
- 12. Approve to Withdraw Rural Development November 2020 Application for Correction of Wastewater Lagoon Cells 1 & 2

**STAFF REPORTS**

- 13. Administrator Report
- 14. Chief of Police report

**EXECUTIVE SESSION - NONE**

- 15. ~~Executive Session to Discuss Personnel Wages Pursuant to “Personnel Matters of NonElected Personnel, K.S.A. 75-4319 (b) (1).”~~

**ADJOURNMENT**

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Standing Committees:

- |   |  |
|---|--|
| a. Commissioner of Finance:                   | Jan Lanie – Sherrie Eaton (Vice)       |
| b. Commissioner of Utilities Depts.:          | Howard Hatfield – Eric Smith (Vice)    |
| c. Commissioner of Parks, Police, Fire Dept.: | Sherrie Eaton – Howard Hatfield (Vice) |
| d. Commissioner of Street Dept., Airport:     | Eric Smith – Jan Lanie (Vice)          |



## City Commission Regular Meeting

Tuesday, December 17, 2024 at 6:00 PM  
Commission Chambers, 124 S Bluff, Anthony, KS 67003

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### MINUTES

#### OPENING

- Welcome / Call to Order
- Invocation / Pledge of Allegiance
- Roll Call

#### PRESENT

Mayor Greg Cleveland  
Commissioner Sherrie Eaton  
Commissioner Jan Lanie  
Commissioner Eric Smith  
Commissioner Howard Hatfield

City Administrator Cyndra Kastens, Police Chief Kenny Hodson, Deputy City Clerk Sherri Miller and Melinda Ewertz, Darin Neufeld with EBH Engineering, and Randy & Jacquie Wiseley.

-Approval of Agenda

A motion was made to approve the agenda as presented.

Motion made by Mayor Cleveland, Seconded by Commissioner Hatfield.

Voting Yea: Mayor Cleveland, Commissioner Eaton, Commissioner Lanie, Commissioner Smith, Commissioner Hatfield. Motion Carried.

#### PUBLIC COMMENT

Mayor Cleveland read a thank you from the Arts Center for the use of Municipal Hall.

#### CONSENT AGENDA

1. Approve December 3, 2024 Regular Meeting Minutes
2. Approve December 10, 2024 Special Meeting Minutes
3. Special Appropriations:

Fund #58 CDBG - SCKEDD - \$300.00- Admin FY23-HR-003

Fund #58 CDBG - Harper County Register of Deeds - \$55.00- Admin FY23-HR-003

Fund #58 CDBG - Arambula Construction - \$17,698.00- Admin FY23-HR-003

4. Appropriation Ordinance No 3204 \$218,295.17
5. Approve 12.17.2024 Payroll \$60,437.83
6. Reappoint Kanza Bank, Bank of the Plains and Bank of Commerce as Official City Banks for 2025
7. Appoint Anthony Republican as Official City Newspaper for 2025
8. Resolution No. 1148 - Annual GAAP Waiver
9. Resolution No. 1149 - Annual Approval of Permit Fee Schedule
10. 2025 Cereal Malt Beverage Renewals as Presented
11. Appoint Klausmeyer Construction Representative to the Special Housing Committee for Sunrise 2nd
12. Reappoint Tray Copenhaver & Jim Seipel to Airport Board for 4 yr term to Expire 2028
13. Approve Pay Request #3 CDBG Grant 23-HR-003 \$18,053.00

Mayor Cleveland asked if any items should be removed from the consent agenda. Hearing none, a motion was made to approve the consent agenda.

Motion made by Mayor Cleveland, Seconded by Commissioner Smith.

Voting Yea: Mayor Cleveland, Commissioner Eaton, Commissioner Lanie, Commissioner Smith, Commissioner Hatfield. Motion Carried.

## **PUBLIC HEARINGS - NONE**

## **REGULAR BUSINESS**

### **14. Approve FY26 Airport CIP - Darin Neufeld, EBH**

Darin Neufeld with EBH Engineering presented the recommendation of the Anthony Airport Board for the FY26 Airport Capital Improvement Plan. After review of the plan objectives, a motion was made to approve the plan as presented.

Motion made by Mayor Cleveland, Seconded by Commissioner Smith.

Voting Yea: Mayor Cleveland, Commissioner Eaton, Commissioner Lanie, Commissioner Smith, Commissioner Hatfield. Motion Carried.

**15. Resolution #1150 Update Personnel Policy Wage Table per COLA**

Administrator Kastens presented Resolution #1150 to update the city personnel wage policy in accordance with approved COLA. A full copy of the Resolution is available on file in the office of the City Clerk.

A motion was made to approve Resolution #1150 as presented.

Motion made by Commissioner Eaton, Seconded by Commissioner Lanie.

Voting Yea: Mayor Cleveland, Commissioner Eaton, Commissioner Lanie, Commissioner Smith, Commissioner Hatfield. Motion Carried.

