

**ELLIS CITY COUNCIL**  
**REGULAR MEETING**  
**Minutes**  
**January 6, 2025**

**CALL TO ORDER**

Mayor David McDaniel called the regular meeting to order at 6:30 p.m. Present were Council Members Dava Gaschler, Devin Henderson, Martin LaBarge, Jolene Niernberger, John Walz, and Terry Zerfas. Also present were, Public Works Director John Leiker, Police Sergeant Benjamin Kolas, Assistant City Clerk Verda Flinn, and City Attorney Olavee Raub. Police Chief Avery Smith and City Clerk Ashley Scheibler were absent.

**PLEDGE OF ALLEGIANCE**

**AMENDMENTS TO AGENDA**

None

**PUBLIC PRESENT**

Glen Keller, Nickole Byers, JR Reynolds, Nicole Morton, Austin Morton, Adley Davis, and Paul Fisher.

**CONSENT AGENDA**

Council Member Devin Henderson moved to approve the consent agenda containing the Minutes from the Regular Meeting on December 16, 2024 and Bills Ordinance #2204. Council Member John Walz seconded the motion. The Council approved the consent agenda 6-0.

**PUBLIC COMMENTS**

None

**PRESENTATIONS OF AWARDS, PROCLAMATIONS, REQUESTS & PETITIONS  
(HEARINGS)**

None

**SPECIAL ORDER**

None

**UNFINISHED BUSINESS**

**General Government: Contract**

The Council discussed the sale of city-owned property at 2000 Maple Street and reached a consensus to forgo the sale at this time.

**NEW BUSINESS**

**General Government: Financial**

Council member John Walz moved to approve Resolution No. 615 waiving Generally Accepted Accounting Principles for financial statement reporting for 2025. Council member Dava Gaschler seconded the motion. The motion carried 6-0.

**General Government: Policy**

Annually, Council designates the official newspapers and official banks for the City to use. Council member Terry Zerfas moved to designate the Ellis Review and Hays Daily News as official newspapers; Equity Bank and Golden Belt Bank as official banks within the City limits; and Emprise Bank and Commerce Bank as the official banks outside the City limits. Council member Martin LaBarge seconded the motion. The motion carried 6-0.

**General Government: Licenses/Permits**

Assistant City Clerk Verda Flinn informed Council that the Ellis County Solid Waste/Transfer Station has increased their 2025 Rates. Adjustments were made to the municipal waste and tires section of the comprehensive fee schedule. Council member Devin Henderson moved to approve Resolution No. 616 as presented. Council member Jolene Niernberger seconded the motion. The motion carried 6-0.

### **General Government: City Code**

Police Chief Avery Smith and City Clerk Ashley Scheibler compiled a summary of ordinances from other Kansas Municipalities and a pros and cons of golf cart usage within city limits for Council to consider. Council directed City Attorney Olavee Raub to provide the League of Municipalities standard ordinance at the next City Council meeting.

### **REPORTS FROM CITY OFFICIALS**

#### **Public Works**

Public Works Director John Leiker presented the department's monthly report. John reported Public Works has been working diligently to clear snow routes.

#### **Police**

Police Sergeant Benjamin Kolas presented the monthly Incident Report for December.

#### **City Clerk**

Assistant City Clerk Verda Flinn presented the November Financial Statements.

#### **Attorney**

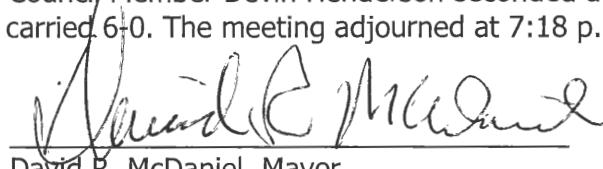
None

#### **Mayor Update and Announcements**

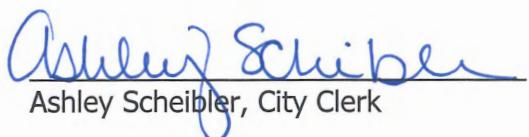
Mayor David McDaniel informed the Council about a free webinar on Legislative Policy and Review scheduled for January 9, 2025. He also reminded Council about the City Christmas Party on January 11, 2025 at JR's Brickhouse Diner and mentioned Government Day in Topeka, taking place on January 22, 2025.

#### **ADJOURNMENT**

Council Member Martin LaBarge moved and Council Member Devin Henderson seconded a motion to adjourn the meeting. The motion carried 6-0. The meeting adjourned at 7:18 p.m.



David R. McDaniel, Mayor



Ashley Scheibler, City Clerk

**ELLIS CITY COUNCIL**  
**REGULAR MEETING**  
**Minutes**  
**January 20, 2025**

**CALL TO ORDER**

Mayor David McDaniel called the regular meeting to order at 6:30 p.m. Present were Council Members Dava Gaschler, Devin Henderson, Martin LaBarge, Jolene Niernberger, John Walz, and Terry Zerfas. Also present were, Public Works Director John Leiker, Police Chief Avery Smith, Fire Chief Dustin Vine, City Clerk Ashley Scheibler, and City Attorney Olavee Raub.

**PLEDGE OF ALLEGIANCE**

**AMENDMENTS TO AGENDA**

Mayor David McDaniel added the Mid-Month Fire Report under Special Order and requested an Executive Session for Attorney-Client Privilege Exception, *K.S.A. 75-4319 (b)(2)* to take place at the end of the meeting.

**PUBLIC PRESENT**

Glen Keller, Verda Flinn, JR Reynolds, and Savannah Downing. Sarah Meitner arrived late.

**CONSENT AGENDA**

Council Member John Walz moved to approve the consent agenda containing the Minutes from the Regular Meeting on January 6, 2025 and Bills Ordinance #2205. Council Member Devin Henderson seconded the motion. The Council approved the consent agenda 6-0.

**PUBLIC COMMENTS**

JR Reynolds addressed Council to share his concerns about community safety. He suggested installing street signs to indicate that golf carts are permitted. These signs would inform both residents and travelers to exercise caution.

**PRESENTATIONS OF AWARDS, PROCLAMATIONS, REQUESTS & PETITIONS  
(HEARINGS)**

Savannah Downing and Sarah Meitner, Executive Director of the Heartland Community Foundation, presented a proposed request to Council for February Match Month. The Dane G. Hansen Foundation has committed to a \$2-to-\$1 match for contributions made in February. Since 2018, the Heartland Community Foundation has awarded \$112,017 in grants to the Ellis community, supporting projects that enhance the quality of life for local residents.

Council Member John Walz expressed his gratitude to Savannah and Sarah for sharing this information and requested they prepare a proposal for consideration during the 2026 budget season and return to present it.

**SPECIAL ORDER**

**Fire: Report**

Chief Dustin Vine submitted his mid-month January report for review. He informed Council about their pancake and sausage feed, scheduled for January 29, 2025, at 5:00 PM at the Knights of Columbus Hall.

**UNFINISHED BUSINESS**

**General Government: City Code**

Council reviewed the standard ordinance from the League of Municipalities, provided by City Attorney Olavee Raub. Revisions were discussed to tailor the ordinance to specific needs of the City of Ellis. Council directed Olavee to draft a proposed Golf Cart Ordinance and present it at the next meeting.

**NEW BUSINESS**

**Campground: Special Project**

Corina Cox, Grant Administrator, presented the second pay application request for the Community Development Block Grant Campground Improvement Project. Council Member John Walz moved to approve Request #2 for Payment of CDBG Funds in the amount of \$3,750.00

payable to Northwest Kansas Planning and Development Commission and \$49,140.00 payable to PWC, Inc. coming from the Ellis Campground fund and to authorize Mayor David McDaniel and City Clerk Ashley Scheibler to sign the related grant documents for the Campground Improvement Project. Council Member Dava Gaschler seconded the motion. The motion carried 6-0.

### **General Government: Financial**

Council Member Jolene Niernberger moved to approve Resolution No. 617 authorizing City employees to use the City credit cards. Council Member Devin Henderson seconded the motion. The motion carried 6-0.

### **Street: Repair/Maintenance**

Public Works Director John Leiker presented the annual letter to be sent to the County Commissioners, requesting their assistance with the 2025 Street Rehabilitation Project. Council Member Devin Henderson moved to authorize Mayor David McDaniel to sign the letter to the County Commissioners requesting assistance with the 2025 Street Rehabilitation Project. Council Member Martin LaBarge seconded the motion. The motion carried 6-0.

### **General Government: Personnel**

City Clerk Ashley Scheibler discussed the legal age for lifeguard certification and requested that Council consider lowering the application age to 15, in accordance with the requirements of the American Red Cross. John Walz moved to approve the proposed job description for a City Lifeguard as presented. Council Member Jolene Niernberger seconded the motion. The motion carried 5-1, with Council Member Terry Zerfas voting opposed.

### **General Government: Policy**

Council discussed City policy regarding business snow removal procedures and clarified responsibility for sidewalk snow removal. City Attorney Olavee Raub explained, according to City policy, if a business is unoccupied, the responsibility for snow removal falls on the business owner and not the City.

## **REPORTS FROM CITY OFFICIALS**

### **Public Works**

Public Works Director John Leiker presented the department's monthly report. He shared the comparative water report with Council and informed them that the department's most efficient snow removal equipment had broken down and required a replacement part.

### **Police**

Police Chief Avery Smith presented the Mid-Month Incident Report for January and his year in review.

### **City Clerk**

City Clerk Ashley Scheibler presented the 2024 Catastrophic Sick Leave Balance and the 2024 Safety Committee Annual Report. She informed Council that the City of Ellis will be migrating to the Cloud in 2025. This transition will necessitate additional cybersecurity measures and a reassessment of the City's current needs. Council agreed to allow Ashley to seek bids from qualified IT companies to identify the best provider for the City of Ellis.

### **Attorney**

City Attorney Olavee Raub provided an update on the Trego Well Water Line Project and the associated easement processes. She informed Council she's continuing to work through her spreadsheet and will present an updated version at the next meeting. City Clerk Ashley Scheibler added that all easements received to date will be processed by the Clerk's office and filed with the Register of Deeds. Moving forward, any additional easements received will be filed automatically upon receipt.

### **Mayor Update and Announcements**

Mayor David McDaniel informed Council employee evaluations for the Public Works Director and Police Chief have been completed. He asked Council to prepare three goals for 2025 that they would like the City of Ellis to achieve. At the next meeting, Mayor McDaniel plans to review

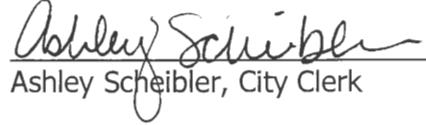
progress made on their 2024 goals. He mentioned he will prepare Orientation Packets for Council Members, with a session to be scheduled soon.

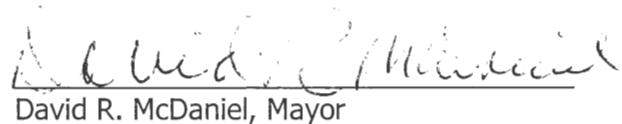
**EXECUTIVE SESSIONS**

Mayor David McDaniel asked for a motion to recess into executive session. Council Member Dava Gaschler moved for City Council to recess into executive session for 15 minutes to discuss potential City liability issues pursuant to Attorney-client privilege exception, K.S.A. 75-4319 (b)(2) with City Attorney Olavee Raub and Police Chief Avery Smith present. The open meeting will resume at 8:03 p.m. Council Member Martin LaBarge seconded the motion. The motion carried 6-0. No action was taken in executive session and the open meeting resumed.

**ADJOURNMENT**

Council Member Martin LaBarge moved and Council Member Devin Henderson seconded a motion to adjourn the meeting. The motion carried 6-0. The meeting adjourned at 8:04 p.m.

