



CITY OF HUMBOLDT

OFFICE OF CITY ADMINISTRATION

725 Bridge, PO Box 228 · Humboldt, KS 66748-0228 · Ph: (620)473-3232 · Fax: (620)473-2133 · www.humboldtkansas.org

AGENDA

REGULAR CITY COUNCIL MEETING

Monday, January 13, 2025 – 6:00 P.M.

1. Reciting of Pledge of Allegiance
2. Invocation by Cameron Carter, Faith Assembly of God
3. Public comments on non-agenda items--not to exceed fifteen (15) minutes and three minutes per person and/or topic.
4. **CONSENT AGENDA:** All items are considered to be routine by the City Council and will be enacted by one motion. There will be no separate discussion of these items unless a Councilmember or citizen, so requests, in which event the item will be removed from the consent status and considered in its normal sequence on the agenda.
 - a. Approval of Minutes of Regular Council Meeting, December 9, 2024.
 - b. Warrant Ordinance (expenditures)
 - c. Approval of Resolution 01-13-2025 to waive Generally Accepted Accounting Procedures (GAAP) for the year 2024.
5. Consider Ordinance 1555 to clarify gas rates – Cole
6. Consider Neighborhood Revitalization Program Resolution 01-13-2025A and Interlocal Agreement – Cole
7. Consider JKS Sanitation rate increase – Cole
8. City Administrator's Report – Cole
9. Adjourn

**REGULAR CITY COUNCIL
MEETING MINUTES
Monday, January 13, 2025 – 6:00 P.M.**

The Council met in regular session on Monday, January 13, 2025, in the Community Room at City Hall. Mayor Davis called the meeting to order at 6:00 p.m. with the following Councilmembers present: Crawford, McDaniel, Holinsworth, and Marquez. Councilmembers Cloutier, Hart and Goodner were absent. Also present: City Administrator Cole Herder, City Clerk Staci Johnson, Bob Johnson, Eddie Harner, John Lassman, Jerry Neeley, Tim Stauffer – Iola Register, Nick Reynolds – The Humboldt Union, and Cameron Carter. City Attorney Fred Works was absent.

Mayor Davis adjourned the meeting at 6:05 pm, a quorum was not present.



Nobby Davis, Mayor

Attest:



Staci Johnson, City Clerk





CITY OF HUMBOLDT

OFFICE OF CITY ADMINISTRATION

725 Bridge, PO Box 228 · Humboldt, KS 66748-0228 · Ph: (620)473-3232 · Fax: (620)473-2133 · www.humboldtkansas.org

AGENDA REGULAR CITY COUNCIL MEETING Monday, February 10, 2025 – 6:00 P.M.

1. Reciting of Pledge of Allegiance
2. Invocation by Otis Crawford
3. Public comments on non-agenda items--not to exceed fifteen (15) minutes and three minutes per person and/or topic.
4. **CONSENT AGENDA:** All items are considered to be routine by the City Council and will be enacted by one motion. There will be no separate discussion of these items unless a Councilmember or citizen, so requests, in which event the item will be removed from the consent status and considered in its normal sequence on the agenda.
 - a. Approval of Minutes of Regular Council Meeting, December 9, 2024 and January 13, 2025.
 - b. Warrant Ordinance (expenditures)
 - c. Approval of Resolution 02-10-2025 to waive Generally Accepted Accounting Procedures (GAAP) for the year 2024.
5. Consider appointment to fill council vacancy of Ward 2 Position 2 – Mayor Davis
6. Swear in new Council Member for Ward 2 Position 2 – Staci Johnson, City Clerk
7. Consider request to expand Middle of Everywhere Festival – Damaris Kunkler
8. Consider Resolution 02-10-2025A, Authorizing Water System Improvements – Cole
9. Consider donation of water system improvement easements for Humboldt Housing at 606 S. 12th and 900 New York – Cole
10. Consider Resolution 01-13-2025B, Neighborhood Revitalization Program and Interlocal Agreement – Cole
11. Consider Solid Waste rate increase – Cole
12. Appoint Delegate and Alternate Delegate for KRWA Annual Meeting. – Cole
13. Executive Session for non-elected personnel, requested by City Administrator.
14. City Administrator's Report – Cole
15. Adjourn

**REGULAR CITY COUNCIL
MEETING MINUTES
Monday, February 10, 2025 – 6:00 P.M.**

The Council met in regular session on Monday, February 10, 2025, in the Community Room at City Hall. Mayor Davis called the meeting to order at 6:00 p.m. with the following Councilmembers present: Crawford, McDaniel, Holinsworth, Hart, Marquez, and Cloutier. Councilmember Goodner was absent. Also present: City Administrator Cole Herder, City Clerk Staci Johnson, Pastor Jerry Neeley, Tim Stauffer – Iola Register, Chief Shannon Moore, Nick Reynolds – The Humboldt Union, Damaris Kunkler and Eric Williams – A Bolder Humboldt, Bob Johnson, Eddie Harner, Pastor Cameron Carter, and Barret Germundson. City Attorney Fred Works was absent.

The meeting was opened with the Pledge of Allegiance and Councilmember Crawford gave the invocation.

Public Comments: No Public Comments.

Consent Agenda:

- a. Approval of Minutes of Regular Council Meeting, December 9, 2024, and January 13, 2025.
- b. Warrant Ordinance No. 339 dated December 9, 2024, in the amount of \$90,231.59
- c. Warrant Ordinance No. 340 dated December 26, 2024, in the amount of \$94,806.58
- d. Warrant Ordinance No. 341 dated January 13, 2025, in the amount of \$182,186.71
- e. Warrant Ordinance No. 342 dated January 29, 2025, in the amount of \$106,748.69

Motion by Cloutier, second by McDaniel to approve the Consent Agenda. Motion carried unanimously.

Ward 2, Position 2, position on the Council was left vacant by outgoing Councilmember Shreeve. Motion by Cloutier, second by Crawford to approve Bob Johnson for this position. Motion Carried unanimously.

City Clerk Staci Johnson gave the Oath of Office to Councilmember Bob Johnson.

Damaris Kunkler with A Bolder Humboldt hosts the Middle of Everywhere Festival would like to expand her event adding Cornhole in the Town Square and is requesting to have BYOB. The event would run from 9:00 am to 3:00 pm on Saturday August 30, 2025, with Cornhole being from 10:00 am to 2:00 pm and music in the square from 11:00 am to 1:00 pm. After discussion, Motion was made by Cloutier, second by McDaniel to have City Attorney Fred Works create a New Policy for renting part of the Town Square to allow BYOB alcohol for an event that has insurance and Council approval. Motion carried unanimously.

Motion by Cloutier, second by Hart to allow the Middle of Everywhere Festival to rent the Town Square for the event on August 30, 2025, from 9:00 am to 3:00 pm pending a New Contract City Attorney Fred Works will draw up. Motion carried unanimously.

City Administrator Herder would like the Council to consider Resolution 02-10-2025A authorizing the financing of certain improvements to the water system. The Water System Improvements are authorized under the Act and the City is authorized to issue its general obligation bonds in an amount not to exceed \$9,494,000.00. Motion by Holinsworth, second by Crawford to adopt Resolution 02-10-2025 and to authorize Mayor Davis and City Clerk Staci Johnson to sign resolution. Motion carried unanimously.

City Administrator Herder would like the Council to consider donating easements to the City for the Water System Improvements at these locations 606 S. 12th, 900 New York and 1106 S. 9th. Motion by Cloutier, second by Hart to donate easements to the City. Motion carried unanimously.

City Administrator Herder would like the Council to consider adopting Resolution 02-10-2025B a resolution adopting a neighborhood revitalization plan and designating a neighborhood revitalization area. The Interlocal Agreement has already been approved and signed by Allen County, USD #258 and Allen Community College just needs the City of Humboldt's approval. Motion by Holinsworth, second by Cloutier to approve Resolution 02-10-2025B. Motion carried unanimously.

City Administrator Herder would like the Council to consider Ordinance No. 1556 requesting a rate increase for Solid Waste. Kenny Schettler owner of JKS Sanitation is asking for a 3% increase. Trash pickup for Residential is \$10.75 a month and Commercial is \$15.25. After discussion, Motion by Holinsworth, second by Crawford to raise rates to 7%. with increases beginning with the March 2025, billing. Motion carried unanimously.

Kansas Rural Water Association 56th Annual meeting will be on March 25th, 26th, and 27th, 2025. Annual meeting of the membership of the Kansas Rural Water Association will be held on Thursday, March 27th, 2025. KRWA is requesting a delegate and alternate to attend the meeting. Motion by Hart, second by Cloutier to nominate Chaz Sanchez to be the Delegate and Chris Dean as alternate. Motion carried unanimously.

Motion by Holinsworth, second by Johnson that the Governing Body recess to executive session as authorized by the Open Meetings Law for discussion of Non-Elected Personnel. Meeting will be recessed for six minutes at 7:02 p.m. and will resume regular session at 7:08 p.m. in the Community Room at City Hall. Mayor Davis, City Administrator Herder, and Councilmembers, were requested to be present in executive session. Motion carried unanimously.

Meeting resumed regular session at 7:08 p.m. No action was taken.

City Administrator's Report:

Whitetails and Wildlife Museum: The museum is now open Fridays 1-5pm, Saturdays 10am to 5pm, Sundays 1-4pm and by appointment.

Owl Creek Jamboree: I will be working on the agreement with Jeff Barnett to host Owl Creek Jamboree at Camp Hunter, April 17 to 20.

Water Project: We are finalizing engineering and waiting for KDHE approval on the Water Improvement portion of the project. We are working on easements. We plan to go out for bids soon, and hope to be in construction by summer.

I'm working to completed the easements. We started out with 65 required easements. We've added one and removed five. We had 29 donated, about a dozen ready for signatures, and have eliminated the need for three.

A water leak study shows 292 water leaks in the past ten years, or 2.4 leaks per month.

Utility billing: The US Postal Service is failing. While our local postal workers do a great job, the Kansas City Distribution Center continues to delay or lose mail. For the past two months our utility bills have not been delivered in a timely manner. After being told that the post cards were the issue, we converted to bills in envelopes which cost more for folding, hand stuffing, and postage, not to mention past due accounts. Mailing utility bills now costs approximately \$600 per month. It was reported that a semitrailer full of mail from December 5th was lost for over a month.

We are now offering an alternate method of receiving utility bills by email. Customers need to register at City Hall for this service. Approximately 70 households have signed up since Thursday.

Financial Audit: Our annual financial audit will be on Thursday, February 27th.

Economic Development: Jared Wheeler has created an Allen County Economic 2024 Year in Review report. He has offered to present it, or I can send to you electronically or provide hard copies. I would recommend that we send it in the March packet and invite him to come provide a summary and answer questions.

Low Income Energy Assistance Program (LIEAP): The application period is November 18 through March 31. The maximum gross income to be eligible is \$1,882.50 for one person and increases approximately \$672.50 for each additional person. Assistance applies to gas and electric.

LKM City Forum: The League will host a City Forum for elected leaders in Humboldt on May 7th, 1:30 to 4:00 PM. I hope the Mayor and all Council Members can attend.

Motion by Cloutier, second by Crawford to adjourn the meeting at 7:18p.m.



Nobby Davis, Mayor

Attest:



Staci Johnson, City Clerk





CITY OF HUMBOLDT

OFFICE OF CITY ADMINISTRATION

725 Bridge, PO Box 228 · Humboldt, KS 66748-0228 · Ph: (620)473-3232 · Fax: (620)473-2133 · www.humboldtkansas.org

AGENDA REGULAR CITY COUNCIL MEETING Monday, March 10, 2025 – 6:00 P.M.