**16. Kayak Building Location**

Administrator Kastens presented the map of the location of the new kayak building at the lake, located just east of Campsite B. After discussion, a motion was made to approve the location of the kayak building as presented.

Motion made by Commissioner Smith, Seconded by Commissioner Hatfield.

Voting Yea: Mayor Cleveland, Commissioner Eaton, Commissioner Lanie, Commissioner Smith, Commissioner Hatfield. Motion Carried.

**STAFF REPORTS**

**16. Administrator Report**

The Administrator presented a report on the following: KCC 40101d grant, Lake Trail, Sunrise 2nd, ADA Ramps, EPA Water TA, Lake Board Meeting, ID/Eco Devo Board Meeting, G-Works, Staffing, Economic Development, Fuel Storage Code, Community Solar Project, and the City Christmas Party.

**17. Chief of Police report**

We arrested Asentceanna Butterfield on a warrant

The investigated a theft in the 500 block of N. Bluf

We arrested Benjamin Urban for driving while suspended and possession of Marijuana

We investigated a criminal damage to property case on fanning drive

We investigated a criminal threat in the 300 block of N. Kansas

We took two kids into protective custody and removed them from the home

**18. Department Reports**

Department updates were given for Electric Distribution, Street, Water/Wastewater, and Electric Production.

**EXECUTIVE SESSION - NONE**

**19. Executive Session to Discuss Personnel Wages Pursuant to "Personnel Matters of NonElected Personnel, K.S.A. 75-4319 (b) (1)."**

At 6:25 p.m. Mayor Cleveland made a motion to go into Executive Session for five minutes until 6:30 p.m. to discuss personnel wages pursuant to "Personnel Matters of NonElected Personnel, K.S.A. 75-4319 (b) (1)." Commissioner Smith seconded the motion. Motion carried 5-0. The Commission chambers were cleared with the Commissioners and Administrator remaining present.

At 6:30 p.m. Mayor Cleveland called the regular meeting back to order. No binding action was taken.

**ADJOURNMENT**

A motion was made to adjourn the meeting.

Motion made by Mayor Cleveland, Seconded by Commissioner Lanie.  
Voting Yea: Mayor Cleveland, Commissioner Eaton, Commissioner Lanie, Commissioner Hatfield.  
Motion Carried.

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Gregory Cleveland, Mayor

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Cyndra Kastens, City Clerk/Administrator

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50090

"AWOS/Beacon  
AV-2023-17"

Item 2.

34-01-0002



Evans, Bierly, Hutchison & Associates, P.A.  
1105 Williams Great Bend, KS 67530  
620.793.8411

September 25, 2024

Project No: R4285.1  
Invoice No: 15484

Cyndra Kastens  
City of Anthony  
124 South Bluff  
PO Box 504  
Anthony, KS 67003

Project R4285.1 Anthony Airport Install AWOS & Replace Beacon 2022

Project Manager: Darin Neufeld

Professional Services from November 26, 2023 to September 21, 2024

**Amount Due**

| Billing Phase            | Fee                       | Earned          |                   |
|--------------------------|---------------------------|-----------------|-------------------|
| Design                   | 1,000.00                  | 1,000.00        |                   |
| Construction Engineering | 5,404.90                  | 5,404.90        |                   |
| Project Closeout         | 0.00                      | 0.00            |                   |
| <b>Total Fee</b>         | <b>6,404.90</b>           | <b>6,404.90</b> |                   |
|                          | Previous Fee Billing      | 4,701.40        |                   |
|                          | Current Fee Billing       | 1,703.50        |                   |
|                          | <b>Total Fee</b>          |                 | <b>1,703.50</b>   |
|                          | <b>Total this Invoice</b> |                 | <b>\$1,703.50</b> |