  
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Ashley Scheibler, City Clerk

  
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David R. McDaniel, Mayor

**ELLIS CITY COUNCIL  
REGULAR MEETING  
Minutes  
February 3, 2025**

**CALL TO ORDER**

Mayor David McDaniel called the regular meeting to order at 6:30 p.m. Present were Council Members Dava Gaschler, Devin Henderson, Martin LaBarge, Jolene Niernberger, John Walz, and Terry Zerfas. Also present were, Public Works Steve Homburg, Police Chief Avery Smith, City Clerk Ashley Scheibler, and City Attorney Olavee Raub.

**PLEDGE OF ALLEGIANCE**

**AMENDMENTS TO AGENDA**

**PUBLIC PRESENT**

Glen Keller, David Clingan, and JR Reynolds.

**CONSENT AGENDA**

Council Member Martin LaBarge moved to approve the consent agenda containing the Minutes from the Regular Meeting on January 20, 2025 and Bills Ordinance #2206. Council Member Devin Henderson seconded the motion. The Council approved the consent agenda 6-0.

**PUBLIC COMMENTS**

**PRESENTATIONS OF AWARDS, PROCLAMATIONS, REQUESTS & PETITIONS**

**(HEARINGS)**

**SPECIAL ORDER**

**UNFINISHED BUSINESS**

**General Government: City Code**

Council performed a first reading of the Golf Cart Ordinance City Attorney Olavee Raub presented. Council directed Olavee to create a finalized ordinance with modifications and present it at the next meeting.

**NEW BUSINESS**

**Campground: Special Project**

City Clerk Ashley Scheibler presented Council two Addendums required for the Community Development Block Grant Campground Improvement Project. Council Member Dava Gaschler moved to approve the two addendums as presented and authorized Mayor David McDaniel and City Clerk Ashley Scheibler to sign Addendums for Driggs Design Group, PA, and Northwest Kansas Planning & Development Commission. Council Member Jolene Niernberger seconded the motion. The motion carried 6-0.

**Campground: Special Project**

City Clerk Ashley Scheibler presented the third pay application request for the Community Development Block Grant Campground Improvement Project. Council Member Devin Henderson moved to approve Request #3 for Payment of \$25,731.90 coming from the CDBG grant fund and \$45,000.00 coming from the Ellis Campground fund payable to Playscape Recreation and to authorize Mayor David McDaniel and City Clerk Ashley Scheibler to sign the related grant documents for the Campground Improvement Project. Council Member John Walz seconded the motion. The motion carried 6-0.

**Fire: Acquisition**

City Clerk Ashley Scheibler informed Council on October 21, 2024, Fire Chief Dustin Vine submitted a bid to Council for the purchase of two handheld radios that would help with communicating during emergencies. However, the initial bid was per unit and did not reflect the correct amount for two units. Council consented to table this item for the February 17, 2025 meeting.

### **General Government: Contract**

Glen Keller, Planning Commission President spoke to Council requesting approval for the Zoning Map. Council Member John Walz moved to approve the Zoning Map as presented. Council Member Martin LaBarge seconded the motion. The motion carried 6-0.

### **General Government: Personnel**

City Clerk Ashley Scheibler informed Council that the minimum application age for the pool house attendant position is currently 16. She requested Council consider lowering it to 15 to align with the recently adjusted lifeguard application age. Council Member John Walz moved to approve the proposed job description for a city pool house attendant as presented. Council Member Dava Gaschler seconded the motion. The motion carried 6-0.

### **Water: Repair/Maintenance**

Steve Homburg from Public Works presented Council two bids for a water line stop value to repair a water line on West 6<sup>th</sup> Street. Council Member John Walz moved to approve the purchase of a water line stop valve for West 6<sup>th</sup> Street from Municipal Supply not to exceed \$5,000.00 with funds to come from the Water Depreciation Reserve Fund. Council Member Martin LaBarge seconded the motion. The motion carried 6-0.

## **REPORTS FROM CITY OFFICIALS**

### **Public Works**

Steve Homburg with Public Works presented the department's monthly report.

### **Police**

Police Chief Avery Smith presented the Monthly Incident Report for January and informed Council Officer Jonathan Turner has officially completed his training.

### **City Clerk**

City Clerk Ashley Scheibler presented the December Financial Statements, Health Insurance Savings Report for December, and Minutes from the Planning Commission & Board of Zoning Appeals. City Clerk Ashley Scheibler informed Council that a Risk Advisor recently approached Mayor David McDaniel and her, expressing interest in reviewing the city's current insurance plans. His goal is to help secure quality, timely insurance and risk management solutions to protect the future of the City of Ellis. He presented his top recommendations to Council. Scheibler requested a motion to approve the release of current insurance policies and plans for review. Council Member John Walz moved to authorize the release of city insurance policies to Curtis Zerr with ICI Insurance for review. Council Member Jolene Niernberger seconded the motion. The motion carried 6-0.

### **Attorney**

City Attorney Olavee Raub provided an update on the Trego Well Water Line Project and the associated easement processes. She informed Council she is continuing to work through her spreadsheet and will present a tract-only version for review at the next meeting. Currently, 41 tracts are involved, with 14 easements received. Second notices have been sent for 13 tracts, and five new easements will be sent out as of February 4, 2025. She requested clarification on a snow route ordinance and asked if she should proceed with drafting the proposed ordinance. Council decided not to move forward at this time.

### **Mayor Update and Announcements**

The Governing Body discussed the status of the 2024 goals they set last January. Items accomplished or in progress included a water supply system improvement project, water and sewer infrastructure improvements, the TIF project, exploring grants for a mural on the south side of City Hall, and approving and implementing the Neighborhood Revitalization Program. 2024 goals not yet addressed include progress on removing the west section of the pedestrian bridge and surveying residents on how they'd like to proceed, applying for BIL grants, cleaning up debris on the spillway of the dam and determine the condition and integrity of the structure, repairing cemetery wall, determine the scope of Washington Street project, downtown historic district designation, monthly "Issues and Eggs", establish street and curb repair program, overall sprucing up of the City, replacement of equipment, explore a 1% sales tax to help fund

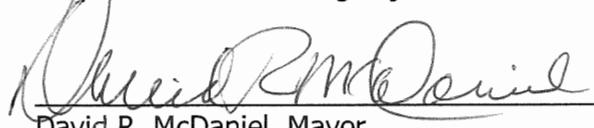
infrastructure, develop a youth advisory team, and renew a sense of community and build on what we have.

Mayor David McDaniel then requested Council input for 2025 goals. The following projects were mentioned: The water line project started by the end of 2025, streets and curbs maintenance, hiring and retaining employees, three or four homes under construction, 10<sup>th</sup> and 11<sup>th</sup> Street bridge involvement/clean up, establishing clear communication between Council and Public, 2<sup>nd</sup> street improvements, water pump station established on the south hill, explore a 1% sales tax to help fund infrastructure, develop an Economic Development Director position to help support recruiting, provide constant updates on 2025 goals with two different items discussed every meeting, advocate for a "Walter P. Chrysler Day," change of Council meeting venues, community forums, xeriscaping and sidewalk maintenance, and overall future development.

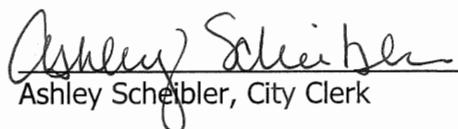
**EXECUTIVE SESSIONS**

**ADJOURNMENT**

Council Member Martin LaBarge moved and Council Member Devin Henderson seconded a motion to adjourn the meeting. The motion carried 6-0. The meeting adjourned at 8:07 p.m.



David R. McDaniel, Mayor



Ashley Scheibler, City Clerk

**ELLIS CITY COUNCIL  
REGULAR MEETING  
Minutes  
February 17, 2025**

**CALL TO ORDER**

Mayor David McDaniel called the regular meeting to order at 6:30 p.m. Present were Council Members Dava Gaschler, Devin Henderson, Martin LaBarge, Jolene Niernberger, and John Walz. Also present were, Public Works Director John Leiker, Police Chief Avery Smith, Fire Chief Dustin Vine, City Clerk Ashley Scheibler, Assistant City Clerk Verda Flinn, and City Attorney Olavee Raub. Council Member Terry Zerfas was absent.

**PLEDGE OF ALLEGIANCE**

**AMENDMENTS TO AGENDA**

**PUBLIC PRESENT**

Steve Homburg, Glen Keller, JR Reynolds, Curtis Zerr, and Michael Berges.

**CONSENT AGENDA**

Council Member Devin Henderson moved to approve the consent agenda containing the Minutes from the Regular Meeting on February 3, 2025, and Bills Ordinance #2207. Council Member Jolene Niernberger seconded the motion. The Council approved the consent agenda 5-0.

**PUBLIC COMMENTS**

Glen Keller, Chairman from the Ellis Planning Commission and Board of Zoning Appeals presented the final zoning map to Council.

**PRESENTATIONS OF AWARDS, PROCLAMATIONS, REQUESTS & PETITIONS  
(HEARINGS)**

**SPECIAL ORDER**

**Fire: Report**

Chief Dustin Vine submitted his mid-month February report for review. He informed Council the City received its ISO(Insurance Service Office) audit report, which serves as a performance evaluation for the department and community. Chief Vine reported the city will maintain its ISO rating of four—an excellent ranking.

**UNFINISHED BUSINESS**

**Fire: Acquisition**

City Clerk Ashley Scheibler informed Council on October 21, 2024, Fire Chief Dustin Vine submitted a bid to Council for the purchase of two handheld radios that would help with communicating during emergencies. However, the initial bid was per unit and did not reflect the correct amount for two units. Council Member Jolene Niernberger moved to approve the ratification of the original agreed-upon amount of \$4,631.47 with funds to come from the 2024 Encumbrances and the remaining \$4,530.29 to be paid with funds to come from the General Fund – Fire Department for 2025. Council Member Devin Henderson seconded the motion. The motion carried 5-0.

**General Government: City Code**

Council performed a final reading of the Golf Cart Ordinance City Attorney Olavee Raub prepared. Council Member Martin LaBarge moved to approve Ordinance No. 1499 Authorizing the Operation of Golf Carts on streets within the corporate limits of the City of Ellis. Council Member Dava Gaschler seconded the motion. The motion carried 5-0.

**NEW BUSINESS**

**General Government: Contracts**

Curtis Zerr of ICI Insurance conducted an audit of the City's insurance policies and presented his review of coverage along with his top ten recommendations to Council. Council Member John Walz moved to appoint Curtis Zerr of ICI Insurance as the Agent of Record for the City of

Ellis. Council Member Devin Henderson seconded the motion. The motion carried 5-0.

### **General Government: Special Projects**

Assistant City Clerk Verda Flinn informed Council the Grow Ellis Downtown Committee seeks approval to contract with Hernly Associates, Inc. for Phase 1 of the Ellis Downtown Historical District survey and its submission to the National Historic Register. The committee also requested authorization to apply for additional funding from Dane G. Hansen Foundation to support the survey project. Council Member John Walz moved to approve the bid from Hernly Associates, Inc. in the amount of \$13,950.00 with funds to come from Capital Improvements – Special Projects fund and to authorize city staff to apply for additional funding from Dane G. Hansen Foundation for the project. Council Member Dava Gaschler seconded the motion. The motion carried 5-0.