1. Reciting of Pledge of Allegiance
2. Invocation by Pastor Jennings, St. Peters Lutheran Church
3. Public comments on non-agenda items--not to exceed fifteen (15) minutes and three minutes per person and/or topic.
 - a. Request to establish a dog park – Chelsie Tomlinson
4. **CONSENT AGENDA:** All items are considered to be routine by the City Council and will be enacted by one motion. There will be no separate discussion of these items unless a Councilmember or citizen, so requests, in which event the item will be removed from the consent status and considered in its normal sequence on the agenda.
 - a. Approval of Minutes of Regular Council Meeting, February 10, 2025.
 - b. Warrant Ordinance (expenditures)
5. City Administrator's Report – Cole
6. Adjourn

**REGULAR CITY COUNCIL
MEETING MINUTES
Monday, March 10, 2025 – 6:00 P.M.**

The Council met in regular session on Monday, March 10, 2025, in the Community Room at City Hall. Mayor Davis called the meeting to order at 6:00 p.m. with the following Councilmembers present: Crawford, McDaniel, Holinsworth, Hart, Marquez, Johnson and Cloutier. Councilmember Goodner was absent. Also present: City Administrator Cole Herder, City Clerk Staci Johnson, Pastor Jerry Neeley, Susan Lynn – Iola Register, Nick Reynolds – The Humboldt Union, Lt. Jacob Schuetz, Chelsie Tomlinson, Kathy Cole, Sheri Modlin – Animal Control Officer, Pastor Matthew Jennings, Eddie Harner and Barret Germundson. City Attorney Fred Works was absent.

The meeting was opened with the Pledge of Allegiance and Pastor Matthew Jennings gave the invocation.

Public Comments: Chelsie Tomlinson would like the Council to consider having a dog park. Mayor Davis suggested that the Parks Committee get together and decide. Parks Committee is Holinsworth, Hart and Crawford.

Pastor Jerry Neeley with the Humboldt Food Pantry would like to thank the City and County for their support on the Food Pantry, Pete's who recently gave shelving for the building and that they were able to establish a walk-in freezer.

Consent Agenda:

- a. Approval of Minutes of Regular Council Meeting, February 10, 2025.
- b. Warrant Ordinance No. 345 dated March 10, 2025, in the amount of \$84,376.02
- c. Warrant Ordinance No. 346 dated March 26, 2025, in the amount of \$99,890.13

Motion by Cloutier, second by Crawford to approve the Consent Agenda. Motion carried unanimously.

City Administrator's Report:

Advertising for Pool Managers & Lifeguards.

City received a three-million-dollar grant towards the water project.

City Hall's roof is leaking, looking at several options to fix.

Curb Work has started around the City Square.

Stoplights have a short and will be fixed this week.

Water Project Easements: We started out with 65 required easements. We've added one and removed four. We've secured 53 and have six committed, leaving two by the same owner that we may have to remove from the project.

Financial Audit: Our annual financial audit was on Thursday, February 27th and everything went well.

Gas System Audit: A KCC inspector will audit our gas system March 18 through March 20.

Low Income Energy Assistance Program (LIEAP): The application period is November 18 through March 31. The maximum gross income to be eligible is \$1,882.50 for one person and increases approximately \$672.50 for each additional person. Assistance applies to gas and electric.

LKM City Forum: The League will host a City Forum for elected leaders in Humboldt on May 7th, 1:30 to 4:00 PM. I hope the Mayor and all Council Members can attend.

Motion by Cloutier, second by Hart to adjourn the meeting at 6:14 p.m.



Nobby Davis, Mayor

Attest:



Staci Johnson, City Clerk





CITY OF HUMBOLDT

OFFICE OF CITY ADMINISTRATION

725 Bridge, PO Box 228 · Humboldt, KS 66748-0228 · Ph: (620)473-3232 · Fax: (620)473-2133 · www.humboldtkansas.org

AGENDA REGULAR CITY COUNCIL MEETING Monday, April 14, 2025 – 6:00 P.M.

1. Reciting of Pledge of Allegiance
2. Invocation by Jerry Neeley, First Baptist Church
3. Public comments on non-agenda items--not to exceed fifteen (15) minutes and three minutes per person and/or topic.
 - a. Present EMC dividend check – Loren Korte and Rosan Williams, PSI
4. **CONSENT AGENDA:** All items are considered to be routine by the City Council and will be enacted by one motion. There will be no separate discussion of these items unless a Councilmember or citizen, so requests, in which event the item will be removed from the consent status and considered in its normal sequence on the agenda.
5. Approval of Minutes of Regular Council Meeting, February 10, 2025.
6. Warrant Ordinance (expenditures)
7. Presentation on Scarlet and Black Club – Joseph D’Albini, ACC Director of Advancement
8. Consider proclamation for Child Abuse Prevention Month – Hope Unlimited, CASA, KCSL, DCF, and Ameri Corps.
9. Consider request for boot block on Saturday, May 24 – Iola Sisters Relay for Life Team
10. Water System Project update – BG Consultants
11. Present 2024 Financial Audit – Emily Franks, Jarred, Gilmore, and Phillips P.A.
12. Consider request to implement 6% Transient Tax – Chamber of Commerce
13. Consider closing streets for cookoff and Common Consumption Area – Austin Honaker
14. Consider recommendation for Dog Park – Parks Committee
15. Consider request to extend fireworks sales – Aiello Fireworks
16. Consider Kansas Water Office Grant Agreement # 25-2881-120 – Cole
17. Executive session to discuss non-elected personnel – Cole
18. City Administrator’s Report – Cole
19. Adjourn

**REGULAR CITY COUNCIL
MEETING MINUTES
Monday, April 14, 2025 – 6:00 P.M.**

The Council met in regular session on Monday, April 14, 2025, in the Community Room at City Hall. Mayor Davis called the meeting to order at 6:00 p.m. with the following Councilmembers present: Crawford, McDaniel, Holinsworth, Marquez, Johnson and Cloutier. Councilmembers Hart and Goodner were absent. Also present: City Administrator Cole Herder, City Clerk Staci Johnson, Chelsie Tomlinson, Josiah D'Albini, Pastor Jerry Neeley, Brent and Sarah Aiello, Alisha Turner, Hayden Steadman, Patrick Zirjacks, Kayla Knavel, Sheri Modlin, Damaris Kunkler, Eric Williams, Rosan Williams, Emily Franks, Ausin Honaker, Susan Lynn – Iola Register, Nick Reynolds – The Humboldt Union, Edna Donovan, Megan Arell, Eddie Harner, Barret Germundson and City Attorney Fred Works.

The meeting was opened with the Pledge of Allegiance and Pastor Jerry Neeley gave the invocation.

Public Comments: Rosan Williams with PSI presented to the Council a dividend check in the amount of \$16,315.19.

Patrick Zirjacks with Thrive Allen County reported on the Community Conversation.

Consent Agenda:

- a. Approval of Minutes of Regular Council Meeting, March 10, 2025.
- b. Warrant Ordinance No. 347 dated April 14, 2025, in the amount of \$308,224.78
- c. Warrant Ordinance No. 348 dated April 29, 2025, in the amount of \$99,680.69

Motion by Cloutier, second by McDaniel to approve the Consent Agenda. Motion carried unanimously.

Joseph D'Albini, ACC Director of Advancement would like to talk about the Scarlet & Black Club. This is not a new program, instead it has been revitalized. This program is for Kansans 60 and older. Scarlet & Black Club members pay no tuition to enroll in college courses on a space available basis, you only pay for book rental and fees. Club members get free admission to all regular season Athletic events and to all Fine Arts productions and performances. Joseph encourages all Kansans over 60 to enroll.

Alisha Turner and Kayla Knavel Representatives from CASA, Hope Unlimited and Kansas Children's Service League presented the council with a proclamation declaring April as Child Abuse Prevention and Sexual Assault Awareness Month. Motion by Johnson, second by Crawford to approve Mayor Davis to sign a proclamation proclaiming the month of April as Child Abuse Prevention and Sexual Assault Awareness Month. Motion carried unanimously

Edna Donovan is requesting to hold a Boot Block on Saturday, May 24th, 2025, at the corner of 9th and Bridge from 9:00 am to 12:00 pm to raise money for the American Cancer Society of Allen County Relay for Life. Motion by Cloutier, second by McDaniel to allow the Iola Sisters Relay for Life Team to participate in this activity. Motion carried unanimously.

City Administrator Herder gave an update on the Water System Project by BG Consultants. BG Consultants needs approval to run the advertisement to bid for the waterline, water towers, and water treatment plant improvements with the concurrence of KDHE, USDA & KWO. Motion by Johnson, second by Holinsworth. Motion carried unanimously.

Emily Franks with Jarred, Gilmore, and Phillips P.A. went over the 2024 Financial Audit Report.

Megan Arell with the Humboldt Chamber of Commerce would like to implement a 6% Transient Tax. After discussion, it was advised to table until next meeting so City Administrator Herder and City Attorney Fred Works can work on this.

Austin Honaker owner of Honaker Culinary Group, LLC is again requesting to host an annual Humboldt BBQ Cook Off. August 22nd thru August 24th. Last year five teams competed, and he would like ten teams this year. Honaker is requesting to have the street blocked off on Eighth Street from Bridge Street to New York Street in front of City Hall and half of New York Street just up to the Post Office Drive-Thru. Councilmember Johnson asked whether alcohol would be involved. Honaker would like to have alcohol but did not want to address it at this meeting. Discussion was had about creating a Common Consumption Area and the nature of CCA's and how they work. The discussion turned into disagreements involving Damaris Kunkler, Eric Williams, Austin Honaker and City Attorney Fred Works. Mayor Davis called the meeting back to order and City Attorney Fred Works will bring to the next council meeting on May 12, 2025, solutions for this disagreement. Motion by Holinsworth, second by Cloutier to allow this Annual Humboldt BBQ Cook Off and to block off Eighth Street from Bridge Street to New York Street, and half of New York Street up to the Post Office Drive-Thru. Motion carried unanimously.

The Parks Committee gave a recommendation that they are in favor of a future dog park. Councilmember Holinsworth stated, "that she will bring back to the next meeting on May 12, 2025, Future Plans for approval."

Brent Aiello would like the council to change the Ordinance again for extending firework sales. The State of Kansas recently passed Senate Bill 199 extending firework sales from June 20th thru July 7th, previously June 27 – July 5th. City Attorney Fred Works will bring a purposed Ordinance to the next meeting on May 12, 2025.

City Administrator Herder discussed the Water Project Grant Agreement #25-2881-120 between the Kansas Water Office and the City of Humboldt. The project has been entitled Humboldt Water System Improvements. The Kansas Water Office agrees to pay the City of Humboldt no more than three million dollars for the work to be completed or performed. Motion by Holinsworth, second by Cloutier approving the Grant Agreement #25-2881-120. Motion carried unanimously.

Motion by Holinsworth, second by McDaniel that the Governing Body recess to executive session as authorized by the Open Meetings Law for discussion of Non-Elected Personnel. Meeting will be recessed for ten minutes at 7:35 p.m. and will resume regular session at 7:45 p.m. in the Community Room at City Hall. Mayor Davis, City Administrator Herder, Councilmembers, and City Attorney Fred Works were requested to be present in executive session. Motion carried unanimously.

Meeting resumed regular session at 7:45 p.m. No action was taken.

City Administrator's Report:

City Leaders Academy: I attended the conference in Lawrence on Friday and Saturday. It was a good conference with several good sessions. We got updates on legislative issues including the need to make websites and social media ADA compliant, revisions to KORA fees, fireworks sales, and any appointed committees must comply with KOMA. We had a session on the legislative process and how the League helped improve legislation, and the impact of cities working with legislators to share how legislation impacts local government.

I was presented with a certificate for completion of Municipal Training Institute Level II, which includes attending meetings and training for 30 hours of credit. I was inspired in part by Marilyn Davis, past Council Woman for the City of Humboldt, who is one of few people statewide to achieve Level III. Levels I, II, and III focus on Education, Achievement, and Leadership, respectively.

LKM City Forum: The League will host a City Forum for elected leaders in Humboldt on May 7th, 1:30 to 4:00 PM. I hope the Mayor and all Council Members can attend.

Spring Cleanup: JKS will do Spring Cleanup of trash north of Bridge Street on Friday, April 25th and south of Bridge Street on Saturday, April 26th. The City will start Spring Brush Cleanup on Monday, April 28th. Information for both was sent out in utility bills and is on the City's Facebook page.