| C CTR DESCRIPTION    | REG HRS        | OT HRS       | VAC HRS    | SCK HRS    | TOT HRS        | REG AMT         | OT AMT         | VAC AMT    | SCK AMT    | TOT AMT         | DEDUCTIONS     |
|----------------------|----------------|--------------|------------|------------|----------------|-----------------|----------------|------------|------------|-----------------|----------------|
| 101 GEN. - ADM.      | 31.80          | .00          | .00        | .00        | 34.20          | 1406.61         | .00            | .00        | .00        | 1453.39         | 263.20         |
| 102 POLICE           | 579.85         | .00          | .00        | .00        | 651.75         | 11422.43        | .00            | .00        | .00        | 12800.89        | 1361.95        |
| 103 FIRE             | 343.00         | .00          | .00        | .00        | 343.00         | 5831.00         | .00            | .00        | .00        | 5831.00         | .00            |
| 104 STREET           | 254.50         | .00          | .00        | .00        | 320.00         | 5261.59         | .00            | .00        | .00        | 6497.60         | 458.21         |
| 105 GEN-ZONING       | 3.30           | .00          | .00        | .00        | 3.30           | 270.84          | .00            | .00        | .00        | 270.84          | .00            |
| 230 WATER-LAKE       | .00            | .00          | .00        | .00        | .00            | .00             | .00            | .00        | .00        | .00             | .00            |
| 232 WATER-DISTRIBUT  | 272.93         | .00          | .00        | .00        | 288.20         | 3266.99         | .00            | .00        | .00        | 3551.40         | 402.81         |
| 233 WATER-COMM& GEN  | 101.50         | .00          | .00        | .00        | 106.81         | 2987.42         | .00            | .00        | .00        | 3098.14         | .00            |
| 331 ELECTRIC-PROD    | 504.50         | .00          | .00        | .00        | 576.00         | 7096.82         | .00            | .00        | .00        | 9140.01         | 727.17         |
| 332 ELEC-DISTRIBUTI  | 600.64         | .00          | .00        | .00        | 623.10         | 9337.69         | .00            | .00        | .00        | 9886.98         | 1296.72        |
| 333 ELECTRIC-COMM    | 134.39         | .00          | .00        | .00        | 143.33         | 5025.43         | .00            | .00        | .00        | 5203.63         | 171.62         |
| 533 SEWER-COMM & GE  | 35.66          | .00          | .00        | .00        | 39.61          | 782.16          | .00            | .00        | .00        | 857.87          | .00            |
| 534 SEWER-TREATMENT  | 247.43         | .00          | .00        | .00        | 254.70         | 2790.82         | .00            | .00        | .00        | 2930.99         | .00            |
| 2601 REC - GEN       | 10.50          | .00          | .00        | .00        | 10.50          | 168.00          | .00            | .00        | .00        | 168.00          | .00            |
| 5102 OT GEN POLICE   | .00            | 4.00         | .00        | .00        | 4.00           | .00             | 144.82         | .00        | .00        | 144.82          | .00            |
| 5232 OT WATER DIST   | .00            | 7.00         | .00        | .00        | 7.00           | .00             | 308.91         | .00        | .00        | 308.91          | .00            |
| 5331 OT ELEC PROD    | .00            | 4.00         | .00        | .00        | 4.00           | .00             | 229.42         | .00        | .00        | 229.42          | .00            |
| 5332 OT ELEC DIST    | .00            | 6.00         | .00        | .00        | 6.00           | .00             | 294.48         | .00        | .00        | 294.48          | .00            |
| 5333 OT ELEC COMM/GN | .00            | 17.25        | .00        | .00        | 17.25          | .00             | 564.77         | .00        | .00        | 564.77          | .00            |
| 5534 OT SEWER TREAT  | .00            | 5.00         | .00        | .00        | 5.00           | .00             | 213.93         | .00        | .00        | 213.93          | .00            |
| 6102 SHIFT GEN POLIC | .00            | .00          | .00        | .00        | 191.25         | .00             | .00            | .00        | .00        | 95.63           | .00            |
| 99999 DISTRIBUTED    | .00            | .00          | .00        | .00        | .00            | .00             | .00            | .00        | .00        | .00             | 347.23         |
| <b>TOTAL</b>         | <b>3120.00</b> | <b>43.25</b> | <b>.00</b> | <b>.00</b> | <b>3629.00</b> | <b>55647.80</b> | <b>1756.33</b> | <b>.00</b> | <b>.00</b> | <b>63542.70</b> | <b>5028.91</b> |



**COURT REPORTING CASE REPORT**  
OFFN DATES: 12/01/2024-12/31/2024

FOR OFFICER CODES: ALLD-TTOT

| CASE NO       | DEFENDANT'S NAME<br>OFFICER'S NAME   | TICKET NO | CRT DATE<br>OFN DATE | FINE<br>-OFFENSE DESC                           | CRT COST | OFFN FEE | ACTN FEE | CASE TOTL | AMT PAID<br>LST PYDT | AMT DUE |
|---------------|--------------------------------------|-----------|----------------------|---|----------|----------|----------|-----------|----------------------|---------|
| 202400036     | SCOW, PATRICIA A<br>HOUSTON NATHAN   | 4972      | 1/28/25<br>12/11/24  | .00<br>ILLEGAL TAG/NO TAG<br>NO/PROOF/INSURANCE | .00      | .00      | .00      | .00       | .00                  | .00     |
| 202400037     | CAMPBELL, WYNEMA K<br>HOUSTON NATHAN | 1455      | 1/28/25<br>12/06/24  | .00<br>DOG AT LARGE<br>VICIOUS DOG              | .00      | .00      | .00      | .00       | .00                  | .00     |
| 202400038     | BAIRD, DOUGLAS E<br>LEDEZMA ALEX     | 5107      | 1/14/25<br>12/23/24  | .00<br>ILLEGAL TAG/NO TAG                       | .00      | .00      | .00      | .00       | .00                  | .00     |
| 202400039     | THOMPSON, SHELIA W<br>LEDEZMA ALEX   | 5108      | 1/28/25<br>12/29/24  | .00<br>SPEEDING 15 MPH OVER                     | .00      | .00      | .00      | .00       | .00                  | .00     |
| REPORT TOTALS |                                      |           |                      |   |          |          |          | .00       | .00                  | .00     |