### **Streets: Repair/Maintenance**

Assistant City Clerk Verda Flinn requested Council approval to apply for the upcoming KDOT Cost Share Program to support the West 2nd Street Project. After the previous application was unsuccessful last fall, staff consulted with the State of Kansas on ways to improve the submission. Emphasizing safety and increasing the local match would strengthen the application. The last submission included a 15% match due to staff transitions and funding uncertainties. To improve competitiveness, Ms. Flinn recommended increasing the local match to 20%, as the award points system considers the percentage of local contribution. Council Member Dava Gaschler moved to authorize city staff to apply for the KDOT Cost Share Program with a 20% match with funds to come from the Capital Improvements – Streets Fund. Council Member Martin LaBarge seconded the motion. The motion carried 5-0.

### **Tourism: Contracts**

The Tourism Committee submitted its proposal for 2025 advertising contracts. Chairman Glen Keller and Committee Member Verda Flinn informed Council of an increase in Transient Guest Tax revenue has allowed for the addition of Eagle Radio of Hays to this year's contracts. Council Member Devin Henderson moved to approve the 2025 advertising contracts with Nex-Tech (\$1,500.00), Eagle Radio of Hays (\$4,620.00), and Lamar (\$11,765.00) in the total amount of \$17,885.00 with funds to come from the Tourism fund. Council Member Martin LaBarge seconded the motion. The motion carried 5-0.

### **Streets: Repair/Maintenance**

Mayor David McDaniel presented on behalf of Council Member Terry Zerfas the Sidewalk Replacement Program the City of Hays currently offers. Council agreed to schedule a Work Session at the next City Council meeting to discuss Xeriscaping and a Sidewalk Replacement program. No further action was taken.

### **General Government: Personnel**

City Clerk Ashley Scheibler provided Council with job descriptions for the Ellis Municipal Pool positions as requested. Ms. Scheibler and Pool Manager Ashley Kauten conducted interviews for the Assistant Pool Manager position for the 2025 pool season and hope to make a decision later this week. No further action was taken.

### **General Government: Financial – Sponsorship**

City Clerk Ashley Scheibler presented a banner sponsorship request from the Ellis Recreation Commission to Council. Council agreed to advise the Ellis Recreation Commission to include such requests during the budget request period. No further action was taken.

## **REPORTS FROM CITY OFFICIALS**

### **Public Works**

Mayor David McDaniel announced Public Works Director John Leiker will retire from the City of Ellis on March 13, 2025, and expressed gratitude for his years of dedicated service. Mr. Leiker presented Council with his department update and announced the appointment of Public Works employee Steve Homburg as Foreman, effective February 17, 2025. He also requested Council approval to solicit bids for the city's used cattle guard. Council Member Martin LaBarge moved to authorize city staff to request bids for the sale of its used cattle guard. Council Member Devin

Henderson seconded the motion. The motion carried 5-0.

### **Police**

Police Chief Avery Smith presented the Mid-Month Incident Report for February and informed Council he, along with a former employee and current employee Benjamin Kolas, received a Silver Valor Award. Chief Smith also reported the Ford Taurus has been officially decommissioned and is ready for sale. He sought Council's guidance on their preferred method for selling the vehicle. Council Member John Walz moved to authorize Chief Smith to list the Ford Taurus for sale via Purple Wave. Council Member Martin LaBarge seconded the motion. The motion carried 5-0.

### **City Clerk**

City Clerk Ashley Scheibler presented the January Financial Statements and the minutes from the Tourism and Grow Ellis Downtown committee meetings. She informed Council the city received a clean inspection from the State of Kansas on the CDBG Campground Improvement Project. She also reported that a meeting was held on February 5 with Doug Goetz and the team from Wilson & Company, Inc. to discuss progress on the West 2nd Street Project and the Booster Pump Station Project.

Additionally, she announced thanks to the grant writing team at Wilson & Company, Inc., the City of Ellis has been awarded an \$83,400 Water System Improvements grant from the Kansas Water Office to support the Booster Pump Station Project. With this award, the city can reallocate a portion of the remaining ARPA funds to help support the 6th Street Project.

### **Attorney**

City Attorney Olavee Raub provided Council with an easement status update. In her update, she noted there are 48 tracts with a total of 45 different property owners. 27 easements with letters were mailed before the end of 2024, of those 13 were signed, returned, and filed with the Register of Deeds in their respective counties. The remaining 14 have had reminder letters sent. 17 easements have been mailed since 2025 but none have been returned yet. 2 owners with questions were referred to Wilson & Company, Inc for further assistance.

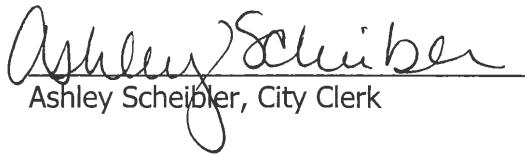
### **Mayor Update and Announcements**

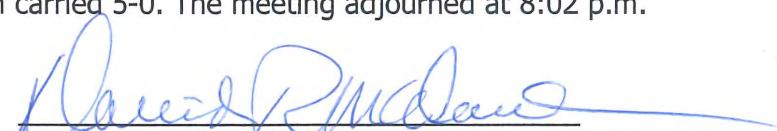
Mayor David McDaniel informed Council he and City Attorney Olavee Raub have been working diligently to create a Council Orientation packet. They have completed the packet and plan to hold an Orientation Session on February 27, 2025, at 6 p.m. Additionally, the League of Municipalities is offering a City Leaders Academy on April 11-12 in Lawrence, KS. Council Members interested in attending were asked to notify the Clerk's office. Council Members John Walz and Jolene Niernberger presented a City of Ellis welcome bag, which will be made available to new residents as services are established within the Clerk's office.

### **EXECUTIVE SESSIONS**

### **ADJOURNMENT**

Council Member Martin LaBarge moved and Council Member Devin Henderson seconded the motion to adjourn the meeting. The motion carried 5-0. The meeting adjourned at 8:02 p.m.

  
Ashley Scheibler, City Clerk

  
David R. McDaniel, Mayor

**ELLIS CITY COUNCIL  
REGULAR MEETING  
Minutes  
March 3, 2025**

**CALL TO ORDER**

Mayor David McDaniel called the regular meeting to order at 6:30 p.m. Present were Council Members Dava Gaschler, Devin Henderson, Jolene Niernberger, and Terry Zerfas. Council Member John Walz attended via Zoom. Also present were Public Works Director John Leiker, Police Chief Avery Smith, City Clerk Ashley Scheibler, and City Attorney Olavee Raub. Council Member Martin LaBarge was absent.

**PLEDGE OF ALLEGIANCE**

**AMENDMENTS TO AGENDA**

**PUBLIC PRESENT**

Glen Keller, Steve Homburg, Verda Flinn, and Tammy Leiker.

**CONSENT AGENDA**

Council Member Devin Henderson moved to approve the consent agenda containing the Minutes from the Regular Meeting on February 17, 2025, with a correction to the Police section to properly reflect Martin LaBarge's name and Bills Ordinance #2208. Council Member Dava Gaschler seconded the motion. Council approved the consent agenda 5-0.

**PUBLIC COMMENTS**

**PRESENTATIONS OF AWARDS, PROCLAMATIONS, REQUESTS & PETITIONS**

**(HEARINGS)**

**SPECIAL ORDER**

**UNFINISHED BUSINESS**

**NEW BUSINESS**

**Tourism: Contracts**

City Clerk Ashley Scheibler informed Council the Nex-Tech contract submitted for approval at the February 17, 2025 meeting incorrectly listed the contract term with the City of Ellis for 2025. Council Member Dava Gaschler moved to rescind the previously agreed upon contract payable to Nex-Tech in the amount of \$1,500.00 and to approve the contract from Nex-Tech in the amount of \$1,700.00 with funds to come from the Tourism Fund. Council Member Terry Zerfas seconded the motion. The motion carried 5-0.

**Water: Repair/Maintenance**

Public Works Director John Leiker notified Council the previously approved purchase for a Water Line Stop would not be suitable for the West 6th Street repair and a 10" Instavalve would need to be purchased instead. Council Member Terry Zerfas moved to ratify the purchase of an Instavalve for the West 6<sup>th</sup> Street repair from Municipal Supply, in lieu of the previously approved purchase of a Water Line Stop, with an additional cost of \$10,500.00 with funds to come from the Water Depreciation Reserve Fund. Council Member Devin Henderson seconded the motion. The motion carried 5-0.

**Streets: Acquisition**

Public Works Director John Leiker presented a quote for materials for the annual chip seal project. Council Member Jolene Niernberger moved to approve the bid from Flatlander for chip seal chips in the amount of \$17,340.00 with funds to come from the Capital Improvement – Street fund. Council Member Dava Gaschler seconded the motion. The motion carried 5-0.

**Special Event: Ellis Alumni and Chrysler Boyhood Home Parade**

Council considered the Event Request and Traffic Control Application for the annual Ellis Alumni and Chrysler Boyhood Home parade on May 24, 2025. Police Chief Avery Smith has already approved the parade route. Council Member Dava Gaschler moved to approve the Event Request Application, and Traffic Control Application for the annual Ellis Alumni and Chrysler

Boyhood Home parade on May 24, 2025. Council Member Jolene Niernberger seconded the motion. The motion carried 5-0.

### **General Government: Contract**

City Clerk Ashley Scheibler requested Council's consideration to transition the City's free electronic payment service to the State of Kansas' free KanPay system, which offers additional payment options at a lower cost to residents and visitors. Council member Devin Henderson moved to approve and authorize City staff to contract with KanPay. Council Member Terry Zerfas seconded the motion. The motion carried 5-0.

### **General Government: Financial**

Council Member Dava Gaschler moved to approve Resolution No. 618 authorizing City employees to use City credit cards. Council Member Devin Henderson seconded the motion. The motion carried 5-0.

### **Tourism: Contracts**

City Clerk Ashley Scheibler notified Council the Tourism Committee received a quote from Northwestern Printers for the City's tourism brochures, which are distributed statewide. Council Member Jolene Niernberger moved to approve the quote from Northwestern Printers in the amount of \$2,034.52 for Tourism Brochures to be paid with funds to come from the Tourism Fund. Council Member Devin Henderson seconded the motion. The motion carried 5-0.

### **Special Machinery: Acquisition**

Mayor David McDaniel requested approval to search for a replacement City Vehicle. He informed Council since 2020 the use of a City Vehicle has saved the City approximately \$14,769.00. Council budgeted \$30,000 for the City Vehicle purchase in 2025 in the Capital Improvement Plan. Council Member Devin Henderson moved to authorize Mayor McDaniel to begin investigating options to replace the City Vehicle. Council Member Dava Gaschler seconded the motion. The motion carried 5-0.

## **REPORTS FROM CITY OFFICIALS**

### **Public Works**

Mayor McDaniel informed Council March 3, 2025 would be Public Works Director John Leiker's last Council meeting. Mr. Leiker expressed his gratitude to City Staff, Council, and the Mayor for their support throughout his tenure before concluding with the department's monthly report.

### **Police**

Police Chief Avery Smith presented the Monthly Incident Report for February. He stated Officer Greg Peterson has completed his field training officer certification. Chief Smith informed Council Sgt. Benjamin Kolas has resigned from the Police Department and the Ford Taurus has been listed on Purple Wave and will have a sell-by date of March 18.

### **City Clerk**

City Clerk Ashley Scheibler informed Council she and Police Chief Avery Smith held a conference call with an IT representative from Adams Brown on February 19. The discussion provided valuable insights into cybersecurity and its impact on the City of Ellis.

Ms. Scheibler also reported, with the assistance of City staff, the Clerk's office successfully submitted a grant proposal to the State and Local Cybersecurity Grant Program (SLCGP) through the State of Kansas. If awarded, the grant would fund multiple end-of-life software and equipment updates for the City.

Additionally, she presented Council with an updated UTV/Golf Cart Registration application designed to reduce paperwork for both the Clerk's office and the Police Department. She sought guidance on the inspection portion of the application, and City Attorney Olavee Raub offered to assist in revising it to ensure compliance with both ordinances.