Community Conversation: Thrive Allen County facilitated the conversation on April 15th. Reports on that will come at a later time, and in the Humboldt Union.

Utility Billing: After delays in utility billings, we have seen significantly better service with current mailings generally being delivered within a couple of days. The issue was with the turnaround at the KC Distribution Center, but our local Postmaster was able to work with them.

Pool: I am concerned about the lack of applications for Pool Managers and Lifeguards. So far, we received our first and only application for Lifeguard on Friday. Last year, we removed the large slide for safety reasons. I have been doing research and I'm looking into a grant. The grant won't be announced until mid-summer.

Ohio Street Sewer Extension: This project has been completed, except for chip and sealing the street.

US Census 2030: The 2030 Census process has already started. I have reviewed and updated maps of the City.

Motion by Cloutier, second by Marquez to adjourn the meeting. Motion carried unanimously. Meeting adjourned at 7:53 p.m.



Nobby Davis, Mayor

Attest:

Staci Johnson, City Clerk



CITY OF HUMBOLDT

OFFICE OF CITY ADMINISTRATION

725 Bridge, PO Box 228 · Humboldt, KS 66748-0228 · Ph: (620)473-3232 · Fax: (620)473-2133 · www.humboldtkansas.org

AGENDA

REGULAR CITY COUNCIL MEETING

Monday, May 12, 2025 – 6:00 P.M.

1. Reciting of Pledge of Allegiance
2. Invocation by Blake Stanwood, Humboldt United Methodist Church
3. Public comments on non-agenda items--not to exceed fifteen (15) minutes and three minutes per person and/or topic.
4. **CONSENT AGENDA:** All items are considered to be routine by the City Council and will be enacted by one motion. There will be no separate discussion of these items unless a Councilmember or citizen, so requests, in which event the item will be removed from the consent status and considered in its normal sequence on the agenda.
 - a. Approval of Minutes of Regular Council Meeting, April 14, 2025.
 - b. Warrant Ordinance (expenditures)
5. Consider Planning Commission's recommendation to approve an application by Pete's Corporation to rezone 805 Central from R-1 to C-S – Rusty Newman
6. Consider request by Beth Barlow to apply in the next MIH round – Cole
7. Proposal for Dog Park – Parks Committee
8. Consider request to extend fireworks sales – Aiello Fireworks
9. Approve the Mayor's appointments – Mayor Davis
10. Discuss Swimming Pool and rules – Cole
11. Discuss water tower color and design – Cole
12. Consider Jarred, Gilmore and Phillips for 2025 Audit Agreement – Cole
13. Consider request to implement 6% Transient Tax – Chamber of Commerce
14. Consider BBQ cookoff agreement to allow alcohol – Austin Honaker
15. Consider School Resource Officer MOU with USD258 – Cole
16. Discuss plastic shopping bags – Cole
17. Executive session for attorney-client matter – Cole
18. City Administrator's Report – Cole
19. Adjourn

REVISED

**REGULAR CITY COUNCIL
MEETING MINUTES
Monday, May 12, 2025 – 6:00 P.M.**

The Council met in regular session on Monday, May 12, 2025, in the Community Room at City Hall. Mayor Davis called the meeting to order at 6:00 p.m. with the following Councilmembers present: Crawford, McDaniel, Holinsworth, Marquez, Johnson and Hart. Councilmembers Cloutier and Goodner were absent. Also present: City Administrator Cole Herder, City Clerk Staci Johnson, Pastor Jerry Neeley, Brent and Sarah Aiello, Sheri Modlin – Animal Control Officer, Damaris Kunkler, Susan Lynn – Iola Register, Nick Reynolds – The Humboldt Union, Eddie Harner, Chief Shannon Moore, Wilma Krokstrom, Pastor Blake Stanwood, Rusty Newman – Pete's Corporation, Dan Julich. City Attorney Fred Works was absent.

The meeting was opened with the Pledge of Allegiance and Pastor Blake Stanwood gave the invocation.

Public Comments: No Public Comments

Consent Agenda:

- a. Approval of Minutes of Regular Council Meeting, April 14, 2025.
- b. Warrant Ordinance No. 349 dated May 12, 2025, in the amount of \$121,530.76.
- c. Warrant Ordinance No. 350 dated May 28, 2025, in the amount of \$216,042.71

Motion by Holinsworth, second by Crawford to approve the Consent Agenda. Motion carried unanimously.

Rusty Newman representative from Pete's Corporation would like 805 Central to be rezoned from R-1 to C-S. The Planning Commission met and recommended the Council to approve the zoning change. Plans are to start construction in June and have completed by Christmas. Motion by Holinsworth, second by Johnson to approve the request. Motion carried unanimously.

Damaris Kunkler with A Bolder Humboldt would like to apply for the Moderate-Income Housing Grant when it opens again and would like to submit it under the City of Humboldt. Motion by Holinsworth, second by Hart to approve applying under the City of Humboldt. Motion carried unanimously.

Sheri Modlin, Animal Control Officer gave an update on the progress of the New Dog Park. The location will be on the corner of first and Pine. Modlin would like permission to get this project started. Motion by Hart, second by Johnson to begin. Motion carried unanimously.

City Administrator Herder spoke on behalf of Brent and Sarah Aiello requesting to extend fireworks sales. Council agreed No Action on this and to leave the ordinance as it is read from last year.

Mayor Nobby Davis made the following annual appointments:

- City Attorney: Fred Works
- City Treasurer: Lora Hunt
- Municipal Judge: Patti Miklos
- City Inspector: Jeremy Bulk

- Chamber of Commerce Representative: Herder & Peters
- Swimming Pool, Parks and Buildings: McDaniel, Crawford & Hart
- Ordinances, Insurance and Claims: Marquez, Goodner & Johnson
- Utilities (Utility Hearing, Gas, Water and Sewer) Marquez, Hart & Goodner
- Public Safety (ADA, Fire, Police, Animal Control): Crawford, Hart & Cloutier
- Finance and Licenses: Marquez, Crawford & Cloutier
- Personnel: Holinsworth, McDaniel & Marquez
- Growth Committee: McDaniel, Holinsworth & Cloutier
- Street Committee: McDaniel, Goodner & Holinsworth

Motion by Holinsworth, second by Crawford to accept the Mayor's appointments. Motion carried unanimously.

Motion by Marquez, second by Holinsworth to appoint Blake McDaniel as President of the Council. Motion carried unanimously.

City Administrator Herder discussed the Swimming Pool and the rules. Opening day for the Humboldt Municipal Pool is Monday, May 26, 2025. The Pool will be open from 1:30 p.m. to 7:00 p.m. Sunday through Saturday. Closing Date – Wednesday, August 20th, 2024. Motion by Hart, second by McDaniel approving the rules as presented, accept the ticket prices and opening date. Motion carried unanimously.

City Administrator Herder discussed the water tower color and design. The assumption would be that we just repaint the water towers as they are and name them as they are, but technically, if you ever want to change the color or change the design, now would be the time to do it they are out for bid now. City Administrator Herder's recommendation is staying with white with bold lettering.

City Administrator Herder would like approval to have Jarred, Gilmore & Phillips for the 2025 Annual Audit Agreement. Jarred, Gilmore and Phillips will perform the audit services for an amount not to exceed \$7,600.00. The City may be subject to a Single Audit in 2025 if Federal expenditures exceed \$750,000.00. If so, additional audit procedures will be required by the Single Audit Act. Estimated fees for these additional services will be \$2,900.00. Motion by McDaniel, second by Hart to approve Jarred, Gilmore & Phillips for the 2025 Annual Audit. Motion carried 5-yes, Crawford, McDaniel, Marquez, Hart and Johnson and 1-no, Holinsworth.

Table the request to implement 6% Transient Tax.

City Administrator Herder spoke on behalf of Austin Honaker on his BBQ cookoff agreement and to allow alcohol. Since the previous meeting Honaker has changed his decision and would like the ability to have alcohol only for the people and families cooking at the event. City Attorney Fred Works will make an agreement and bring back to the next meeting for approval on June 9, 2025.

City Administrator Herder discussed the School Resource Officer Agreement with the USD #258 School District. The term of this agreement shall be from August 1, 2025, to June 30, 2026, and will automatically renew for periods of one year after that. The Officer assigned to the SRO duties with the District is an employee of the City of Humboldt and shall be subject to the Police Chief's control and supervision. Motion by Holinsworth, second by Hart to approve the School Resource Officer Agreement. Motion carried unanimously.

City Administrator Herder discussed that the plastic shopping bags at the landfill have become a problem and have required discussions at the County commission meetings for several weeks now. The County may hold all trash haulers responsible. One option is for the City to require all trash be put in trash bags.

City Administrator's Report:

LKM City Forum: The League hosted a City Forum for elected leaders in Humboldt on May 7th Mayor Davis and Council Members Otis Crawford, Bob Johnson and Blake McDaniel attended. Mayor Davis attended the Mayors' Luncheon pre-meeting.

Water Project: The project has been put out for bid. We will have a pre-bid meeting on Wednesday, May 14th at 11 am. The bid opening will be Friday, May 23rd at 2 pm. We will either review the bids at the June Council meeting or possibly call a special meeting.

KMGA Regional Meeting: We will host a KMGA regional meeting at City Hall on Thursday, May 15.

Gas Pipeline Survey: The City has contracted to send out gas safety information and surveys that arrived in the mail in the past weeks. Please complete and return them.

Pool: We have received three applications for managers and will be interviewing all three on Tuesday. We've received five applications for lifeguards, and I hired the four that worked for us last year. We need two managers and eight or nine lifeguards to open and operate full-time.

The Public Works Department is preparing the pool to open. The City of Cheney advertised a 2011 model pool slide for the highest bid. Our bid of \$7,600 was the highest, so we plan to pick up and install it. It's shorter than our old slide but is in very good condition. I plan to apply for a grant for a large slide.

Budget: I'm working on the 2026 budget and would like to meet with the Finance Committee prior to the June Council Meeting.

Street Projects: This year we will renovate and chip and seal Pine, Signor, 13th, and 4th Streets. We may include a short block of 6th that intersects Signor.

July 2023 Windstorm: FEMA has awarded damages for the July 2023 Windstorm. We had claims of \$10,752.32 for the Neosho River Park and \$48,810.35 for debris removal in the City and Mount Hope. They will award 80% totaling \$8,064.24 and \$36,607.77 respectively. I will need to review our submission to determine the amount for the City and Mount Hope.

Motion by McDaniel, second by Hart to adjourn the meeting. Motion carried unanimously. Meeting adjourned at 7:16 p.m.


Nobby Davis, Mayor

Attest:


Staci Johnson, City Clerk





CITY OF HUMBOLDT

OFFICE OF CITY ADMINISTRATION

725 Bridge, PO Box 228 · Humboldt, KS 66748-0228 · Ph: (620)473-3232 · Fax: (620)473-2133 · www.humboldtkansas.org

AGENDA REGULAR CITY COUNCIL MEETING Monday, June 9, 2025 – 6:00 P.M.