| DATE                              | VENDOR                         | AMOUNT PAID        | 90%                    |
|-----------------------------------|--------------------------------|--------------------|------------------------|
| <b>DRAWDOWN #1</b>                |                                |                    |                        |
| 10/16/2024                        | Wichita Concrete               | 70.00              |                        |
| 10/16/2024                        | Border States                  | 20600.82           |                        |
| 9/18/2024                         | Rickes Home Center             | 480.00             |                        |
| 9/4/2024                          | Border States                  | 1.65               |                        |
| 9/4/2024                          | Border States                  | 5684.97            |                        |
|                                   | <b>TOTAL</b>                   | 26837.44           | 90% 24153.69           |
| <b>DRAWDOWN #2</b>                |                                |                    |                        |
| 9/4/2024                          | Border States                  | 501.07             |                        |
| 9/4/2024                          | Border States                  | 5793.96            |                        |
| 12/6/2023                         | Rinke Backhoe                  | 13175.00           |                        |
| 12/6/2023                         | EBH & Associates               | 1000.00            |                        |
| 12/6/2023                         | EBH & Associates               | 3701.40            |                        |
| 10/18/2023                        | Border States                  | 763.88             |                        |
| 9/20/2023                         | Anthony Republican             | 82.80              |                        |
|                                   | <b>TOTAL</b>                   | 25018.11           | 90% 22516.30           |
| <b>90% TOTAL DRAWDOWN REQUEST</b> |                                |                    | <b>\$46,669.99</b>     |
| <b>DRAWDOWN #3</b>                |                                |                    |                        |
| 11/20/2024                        | Border States                  | 325.28             | 292.75                 |
|                                   | Atlas Electric                 | 114679.78          |                        |
|                                   | Less Retainage                 | -11467.98          |                        |
|                                   | Atlas Electric Total           | 103211.80          | 92890.62               |
|                                   | <b>TOTAL</b>                   | \$ 103,537.08      | 93183.37               |
| <b>90% TOTAL DRAWDOWN REQUEST</b> |                                |                    | <b>\$93,183.37</b>     |
| <b>DRAWDOWN #4</b>                |                                |                    |                        |
| 1/7/2025                          | EBH& Associates                | 1703.5             | 90% - Grant<br>1533.15 |
| <b>1/8/2025</b>                   | <b>TOTAL DRAWDOWN REQUESTS</b> | <b>\$ 1,703.50</b> | <b>90% \$1,533.15</b>  |

December 27, 2024

Cyndra Kastens  
City Clerk/Administrator  
P.O. Box 504  
Anthony, KS 67003

Cyndra:

The Wayne Dennis Foundation Committee met December 19th to consider two requests we had received.

The Anthony Tree Board requested \$11,500.00 to complete their Tree Planter Project. We reviewed where the planters are located now and it is our recommendation that we give \$6500.00 towards this completion.

The second request was from Main Street Ministry (Higher Grounds Leather Bounds). We realize that the Wayne Dennis Committee has provided funds to them in the past, but we questioned if they qualify with the terms of Mr. Dennis will. They are a 501c3 charity and his will states that the funds are not to be used for charitable purposes. Therefore we voted to deny their request.

If the City Commission thinks we are wrong in our thinking, we would be happy to look at their request again.

Thank you.

Alfreda Myers  
Chairman  
Wayne Dennis Committee

December 19,2024  
Bank of the Plains Hospitality Room  
11:45 am

Present: Chairperson Alfreda Myers, Linda Francis, Susan Croft, Brad Davis and Veronica Larcom

Absent: Megan McCaslin and Ryan Cashier

Items for consideration:

- 1) Request from the Anthony Tree Board for \$11,500 to complete planter box project along Main Street
- 2) Request from Main Street Ministries for \$3750 for various projects within their building

Alfreda Myers called the meeting to order. She stated the current funds available were \$16,026.22. Discussion was held in regard to where the investments are and how they are invested. Alfreda has had discussions with a City Commissioner and asked for guidance in making sure investments are in accordance with the guidelines set forth in the Wayne Dennis Will.

Discussion was held on the request of the Anthony Tree Board. In February of 2024 they were given \$8000 which allowed for 11 planters of the 20 they were wanting. It was discussed whether another 9 planters were necessary or whether there was space for an additional 9 planters. After much discussion it was motioned by Brad Davis to give the Anthony Tree Board \$6500 (enough to complete another 5 planters). Linda Francis seconded the motion. Motion passed unanimously.