Council was informed the Department of Commerce has selected the City of Ellis' Campground project to be featured in the "Community Cruise", which will take place on April 21 from 2:05 p.m. to 2:45 p.m. at Ellis Lakeside Campground.

### **Attorney**

City Attorney Olavee Raub provided Council with an update on the progress of the Trego Well Line Project. She noted that multiple landowners had reached out with questions, which she has addressed, and additional easements have been received, keeping the process moving forward. Council Member Dava Gaschler requested clarification on an item from Ms. Raub's invoice to the City. Ms. Raub explained the charge was for a subscription service that allowed her to efficiently access detailed property information needed for a landowner's easement. She noted subscribing to the service was more practical than retrieving numerical records page by page from the Register of Deeds.

### **Mayor Update and Announcements**

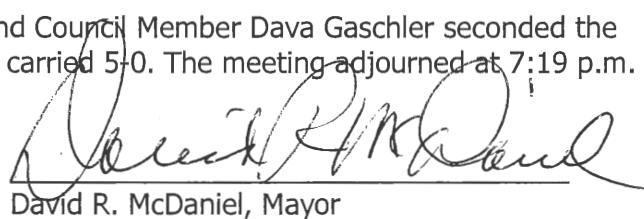
Mayor David McDaniel informed Council the City's current insurance agent, Darrell Romme, contacted him regarding the policy non-renewal. Mayor McDaniel stated he advised Romme the decision had been voted on by Council and would not be reconsidered. He also notified Council that Senator Rick Billinger reached out to coordinate a public meet-and-greet hosted by Ellis County Farm Bureau at the Library with City of Ellis representatives on April 1 at 8:00 a.m. Lastly, Mayor McDaniel discussed the need for a work session to review Xeriscaping and Sidewalk Replacement programs. Council agreed to meet on March 10 at 6:30 p.m.

### **EXECUTIVE SESSIONS**

### **ADJOURNMENT**

Council Member Devin Henderson moved and Council Member Dava Gaschler seconded the motion to adjourn the meeting. The motion carried 5-0. The meeting adjourned at 7:19 p.m.

Ashley Scheppler  
Ashley Scheppler, City Clerk



David R. McDaniel

**ELLIS CITY COUNCIL  
REGULAR MEETING  
Minutes  
March 17, 2025**

**CALL TO ORDER**

Mayor David McDaniel called the regular meeting to order at 6:30 p.m. Present were Council Members Dava Gaschler, Devin Henderson, Jolene Niernberger, John Walz, and Terry Zerfas. Also present were Public Works Foreman Steve Homburg, Police Chief Avery Smith, Fire Chief Dustin Vine, City Clerk Ashley Scheibler, and City Attorney Olavee Raub.

**PLEDGE OF ALLEGIANCE**

**AMENDMENTS TO AGENDA**

Fire Department Report – Chief Dustin Vine  
Consider Bids for Water Pump Replacement

**PUBLIC PRESENT**

Glen Keller, Pauleen Edmonds, Taft Yates, and Nickole Byers.

**CONSENT AGENDA**

Council Member Devin Henderson moved to approve the consent agenda containing the Minutes from the Regular Meeting on March 3, 2025, and Bills Ordinance #2209. Council Member John Walz seconded the motion. Council approved the consent agenda 6-0.

**PUBLIC COMMENTS**

Taft Yates addressed Council, asking them to assess the condition of trees surrounding the Ellis Campground. He noted several trees require attention and acknowledged the associated costs. However, he recommended before proceeding with maintenance or potential tree removal, the City should consult the tree specialists at Fort Hays State University. Their services are free, and they can evaluate trees to determine if issues such as borers or other concerns necessitate full removal. He also noted the VFW will host the National Vietnam Veterans Memorial Day on March 29, 2025, from 9 a.m. to 1 p.m., with coffee and donuts available to the public.

**PRESENTATIONS OF AWARDS, PROCLAMATIONS, REQUESTS & PETITIONS**

**(HEARINGS)**

**SPECIAL ORDER**

**Fire: Report**

Chief Dustin Vine submitted his mid-month March report for review.

**Parks: Special Project**

Pauleen Edmonds from the Ellis Community Foundation updated Council on the Creekside Park Shelter project. She explained the original plan to build parking near the shelter is not feasible due to the existing ground slopes, which would not meet ADA requirements. The proposed solution is to place accessible parking west of the old picnic area. To move forward, the project will require eight inspections at \$10.00 each and a \$30.00 permit fee. Pauleen requested Council consider waiving all fees, as the park is city-owned. Council Member Jolene Niernberger moved to waive the \$80.00 inspection fees and the \$30.00 permit fee for construction of accessible sidewalks and parking. Council Member Dava Gaschler seconded the motion. The motion carried 6-0.

Council Member John Walz moved to approve construction for accessible parking at Creekside Park. Council Member Jolene Niernberger seconded the motion. The motion carried 6-0.

**UNFINISHED BUSINESS**

**Public Works: Disposal**

Mayor McDaniel presented Council three sealed bids for the sale of the City's used cattle guard. Council Member John Walz moved to accept the bid from Gottschalk Farms in the amount of \$1,011.00 for the used City cattle guard. Council Member Martin LaBarge seconded the motion. The motion carried 6-0.

## **NEW BUSINESS**

### **General Government: Contracts**

ICI Insurance Risk Advisor Curtis Zerr requested Council consider his final General Insurance Policy proposal for 2025. Council Member Devin Henderson moved to approve the proposal from ICI Insurance with the exclusion of the Digital Chamber sign from the proposal. Council Member Terry Zerfas seconded the motion. The motion carried 6-0.

### **General Government: Policy**

City Clerk Ashley Scheibler informed Council a policy change concerning early retirees needed to be incorporated into the current employee personnel policy and guidelines to ensure compliance with KSA 12-5040. Council Member Jolene Niernberger moved to approve the revisions to the personnel policy and guidelines to provide for retirees from the City of Ellis to continue medical insurance coverage at their expense. Devin Henderson seconded the motion. The motion carried 6-0.

### **Sewer/Sanitation: Accounting/Billing**

Nathan Cox submitted an Application for Local Utility Incentives for MC Service, LLC, a HVAC and Handyman business he opened at 1005 Washington. Council Member John Walz moved to approve the Application for Local Incentives for MC Service LLC at 1005 Washington Street. Martin LaBarge seconded the motion. The motion carried 6-0. The business incentives will take effect with the April 1, 2025 utility billing.

### **Streets & Sidewalks: Repair/Maintenance**

City Clerk Ashley Scheibler presented the first draft of the Turf and/or Xeriscaping Program and Sidewalk Replacement Program Applications to Council. Council requested Ashley revise certain sections of the applications and bring an updated version to the next meeting.

### **General Government: Financial**

Council reviewed a donation request from the Ellis High School Alumni for their Alumni Parade and Golf Tournament event. However, they chose not to contribute this year, as the expense was not included in the current budget. Council encouraged the Alumni to include the event in next year's budget request. No action was taken.

### **Special Machinery: Acquisition**

Mayor McDaniel presented three bid options to Council for replacing the City vehicle. Council Member Dava Gaschler moved to approve the purchase of a 2022 GMC Terrain for \$27,040.00, which includes trading in the 2007 Saturn, with the funds to come from the Special Machinery fund. Council Member Devin Henderson seconded the motion. The motion carried 6-0.

### **Water: Acquisition**

Public Works Foreman Steve Homburg asked Council to consider purchasing a water pump to replace one that was damaged over the weekend. Council Member Terry Zerfas moved to approve the purchase of a water pump from Manufacturers Edge in the amount of \$2,924.81 with funds to come from the Water Utility fund. Council Member Martin LaBarge seconded the motion. The motion carried 6-0.

## **REPORTS FROM CITY OFFICIALS**

### **Public Works**

Public Works Foreman Steve Homburg presented the department's monthly updates.

### **Police**

Police Chief Avery Smith presented the Mid-Month Incident Report for March. Chief Smith informed Council Officer Brevin LaBarge's last day will be March 23. To improve competitiveness, he suggested that switching from KPERS to KP&F could help retain employees and provide a stronger advantage. He stated he intends to have a proposal ready by budget season.

### **City Clerk**

City Clerk Ashley Scheibler presented the January Health Savings report and the February Financial Statements to Council. She also mentioned the city hosted John Leiker's retirement party on Friday, March 14, alongside the annual Bloodborne Pathogen training during the safety

meeting. Furthermore, representatives from Hernly and Associates LLC will attend the next Council meeting on April 7 via Zoom to introduce themselves and provide a timeline for the Historic District Survey for Downtown Ellis.

**Attorney**

City Attorney Olavee Raub had no updates to report. Mayor McDaniel asked about the status of the easement process for the Booster Pump Station. City Attorney Olavee Raub clarified that there may have been a misunderstanding, as she believed she and John had already addressed the question regarding the easement. She will follow up with Wilson and Company, LLC.

**Mayor Update and Announcements**

Mayor David McDaniel informed Council he has formed a hiring committee for the Public Works Director position, with interviews set to begin the week of March 24. He also reminded everyone about the Town Hall meet-and-greet hosted by the Ellis County Farm Bureau and the City of Ellis at the library, where City of Ellis representatives will join Senator Rick Billinger and Representative Ken Rahjes on April 1 at 8 a.m.

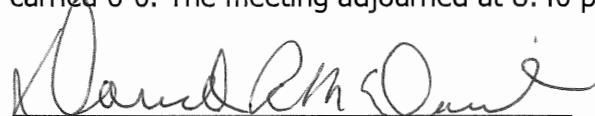
**EXECUTIVE SESSIONS**

Mayor David McDaniel asked for a motion to recess into executive session at the request of City Attorney Olavee Raub. Council Member Devin Henderson moved for City Council to recess into executive session to discuss compensation matters pursuant to the acquisition of real property exception, K.S.A. 75-4319 (b)(6) with City Attorney Olavee Raub present. The open meeting will resume at 8:28 p.m. Council Member Jolene Niernberger seconded the motion. The motion carried 6-0. No action was taken in executive session and the open meeting resumed.

Mayor David McDaniel asked for a motion to recess into executive session at the request of City Attorney Olavee Raub. Council Member Dava Gaschler moved for City Council to recess into executive session to discuss employee status in the Police Department pursuant to the non-elected personnel matter exception, K.S.A. 75-4319 (b)(1) with City Attorney Olavee Raub, Police Chief Avery Smith and City Clerk Ashley Scheibler present. The open meeting will resume at 8:39 p.m. Council Member Martin LaBarge seconded the motion. The motion carried 6-0. No action was taken in executive session and the open meeting resumed.

**ADJOURNMENT**

Council Member Martin LaBarge moved and Council Member Devin Henderson seconded the motion to adjourn the meeting. The motion carried 6-0. The meeting adjourned at 8:40 p.m.



David R. McDaniel



Ashley Scheibler

Ashley Scheibler, City Clerk

**ELLIS CITY COUNCIL  
SPECIAL MEETING  
Minutes  
March 31, 2025**

**CALL TO ORDER**

Mayor David McDaniel called the special meeting to order at 5:00 p.m. Present were Council Members Devin Henderson, Martin LaBarge, Jolene Niernberger, and Dava Gaschler. Council Member John Walz attended via Phone. Also present was Public Works Foreman Steve Homburg and City Clerk Ashley Scheibler. Council Member Terry Zerfas was absent.