Revised

1. Reciting of Pledge of Allegiance
2. Invocation by Cameron Carter, Faith Assembly of God Church
3. Public comments on non-agenda items--not to exceed fifteen (15) minutes and three minutes per person and/or topic.
4. **CONSENT AGENDA:** All items are considered to be routine by the City Council and will be enacted by one motion. There will be no separate discussion of these items unless a Councilmember or citizen, so requests, in which event the item will be removed from the consent status and considered in its normal sequence on the agenda.
 - a. Approval of Minutes of Regular Council Meeting, May 12, 2025.
 - b. Warrant Ordinance (expenditures)
5. Water System Project – Bruce Boettcher, BG Consultants
 - a. Engineer's Recommendation
 - b. Notice of Awards
6. Review of bids for City Hall roof replacement - Cole
7. Discuss Bandstand condition and consider proposal for assessment – Cole
8. *Executive session for attorney-client matter
9. Consider agreement to allow alcohol at BBQ cookoff – Cole
- 10.*Consider change order and Mayor's signature for the Growing Place CDBG project – Cole
11. City Administrator's Report – Cole
12. Adjourn

**REGULAR CITY COUNCIL
MEETING MINUTES
Monday, June 9, 2025 – 6:00 P.M.**

The Council met in regular session on Monday, June 9, 2025, in the Community Room at City Hall. Mayor Davis called the meeting to order at 6:00 p.m. with the following Councilmembers present: Crawford, Holinsworth, Marquez, Johnson and Cloutier. Councilmembers Hart, McDaniel and Goodner were absent. Also present: City Administrator Cole Herder, City Clerk Staci Johnson, Pastor Jerry Neeley, Susan Lynn – Iola Register, Nick Reynolds – The Humboldt Union, Eddie Harner, Chief Shannon Moore, Pastor Cameron Carter, Bruce Boettcher – BG Consultants, Ryan Holm – Meridan Roofing Solutions, LLC, Garrett Sharp – Sharp Restoration, LLC, Jeremy Bulk – Public Works Director and City Attorney Fred Works.

6:02 p.m. Councilmember McDaniel entered the meeting.

The meeting was opened with the Pledge of Allegiance and Pastor Cameron Carter gave the invocation.

Public Comments: Pastor Jerry Neeley has concerns about adding alcohol to events. Neely stated “that laws were put into place for a reason.”

Councilmember Holinsworth mentioned that the fundraising efforts have started for the Dog Park and wanted advice as to where to put the sign showing money raised. Council agreed on the North side of building.

Cemetery Sexton Holinsworth said, “they broke ground on the new building out at the Cemetery and is asking for a bump in their appropriation adding an additional \$7000.00 to help with ditches and other expenses needed. The Humboldt Township would pay an additional appropriation as well.” Motion by Cloutier, second by Crawford to add to the Agenda #8B Mount Hope Appropriations. Motion carried 5 yes (Crawford, Marquez, Johnson, Cloutier, McDaniel), 1 abstain (Holinsworth).

Consent Agenda:

- a. Approval of Minutes of Regular Council Meeting, May 12, 2025.
- b. Warrant Ordinance No. 351 dated June 9, 2025, in the amount of \$374,979.54
- c. Warrant Ordinance No. 352 dated June 25, 2025, in the amount of \$111,409.85

Motion by Cloutier, second by Crawford to approve the Consent Agenda. Motion carried unanimously.

Bruce Boettcher with BG Consultants has designed a Waterline Improvement Project, Water Treatment Plant Improvements, and one also for Water Tower Rehabs. Those were sent out for competitive bids, with bid opening here at City Hall on May 23rd. Received three bidders on the first project for the water line, those bidding were NPL Construction, Marsau Enterprises, and Nowak Construction. Bids came in higher than what they were expecting. They had NO bids for the second project Water Treatment Plant Improvements so, that one will be put on hold for now and the third project is the Water Tower Rehabs, with receiving three bids on that one from Maguire Iron, Cunningham, and Viking.

After reviewing all the Distribution Line Project bids, the lowest responsible bidder is identified

as NPL Construction of Topeka, Ks. BG Consultants, Inc. recommends the City to consider awarding the contract to NPL Construction contingent upon USDA and KDHE concurrence for the Base Bid Plus Bid Alternates #1, #2, #3, and #4 for the sum of \$12,500,299. Motion by Holinsworth, second by Cloutier to accept BG Consultants recommendations and award base bid and alternates #1, #2, #3, & #4 to NPL Construction for the sum of \$12,500,299. Motion carried unanimously.

Motion by Cloutier, second by Crawford to award the Tank Rehab contract to Maguire Iron contingent upon USDA and KDHE concurrence for the Base Bid for the sum of \$746,000. Motion carried unanimously.

Motion by Holinsworth, second by McDaniel to amend the motion made by Holinsworth to add USDA and KDHE concurrence to the first bid for NPL Construction. Motion carried unanimously.

Motion by Cloutier, second by Holinsworth to authorize the Mayor and City Attorney to process all Contract Documents and proceed with construction for both projects. Motion carried unanimously.

City Administrator Herder discussed Roof Replacement for City Hall. Three bids were turned in with Meridian Roofing Solutions, and Sharp Restoration, LLC in attendance to go over their bids. Boren's Roofing, Inc. proposed \$139,292.00, Meridian Roofing Solutions proposed \$92,549.00, and Sharp Restoration, LLC proposed \$88,250.00. Motion by Holinsworth, second by Johnson to award Sharp Restoration, LLC the bid to Replace the Roof at City Hall for \$88,250.00 with work starting in July. Motion carried 5 yes, (Holinsworth, Cloutier, Crawford, Marquez and Johnson) and 1 abstained (McDaniel).

City Administrator Herder discussed the conditions of the Bandstand and to consider a proposal for assessment. Public Works Director Jeremy Bulk had been in contact with Professional Engineering Consultants to provide professional services in connection with the Project. PEC is requesting a \$4,000 payment to make an assessment and then go out for bids. Discussion was had and will table this topic until next meeting on July 14, 2025.

Motion by Cloutier, second by Holinsworth that the Governing Body recess to executive session as authorized by the Open Meetings Law for discussion of Attorney Client Matters. Meeting will be recessed for ten minutes at 7:09 p.m. and will resume regular session at 7:19 p.m. in the Community Room at City Hall. Mayor Davis, City Administrator Herder, City Attorney Fred Works and Councilmembers, were requested to be present in executive session. Motion carried unanimously.

Motion by Holinsworth, second by McDaniel that the Governing Body recess to executive session as authorized by the Open Meetings Law for discussion of Attorney Client Matters. Meeting will be recess for five minutes at 7:20 p.m. and will resume regular session at 7:25 p.m. in the Community Room at City Hall. Mayor Davis, City Administrator Herder, City Attorney Fred Works and Councilmembers, were requested to be present in executive session. Motion carried unanimously.

Meeting resumed regular session at 7:25 p.m. No action was taken

Mount Hope Appropriations, motion by Cloutier, second by McDaniel to give an additional appropriation of \$7,000. Motion carried unanimously.

Consider agreement to allow alcohol at BBQ cookoff. Tabled until the next meeting July 14, 2025.

Motion by Holinsworth, second by Crawford to approve a change order for project #G701 for The Growing Place in the amount of \$41,890.00. Motion carried unanimously.

City Administrator's Report:

Pool Managers: Mari Wulf and Savannah Keever

Returning Lifeguards: Laney Hull, Ricklyn Hillmon, Brady Burton, Gracie Wheeler, Aiden Vogel, Emily Robertson, and Karsyn Kaufman

New Lifeguards: Savannah Koch, Taylee Stich, and Jordan Hencye

Opening Day was delayed until Saturday, May 31st. Over the past week we've had 628 swimmers ranging from 25 to 193 per day and an average of 78.5 per day. We've had several cool or rainy days which significantly impacts attendance.

The Public Works Department did a great job installing the slide. Thanks to B&W for picking up the slide while picking up other parts in Cheney. I am working on a grant for a new slide.

Street Projects: This year we will renovate and chip and seal Pine, Signor, 13th, and 4th Streets. We may include a short block of 6th that intersects Signor.

July 2023 Windstorm: Last month, I reported that FEMA had awarded damages for the July 2023 Windstorm. I later learned that they had not completed their determination, yet.

Motion by McDaniel, second by McDaniel to adjourn the meeting. Motion carried unanimously. Meeting adjourned at 7:35 p.m.



Nobby Davis, Mayor

Attest:



Staci Johnson
Staci Johnson, City Clerk





CITY OF HUMBOLDT

OFFICE OF CITY ADMINISTRATION

725 Bridge, PO Box 228 · Humboldt, KS 66748-0228 · Ph: (620)473-3232 · Fax: (620)473-2133 · www.humboldtkansas.org

AGENDA REGULAR CITY COUNCIL MEETING Monday, July 14, 2025 – 6:00 P.M.

1. Reciting of Pledge of Allegiance
2. Invocation by Otis Crawford
3. Public comments on non-agenda items--not to exceed fifteen (15) minutes and three minutes per person and/or topic.
4. **CONSENT AGENDA:** All items are considered to be routine by the City Council and will be enacted by one motion. There will be no separate discussion of these items unless a Councilmember or citizen, so requests, in which event the item will be removed from the consent status and considered in its normal sequence on the agenda.
 - a. Approval of Minutes of Regular Council Meeting, June 9, 2025.
 - b. Warrant Ordinance (expenditures)
 - c. Approve Ordinances 1557 and 1558 to adopt Uniform Public Offence Code for Kansas Cities and Standard Traffic Ordinances.
5. Consider agreement to allow alcohol at BBQ cookoff – Austin Honaker
6. Consider request from Humboldt Historical Society to convert Humboldt Historical Preservation Alliance (HHPA) funds – Robbie Baker
7. Consider request for Water Wars on August 2nd – Damaris Kunkler
- 7B. *Works Family Foundation Camping - Camp Hunter*
8. Presentation about Humboldt Animal Protection Society (HAPS.) – Cindy Holinsworth
9. Discuss Bandstand condition and consider proposal for assessment – Cole
10. Consider request for approval and submission to CDBG for the Growing Place contract amendment for a 90-day extension and accompanying letter for the extension, and Change Order #3 – Cole
11. Review preliminary budget worksheet and Consider RNR and Notice of RNR Hearing – Cole
- 11B- *Resolution*
12. City Administrator's Report – Cole
13. Adjourn

**REGULAR CITY COUNCIL
MEETING MINUTES
Monday, July 14, 2025 – 6:00 P.M.**

The Council met in regular session on Monday, July 14, 2025, in the Community Room at City Hall. Mayor Davis called the meeting to order at 6:00 p.m. with the following Councilmembers present: Crawford, Holinsworth, Marquez, Johnson, McDaniel, Hart and Cloutier.

Councilmember Goodner was absent. Also present: City Administrator Cole Herder, City Clerk Staci Johnson, Pastor Jerry Neeley, Nick Reynolds – The Humboldt Union, Eddie Harner, Chief Shannon Moore, Sheri and Danica Modlin, Damaris Kunkler – A Bolder Humboldt and City Attorney Fred Works.

The meeting was opened with the Pledge of Allegiance and Councilmember Crawford gave the invocation.

Public Comments: Councilmember Cloutier let the Council know that his last council meeting will be in August as he is leaving for Europe.

Consent Agenda:

- a. Approval of Minutes of Regular Council Meeting, June 9, 2025.
- b. Warrant Ordinance No. 353 dated July 14, 2025, in the amount of \$137,147.64
- c. Warrant Ordinance No. 354 dated July 29, 2025, in the amount of \$112,875.05

Motion by Crawford, second by Holinsworth to approve the Consent Agenda. Motion carried unanimously.

City Administrator Herder spoke on behalf of Austin Honaker about allowing alcohol at his Annual BBQ Cookoff amongst participants. Motion by Holinsworth, second by McDaniel to allow. Motion carried 5-yes, Cloutier, McDaniel, Holinsworth, Marquez, Hart and 2-no, Crawford and Johnson.

Councilmember Johnson a member of the Humboldt Historical Society is speaking on behalf of the Humboldt Historical Society and wants the Council to consider giving the appropriations from Humboldt Historical Preservation Alliance to them since they absorbed the HHPA into one with the Society. Appropriation is \$3,939.00 paid twice a year. Motion by Cloutier, second by Hart to approve. Motion carried 6-yes, Cloutier, McDaniel, Holinsworth, Marquez, Hart, Crawford, and 1-abstained Johnson.

A Bolder Humboldt would like to host Water Wars again this year to be held on August 2nd, 2025, from 11 am to 2 pm. They would also like to close adjacent streets around the square for this event. Motion by Holinsworth, second by McDaniel to allow A Bolder Humboldt the use of the City Square for Water Wars. Motion carried unanimously

Motion by Cloutier, second by Crawford to amend the Agenda adding 7B. Works Family Foundation Camping – Camp Hunter. Motion carried unanimously.