The request by Main Street Ministries was then discussed. Due to the guidelines of the Wayne Dennis Will it was decided that the request by Main Street Ministries did not fall into alignment with the Will as Main Street Ministries is a non-profit 501c3 and the Will states that funds are not to be used for charitable purposes. Based on this information, Susan Croft made the motion to deny giving funds to Main Street Ministries as they do not qualify. Motion was seconded by Brad Davis. Motion carried unanimously.

Meeting adjourned at 12:25pm

Respectfully submitted 12/19/2024 Linda K Francis, Secretary

Anthony Tree Board  
City of Anthony  
Anthony, KS 67003

November 25, 2024

Wayne Dennis Foundation  
124 S. Bluff Ave.  
Anthony, KS 67003

Dear Foundation Board Members,

The Anthony Tree Board wishes to request funding for the final phase of tree planter boxes along Main Street. Your gracious support last year of \$8,000 allowed us to install 11 of the planter boxes. We are seeking funds to complete our goal of 20 boxes along Main Street. We are requesting \$11,500 but would gratefully accept a reduced allocation dependent on your budget limitations.

The trees planted this past spring have all survived the brutal hot summer and will present themselves with better appearance come spring. We have experienced great comments from the public and feel your previous support has enhanced our street in Anthony. I have attached a material quote from our local vendor. Material today is more expensive than last year and I am not surprised as inflation continues on the upward swing.

I am available at your request, if you have a need for further information.

Sincerely,  
Bill Moyer



Bill Moyer, Chairman  
Anthony Tree Board  
620-899-4917

# Quotation



Home Lumber - Anthony  
P.O. Box 241  
Anthony, Kansas 67003  
(620) 842-3148

Quote No  
Quote Date

**181877**  
11/12/2024

**Invoice Address**  
City of Anthony  
PO Box 504  
Anthony, Kansas, 67003

**Delivery Address**  
City of Anthony  
PO Box 504  
Anthony, Kansas, 67003

Customer 160060  
Your Ref  
Delivery By 11/12/2024  
Taken By Preston Woodruff  
Sales Rep House Account



Special Instructions

Notes

| Line | Product Code          | Description     | Qty/Footage | Price | Per | Total    |
|------|-----------------------|-----------------|-------------|-------|-----|----------|
| 1    | zz_SOLumber_360<br>37 | OC Black 2x4x16 | 30 ea       | 80.65 | ea  | 2,419.50 |
| 2    | zz_SOLumber_360<br>38 | OC Black 2x6x12 | 65 ea       | 95.15 | ea  | 6,184.75 |

*Handwritten notes:*  
 72.60/ea  
 73.70/ea  
 Last year prices

|                 |            |
|-----------------|------------|
| Total Amount    | \$8,604.25 |
| Sales Tax       | \$0.00     |
| Quotation Total | \$8,604.25 |

By your signature below, you are agreeing to the Terms and Conditions set forth on back or attached.

Buyer \_\_\_\_\_ Date \_\_\_\_\_

\_\_\_\_\_ Date

Subject to our terms and conditions of sale. Further copies available on request.

Main Street Ministry  
Higher Grounds Leather Bounds  
Twila M Strong  
128 W Main Street  
Anthony KS 67003  
620-482-5900  
[mainstreetministryghlb@gmail.com](mailto:mainstreetministryghlb@gmail.com)

December 10, 2025

Dear Wayne Dennis Committee,

Higher Grounds & Leather Bounds is a non-profit 501c3 coffee shop located in downtown Anthony. Operating as a ministry we support the youth and strive to make our products as affordable as possible for them and families. We choose to stay open until 5:00 p.m. so kids have a safe place to come to after school. We depend on donations, fund-raising events, and faithful contributions from the local and not-so-local area.

We are asking for your assistance in supporting the following areas to better serve our youth and our community:

#1. Ark Room—

The Ark itself has damages from wear and tear in the fifteen years since it was constructed. The inside needs safer, improved cost-effective lighting. The walls and floors need sealed to prevent splinters. The outside of the ark and the walls need some drywall repair and damaged ceiling tiles need replaced.

We envision the wall of the Ark Room to be painted with an ocean theme. The Art Center has given us a bid (attached).

#2. Youth Room in Basement-

Due to leaks, the area in the basement designed for youth has been unavailable. We are in need of one large or two smaller dehumidifiers. Our goal is to open the basement back up for our older youth by February, 2025.

#3 Miss Janie's Corner

In memory of HGLB's beloved Miss Janie, we would like to locally purchase lettering saying, "Miss Janie's Corner", and purchase photo frames to encapsulate the current pictures taken through the years Miss Janie served as director of HGLB.

#### #4 History Wall

On the east side of our coffee bar we would like to turn it into a history wall. Julianna from the Art Center will paint the Harper County logo on it. It will include historical photographs of businesses over the years and trivia about Harper County. It would be an area of interest, not only to local residents, but to travelers as well.