**PLEDGE OF ALLEGIANCE**

**PUBLIC PRESENT**

Verda Flinn

**PURPOSE OF SPECIAL MEETING**

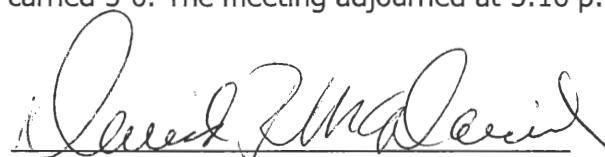
Mayor David McDaniel stated the purpose of the special meeting is to consider a change order for the CDBG – Campground Project.

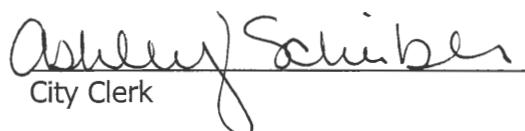
**General Government: Special Project**

Assistant City Clerk Verda Flinn informed Council a slight change in the campground playground equipment has caused a need for additional concrete, mulching, and dirt work. Council Member Devin Henderson moved to approve the change order with PWC Inc. in the amount of \$4,800.00 with funds to come from the Ellis Campground Fund, and to authorize Mayor David McDaniel to sign the change order on behalf of the City. Council Member Martin LaBarge seconded the motion. The motion carried 5-0.

**ADJOURNMENT**

Council Member Martin LaBarge moved and Council Member Devin Henderson seconded a motion to adjourn the meeting. The motion carried 5-0. The meeting adjourned at 5:16 p.m.

  
\_\_\_\_\_  
David McDaniel  
Mayor

  
\_\_\_\_\_  
Ashley Scheibler  
City Clerk

**ELLIS CITY COUNCIL**  
**REGULAR MEETING**  
**Minutes**  
**April 7, 2025**

**CALL TO ORDER**

Mayor David McDaniel called the regular meeting to order at 6:30 p.m. Present were Council Members Dava Gaschler, Devin Henderson, Martin LaBarge, Jolene Niernberger, John Walz, and Terry Zerfas. Also present were Public Works Foreman Steve Homburg, Police Chief Avery Smith, City Clerk Ashley Scheibler, and City Attorney Olavee Raub.

**PLEDGE OF ALLEGIANCE**

**AMENDMENTS TO AGENDA**

**PUBLIC PRESENT**

Glen Keller.

**CONSENT AGENDA**

Council Member Martin LaBarge moved to approve the consent agenda containing the Minutes from the Regular Meeting on March 17, 2025, and the Special Meeting on March 31, 2025, and Bills Ordinance #2210. Council Member Devin Henderson seconded the motion. Council approved the consent agenda 6-0.

**PUBLIC COMMENTS**

**PRESENTATIONS OF AWARDS, PROCLAMATIONS, REQUESTS & PETITIONS**

**(HEARINGS)**

**SPECIAL ORDER**

**General Government: Special Project**

City Clerk Ashley Scheibler introduced Stan Hernly and Megan Bruey of Hernly Associates, Inc. to Council. Hernly Associates is working with the City to develop a Historic District in Downtown Ellis. Mr. Hernly spoke with Council about holding a public meeting where residents and business owners can learn more about the surveying process and what it means for the future of Ellis. All are invited to attend the public meeting, scheduled for May 6th at 6:30 p.m. at City Hall.

**UNFINISHED BUSINESS**

**Streets & Sidewalks: Repair/Maintenance**

City Clerk Ashley Scheibler provided Council with updated copies of the corrected Turf and/or Xeriscaping Program and the Sidewalk Replacement Program packets. Council Member John Walz moved to approve the Turf and/or Xeriscaping Program as presented with corrections. Council Member Jolene Niernberger seconded the motion. The motion carried 6-0.

Council Member Terry Zerfas moved to approve the Sidewalk Replacement Program as presented. Council Member Martin LaBarge seconded the motion. The motion carried 6-0.

**NEW BUSINESS**

**Street: Acquisition**

Public Works Foreman Steve Homburg informed Council he purchased four pallets of crack patch material from CRAFCO. The Ellis County Public Works Director agreed to split the purchase, taking two pallets and leaving the City's share at \$1,575.00. Council Member John Walz moved to approve the purchase of two pallets of crack patch material from CRAFCO in the amount of \$1,575.00 with funds to come from the Capital Improvement - Streets fund. Council Member Martin LaBarge seconded the motion. The motion carried 6-0.

**General Government: Financial**

Council Member Jolene Niernberger moved to approve as amended Resolution No. 619 authorizing City employees to use the City credit cards. Council Member Devin Henderson seconded the motion. The motion carried 6-0.

## **Water: Special Project**

City Clerk Ashley Scheibler presented Council a contract with the Northwest Kansas Planning and Development Commission for grant reporting support for the Kansas Water Office Technical Assistance Grant. Council Member Dava Gaschler moved to approve the agreement with the Northwest Kansas Planning and Development Commission for administrative consulting services to assist with reporting for the Kansas Water Office Technical Assistance Grant, in an amount not to exceed \$3,500.00, with funds to be paid from the Kansas Water Office Technical Assistance Grant. Additionally, authorize Mayor David McDaniel and City Clerk Ashley Scheibler to sign on behalf of the City. Council Member John Walz seconded the motion. The motion carried 6-0.

## **Water: Special Project**

City Clerk Ashley Scheibler presented Council with a grant agreement from the Kansas Water Office for the technical assistance grant awarded to the City in support of the Booster Pump Station project. Council Member John Walz moved to approve the grant agreement from the Kansas Water Office and authorize Mayor David McDaniel to sign on behalf of the City. Council Member Jolene Niernberger seconded the motion. The motion carried 6-0.

## **REPORTS FROM CITY OFFICIALS**

### **Public Works**

Public Works Foreman Steve Homburg presented his department update to Council, which included the hiring of Garret Vandenberg on March 17, 2025.

### **Police**

Police Chief Avery Smith presented the March Monthly Incident Report to Council. Chief Smith also shared details on several upcoming events: the DARE graduation will take place at Washington Grade School on April 10 at 11:00 a.m.; Drug Take-Back Day is scheduled for April 26 at the Ellis Police Department from 10:00 a.m. to 2:00 p.m.; and the Annual Bike Safety Course will be held on May 1 at Washington Grade School.

Chief Smith reported the Taurus was sold on PurpleWave for \$4,840.00. Payment is expected to be received via check within 15 days of April 1. He will coordinate pickup with the new owners.

### **City Clerk**

City Clerk Ashley Scheibler shared her department update, noting grass pickups began on April 7 and the TNR project is set to resume on April 17. She also announced the Kansas Department of Commerce will visit the Ellis Campground for the "Community Cruise" on April 21, from 2:05 p.m. to 2:45 p.m. The public is encouraged to attend, and refreshments will be provided by the City.

Ms. Scheibler also presented a report from PlayCore. The Ellis Lakeside Campground site has now been nationally recognized as a National Demonstration Site, promoting the importance of play in building a thriving, healthy community. Visitors to the playground will be able to scan a QR code with their mobile devices to access detailed information about the site, along with resources to enhance their experience. The QR code also links to a survey, providing valuable feedback to help the City support continued positive growth.

### **Attorney**

City Attorney Olavee Raub updated Council on the progress of the Trego Well Line Project, noting two additional easements have been received. She shared challenges remain in locating certain landowners to properly distribute the easement requests. Attorney Raub has been working closely with the Register of Deeds to gather any information that could assist the City in moving the project forward. She plans to send additional requests to those who have not responded to previous outreach efforts.

### **Mayor Update and Announcements**

Mayor David McDaniel informed Council interviews for the Public Works Director position were held on March 29. Following the completion of the hiring and background check process, the hiring board reached a unanimous decision to recommend Public Works Foreman Steve Homburg for the position. Council Member Devin Henderson moved to approve the hiring of

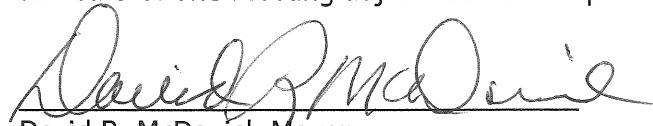
Steve Homburg as Public Works Director. Council Member Martin LaBarge seconded the motion. The motion carried 6-0.

Mayor McDaniel also shared several upcoming important dates. On April 21, Representative Ken Rahjes will be in attendance for the City Council meeting. Additionally, on April 30, the Ellis County Road tour is scheduled to stop at the 10th Street bridge. Mayor McDaniel emphasized the importance of having all Council Members and residents present to ask questions and ensure the City's concerns regarding repairs and reconstruction are communicated and heard.

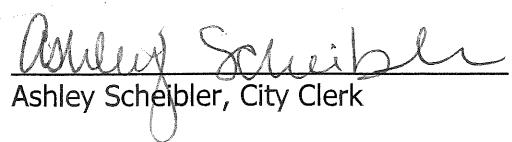
**EXECUTIVE SESSIONS**

**ADJOURNMENT**

Council Member Martin LaBarge moved and Council Member Devin Henderson seconded the motion to adjourn the meeting. The motion carried 6-0. The meeting adjourned at 7:34 p.m.



David R. McDaniel, Mayor



Ashley Scheibler, City Clerk

**ELLIS CITY COUNCIL  
REGULAR MEETING  
Minutes  
April 21, 2025**

**CALL TO ORDER**

Mayor David McDaniel called the regular meeting to order at 6:30 p.m. Present were Council Members Devin Henderson, Martin LaBarge, Jolene Niernberger, and Terry Zerfas. Also present were Public Works Director Steve Homburg, Police Chief Avery Smith, Fire Chief Dustin Vine, and City Clerk Ashley Scheibler. City Attorney Olavee Raub arrived late. Absent were Council Members Dava Gaschler and John Walz.

**PLEDGE OF ALLEGIANCE**

**AMENDMENTS TO AGENDA**

City Clerk Ashley Scheibler requested the removal of the item "Consider Change Order for the CDBG Campground Project" from New Business, as the change order had not been received. Ms. Scheibler also requested the addition of an Event Request item to be placed under Special Order following the discussion with Kansas State Representative Ken Rahjes.

**PUBLIC PRESENT**

Glen Keller, Nickole Byers, Kiedra Hickert, Ken Rahjes, and Travis Kohlrus.

**CONSENT AGENDA**

Council Member Devin Henderson moved to approve the consent agenda containing the Minutes from the Regular Meeting on April 7, 2025, Bills Ordinance #2211 and the March 2025 manual journal entries. Council Member Jolene Niernberger seconded the motion. Council approved the consent agenda 4-0.

**PUBLIC COMMENTS**

**PRESENTATIONS OF AWARDS, PROCLAMATIONS, REQUESTS & PETITIONS  
(HEARINGS)**

**SPECIAL ORDER**

**General Government: Kansas State Representative**

Mayor David McDaniel welcomed Kansas State Representative Ken Rahjes to the City of Ellis. Representative Rahjes expressed his appreciation to the City, noting he felt the April 1 town hall meeting was a success. He commended Ellis for its continued efforts in water preservation, emphasizing its vital role in supporting future development—remarking that without water, there is no opportunity for growth. Representative Rahjes thanked Council and remained for the rest of the meeting to stay informed.

**General Government: Event Request Application**

City Clerk Ashley Scheibler introduced Kiedra Hickert from the Ellis Cub Scouts Troop #115, who presented their Event Request Application to Council. Ms. Hickert shared that the Cub Scout program has been reinstated in Ellis, and they are planning to host an event at the Ellis Lakeside Campground on May 3, 2025, from 1 to 4 p.m. The event will feature a boat regatta, fishing activities, and other fun-filled activities for the scouts, their friends, and families. Council Member Jolene Niernberger moved to approve the Event Request Application for the use of the Ellis Lakeside Campground from the Ellis Cub Scouts #115 on May 3, 2025. Council Member Martin LaBarge seconded the motion. The motion carried 4-0.