City Administrator Herder spoke on behalf of the Works Family Foundation about the agreement for the Middle of Everywhere Festival at Camp Hunter. Works Family Foundation is requesting us to modify the lease agreement eliminating the language about camping and reduce the area for camping only. City Administrator Herder redrafted the agreement from the previously approved agreement. Motion by Cloutier, second by Hart to approve the New Contract. Motion carried unanimously.

Councilmember Holinsworth gave an update on the fundraising for the Humboldt Animal Protection Society new dog park. This is a donation only fundraiser and that the City would not be funding this project other than the land. Once project is done the Humboldt Animal Protection Society plans to donate it back to the City.

City Administrator Herder spoke on the condition of the Bandstand and had asked Monarch Cement Company to assist with the assessment but, they do not have the tool to help. Decision was made to table this topic until the next meeting on August 11, 2025.

Motion by Cloutier, second by Crawford to approve a 90-day extension for the Growing Place Classroom Additions Childcare Project, Approval for Change Order #3 and the accompanying letter for the Mayor's signature. Motion carried unanimously.

City Administrator Herder reviewed the preliminary budget worksheet with the Council and to consider the RNR and the notice of the RNR Hearing. City Administrator Herder suggested that we leave the mill levy where it is 93.925 and will bring back to the next meeting on August 11, 2025, for publication. Motion by Holinsworth, second by Cloutier to leave the mill levy at 93.925 and to set a Hearing for Revenue Neutral Rate and a Hearing for Budget for September 8, 2025, at 6:00 pm. Motion carried unanimously.

Motion by McDaniel, second by Cloutier to amend the agenda by adding 11B Resolution No. 07-14-2025 to adopt the Backflow Prevention and Cross Connection Policy. Motion carried unanimously.

Motion by Cloutier, second by Crawford to adopt Resolution No. 07-14-2025 a Resolution to adopt the Backflow Prevention and Cross Connection Policy. Motion carried unanimously.

City Administrator's Report:

LKM Conference: Registration is open for the LKM Annual Conference October 9-11, 2025, at Overland Park.

Solar Silence: I attended a workshop hosted by Southeast Kansas Emergency Managers on July 9th. Solar Flare activity is typically in an 11-year cycle and is currently peaking. There were increased flares in May and June, and we could see stronger flares through 2025 and into 2026. Very strong flares can cause disruption to communications.

The workshop was a tabletop exercise that posed the threat of total communication blackout. We strategized how to determine what is occurring and how to relay messages between cities, counties, and the state. We discussed how we might communicate with residents and what services that total lack of radio, cellular, media, and internet communications might cause.

Motion by Cloutier, second by Crawford to adjourn the meeting. Motion carried unanimously. Meeting adjourned at 7:36 p.m.



Nobby Davis, Mayor



Attest:



Staci Johnson

Staci Johnson, City Clerk



CITY OF HUMBOLDT

OFFICE OF CITY ADMINISTRATION

725 Bridge, PO Box 228 · Humboldt, KS 66748-0228 · Ph: (620)473-3232 · Fax: (620)473-2133 · www.humboldtkansas.org

AGENDA REGULAR CITY COUNCIL MEETING Monday, August 11, 2025 – 6:00 P.M.

1. Reciting of Pledge of Allegiance
2. Invocation by Pastor Matthew Jennings, St. Peter's Lutheran Church
3. Public comments on non-agenda items--not to exceed fifteen (15) minutes and three minutes per person and/or topic.
4. **CONSENT AGENDA:** All items are considered to be routine by the City Council and will be enacted by one motion. There will be no separate discussion of these items unless a Councilmember or citizen, so requests, in which event the item will be removed from the consent status and considered in its normal sequence on the agenda.
 - a. Approval of Minutes of Regular Council Meeting, July 14, 2025.
 - b. Warrant Ordinance (expenditures)
5. Consider publication of the proposed 2026 Budget – Cole
6. Consider Ordinance 1555 to clarify gas rates – Cole
7. Executive Session regarding trade secrets – Cole
8. Consider sale of property – Cole
9. Discuss open Council Position Ward 1 Position 1 – Cole
10. City Administrator's Report – Cole
11. Adjourn

**REGULAR CITY COUNCIL
MEETING MINUTES
Monday, August 11, 2025 – 6:00 P.M.**

The Council met in regular session on Monday, August 11, 2025, in the Community Room at City Hall. Council President McDaniel called the meeting to order at 6:00 p.m. with the following Councilmembers present: Crawford, Marquez, Johnson, Hart and Cloutier. Councilmember Goodner and Holinsworth were absent. Also present: City Administrator Cole Herder, City Clerk Staci Johnson, Pastor Jerry Neeley, Nick Reynolds – The Humboldt Union, Eddie Harner, Chief Shannon Moore, Terry McDonald, Susan Lynn – Iola Register, Hayden Steadman, Cora Finley, Pastor Matthew Jennings, Sara Sollars, Gerald Lucas, Pastor Cameron Carter, Public Works Director Jeremy Bulk, Tish Bulk, and Larry Mendoza. City Attorney Fred Works and Mayor Davis were absent.

The meeting was opened with the Pledge of Allegiance and Pastor Matthew Jennings gave the invocation.

Public Comments: Hayden Steadman, is excited to announce that he is the co-founder of a new business based out of Humboldt, called Ethereal Lens Media, specializing in cinematic and authentic storytelling to help promote people's passions, projects, or professions. His business partner, Dan Carroll, was unable to join him this evening.

Gerald Lucas who lives at 112 Cherokee Street, is very upset about the cleanup that has been done near his house. Wants something to be done, adding “he would like a privacy fence.”

Councilmember Johnson mentioned he had received a letter from Rick Hall. City Administrator Herder said, “if the Council decides we can add it to the September agenda.”

City Administrator Herder would like to say that he really appreciated working with Councilmember Cloutier for the last few years thus, being his last meeting. City Administrator Herder said, “I’m better for knowing Paul and learning from him, he brought great ideas to the community and to the Council so, I just want to state that I appreciate Paul’s time here and wish you the best.”

Consent Agenda:

- a. Approval of Minutes of Regular Council Meeting, July 14, 2025.
- b. Warrant Ordinance No. 355 dated August 11, 2025, in the amount of \$188,696.44
- c. Warrant Ordinance No. 356 dated August 27, 2025, in the amount of \$69,110.09

Motion by Cloutier, second by Crawford to approve the Consent Agenda. Motion carried unanimously.

After reviewing the 2026 budget, motion was made by Cloutier, second by Hart to approve the 2026 budget for publication at 93.694 mills and to set a Hearing for the Revenue Neutral Rate and Budget for September 8, 2025, at the City Hall Community Room, 6:00 pm. Motion carried unanimously.

Cloutier noticed on the Budget documentation that Chanute was spelled wrong on Jared, Gilmore & Phillips, PA address. City Administrator Herder wants approval to get that changed. Motion by Cloutier, second by Crawford. Motion carried unanimously.

City Administrator Herder would like the Council to Adopt Ordinance No. 1555 an ordinance amending section 15-234 of the Humboldt Municipal Code regarding the rates to be charged for gas sold by the City of Humboldt. Motion by Cloutier, second by Crawford to adopt Ordinance No. 1555. Motion carried unanimously.

Motion by Johnson, second by Cloutier that the Governing Body recess to executive session as authorized by the Open Meetings Law for discussion of Trade Secrets. Meeting will be recessed for fifteen minutes at 6:25 p.m. and will resume regular session at 6:40 p.m. City Administrator Herder, Councilmembers, and Cora Finley were requested to be present in executive session. Motion carried unanimously.

Meeting resumed regular session at 6:41 p.m. No action was taken.

Cora Finley approached the Council about buying the property behind Dollar General that the City owns for a business that she is planning. City Administrator Herder suggested the Council take no action during the meeting so the public can weigh in. City Administrator Herder also recommends that the Council accepts the request and follows back up at the next meeting on September 8, 2025. Motion by Cloutier, second by Hart to accept the request. Motion carried unanimously.

City Administrator's Report:

Street Project: The street crew has been busy preparing Pine, 13th, Signor, and 4th Streets for chip seal. We anticipate that the County will be ready to chip and seal by the end of August. **EPA visit:** The EPA audited our water system in July. Most findings were minor and being addressed. One larger issue is that the 75,000-gallon water tank in the square doesn't have a screen on the overflow pipe and hasn't for years. It is one of the items to be addressed in the water project, but EPA requires immediate resolution. As a temporary resolution we have shut off the tower and taken it out of use. The tower fed three of the five water hydrants in the Square, so temporarily the three north hydrants do not work.

Opioid Settlement: We opted in to the state's opioid class action suit a couple years ago. Our fund was \$10,926.21 at the end of 2024. The projection is that we will accrue \$1,500 to \$2,000 per year for the next few seven or eight years and fall to less than \$1 ,000 in 2038 before ending. At some point we'll need to specify how those funds will be used.

Pool: The pool season is winding down. The last day will be Sunday, August 17th. The pool will close at 5 pm with a pool party from 5 to 7 so that the staff can clean and put things away. I'll share some numbers at the next meeting. The pool staff will have a pool party on Tuesday, August 12th to celebrate the end of the season.

Council Position: We are accepting applications for Paul's replacement, Ward 1, Position 1. The Mayor suggested that we discuss it and potentially make an appointment in September. Two people have expressed interest. I've asked for responses to a questionnaire by noon on August 25th. If anyone is interested, they should contact City Hall or me.

BBQ Event: Austin Honaker's BBQ event that was previously approved has been cancelled for this year.

Motion by Cloutier, second by Hart to adjourn the meeting. Motion carried unanimously. Meeting adjourned at 6:52 p.m.



Nobby Davis, Mayor

Attest:



Staci Johnson, City Clerk





CITY OF HUMBOLDT

OFFICE OF CITY ADMINISTRATION

725 Bridge, PO Box 228 · Humboldt, KS 66748-0228 · Ph: (620)473-3232 · Fax: (620)473-2133 · www.humboldtkansas.org

AGENDA REGULAR CITY COUNCIL MEETING Monday, September 8, 2025 – 6:00 P.M.

1. Reciting of Pledge of Allegiance
2. Invocation by Pastor Jerry Neeley, First Baptist Church
3. Public comments on non-agenda items--not to exceed fifteen (15) minutes and three minutes per person and/or topic.
4. **CONSENT AGENDA:** All items are considered to be routine by the City Council and will be enacted by one motion. There will be no separate discussion of these items unless a Councilmember or citizen, so requests, in which event the item will be removed from the consent status and considered in its normal sequence on the agenda.
 - a. Approval of Minutes of Regular Council Meeting, August 11, 2025.
 - b. Warrant Ordinance (expenditures)
5. RNR (Revenue Neutral Rate) Hearing
6. Consider Resolution 09-08-2025 to Exceed RNR with Roll Call Vote
7. 2026 Budget Hearing
8. Approve 2026 Budget – Cole
9. Consider Biblesta Parade route, no parking around the square, and blocking of 9th for the parade – Jerry Neeley, Biblesta Committee
10. Update on the Dog Park and Animal Facility – Cindy Holinsworth
11. Appoint 2025 League Conference Voting Delegate and Alternate – Cole
12. Consider donation to the Lions Club Mike Rickner Memorial Fireworks Display – Nobby
13. City Administrator's Report – Cole
14. Adjourn

**REGULAR CITY COUNCIL
MEETING MINUTES
Monday, September 8, 2025 – 6:00 P.M.**

The Council met in regular session on Monday, September 8, 2025, in the Community Room at City Hall. Mayor Nobby Davis called the meeting to order at 6:00 p.m. with the following Councilmembers present: Crawford, Marquez, Holinsworth, Goodner, and Cloutier. Councilmembers McDaniel, Johnson and Hart were absent. Also present: City Administrator Cole Herder, City Clerk Staci Johnson, Pastor Jerry Neeley, Nick Reynolds – The Humboldt Union, Eddie Harner, Susan Lynn – Iola Register and Sheri Modlin – Animal Control Officer. City Attorney Fred Works was absent.