#### Costs for the Projects:

##### #1. Ark Room

- Materials & Labor to repair on the walls, ark and ceiling \$350.00
- Paint to prime the walls for mural \$125.00
- Art Center's bid \$2200.00

##### #2 Youth Room in Basement

- Dehumidifier, (1 large unit or 2 small units) \$400.00

##### #3. Miss Janie's Corner

- Miss Janie lettering and frames \$300.00


##### #4. History Wall

- Materials and Labor \$375.00

Total Funds Requested \$3750.00

We do have \$750.00 to go towards these projects.

Thank you for your consideration,



Twila M Strong

Co-Director Main Street Ministry





**ARTICLE 2. FIRE PREVENTION**

- 6-201. PEDESTRIANS NEAR BUILDING ON FIRE. All pedestrians shall remain at a distance of 300 feet from a building which is on fire, except by permission of the fire chief. (Code 1995, 6-204)
- 6-202. USE OF WATER DURING FIRE. No water shall be used for sprinkling, irrigation or for the washing of automobiles, or other vehicles, when it is known to the person or persons using same that a run is being made to a fire or when a building is known to be on fire within the city. (Code 1973, 6-206; Code 1995, 6-205)
- 6-203. BURNING IN FIRE LIMITS PROHIBITED. All open burning is prohibited within the corporate limits of the city. (Code 1990, 6-206; Code 2007)
- 6-204. STORAGE, SUPPLY TANKS. It shall be unlawful for any person, firm or corporation to locate, operate or maintain aboveground, any storage or supply tanks exceeding 60 gallons in capacity, containing products of crude petroleum, or of any other motor fuel of specific gravity above 30 degrees, within the following boundaries of the city, to wit: All of said city lying north of Hayes Street and east of the alleys between Kansas Avenue and Pennsylvania Avenue north to the alley between Main Street and Washington Street, thence west to Massachusetts Avenue, thence north to the city limits. Furthermore, no such storage or supply tanks shall be located, operated or maintained in any residentially-zoned district within the city. Supply or storage tanks for petroleum products and other motor fuel for larger quantities, may be kept within the city when the same are properly buried underground outside of buildings. Gallon capacity tanks above ground to a limit of 500 gallons capacity will be allowed at Anthony Municipal Lake Lease Lots and Airport House. (Code 2007)

To: City Commissioners  
From: Cyndra Kastens

Re: City Clerk/Administrator Report  
1/7/24

**At this Commission Meeting, we need to set a special meeting date for the 2025 Street Department Capital Planning. Please be ready to review calendars for potential dates. This will be a long planning meeting.**

**PUBLIC COMMENT –**

*Public Comment allows the public an opportunity to address the City Commission. There is a five minute per person limit on public comments*

**CONSENT AGENDA**

1. Approve December 17, 2024 Regular Meeting Minutes
2. Special Appropriations

Fund #34 Capital Airport- EBH \$1,703.50 Eng & Survey - AWOS/Beacon AV-2023-17

3. Approve 12.31.2024 Payroll \$63,542.70
4. Approve December 2024 Court Report
5. Approve Drawdown #4 KDOT Project No. AV-2023-17 \$1,533.15 AWOS/Beacon Project

*Reminder that the Appropriation Ordinance (AP) will not be completed until Tuesday during the day. I will email it to you for review prior to the meeting as soon as we have it done.*

**PUBLIC HEARINGS - NONE**

**REGULAR BUSINESS**

6. Approve Wayne Dennis Committee Recommendation of \$6,500.00 to the Anthony Tree Board for Tree Planter Project

*The committee received two applications, Higher Grounds for \$3,750 and the Anthony Tree Board for \$11,500. After reviewing Mr. Dennis' Will the committee felt since Higher Grounds is a 501c3 charity organization, they would not qualify as funds cannot be used for charitable purposes according to the will. would qualify as charitable purpose and therefore does not qualify. The committee recommended approval of \$6,500 for the Tree Board. The account balance is \$16,062.*

7. Fuel Storage Code Review

*See Admin Report Below.*

8. Police Department Wage Review

*I am hoping to finish the data compilation I needed for this review prior to the meeting. Since we are short staffed this will be time dependent upon what I can get accomplished on Tuesday.*

**To: City Commissioners**  
**From: Cyndra Kastens**

**Re: City Clerk/Administrator Report**  
**1/7/24**

9. Water Sustainability Research Direction

*I will relay some information from EBH and seek direction from the Commission on this topic.*

10. Permission to use East Burn Site as Fire Department Exercise - Kenny Hodson, Fire Chief

*The Fire Department would like to use the land around the burn site east of town (city owned land by Anderson Welding and Central Energy Propane) as a training exercise to burn off the overgrowth on the land. Kenny will explain more. I have asked him to bring a map to show what they want to burn and how they plan to control it to ensure there are no incidents to the adjacent businesses. I have also asked Kenny to visit with the adjacent business owners. He should have all of this information to present at the meeting.*