**Fire: Report**

Fire Chief Dustin Vine presented his monthly report summarizing the Department's activities.

**General Government: Land Acquisition Request**

Travis Kohlrus asked Council to disregard his request as plans had changed. He thanked Council for their time. No further action was taken.

## **UNFINISHED BUSINESS**

### **Street: Acquisition**

Public Works Director Steve Homburg informed Council he needed to amend the previously agreed-upon invoice from CRAFCO. He explained he had not realized the number of pallets had been reduced from four to two. As a result, the City's full portion is \$3,150.00, rather than the previously agreed amount of \$1,575.00. Council Member Martin LaBarge moved to amend the previous motion to reflect the amount of \$3,150.00 for the purchase of two pallets of crack patch material from CRAFCO, with funds to come from the Capital Improvement - Streets fund. Council Member Devin Henderson seconded the motion. The motion carried 4-0.

### **NEW BUSINESS**

#### **Water: Acquisition**

Public Works Director Steve Homburg presented a bid for electronic water meters. The City budgets funds each year to continue to replace the standard water meters. Electronic meters are more accurate and detect leaks faster than standard meters. Council Member Terry Zerfas moved to approve the purchase of electronic water meters from Metron-Farnier in the amount of \$35,486.82 with funds to come from the Water Depreciation Reserve fund. Council Member Martin LaBarge seconded the motion. The motion carried 4-0.

#### **Pool: Acquisition**

Public Works Director Steve Homburg presented quotes for swimming pool chemicals. Council Member Devin Henderson moved to approve the quote from Brenntag for the purchase of 12 Drums of sodium hypochlorite (\$3,202.00) and 2 Drums of calcium hypochlorite (\$550.00) for a total cost of \$3,752.00 with funds to come from the General – Swimming Pool fund. Council Member Jolene Niernberger seconded the motion. The motion carried 4-0.

#### **Pool: Acquisition**

Public Works Director Steve Homburg presented a quote for a robotic pool cleaner. Council Member Jolene Niernberger moved to approve the purchase of a robotic pool cleaner in the amount of \$897.00 with funds to come from the General – Swimming Pool Fund. Council Member Devin Henderson seconded the motion. The motion carried 4-0.

### **General Government: Financial**

Council Member Devin Henderson moved to approve Resolution No. 620 authorizing City employees to use the City credit cards. Council Member Martin LaBarge seconded the motion. The motion carried 4-0.

## **REPORTS FROM CITY OFFICIALS**

### **Public Works**

Public Works Director Steve Homburg presented the Comparative Water Report for the period of December 10, 2024, to March 10, 2025. He then provided a department update to Council and requested authorization to advertise for a General Public Works Employee. Council Member Martin LaBarge moved to approve the opening of a position for a General Public Works Employee. Council Member Terry Zerfas seconded the motion. The motion carried 4-0.

### **Police**

Police Chief Avery Smith presented the Mid-April Monthly Incident Report to Council. He also provided information on several upcoming events: Drug Take-Back Day will take place on April 26 at the Ellis Police Department from 10:00 a.m. to 2:00 p.m., and the Annual Bike Safety Course is scheduled for May 1 at Washington Grade School, with an additional session at St. Mary's on May 5.

Chief Smith reported he attended the Kansas Association of Chiefs conference in Mulvane on April 16, where he received the Silver Valor Award. He also noted that the Taurus has been picked up and is no longer in the City's possession. The City will receive a payment of \$4,840.00, less a 10% fee, resulting in a net amount of \$4,400.00.

### **City Clerk**

City Clerk Ashley Scheibler provided her department update, highlighting the success of the Kansas Department of Commerce's "Community Cruise" event held at the Ellis Lakeside

Campground. She reported the first TNR trapping was successful, with four cats taken to Big Creek Veterinary Clinic for services before being released back to their designated areas. The next TNR appointments are scheduled for April 23 and May 1.

Ms. Scheibler also updated Council on the 2nd Street Project, noting the City is still waiting to hear whether it has been awarded the KDOT Cost Share Grant. Next steps will be determined once notification is received. Additionally, letters and flyers have been distributed to business owners within the survey area for the Historical Downtown Ellis survey process. She reminded Council that the public forum with Hernly Associates, Inc. is scheduled for Tuesday, May 6 at 6:30 p.m. at City Hall.

**Attorney**

City Attorney Olavee Raub provided an update on the Trego Well Line Project, several additional easements have been prepared and are ready to be sent. She also reported on the Booster Pump Station project, stating that, with assistance from City Clerk Ashley Scheibler, the necessary deed information for the required easement was obtained and submitted to Wilson and Company. She will continue working on the matter and provide further updates at the next Council meeting.

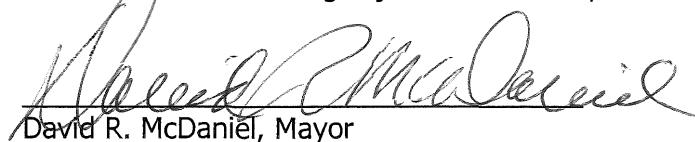
**Mayor Update and Announcements**

Mayor McDaniel announced the Ellis County Road Tour is scheduled for April 30 at 9:00 a.m., with the group meeting at the old high school parking lot before visiting the 10th Street bridge. He emphasized the importance of having all Council Members and residents in attendance to ask questions and ensure the City's concerns about repairs and reconstruction are communicated and acknowledged.

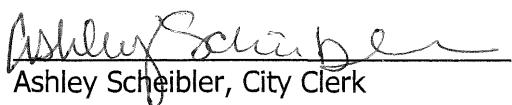
**EXECUTIVE SESSIONS**

**ADJOURNMENT**

Council Member Martin LaBarge moved, and Council Member Devin Henderson seconded the motion to adjourn the meeting. The motion carried 4-0. The meeting adjourned at 8:00 p.m.



David R. McDaniel, Mayor



Ashley Scheibler  
Ashley Scheibler, City Clerk

**ELLIS CITY COUNCIL  
REGULAR MEETING  
Minutes  
May 5, 2025**

**CALL TO ORDER**

Mayor David McDaniel called the regular meeting to order at 6:30 p.m. Present were Council members Dava Gaschler, Devin Henderson, Martin LaBarge, Jolene Niernberger, John Walz, and Terry Zerfas. Also present were Public Works Director Steve Homburg, City Clerk Ashley Scheibler, Assistant City Clerk Verda Flinn, and City Attorney Olavee Raub. Police Chief Avery Smith attended via Zoom.

**PLEDGE OF ALLEGIANCE**

**AMENDMENTS TO AGENDA**

Mayor David McDaniel called for an executive session at the request of City Attorney Olavee Raub. City Clerk Ashley Scheibler also presented an updated change order from PWC, Inc. and Mountain West Precast related to the Campground Project.

**PUBLIC PRESENT**

Glen Keller, Neal Younger, Adam Pray, Aaron Brady, and Kelsey Smith.

**CONSENT AGENDA**

Council member Martin LaBarge moved to approve the consent agenda containing the Minutes from the Regular Meeting on April 21, 2025, and Bills Ordinance #2212. Council member John Walz seconded the motion. Council approved the consent agenda 6-0.

**PUBLIC COMMENTS**

Kelsey Smith addressed Council regarding the City's Trap-Neuter-Return (TNR) program. She asked Council to consider alternative approaches for managing the cat population in Ellis. Smith expressed concern that once stray cats are trapped, they are returned to her neighborhood, which she opposes. She stated the presence of cats is problematic for her dog, which becomes agitated by strays in the area. Additionally, she noted that if she allowed her dog to roam freely, it would likely be picked up and taken to the pound. Smith questioned why stray cats are allowed to be fixed and then released back into the community to roam freely.

**PRESENTATIONS OF AWARDS, PROCLAMATIONS, REQUESTS & PETITIONS**

**(HEARINGS)**

**Clerk: Proclamation**

Mayor David McDaniel read a proclamation in observance of the 56<sup>th</sup> Annual Professional Municipal Clerks Week from May 4 - 10, 2025.

**Police: Proclamation**

Mayor David McDaniel read a proclamation in observance of National Police Week from May 11 – 17, 2025.

**SPECIAL ORDER**

**General Government: Event Request Application**

City Clerk Ashley Scheibler presented an Event Request Application from the Flying Bison Disc Golf Club seeking approval to use the Sky Vu Disc Golf Course at Creekside Park on August 2, 2025, for a disc golf tournament. Council member Dava Gaschler moved to approve the Event Request Application for the use of Creekside Park from the Flying Bison Disc Golf Club on August 2, 2025. Council member Devin Henderson seconded the motion. The motion carried 6-0.

**General Government: License/Permit**

Council member Devin Henderson moved to approve the Noise Permit Application for the Ellis Golf Club for the alumni event on May 23, 2025. Council member John Walz seconded the motion. The motion carried 6-0.

## **Water: License/Permit**

Council member John Walz moved to approve the Commercial Water Usage Application for the Ellis Golf Club from May 1, 2025 – September 1, 2025. Council member Martin LaBarge seconded the motion. The motion carried 6-0. The permit allows the Ellis Golf Club to use water to cool down the putting greens during the prohibited watering hours of noon – 7:00 p.m.

## **Police**

Police Chief Avery Smith presented the April Monthly Incident Report to Council. He also reported that Drug Take Back Day was a success, with 60 pounds of unwanted or expired prescription and over-the-counter medications collected, some of which had been gathered throughout the year, including donations from community members clearing out medications from deceased family members. Additionally, the annual bike safety course was well received, providing students with valuable instruction on pedestrian safety and the importance of following roadway regulations while biking or using motorized scooters.

## **UNFINISHED BUSINESS**

### **Streets & Sidewalks: Repair/Maintenance**

City Clerk Ashley Scheibler shared her recommendation to remove individual fees from program applications and instead list all fees exclusively on the Council approved fee schedule. She presented revised applications for the Turf/Xeriscaping Program and the Sidewalk Replacement Program reflecting this change. Council member Dava Gaschler moved to approve the adopted changes to the updated applications. Council member Devin Henderson seconded the motion. The motion carried 6-0. Council directed City Clerk Ashley Scheibler to update the fee schedule accordingly and present the revised Resolution at the next Council meeting.

## **NEW BUSINESS**

### **Campground: Special Project**

Aaron Brady of Driggs Design Group, P.A., presented a change order outlining additional costs related to electrical upgrades, as well as the added expense for installing internal floor drains and connecting them to the sanitary sewer system. Council member Dava Gaschler moved to approve the change order with PWC, Inc. in the amount of \$12,479.75 and to approve the change order from Mountain West Precast for a decrease of \$4,345.00 with funds to come from the Ellis Campground Fund. Council member Devin Henderson seconded the motion. The motion carried 5-1, with Council member Terry Zerfas voting opposed.

### **General Government: Special Project**

City Clerk Ashley Scheibler reviewed the TNR program with Council. Following the discussion, Council requested she incorporate the proposed revisions and present the updated program for approval at the next Council meeting.

### **General Government: Training**

City Clerk Ashley Scheibler and Assistant City Clerk Verda Flinn provided an update on the Kansas Infrastructure Hub event held in Lindsborg on April 23. They gained valuable insight into current state and federal grant opportunities and discussed potential funding avenues to help alleviate the financial burden of the 10th Street Bridge repairs. They plan to coordinate with Public Works Director, Brendan Mackay, of Ellis County in an effort to pursue collaborative funding support for the project. Additionally, they met with representatives from the Kansas Water Office to discuss Phase II requirements for the Water Project Grant, which will support the Booster Pump Station. They emphasized to Council the importance of completing the easement and technical assistance components to remain eligible for the upcoming grant cycle, which opens in July.