The meeting was opened with the Pledge of Allegiance and Pastor Jerry Neeley gave the invocation.

Public Comments: No Public Comments

Consent Agenda:

- a. Approval of Minutes of Regular Council Meeting, August 11, 2025.
- b. Warrant Ordinance No. 357 dated September 8, 2025, in the amount of \$82,824.56
- c. Warrant Ordinance No. 358 dated September 26, 2025, in the amount of \$79,147.48

Motion by Cloutier, second by Crawford to approve the Consent Agenda. Motion carried unanimously.

Mayor Davis opened the Hearing regarding the Revenue Neutral Rate at 6:02 pm. No discussion was had so, Mayor Davis closed the Hearing at 6:02 pm.

Motion by Holinsworth, second by Cloutier to approve Resolution No. 09-08-2025, a resolution of the City of Humboldt, Kansas to levy a property tax rate exceeding the revenue neutral rate. The revenue neutral rate for the City of Humboldt was calculated at 93.694 mills by the Allen County Clerk. The budget proposed by the Governing Body of the City of Humboldt will require the levy of a property tax rate exceeding the Revenue Neutral Rate. Motion carried by roll call vote Yes – Cloutier, Marquez, Goodner, Crawford, Holinsworth. No – none, Absent – McDaniel, Hart, Johnson.

A Public Hearing regarding the 2026 Budget was opened at 6:04 pm. No discussion was had, Mayor Davis closed the Budget Hearing at 6:04 pm.

Motion by Holinsworth, second by Goodner to adopt the 2026 Budget. Motion carried unanimously.

Pastor Jerry Neeley, Biblesta Chairman is asking the Council to consider closing the parade route, no parking around the square, and blocking of 9th street for the parade. Motion by Holinsworth, second by Crawford to close streets for Biblesta on October 4th, 2025. Motion carried unanimously.

Councilmember Holinsworth gave an update on the Dog Park and the Animal Facility. A Gracious Donor said, "that they will help us get started on the animal facility," which we were not expecting. When it first started the idea was to get the dog park built first. So, just wanted you guys to be aware that we're moving forward with the animal facility. It will not be called a shelter, Sheri is just going to be able to handle five dogs at a time, which is a constant battle for her to even be able to take in, because she seems to be constantly full of cats and dogs. We are looking at First and Ohio for the location, which is the old tennis courts. Meeting with the Zoning Board of Appeals will be on Thursday to submit a request for a Special Use Permit because it's not zoned correctly. Plans are to have the Building and Concrete done by the end of the year, possibly into the first of the new year.

The 2025 League Annual Conference will be October 9 - 11, 2025, in Overland Park, Kansas. The Annual Business Meeting & Convention of Voting Delegates will be on Saturday, October 11. Motion by Cloutier, second by Marquez to nominate Councilmember McDaniel as voting delegate and Councilmember Crawford as alternate. Motion carried unanimously.

Mayor Davis wants the Council to consider donating to the Lions Club Mike Rickner Memorial Fireworks that is put on every year by the Lions Club. Motion by Cloutier, second by Crawford to donate \$2500.00 to the Lions Club Mike Rickner Memorial Firework Show. Motion carried unanimously.

City Administrator's Report:

Street Project: Chip and seal began last week and will continue this week on Pine, 13th, Signor and 4th Streets. We very much appreciate the County's help.

Council Position: We have received questionnaire responses from two interested parties. The Mayor will meet with the Personnel Committee and the candidates to take action at the October meeting.

Fire Chief Retirement: Fire Chief Sean McReynolds has informed me that he will be retiring in January 2026. His announcement comes prior to the November Fire Department elections of officers and he will train his successor. Once his successor is announced, he'll make an introduction at our December meeting.

Roof report: Sharp Restoration tore off the north roof on Friday, August 22nd. It rained on Saturday and flooded City Hall. I called All Clean and they spent six hours on Saturday extracting 1,200 gallons of water and set industrial dehumidifiers and blowers for about a week. The All Clean invoice was \$14,275.91 and I will submit to insurance. Our staff spent dozens of hours cleaning and drying things out.

The contractor's insurance company contacted me and requested a report which I submitted on August 29th, but have not heard from them since. I'm in the process of getting ball park estimates to replace most of the carpet, ceiling tiles, and light diffusers in City Hall and Police Department.

Sharp Restoration is planning to do the south roof this week.

Lucas property: I investigated Gerald Lucas's complaint that the city tore out half of his tree line. My finding is that we removed vegetation on the adjacent ROW. I provided a written response and hand delivered it to Mr. Lucas.

Cemetery Sexton Holinsworth wants to cordially invite you to attend a dedication ceremony for the Civil War Statue at Mount Hope Cemetery, October 4, 2025 at 9:00 am.

Motion by Holinsworth, second by Marquez to adjourn the meeting. Motion carried unanimously. Meeting adjourned at 6:34 p.m.



Nobby Davis, Mayor

Attest:



Staci Johnson, City Clerk





CITY OF HUMBOLDT

OFFICE OF CITY ADMINISTRATION

725 Bridge, PO Box 228 · Humboldt, KS 66748-0228 · Ph: (620)473-3232 · Fax: (620)473-2133 · www.humboldtkansas.org

AGENDA (Revised)
REGULAR CITY COUNCIL MEETING
Monday, October 13, 2025 – 6:00 P.M.

1. Reciting of Pledge of Allegiance
2. Invocation by Pastor Willy Banza, Humboldt United Methodist Church
3. Public comments on non-agenda items--not to exceed fifteen (15) minutes and three minutes per person and/or topic.
4. **CONSENT AGENDA:** All items are considered to be routine by the City Council and will be enacted by one motion. There will be no separate discussion of these items unless a Councilmember or citizen, so requests, in which event the item will be removed from the consent status and considered in its normal sequence on the agenda.
 - a. Approval of Minutes of Regular Council Meeting, September 8, 2025.
 - b. Approval of Minutes of Special Council Meeting, September 29, 2025.
 - c. Warrant Ordinance (expenditures)
5. *Consider appointment to fill council vacancy of Ward 1 Position 1 – Mayor Davis
6. *Swear in new Council Member for Ward 1 Position 1 – Staci Johnson, City Clerk
7. Consider request by the Recreation Commission to share in the cost of lift station repair at the ballfields – Darcie Croisant
8. Introduce Camille Lavon, Director of Allen County Economic Development - Cole
9. Executive Session for attorney client matters – Cole
10. Update on roof replacement and water damage – Cole and Garrett Sharp, Sharp Restoration, LLC
11. Update on officer involved accident and consider police car replacement – Cole
12. LKM Annual Conference Report – Otis and Blake
13. Consider Mayor's signature on CDBG Cover Letter and Contract Amendment Request for a 30-Day time extension on the 23-PF-025 Growing Place Expansion Project – Cole
14. City Administrator's Report – Cole
15. Adjourn

**REGULAR CITY COUNCIL
MEETING MINUTES
Monday, October 13, 2025 – 6:00 P.M.**

The Council met in regular session on Monday, October 13, 2025, in the Community Room at City Hall. Mayor Nobby Davis called the meeting to order at 6:00 p.m. with the following Councilmembers present: Crawford, Johnson, Marquez, Holinsworth, and McDaniel. Councilmembers Hart and Goodner were absent. Also present: City Administrator Cole Herder, City Clerk Staci Johnson, Nick Reynolds – The Humboldt Union, Eddie Harner, Susan Lynn – Iola Register, Chief Shannon Moore, Robert Bingaman, Pastor Willy Banza, Garrett Sharp, Camille Lavon – Director of Allen County Economic Development and City Attorney Fred Works.

The meeting was opened with the Pledge of Allegiance and Pastor Willy Banza gave the invocation.

Public Comments: No Public Comments

Consent Agenda:

- a. Approval of Minutes of Regular Council Meeting, September 8, 2025
- b. Approval of Minutes of Special Council Meeting, September 29, 2025.
- c. Warrant Ordinance No. 359 dated October 13, 2025, in the amount of \$126,586.59
- c. Warrant Ordinance No. 360 dated October 28, 2025, in the amount of \$144,456.80

Motion by Holinsworth, second by Crawford to approve the Consent Agenda. Motion carried unanimously.

Ward 1, Position 1, position on the Council was left vacant by outgoing Councilmember Cloutier. Mayor Davis proposed the appointment of Robert Bingaman to fill the vacancy for Ward 1 Position 1 on the Council. Motion by Holinsworth, second by McDaniel to approve Bingaman for this position. Motion carried unanimously.

City Clerk Staci Johnson gave the Oath of Office to Councilmember Bingaman.

No action was taken on agenda item # 7, a request by the Recreation Commission to share in the cost of lift station repairs at the ballfields.

City Administrator Herder introduced Camille Lavon, the new Director of Allen County Economic Development. Lavon thanked the council for investing in this role and shared her impressions from the first three months, highlighting community events and the welcoming nature of Humboldt. Lavon shared her personal and professional background, including experience in workforce development and economic development management in Colorado. Lavon encouraged council members to inform her of existing initiatives to better tailor her efforts. Lavon concluded by committing to attending future council meetings regularly.

Motion by Holinsworth, second by Crawford that the Governing Body recess to executive session as authorized by the Open Meetings Law for discussion of Attorney Client Matters. Meeting will be recessed for ten minutes at 6:18 p.m. and will resume regular session at 6:28 p.m. City Administrator Herder, City Attorney Fred Works, and Councilmembers were requested to be present in executive session. Motion carried unanimously.

Meeting resumed regular session at 6:28 p.m. No action was taken

No action was taken on agenda item #10 updates on roof replacement and water damage.

City Administrator Herder informed the Council that Officer Ornelas was in an accident on September 26th, 2025, totaling the 2022 Explorer. The Department runs with four vehicles leaving only three after this accident. The City had been replacing police vehicles roughly every two years, but with COVID caused a delay in the latest vehicle delivery until February 2023. Chief Shannon Moore presented the Council with a new vehicle quote from Superior Emergency Response with a max cost of \$55,000 including upfitting, though some equipment might be reusable. Superior also has a used vehicle in stock with fewer miles for \$35,000. The total cost for purchasing both vehicles would be approximately \$90,937 paid by insurance reimbursement and reserve funds. Motion by Holinsworth, second by Crawford to purchase both vehicles. Motion carried unanimously.

Councilmember Crawford and McDaniel attended the LKM Conference providing valuable insights on communication, legal risks, and economic development. They both expressed appreciation for the opportunity to participate and represent Humboldt, with McDaniel actively serving as a voting delegate.

City Administrator Herder would like the council to approve the Mayor's signature on the CDBG Cover Letter and Contract Amendment Request #2 for a 30-Day time extension on the 23-PF-025 Growing Place Expansion Project. Motion by Holinsworth, second by McDaniel authorizing Mayor Davis to sign the CDBG Cover Letter and Contract Amendment Request #2 for a 30-Day time extension. Motion carried unanimously.

City Administrator's Report:

Street Project: This year's chip and seal project is complete. We still have some drainage work and reseeding to do.

Water Project: The work on the distribution will start today or tomorrow. The first neighborhood they will be working on will be east of 14th Street between Bridge and Signor. Work on the water towers will start in the spring.

City Hall Roof replacement: Sharp Restoration has completed the roof work on City Hall. We had water damage that was not covered by insurance.

Clorine Burnout and hydrant flushing: The City of Humboldt will be conducting its annual free chlorine burnout, in conjunction with flushing hydrants beginning Monday October 13th and continuing until complete. The effort consists of turning off the ammonia feed and increasing the free chlorine feed in order to maintain a more uniform disinfection level throughout the city water distribution system. You may notice a strong taste or odor of chlorine in your water; this is normal in this process and is completely safe for use.

LKM Annual Conference: Otis, Blake and I attended the LKM Annual Conference in Overland Park Thursday through Saturday. I presented about Humboldt's Economic Development at the Mayors' Annual Meeting Seminar. There were several informative workshops and various League meetings. Blake represented us well as our voting delegate.