Admin Report:

1. KCC-40101d Grant – Next week I will be working on the first quarterly report due for this grant. It is due January 15<sup>th</sup>. Lots of grants, lots of reports to keep up on. lol
2. Lake Trail – Survey work has begun. Surveyors were on site at the end of last week and start of this week. They spent last week setting up targets for the drone, then this week they should be getting it flown. The additional boundary work and the elevation shots in the trees will be done next week.
3. Sunrise 2<sup>nd</sup> – As we wrap up year end, we also wrap up the end of the BASE grant extension. Through the extension we managed to pay for the grading work at Sunrise, pay for most of the street lighting materials, and also pay for the backordered electrical pedestals that were supposed to be paid for prior to the extension but the lead times exceeded the original grant term. The pedestals actually arrived prior to year end and we were able to get reimbursement for 74% of those as well. In total, with the extension, we were able to get an additional \$127,299.25 worth of dirt work and electrical materials accomplished through the BASE grant extension. I had to work to get the final numbers submitted for reimbursement by December 31<sup>st</sup>. I got it done at 8:00 p.m. on the 30<sup>th</sup> so, we are good to go. In summary, we did not fully expend the last of our match commitment. We had dedicated \$107,276.08 from the Special Streets and Highways Fund but only needed \$21,802.04. This is good since we are going to be looking at some very large purchases and projects when we hold the street capital planning in January.

I have delivered the final documents to the three parties interested in building at Sunrise. They are currently working (or attempting to at least, as required) for Klausmeyer Construction. I hope to see some completed applications and agreements in front of the Commission in the next 30-60 days. I have consulted with Klausmeyer on the start date of the spec homes, and he indicated that they are looking at 30-60 days from now. Jerry is still wrapping up the electrical. Now that the pedestals are here, hopefully we can get done prior to the start of this construction. Things are still moving along.

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4. Power Plant Soil Compliance – We have received the results from the soil testing from the old fuel spill at the power plant that KDHE realized is still an open case. The tests showed there is still contamination. Therefore, we will remain an open case with KDHE and we will need to apply for the Kansas Petroleum Storage Tank Release Trust Fund for assistance in remediation, monitoring, and to create a remediation action plan. I am not sure of all the details just yet. The report itself is too large to even email but as more information unfolds, I will keep you posted. This is mandatory and we really will not have any options except to comply so we will just proceed with the requirements at this point and apply to the program to get aid and financial assistance.
5. Kayak Building – We have run into a little snag with the state on bringing in the fill for the building. With Chris being out sick, I was going to focus on getting the bid packet out but when this snag came up, I redirected myself to trying to work around the requirement of the state permit instead as these can take months to obtain and that would really delay the project. I believe (fingers crossed) that we may have something worked out, but I will let you know for sure at the commission meeting. Heads up however, with the short staffing we now have and this taking a temporary prioritization of time, the bids will now not be opened for the building until the next commission meeting.
6. CCLIP Main & Anthony – As reported previously the project Bid Letting was pushed back because we still needed to secure the construction easement from Justice Battery. We have finally secured the easement and paid the \$1,200 for the use of the easement. Just to clarify: the easement is for use of the land because we will need to stand on the edge of the Justice Battery property since we are replacing the sidewalk and street adjacent to the property. We will NOT tear up or damage any portion of the property holder's land, we just need permission for construction workers to stand on it and some equipment to be present while working. There will be limited access on the south of this property while construction of that portion of the street is underway but other than that, there will be no impact. There will be temporary limitation to access for the Idle Hour front door (the main door on the south, east side) while construction is underway as well. This could last several weeks for this portion of the project. Britt Whealy is fully aware and will utilize the back door during that time. None of this will occur until the summer/fall of 2025. Here is the following adjusted schedule which has been pushed back for a 2<sup>nd</sup> time waiting the easements to be signed and filed:

To: City Commissioners  
 From: Cyndra Kastens

Re: City Clerk/Administrator Report  
 1/7/24

| ITEMS TO BE COMPLETED                                     | Months to Letting | DEADLINE COMPLETION DATE | DATE COMPLETED<br>-For Your Use Only- |
|---|-------------------|--------------------------|---------------------------------------|
| Consultant Design Contract to be Executed by              | 22.0              | June 26, 2023            |                                       |
| Pre-Design Field Check                                    | 20.0              | August 25, 2023          |                                       |
| Field Check Complete                                      | 15.0              | January 22, 2024         |                                       |
| Office Check Plans and Estimate to BLP                    | 11.0              | May 21, 2024             |                                       |
| Office Check Plans Complete                               | 9.0               | July 20, 2024            |                                       |
| Final Check Plans and Estimate to BLP                     | 6.0               | October 18, 2024         |                                       |
| Begin CE Agreement  | 6.0               | October 18, 2024         |                                       |
| Final Check Complete                                      | 5.0               | November 17, 2024        |                                       |
| R/W Clearances (1306 Form) to BLP                         | 4.0               | December 17, 2024        |                                       |
| Utility Form (1304 Form) to BLP                           | 4.0               | December 17, 2024        |                                       |
| Status of Permits (1307 Form) and Required Permits to BLP | 4.0               | December 17, 2024        |                                       |
| PSE Plans to BLP  | 3.5               | December 29, 2024        |                                       |
| PSE Plans Complete  | 1.5               | March 02, 2025           |                                       |
| Final Letting Plans to BLP                                | 1.2               | March 09, 2025           |                                       |
| CE Agreement Executed                                     | 1.1               | March 12, 2025           |                                       |
| Advertise   | 1.0               | March 17, 2025           |                                       |

Rupis-C  
 1/11/2019

7. EPA Water Technical Assistance – Not a lot of activity with the city over the holidays. We have a planning meeting in January so I will have more information at that time. Jerry has continued to work with Donnie to attempt to have electrical ready for the pressure transducers, we are still at the mercy of his schedule for the install.
  
8. Hail Damage Insurance Claim – As reported at the prior meeting, the city had still not received even the first portion of the insurance claim payment from EMC, even though they indicated they had issued the check in July. They had not. We have continued to have non-responses and difficulties with them. As the end of year was approaching and the city had to cover \$130K worth of roofing bills with no payment from insurance, I contacted Jessie for assistance. She took care of things, and the city had a check overnighted within 48 hours. It was not the full claim payment, the check was for \$108K but at least we could cover the largest portion. Jessie let me know that due to the continuing dissatisfaction in service from EMC, Scott is having an official meeting with them. In addition, beginning in January Strongs will start the lengthy process of looking at quoting from other insurance companies to provide coverage to the city. We know this may not work since very few will take the power plant, and several now will not bind the police or fire, but they are going to try to provide any and all options for our renewal prior to April 1.

Update: Well, we received the check but then EMC put a stop payment on the check (after we had deposited it) and then they sent another check of a lesser amount. We are not sure of the details surrounding this as of the time of typing this report but we will figure it out.

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9. G-Works (Main City Software) – Jamie and I have a meeting to review the information she has obtained from G-Works. We will keep working on this. We are also dealing with end of year and obtaining the info our insurance companies need for the two big renewals (Blue Cross and EMC) on April 1<sup>st</sup>. As you know, it takes around two months to work through this decision so we need to get the information to the companies now so they can compile their renewal rates for consideration. So, lots to do in this arena. We will work in the G-Works research as well and try to present information by February.
10. Staffing – Well, we thought we had an Admin of Utilities hired but Michelle Campbell has expressed her interest in the PD Secretary job instead and after sitting in on both positions, she has made her decision (and both department heads support) to move Michelle from the Admin of Utilities to the PD Secretary job effective January 6<sup>th</sup>. So, the ad will go back out again for the Admin Assistant of Utilities. With Sherri retiring and this role still being vacant, we will have difficulty getting all the office work covered. We appreciate your patience as usual.
11. Fuel Storage Code – We are trying to provide a well-rounded review of this issue so we can present the Commission with the data necessary to make a good decision in the needed update of the city code. This well-rounded approach involves reviewing the building codes, state codes, and other city standards. We have stumbled on some interesting points that need to be verified before we bring final information to the Commission. We do not want to create a city code that is non-compliant with the state or the building codes. So, we are still working on it. However, Kenny would like to come in and get an opinion from the Commission on some of these issues to help him know what direction to proceed in preparation. Therefore, it is on the agenda for this meeting.
12. Community Solar Project – We will light a fire on this one again to keep it moving. The holidays have slowed some things down. We are still working on location determination.
13. Retirement for Sherri Miller – We celebrated the career of Sherri Miller at a come and go reception on December 30<sup>th</sup>. The city blessed Sherri with a new laptop for her retirement gift. She was very excited. Here are a few photos from the day:

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This is an iconic picture of Sherri. She started in this office 27 years ago and ironically, she is finishing back in this office on her last day. She will be missed.

To: Anthony City Commission

Re: Chief of Police report

From: Kenny Hodson

Date: 01-07-2025

We arrested Felipe Barriento II on a warrant

We investigated a criminal damage to property case in the 600 block of N. Kansas

We arrested Jamie Prince for transporting an open container, possession of drug paraphernalia and possession of meth

We arrested Kieth Carberry for aggravated battery

We investigated two minor traffic accidents

We investigated a runaway, she was located in Sedgwick County and returned

We arrested Jeremiah Bergkamp on a warrant

We investigated an unattended death in the 600 block of N. Springfield