### **Streets: Repair/Maintenance**

Mayor David McDaniel provided an update on the Road Tour meeting with Ellis County Commissioners held on April 30. He noted the discussions were productive and asked for Council's input on how to move forward with repairs to the 10th Street Bridge. Council directed City Clerk Ashley Scheibler to draft a letter to the Ellis County Commissioners outlining the City's formal requests. These include a complete bridge replacement featuring adequate driving lanes

and a 6-foot, non-elevated walkway with a barrier on the south side to ensure safe pedestrian crossing.

#### **General Government – Contract**

Council member Dava Gaschler moved to approve the contract with Blue Valley Public Safety, Inc, for the 2026 Annual Siren Preventative Maintenance in the amount of \$740.00, with funds to come from the General – General Government fund. Council member Jolene Niernberger seconded the motion. The motion carried 6-0.

#### **General Government – Contract**

City Clerk Ashley Scheibler presented the general insurance proposal to Council for the Ellis Arts and Historical Society Building. She stated that a hand check had been sent to satisfy the premium before the renewal deadline. She also informed Council, based on guidance from the City's insurance agent, it would be beneficial to submit a claim on the roof before long. Council member John Walz moved to ratify the payment for the 2025-26 general insurance policy with Nationwide for the Ellis Arts and Historical Society Building in the amount of \$12,446.00 with funds to come from the General Government – Insurance fund. Council member Jolene Niernberger seconded the motion. The motion carried 6-0. Council member John Walz moved to approve City Clerk Ashley Scheibler to submit an insurance claim to Nationwide for the repairs to the Ellis Arts and Historical Building roof. Council member Devin Henderson seconded the motion. The motion carried 6-0.

#### **REPORTS FROM CITY OFFICIALS**

##### **Public Works**

Public Works Director Steve Homburg provided his department update to Council.

##### **City Clerk**

City Clerk Ashley Scheibler provided her department update along with the minutes from the PCBZA and Cemetery Committee meetings. She also gave a status report on several ongoing projects, including the West 2nd Street Project, Booster Pump Station, Trego Well Water Line Project, Historical District Project, and the Campground Project. She reminded Council the public forum with Hernly Associates, Inc. is scheduled for Tuesday, May 6 at 6:30 p.m. at City Hall. Additionally, she noted AdamsBrown will present their audit review at the June 16 Council meeting.

##### **Attorney**

City Attorney Olavee Raub provided an update on the Trego Well Water Line Project in the form of a memorandum for Council's review. She also requested permission to attend the City Attorney's Association of Kansas (CAAK) conference in Topeka on June 13. Council member John Walz moved to approve that City Attorney Olavee Raub attend the CAAK conference. Council Member Jolene Niernberger seconded the motion. The motion carried 6-0.

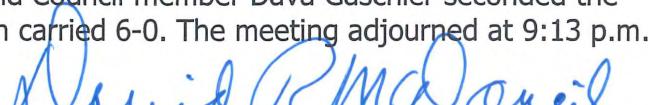
#### **Mayor Update and Announcements**

##### **EXECUTIVE SESSIONS**

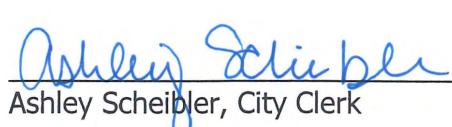
Mayor David McDaniel asked for a motion to recess into executive session at the request of City Attorney Olavee Raub. Council member Dava Gaschler moved for the City Council to recess into executive session to discuss the status of easements pursuant to the attorney-client privilege exception, K.S.A. 75-4319 (b)(2), with City Attorney Olavee Raub present. The open meeting will resume at 9:12 p.m. Council member Martin LaBarge seconded the motion. The motion carried 6-0. No action was taken in executive session, and the open meeting resumed.

##### **ADJOURNMENT**

Council member Martin LaBarge moved, and Council member Dava Gaschler seconded the motion to adjourn the meeting. The motion carried 6-0. The meeting adjourned at 9:13 p.m.



David R. McDaniel, Mayor



Ashley Scheibler, City Clerk

**ELLIS CITY COUNCIL  
SPECIAL MEETING  
Minutes  
May 6, 2025**

**CALL TO ORDER**

Mayor David McDaniel called the special meeting to order at 6:30 p.m. Present were Council Members Devin Henderson, Martin LaBarge, Jolene Niernberger, Terry Zerfas, John Walz, and Dava Gaschler. Also present were Public Works Foreman Steve Homburg, City Clerk Ashley Scheibler, and Assistant City Clerk Verda Flinn.

**PLEDGE OF ALLEGIANCE**

**PUBLIC PRESENT**

Dawn Schmidt, Greg Schmidt, Adam Pray, James Housley, Sharon Wendell, Guy Windholz, Chris Johnson, Stephanie Johnson, Rene Norris, Patricia Norris, Melanie Armbruster, Mark Karlin, Bernice Karlin, Janice Wilson, Glen Keller, Nathan Cox, Pauleen Edmonds, Collin Pritchett, Linda Pfeifer, Nickole Byers, Travis Kohlrus, Mark Polifka, Karin Polifka, Cheryl Kinderknecht, Allen Weber, and Allie Cassity.

**PURPOSE OF SPECIAL MEETING**

Mayor David McDaniel stated the purpose of the special meeting was for the public meeting for the Historical Downtown Survey Presentation by Hernly Associates, Inc.

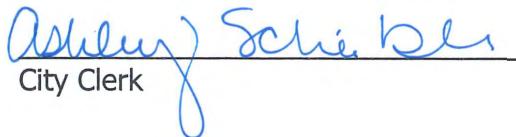
**General Government: Special Project**

City Clerk Ashley Scheibler informed attendees the City has contracted with Stan Hernly and his team at Hernly Associates, Inc. to explore options for preserving Ellis' historic character. She introduced Stan Hernly, who gave a presentation outlining the survey process, its benefits, and answered questions from both Council and the public. Assistant City Clerk Verda Flinn added that this survey is Phase I of a two-part plan. Once the survey is complete, the data and photographs will be uploaded to the Kansas Historic Resources Inventory. From there, the State Historic Preservation Office will review the materials to determine whether the surveyed area qualifies for designation as a historic district. Phase II would involve the nomination process, which requires the consent of a majority of property owners. With that consent, the nomination would go before the Kansas Historic Sites Board of Review. If approved, it would then be sent to the National Register Office in Washington, D.C. for final review and designation. With no further questions, Mayor David McDaniel thanked the residents and business owners for attending.

**ADJOURNMENT**

Council member Dava Gaschler moved, and Council member Martin LaBarge seconded a motion to adjourn the meeting. The motion carried 6-0. The meeting adjourned at 7:42 p.m.

  
\_\_\_\_\_  
Mayor

  
\_\_\_\_\_  
City Clerk

**ELLIS CITY COUNCIL**  
**REGULAR MEETING**  
**Minutes**  
**May 19, 2025**

**CALL TO ORDER**

Mayor David McDaniel called the regular meeting to order at 6:30 p.m. Present were Council members Dava Gaschler, Devin Henderson, Jolene Niernberger, and Terry Zerfas. Also present were Public Works Director Steve Homburg, Police Chief Avery Smith, Fire Chief Dustin Vine, City Clerk Ashley Scheibler, and Assistant City Clerk Verda Flinn. Council members John Walz and Martin LaBarge, and City Attorney Olavee Raub were absent.

**PLEDGE OF ALLEGIANCE**

**AMENDMENTS TO AGENDA**

**PUBLIC PRESENT**

Sarah Wasinger, Lori Miller, Karen Day, Kathy Long, Alicia Flower, Nickole Byers, Michael Berges, Glen Keller, and Doug Goetz.

**CONSENT AGENDA**

Council member Devin Henderson moved to approve the consent agenda containing the Minutes from the Regular Meeting on May 5, 2025, Special Meeting Minutes from May 6, 2025, and Bills Ordinance #2213. Council member Jolene Niernberger seconded the motion. Council approved the consent agenda 4-0.

**PUBLIC COMMENTS**

Alicia Flowers, Director of the Ellis Alliance, informed Council they will be hosting an open house to showcase their Ellis Media Project on May 24, 2025, from 9:00 a.m. to 12:00 p.m. She shared, with support from the Kansas Travel and Tourism Department and the Community Foundation of Ellis, this long-time dream has become a reality.

Michael Berges, Ellis County Commissioner, notified Council the Ellis County Commission will be discussing their continued bridge discussion on May 20, 2025 at 8:30 a.m.

**PRESENTATIONS OF AWARDS, PROCLAMATIONS, REQUESTS & PETITIONS  
(HEARINGS)**

**Public Works: Proclamation**

Mayor David McDaniel read a proclamation in observance of the 65<sup>th</sup> Annual National Public Works Week from May 18 – 24, 2025.

**General Government: Financial – Budget Request**

Sarah Wasinger, President of the Chamber of Hays, presented a publication guide for Hays, Victoria, and Ellis County. The Chamber of Hays is offering the City of Ellis a two-page layout to promote the community at a discounted price of \$3,200 (20% off). A \$360 Chamber of Hays membership fee and a one-time \$25 setup charge are also required. Council took no action and will consider the request during budget preparation.

**General Government: Financial – Budget Request**

Karen Day, Director of the Walter P. Chrysler Boyhood Home & Museum, presented their 2026 budget request. Ms. Day thanked Council for their dedicated years of support and sustainability. She mentioned the 1924 Chrysler Six is up and running and will be in the Annual Alumni Parade. The Chrysler Board requests consideration in the amount of \$15,000.00 from the City in the 2026 budget. Council took no action and will consider the request during budget preparation.

**SPECIAL ORDER**

**Personnel: Benefits**

Lori Miller, Heartland Retirement & Benefits Consulting, presented the 2025 renewal of the City employees' health insurance policies. Ms. Miller explained the City has a proprietary health insurance plan whereby a high-deductible plan is purchased, and then the savings realized from

that plan fund the underlying employee claims. Even though the City qualifies for a level-funded high-deductible plan with Blue Cross Blue Shield, the plan premiums increased by 75.13%. The premiums for the Blue Cross Blue Shield dental plan increased by 6.10%. There are no increases to the premiums for the Vision Care Direct plan or the Advance Life Insurance plan. Ms. Miller explained, based on the City's employee health pool, the most advantageous underwritten option for both the City and its employees would be the Blue Cross Blue Shield Bronze plan.

Jeremy McGuire of Blue Cross and Blue Shield addressed Council regarding the premium increase for the 2025 renewal period. He explained a significant claim filed in March resulted in the City being removed from its previously enrolled level-funded plan. He recommended the City move forward with purchasing the Blue Cross Blue Shield Bronze plan for employee health coverage. Council took no action and will consider the healthcare options at the next Council meeting.

### **Fire: Report**

Fire Chief Dustin Vine presented his monthly report summarizing the Department's activities.

### **UNFINISHED BUSINESS**

#### **General Government: Licenses/Permits**

City Clerk Ashley Scheibler presented Council with the updated fee schedule, which now includes application fees for both the Turf/Xeriscaping Program and the Sidewalk Replacement Program. Council member Dava Gaschler moved to approve Resolution No. 621 as presented. Council member Jolene Niernberger seconded the motion. The motion carried 4-0.

#### **General Government: Special Project**

City Clerk Ashley Scheibler presented the updated TNR policy to Council for review. Council member Terry Zerfas moved to approve the TNR policy as presented. Council member Devin Henderson seconded the motion. The motion carried 3-1. Council member Dava Gaschler voting opposed.