Election: There will be an election on November 4th. This includes Mayor; Ward 1, Positions 3 and 4, and Ward 2, Positions 3 and 4. The Mayor and each ward will have one unopposed candidate, and each ward will have one write-in ballot, so be prepared. There are three at large positions on USD #258. There will also be a question regarding the renewal of the ¼ cent hospital tax.

Thrive Allen County: Thrive will host the 18th Annual Award Celebration at Allen Community College Gymnasium on November 21st with the social hour beginning at 5:30pm with dinner and awards presentation following. I hope that some or all of our Governing Body will attend and represent Humboldt. Please let me know if you are interested so we can be seated together. The menu options are Chicken Marsala, Salmon, or Vegetarian Lasagna.

Motion by Crawford, second by Holinsworth to adjourn the meeting. Motion carried unanimously. Meeting adjourned at 6:55 p.m.



Nobby Davis, Mayor

Attest:



Staci Johnson, City Clerk





CITY OF HUMBOLDT
OFFICE OF CITY ADMINISTRATION

725 Bridge, PO Box 228 · Humboldt, KS 66748-0228 · Ph: (620)473-3232 · Fax: (620)473-2133 · www.humboldtkansas.org

September 26, 2025

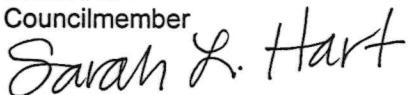
We, the three undersigned Councilmembers, request that the Mayor of the City of Humboldt to call a Special Council Meeting for September 29, 2025, at 6:00 p.m. in the Community Room at City Hall for the following purposes:

1. Consider Resolution No. 09-29-2025 for MIH Housing Grant
2. Adjourn

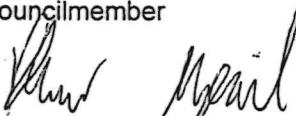


Otis Crawford
Councilmember

Sarah Hart
Councilmember



Blake McDaniel
Councilmember



Following a request from three Councilmembers, I hereby call a Special Council Meeting for September 29, 2025, at 6:00 p.m. in the Community Room at City Hall.



Nobby Davis
Mayor

**CITY OF HUMBOLDT
SPECIAL COUNCIL MEETING
MONDAY, SEPTEMBER 29, 2025 – 6:00 PM**

The Council met for a Special Council Meeting on Monday, September 29, 2025, in the Community Room at City Hall. Mayor Davis called the meeting to order at 6:00 p.m. with the following Councilmembers present: Marquez, Holinsworth, Crawford, McDaniel and Johnson. Councilmembers absent: Goodner and Hart. Also present: City Administrator Cole Herder, City Clerk Staci Johnson, and Damaris Kunkler. City Attorney Fred Works was absent.

Damaris Kunkler with A Bolder Humboldt would like approval of Resolution No. 09-29-2025 supporting the development of certain housing within the City of Humboldt, Kansas. Kunkler would like to apply for a Moderate-Income Housing and/or Kansas Housing Investor Tax Credit Funds on behalf of the City of Humboldt. Kunkler's intentions are to apply for a grant to build eight homes. Motion by Holinsworth, second by Marquez to adopt Resolution No. 09-29-2025. Motion carried unanimously.

Motion by Crawford, second by McDaniel to adjourn the meeting. Motion carried unanimously. Meeting adjourned at 6:01 p.m.



Nobby Davis, Mayor

Attest:



Staci Johnson, City Clerk





CITY OF HUMBOLDT

OFFICE OF CITY ADMINISTRATION

725 Bridge, PO Box 228 · Humboldt, KS 66748-0228 · Ph: (620)473-3232 · Fax: (620)473-2133 · www.humboldtkansas.org

AGENDA (Revised)
REGULAR CITY COUNCIL MEETING
Monday, November 10, 2025 – 6:00 P.M.

1. Reciting of Pledge of Allegiance
2. Invocation by Pastor Cameron Carter, Faith Assembly of God Church
3. Public comments on non-agenda items--not to exceed fifteen (15) minutes and three minutes per person and/or topic.
4. **CONSENT AGENDA:** All items are considered to be routine by the City Council and will be enacted by one motion. There will be no separate discussion of these items unless a Councilmember or citizen, so requests, in which event the item will be removed from the consent status and considered in its normal sequence on the agenda.
 - a. Approval of Minutes of Regular Council Meeting, October 13, 2025.
 - b. Warrant Ordinance (expenditures)
5. Consider request for the Bike Around the Square on Friday, November 29th – Holly Klubek, President, Humboldt Chamber of Commerce
6. Update on the Big Kansas Road Trip by Kansas Sampler, May 2, 2026 – Damaris Kunkler, A Bolder Humboldt
7. *Consider request to dump porta pot sewage in our wastewater system – Terry McDonald
8. Approve Health Insurance plan to continue with Blue Cross, KMIT, and Freedom Claims – Cole
9. KDHE Loan Approval for Lead/Copper survey expenses – Cole
10. Consider changing Christmas holiday from Wednesday-Thursday, December 24-25 to Thursday-Friday, December 25-26 to allow four-day weekend – Cole
11. Approve Pay Request for Water Project – Cole
12. Update on City Hall water damage – Cole
13. City Administrator's Report – Cole
14. Adjourn

**REGULAR CITY COUNCIL
MEETING MINUTES
Monday, November 10, 2025 – 6:00 P.M.**

The Council met in regular session on Monday, November 10, 2025, in the Community Room at City Hall. Mayor Nobby Davis called the meeting to order at 6:00 p.m. with the following Councilmembers present: Crawford, Bingaman, Marquez, Holinsworth, Hart and McDaniel. Councilmembers Johnson and Goodner were absent. Also present: City Administrator Cole Herder, City Clerk Staci Johnson, Nick Reynolds – The Humboldt Union, Eddie Harner, Susan Lynn – Iola Register, Pastor Cameron Carter, Camille Lavon – Director of Allen County Economic Development, Terry McDonald, Ryan Scarrow, Holly Klubek, Damaris Kunkler – A Bolder Humboldt, John Lassman and City Attorney Fred Works.

The meeting was opened with the Pledge of Allegiance and Pastor Cameron Carter gave the invocation.

Public Comments: Camille Lavon – Director of Allen County Economic Development updated the Council on the Allen County Job Fair happening November 13, 2025, from 1:00 to 5:00 pm featuring 33 employers offering over 200 jobs, with veterans and military spouses prioritized from 1:00 to 1:30 pm before opening to the public.

Sarah Hart, owner of Bridge Street Books informed the council on a Black Friday event being held from 11:00 pm on Thursday, November 27th to 2:00 am on Friday, November 28th, involving multiple retailers and potentially having a food truck requiring council approval for use of public parking spaces. Motion by Holinsworth, second by McDaniel to allow City Attorney Fred Works, City Administrator Cole Herder and Chief Shannon Moore to draw up a contract for the food truck using public parking spaces. Motion carried, 5 yes, Bingaman, Crawford, Marquez, Holinsworth and McDaniel. 1 abstained, Hart.

Councilmember Holinsworth would like to ask a question on the Warrant Ordinance expenditures before approving the Consent Agenda.

Consent Agenda:

- a. Approval of Minutes of Regular Council Meeting, October 13, 2025
- b. Warrant Ordinance No. 361 dated November 10, 2025, in the amount of \$154,089.75
- c. Warrant Ordinance No. 362 dated November 24, 2025, in the amount of \$87,990.59

Councilmember Holinsworth, second by Hart to approve item A on the Consent Agenda. Motion carried unanimously.

Councilmember Holinsworth had questions on several expenditures for the Jon Schallert Boot Camp. City Administrator Herder informed the council that those expenditures were funded through a grant and paid through the fund that was already funded for this. Motion by Holinsworth, second by Crawford. Motion carried unanimously.

Holly Klubek, Chamber of Commerce would like to host “Bike Around the Square” again this year. Klubek is requesting to block off Eighth Street, Bridge Street, Ninth Street and then the inner section of New York Street at 11:00 am Friday November 28th, 2025. Motion by Holinsworth, second by Hart, to allow this event set for November 28th, 2025, with blocking off streets starting at 11:00 am and will finish at 7:30 pm. Motion carried unanimously.

Damaris Kunkler with A Bolder Humboldt gave an update on the Big Kansas Road Trip by Kansas Sampler that will be in Humboldt May 2, 2026. Kunkler said, “a committee representing these sectors has been formed, including chamber and city participation.” The event promotes showcasing local businesses authentically, encouraging participation without mandatory discounts but through special offers or extended hours. Council members expressed the need for formal city representation on the committee to ensure coordinated tourism efforts and preparedness. Planning remains informal with the next committee meeting anticipated in January 2025, allowing time for the city to align resources and marketing.

Terry McDonald proposed initiating a trial program to allow porta potty sewage dumping into the city’s wastewater system, pending council approval and fee establishment. The trial aims to support local waste services and maintain disposal within Allen County, reducing travel to distant facilities in Chanute, Fredonia, or Garnett. McDonald plans to provide chemical safety data sheets and collaborate with the city to ensure compliance and operational safety before full implementation. Council tabled this proposal until the next meeting on December 8, 2025, allowing McDonald to research more information.

City Administrator Herder recommends to continue with Blue Cross, KMIT, and Freedom Claims for Health Insurance for the City of Humboldt. The plan’s deductible is \$5000 to \$6,000 with the City offering \$500 coverage to employees, balancing cost control and benefit provision. The City benefits from a reserve fund created by using Freedom Claims, which offsets deductible costs and stabilizes premiums. Motion by McDaniel, second by Crawford. Motion carried unanimously.

Agenda item #9 for the KDHE loan approval for lead/copper survey expenses has been tabled until the next meeting December 10, 2025, when loan documents will be available. The City completed the required lead and copper survey in 2024, incurring a total cost of \$66,688.91, with 51% forgiveness resulting in a loan principal of \$32,010.68 plus small fees, to be repaid via a KDHE loan.

City Administrator Herder would like the Council to consider changing the Christmas holiday schedule with days off from Wednesday the 24th and Thursday the 25th to Thursday the 25th and Friday the 26th to allow all employees a four-day weekend. Motion by Hart, second by Holinsworth. Motion carried unanimously.

City Administrator Herder would like the approval of pay request on project #22-1372 application #1 in the amount of \$390,090.90 to NPL Construction for the Water Project. Motion by Holinsworth, second by Crawford to approve pay request 22-1372. Motion carried unanimously.

City Administrator Herder is still addressing the ongoing water damage repairs in the City Hall building, including ceiling tile and light fixture fixes, while monitoring carpet condition due to water exposure, which may affect longevity and require future replacement.

City Administrator's Report:

Election: Nobby Davis and Blake McDaniel were both reelected to their respective seats. John Lassman was elected as council member. Tim Francis and Doug Ames were elected as council members by write-in votes. All of those candidates will be sworn in during the January 12, 2026, meeting.

Big Kansas Road Trip (BKRT): The Kansas Sampler announced that Humboldt will be the first Big Kansas Road Trip for 2026 on May 2nd. A committee will be formed to make plans, discuss hospitality, and launch marketing. I'll work with city personnel about any preparations we'll need to make. I would like to revitalize the Neosho River Park.

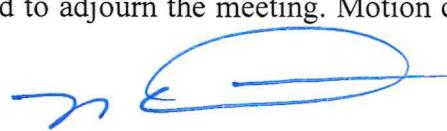
Allen County Job Fair: Camille Lavon, Allen County Economic Development Director, did a rapid response in response to layoffs at Gates by coordinating with Gates and Kansas Works to set up a Job Fair, scheduled for November 13th in Iola. Several employers from Humboldt including ANW, B&W, CDL, City of Humboldt, Community National Bank, Monarch, SEK Mental Health/Ashley Clinic, and USD 258.

Water Project: NPL has been working in the northeast part of town, opening holes and locating utilities, then directional boring new lines. When they start connecting, they will place door hangers if service will be interrupted. They will also start replacing and/or updating meters for AMI (Advanced Metering Infrastructure). The water tower rehab has been moved to the spring.

