

**City of Auburn**  
City Council Regular Meeting Minutes  
Monday, July 15, 2024

The Auburn City Council met in regular session at 7:00 pm on Monday, July 15, 2024, in the council chambers of Auburn City Hall.

Meeting was called to order at 7:00 pm

Presiding: Mayor Brown

Present: Council Members Bryan, Trower, Randles

City Attorney Luckman, Chief Smart, Superintendent Clinkenbeard, City Clerk Temple

Absent: Council Members Harper, Benaka

Pledge of Allegiance recited.

**Previous Meeting Minutes**

July 1, 2024, meeting minutes reviewed. Council Member Randles motioned to approve the meeting minutes. Council Member Trower seconded the motion. Motion approved Unanimous.

**Question of Bills**

Detailed report of payment of invoices and checks included in meeting packet for all to review. Council Member Bryan motioned to approve the accounts payable ledger of \$81,093.63 including Payroll. Council Member Randles seconded the motion. Motion approved Unanimous.

**City Engineer Pat Cox**

CDBG community park project to build an ADA compliant bathroom bid deadline was today. No contractors bid on the project. City Engineer Cox recommended the council make a formal motion requesting a 120-day extension from CDBG for the construction contract award. Council Member Randles motioned to authorize the mayor to execute a letter requesting a 120-day extension to the construction contract award deadline for CDBG project #23-PF-010. Council Member Trower seconded the motion. Motion approved Unanimous.

**Citizens Forum**

None.

**CD Renewal**

Landmark CD matures on July 26, 2024. The current rates from Landmark National Bank, Kaw Valley, and US Bank were presented. Council Member Bryan motioned to accept the rate of 6-months at 4.85% with Landmark National Bank. Council Member Randles seconded the motion. Motion approved Unanimous.

**2025 Budget RNR (Revenue Neutral Rate)**

Presented 2025 Budget information reflecting the mill levy is below the county's set RNR. The county assigned 21.969 RNR. The 2025 Budget reflected 21.967. City Clerk Temple recommended to give notice to the county clerk our intention to exceed the RNR as we have done in the past to give the city the authority to spend up to the county assigned RNR. Council Member Randles motioned to approve the Revenue Neutral Rate of 21.967 for the 2025 Budget year and to give notice to the county clerk the intent to exceed the county assigned rate of 21.969 if needed. Council Member Trower seconded the motion. Motion approved Unanimous.

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**Special Event (Auburn Fair) Insurance Endorsement**

City clerk Temple presented the preliminary general liability insurance endorsement needing to be added to the city's insurance policy to cover certain aspects of the 2024 Auburn Fair. This endorsement would need to be requested each year. Council Member Bryan motioned to approve the insurance endorsement at the expense of \$251. Council Member Randles seconded the motion. Motion approved Unanimous.

**Chief Smart**

Reported update on the Kansas Law Enforcement Accreditation (KLEAP) training program.

The security camera is installed in the city hall lobby.

**City Attorney Todd Luckman**

None.

**Superintendent Clinkenbeard**

The civic center roof was damaged in the windstorm. Repair options were discussed. Council Member Randles motioned to approve J&W Construction to patch the roof where needed. Council Member Bryan seconded the motion. Motion approved Unanimous.

Due to the windstorm the trees located at the fitness park need to be trimmed. Woody Woodpecker was recommended to complete the trimming. Council Member Bryan motioned to approve the expense not to exceed \$900 to clean up the trees. Council Member Trower seconded the motion. Motion approved Unanimous.

**City Clerk Temple**

Expressed concern of accepting credit cards when renting the civic center. A card was reported as declined 3-months after the event was held at the civic center. KanPay is the current credit card processing provider. They made multiple attempts to collect the money before bringing the issue to the city. Council members recommended reviewing other processing provider companies.

**Code Compliance Officer Joe Hodgson**

Reported code compliance updates.

Presented resolutions for properties located on Milton and Harrison Streets. Resolution gives property owner 10-days to comply with city code or the city will be directed complete the tasks and bill the property owners for work done on their behalf.

Council Member Trower motioned to approve Resolution Number 385 for the property address of 1270 N. Milton. Council member Randles seconded the motion. Motion approved Unanimous.

Council Member Trower motioned to approve Resolution Number 386 for the property address of 920 N. Harrison. Council member Bryan seconded the motion. Motion approved Unanimous.

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**New Business**

Council Member Bryan reported Heartland Concrete will pour concrete for the new gazebo installation at heritage park.

Thank you to Lexi Copp who volunteered her time and talents to paint the ballfield dugouts. Great job!

**Adjourn**

Council Member Bryan motioned to adjourn. Council Member Randles seconded the motion. Motion approved Unanimous.

Signature of Approval 

Date 8-5-2024