Growing Place CDBG Project: The project is complete, and the final monitoring of records was last week. We have received a closeout letter stating in conclusion: "The city is in good standing and complies with the state and federal program requirements. The cooperation of the city and the grant administrator during this monitoring is greatly appreciated."

City Hall Roof replacement: Garrett Sharp, Sharp Restoration has been working to replace or repair ceiling tiles and light lenses. He has experimented with carpet cleaning. We will be discussing how to proceed on the carpet.

Motion by McDaniel, second by Crawford to adjourn the meeting. Motion carried unanimously. Meeting adjourned at 7:20 p.m.



Nobby Davis, Mayor

Attest:


Staci Johnson, City Clerk





CITY OF HUMBOLDT

OFFICE OF CITY ADMINISTRATION

725 Bridge, PO Box 228 · Humboldt, KS 66748-0228 · Ph: (620)473-3232 · Fax: (620)473-2133 · www.humboldtkansas.org

AGENDA REGULAR CITY COUNCIL MEETING Monday, December 8, 2025 – 6:00 P.M.

1. Reciting of Pledge of Allegiance
2. Invocation by Otis Crawford
3. Public comments on non-agenda items--not to exceed fifteen (15) minutes and three minutes per person and/or topic.
4. **CONSENT AGENDA:** All items are considered to be routine by the City Council and will be enacted by one motion. There will be no separate discussion of these items unless a Councilmember or citizen, so requests, in which event the item will be removed from the consent status and considered in its normal sequence on the agenda.
 - a. Approval of Minutes of Regular Council Meeting, November 10, 2025.
 - b. Warrant Ordinance (expenditures)
 - c. Approve cereal malt beverage license applications for 2026: Pete's #31, Dollar General Store #12073, and Welch Market LLC dba Our Market.
5. Recognize HVFD Chief Sean McReynolds retirement – Mayor Davis
6. Announce Darrin Peters as new Fire Chief and Nate Ellison as second – HVFD Chief Sean McReynolds
7. Recognition for years of service:
 - a. Roger Vincent, Water Treatment Plant Superintendent – 35 years
 - b. Nathan Ellison, Humboldt Volunteer Fire Department – 15 years
 - c. Reece Criger, Humboldt Volunteer Fire Department – 10 years
8. Introduce Police Officer Tom Jones – Chief Shannon Moore
9. CDBG Public Hearing to close out the Growing Place Project – Brytnee Kepley, SEKRPC
10. Allen County Economic Development Update and consider Economic Development Service Agreement for 2026 – Camille Lavon
11. Consider grant application for public restroom – Cole

12. Consider request to dump porta pot sewage in our wastewater system – Terry McDonald
13. Executive session for non-elected personnel – Cole
14. Executive session for attorney client privilege – Cole
15. Approve Pay Request for Water Project – Cole
16. Update on City Hall water damage – Cole
17. City Administrator's Report – Cole
18. Adjourn

**REGULAR CITY COUNCIL
MEETING MINUTES
Monday, December 8, 2025 – 6:00 P.M.**

The Council met in regular session on Monday, December 8, 2025, in the Community Room at City Hall. Mayor Nobby Davis called the meeting to order at 6:00 p.m. with the following Councilmembers present: Crawford, Bingaman, Marquez, Holinsworth, Hart and McDaniel. Councilmembers Johnson and Goodner were absent. Also present: City Administrator Cole Herder, City Clerk Staci Johnson, Nick Reynolds – The Humboldt Union, Susan Lynn – Iola Register, Camille Lavon – Director of Allen County Economic Development, Daren, Sheila, Carson and Cooper Peters, Fire Chief Sean McReynolds, Christie McReynolds, Doug Ames, Max and Mary Jo McReynolds, Judy Arbeiter, Pastor Jerry Neeley, Elizabeth Neeley, Nathan and Haley Ellison, Mark Criger, John Lassman, Reece Criger, Officer Thomas Jones, Chief Shannon Moore, Ryan Scarrow, Thad Wells, Derrick Onnen, Donny VanLeeuwen, John Hole II, Brytnee Kepley and City Attorney Fred Works.

The meeting was opened with the Pledge of Allegiance and Councilmember Crawford gave the invocation.

Public Comments: Jerry Neeley, Pastor of the First Baptist Church and President of the Ministerial Alliance wants to say thank you to our City Administration and Council for their support to our community. The food pantry is thriving and it's amazing to see that in the situations we are faced with today. Also, I want to thank you all for the support that we've had for Biblesta in this past year. Biblesta won first place in our category at the Thrive Banquet. Through our Community, through our City Council, throughout the Businesses and Civilians, we've had great support at both directions, and I just want to say thank you to all.

City Administrator Herder wanted to acknowledge that Jim Woods was honored at the Thrive Banquet receiving the Unsung Hero Award and that Janie Works won the Donna Talkington Award.

Consent Agenda:

- a. Approval of Minutes of Regular Council Meeting, November 10, 2025
- b. Warrant Ordinance No. 363 dated December 8, 2025, in the amount of \$505,825.88
- c. Warrant Ordinance No. 364 dated December 29, 2025, in the amount of \$714,363.28

Motion by Crawford, second by Hart to approve the Consent Agenda. Motion carried unanimously.

Mayor Nobby Davis recognized Fire Chief Sean McReynolds for his 34 years of service, including 10 years as Fire Chief. McReynolds will officially retire on January 15, 2026. McReynolds credited the City Council and Staff for their support in easing his role and introduced Darren Peters as the new Fire Chief, who has served since 1993. Nathan Ellison will be the First Assistant Chief and Donnie VanLeeuwen will continue as Second Assistant Chief.

Mayor Nobby Davis presented Service Awards to the following:

35 years:

Roger Vincent – Water Treatment Plant Superintendent

15 years:

Nathan Ellison – Humboldt Volunteer Fire Department

10 years:

Reece Criger – Humboldt Volunteer Fire Department

Chief Shannon Moore introduced Officer Thomas Jones as the newly hired full time police officer. Jones just completed a 14-week training course at the Police Academy. Chief Moore also invited the Council to come outside and look at the two new police vehicles after the meeting.

Brytnee Kepley, Grant Administrator with Southeast Kansas Regional Planning Commission, would like the council to have a CDBG Public Hearing to close out the Growing Place Child Care Facility Project. Mayor Nobby Davis opened the hearing at 6:17 pm, no further discussion was had, the hearing was closed at 6:18 pm.

Camille Lavon Director of Allen County Economic Development gave an update and wants the City to consider raising their contributions to help fund a second employee for the Economic Development Service Agreement for 2026. Mayor Nobby Davis wants to table this until the next meeting on January 12th, 2026.

City Administrator Herder would like the Council to give him approval to pursue a \$50,000 grant opportunity to fund a container style ADA-compliant public restroom near city hall, responding to frequent visitor needs and downtown growth. The proposed facility includes male and female restrooms with environmental controls like heating and cooling to ensure usability year-round. Motion by Holinsworth, second by Crawford to give approval to City Administrator Herder to go ahead and apply for the grant. Motion carried unanimously.

Tabled #12: Consider request to dump porta pot sewage in the wastewater system.

Motion by Holinsworth, second by Hart, that the Governing Body recess to executive session as authorized by the Open Meetings Law for discussion of non-elected personnel. Meeting will be recessed for ten minutes at 6:38 p.m. and will resume regular session at 6:48 p.m. Mayor Nobby Davis, City Administrator Herder, City Attorney Fred Works, John Lassman, Doug Ames and Councilmembers were requested to be present in executive session. Motion carried unanimously.

Meeting resumed at 6:48 p.m. Motion by Holinsworth, second by Crawford to raise every employee's hourly wage by \$1.07, effective January 1st, 2026. Motion carried unanimously.

Motion by Holinsworth, second by Marquez to change starting wage to \$17.00 from \$15.83 per hour. Motion carried unanimously.

Motion by Holinsworth, second by McDaniel that the Governing Body recess to executive session as authorized by the Open Meetings Law for discussion of Attorney Client Privilege. Meeting will be recessed for fifteen minutes at 7:31 p.m. and will resume regular session at 7:46 p.m. Mayor Nobby Davis, City Administrator Herder, City Attorney Fred Works, Doug Ames, John Lassman and Councilmembers were requested to be present in executive session. Motion carried unanimously.

Motion by McDaniel, second by Bingaman that the Governing Body recess to executive session as authorized by the Open Meetings Law for discussion of Attorney Client Privilege. Meeting will be recessed for five more minutes at 7:46 p.m. and will resume regular session at 7:51 p.m. Mayor Nobby Davis, City Administrator Herder, City Attorney Fred Works, Doug Ames, John Lassman and Councilmembers were requested to be present in executive session. Motion carried unanimously.

Meeting resumed at 7:51 p.m. No action was taken.

City Administrator Herder would like the approval of pay request on project #22-1372 application #2 in the amount of \$614,339.35 to NPL Construction for the Water Project. Motion by McDaniel, second by Hart to approve pay request #22-1372 application #2. Motion carried unanimously.

City Administrator Herder is still working with the Contractor on the water damage that happened at City Hall.

City Administrator's Report:

Water Project: NPL has been working in the northeast part of town, opening holes and locating utilities, then directional boring new lines. When they start connecting, they will place door hangers if service will be interrupted. They will also start replacing and/or updating meters for AMI (Advanced Metering Infrastructure). The water tower rehab has been moved to the spring.

Christmas Lighting: Thanks to the Chamber and volunteers for lighting the Square, to business owners for decorating their buildings, and especially for Staci and her helpers for decorating City Hall.

Stoplight: Yes, we know the stoplight is flashing. We've looked at it and the company that services it has worked on it. We believe that the wiring in the control box has a short and have a replacement controller and cabinet.

KDHE Loan/Grant: We applied for a loan to complete the Lead Service Line Inventory, last year. We applied for \$100,000 then increased to \$150,000 to ensure that we were covered. The main reason we applied was that it included loan forgiveness up to 49%. Our original estimates were based on manually digging out every meter pit.

To facilitate the work, we purchased a hydrovac trailer. A hydrovac (or hydro-excavation) uses high-pressure water to break up soil and a powerful vacuum to remove it, creating a slurry that's safely collected in a truck, offering a non-destructive way to dig around underground utilities, roots, and in tight spaces, unlike traditional digging methods. In addition to the inventory, we can use the machine for utility locating, potholing, trenching, and debris removal, significantly reducing damage to buried lines like gas, fiber optic, and water pipes.

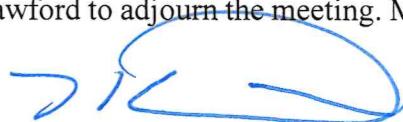
We submitted expenses of \$66,688.91 which included labor and federally approved rates for use of equipment, including the hydrovac. After the loan forgiveness of \$34,678.23, we paid the loan off, in full, for \$32,135.54.

July 2023 Windstorm Damage. After more than two years, FEMA has finally closed the file involving debris removal and damage in the City and Mt. Hope Cemetery. FEMA paid 75% and the State added 10%. For debris removal, the City received \$29,673.80 and Mt. Hope's received \$11,815.00. For damage to the Neosho River Park, the City will receive a second payment of \$2,296.90 and for damage to headstones, Mt. Hope Cemetery will receive \$6,842.57. The city's funds will be received into the General Fund as Reimbursed Expenses.

City Hall Roof replacement: Garrett Sharp, Sharp Restoration has been working to replace or repair ceiling tiles and light lenses. He has experimented with carpet cleaning. We will be discussing how to proceed on the carpet.

Service Award: I was surprised at the KMGA annual meeting in Wichita when I was presented with the Ron Huxman Distinguished Service Award, in recognition of Exceptional Leadership and Devoted Service to both KMGA and the Municipal Natural Gas Industry. This recognition is truly an extension and reflection of the commitment and effort of the City's staff and Governing Body.

Motion by Holinsworth, second by Crawford to adjourn the meeting. Motion carried unanimously. Meeting adjourned at 8:03 p.m.



Nobby Davis, Mayor

Attest:



Staci Johnson
City Clerk