### **NEW BUSINESS**

#### **General Government: Policy**

Council member Devin Henderson moved to approve Resolution No. 622 designating July 3<sup>rd</sup> and 4<sup>th</sup> from 9:00 a.m. to midnight as permitted dates and hours to discharge fireworks for 2025. Council member Terry Zerfas seconded the motion. The motion carried 4-0.

#### **General Government: Contract**

City Clerk Ashley Scheibler updated Council on the Ellis Arts and Historical Society building, noting Stan Hernly with Hernly Associates, Inc. offered valuable guidance regarding State Historic Preservation requirements for roof replacement. Ms. Scheibler will continue coordinating with the insurance company and the Ellis Arts and Historical Society to file a claim and explore options for installing a sustainable new roof.

#### **Water: Special Project**

Doug Goetz of Wilson and Company, along with Assistant City Clerk Verda Flinn, informed Council about the presentation they recently shared with the USD 388 School Board regarding the proposed Booster Pump Station on the south hill. The School Board has agreed to allow the City to install the station near the south entrance. Doug noted Wilson and Company will continue working with the School Board to establish a formal easement and move the project forward. Once the City completes the technical assistance portion of the project, it will be eligible to apply for Phase II of the Kansas Water Office Grant Opportunity.

### **REPORTS FROM CITY OFFICIALS**

#### **Public Works**

Public Works Director Steve Homburg presented the Comparative Water Report for the period of March 10 to April 10. Mr. Homburg also provided his department update to Council.

### **Police**

Police Chief Avery Smith presented the Mid-Month Incident Report for May and his Department report. Chief Smith also informed Council he was approached with a request to reopen the road below the dam to allow vehicle access to both sides. Council chose to take no action on the matter. He asked Council's guidance on handling wild animals within the City. Council advised the Ellis Police Department to use their best judgment and continue operations as usual.

### **City Clerk**

City Clerk Ashley Scheibler provided her department update, expressing appreciation for the strong community support shown for the Historical Downtown District Project, noting it was wonderful to see the Council room so full. She also reported on the Campground Project, stating the City is still waiting on parts needed to complete the electrical and plumbing connections in the bathhouse. Given no delays in materials, it is expected to be functional within 1-2 weeks. Additionally, she mentioned that one of the final steps in closing out the CDBG grant is planting grass around the playground area, a task currently being coordinated by Public Works Director Steve Homburg.

### **Attorney**

Mayor McDaniel informed Council based on guidance from City Attorney Olavee Raub, Public Works Director Steve Homburg will assist with the easement process for the Trego Well Water Line Project in an effort to advance the project and make meaningful progress.

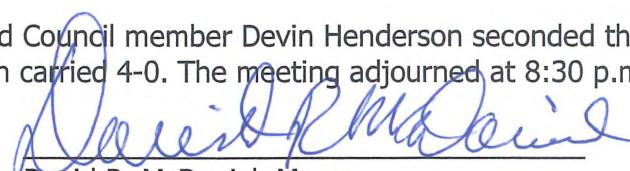
### **Mayor Update and Announcements**

Mayor McDaniel updated Council on the Cemetery Wall reconstruction project, noting while discussions initially began last May and had since stalled, the project is now back on track. Public Works Director Steve Homburg had a company assess the wall and is awaiting a repair estimate. He hopes to have an update by the next Council meeting.

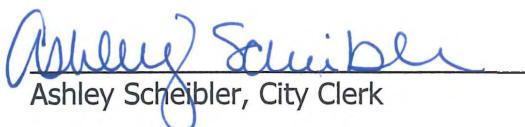
### **EXECUTIVE SESSIONS**

### **ADJOURNMENT**

Council member Dava Gaschler moved, and Council member Devin Henderson seconded the motion to adjourn the meeting. The motion carried 4-0. The meeting adjourned at 8:30 p.m.



David R. McDaniel, Mayor



Ashley Scheibler, City Clerk

**ELLIS CITY COUNCIL  
REGULAR MEETING  
Minutes  
June 2, 2025**

**CALL TO ORDER**

Mayor David McDaniel called the regular meeting to order at 6:30 p.m. Present were Council members Dava Gaschler, Devin Henderson, John Walz, Jolene Niernberger, Martin LaBarge, and Terry Zerfas. Also present were Public Works Director Steve Homburg, Police Chief Avery Smith, and City Clerk Ashley Scheibler. City Attorney Olavee Raub attended via Zoom.

**PLEDGE OF ALLEGIANCE**

**AMENDMENTS TO AGENDA**

Mayor David McDaniel requested an Executive Session for Non-elected Personnel Matter Exception, *K.S.A. 75-4319 (b)(1)* and an Executive Session for Matters Relating to Security Measures Provision Exception, *K.S.A. 75-4319 (b)(12)*.

**PUBLIC PRESENT**

Glen Keller, Jennifer Hecker, David Clingen, and Pauleen Edmonds.

**CONSENT AGENDA**

Council member Martin LaBarge moved to approve the consent agenda containing the Minutes from the Regular Meeting on May 19, 2025, and Bills Ordinance #2214. Council member John Walz seconded the motion. Council approved the consent agenda 6-0.

**PUBLIC COMMENTS**

**PRESENTATIONS OF AWARDS, PROCLAMATIONS, REQUESTS & PETITIONS  
(HEARINGS)**

**General Government: Financial – Budget Request**

Jennifer Hecker, Executive Director with Options – Domestic and Sexual Violence Services, provided information regarding the specialized services and programs Options provides. The organization requests consideration of funding in the amount of \$2,500.00 from the City through the 2026 Budget. Council took no action and will consider the request during budget preparation.

**SPECIAL ORDER**

**Park: Special Project**

Pauleen Edmonds, President of the Community Foundation of Ellis, presented Council with an image of a piece of playground equipment resembling a playhouse train that had been removed from the original Ellis Lakeside Playground project due to budget constraints. She noted the final design intentionally left space for this feature to be added in the future. The estimated cost of equipment is approximately \$12,000. With support from the Community Foundation of Ellis, she asked Council to consider allowing the project to be included in their Match Month initiative with the Patterson Family Foundation. Council member John Walz moved to approve the partnership with the Community Foundation of Ellis for participation in their Match Month initiative. Council member Dava Gaschler seconded the motion. The motion carried 6-0.

**UNFINISHED BUSINESS**

**General Government: Special Project**

City Clerk Ashley Scheibler informed Council there are currently no volunteers remaining for the TNR program. Council discussed the future of the program and directed Police Chief Avery Smith to compile 2024 data on the number of dogs at large, animal control-related service calls, and the number of cats processed through the TNR program. This information will be reviewed at the next meeting to help Council determine an appropriate course of action.

## **Personnel: Benefits**

City Clerk Ashley Scheibler asked Council to review the City's health insurance benefits as presented at the May 19, 2025, meeting. Following further discussion, Council agreed to table the discussion until additional clarification could be obtained from Lori Miller, Heartland Retirement & Benefits Consulting, and Jeremy McGuire, Blue Cross and Blue Shield of Kansas.

## **NEW BUSINESS**

### **General Government: License/Permit**

Council member Dava Gaschler moved to approve the Fireworks Permit Applications for the Ellis Baptist Church at 808 Washington Street, and the Ellis Softball and Baseball Association at the Ellis County Fairgrounds, contingent on submission of proper proof of liability insurance. Council member Devin Henderson seconded the motion. The motion carried 6-0.

## **REPORTS FROM CITY OFFICIALS**

### **Public Works**

Public Works Director Steve Homburg informed Council he hired Tabasco McClung to fill the General Public Works position, effective June 2, 2025. He also presented his department update to Council.

### **Police**

Police Chief Avery Smith informed Council he hired a certified officer to fill one of his open positions. He also presented the Monthly Incident Report for May and his Department report.

### **City Clerk**

City Clerk Ashley Scheibler presented the Health Insurance Savings Report for April and her department update.

### **Attorney**

City Attorney Olavee Raub provided Council with an update on the Trego Well Water Line Project. She, along with Mayor McDaniel and Public Works Director Steve Homburg, reviewed the remaining tracts still pending easement acquisition. Mayor McDaniel and Steve were assigned to follow up with the respective property owners. In the meantime, she has been fielding calls and sending out letters to keep the process moving forward.

City Clerk Ashley Scheibler provided an update on the Booster Pump Station, noting the City has been working with the Ellis County Register of Deeds to obtain platting information for the site. That effort was unsuccessful, and the next step is to reach out to USD 388 to request additional information needed to finalize the utility easement between the City and School District.

### **Mayor Update and Announcements**

Mayor David McDaniel requested Council's input on establishing a "Public Input and Conversations" forum to be held once a quarter on the second Saturday of each month at City Hall. The forum would provide an opportunity for residents to share their thoughts with rotating members of Council. Council expressed support for the idea, and Mayor McDaniel will prepare a proposed format for Council to review at the next meeting.

Mayor McDaniel presented the 2025 Roster of Appointments for Council's consideration, noting the ongoing challenges in securing volunteers for the various committees. He requested Council's approval of the roster as presented. Council member John Walz moved to approve the Roster of Appointments as presented. Council member Jolene Niernberger seconded the motion. The motion carried 6-0.

## **EXECUTIVE SESSION**

Mayor David McDaniel asked for a motion to recess into executive session at the request of Police Chief Avery Smith. Council member Dava Gaschler moved for City Council to recess into executive session to discuss staffing in the Police Department pursuant to the non-elected personnel matter exception, K.S.A. 75-4319 (b)(1), with City Attorney Olavee Raub, Police Chief Avery Smith present. The open meeting will resume at 8:04 p.m. Council member Martin LaBarge seconded the motion. The motion carried 6-0. No action was taken in executive session, and the open meeting resumed.

### **POST EXECUTIVE SESSION**

Council member John Walz moved to approve the hiring of a Police Department officer, as recommended by Police Chief Avery Smith, at a rate of \$23.50 per hour. Council member Jolene Niernberger seconded the motion. The motion carried 6-0.

### **EXECUTIVE SESSION**

Mayor David McDaniel asked for a motion to recess into executive session at the request of City Clerk Ashley Scheibler. Council member Dava Gaschler moved for City Council to recess into executive session to discuss City Technology pursuant to matters relating to security measures provision exception, K.S.A. 75-4319 (b)(12), with City Attorney Olavee Raub, Police Chief Avery Smith, Public Works Director Steve Homburg and City Clerk Ashley Scheibler present. The open meeting will resume at 8:22 p.m. Council member Martin LaBarge seconded the motion. The motion carried 6-0. No action was taken in executive session, and the open meeting resumed.

### **POST EXECUTIVE SESSION**

Council member John Walz moved to direct City Clerk Ashley Scheibler to contact TreeTop Security and secure a contract for services. Council member Devin Henderson seconded the motion. The motion carried 6-0.

### **ADJOURNMENT**

Council member Martin LaBarge moved, and Council member Devin Henderson seconded the motion to adjourn the meeting. The motion carried 6-0. The meeting adjourned at 8:24 p.m.

Ashley Scheibler  
Ashley Scheibler, City Clerk

David R. McDaniel  
David R. McDaniel, Mayor

**ELLIS CITY COUNCIL  
SPECIAL MEETING  
Minutes  
June 9, 2025**

**CALL TO ORDER**

Mayor David McDaniel called the special meeting to order at 6:30 p.m. Present were Council members Devin Henderson, Jolene Niernberger, Terry Zerfas, John Walz, and Dava Gaschler. Also present were Public Works Foreman Steve Homburg, Police Chief Avery Smith, and City Clerk Ashley Scheibler. Council member Martin LaBarge and City Attorney Olavee Raub were absent.

**PLEDGE OF ALLEGIANCE**

**PUBLIC PRESENT**

Lori Miller and Jeremy McGuire.

**PURPOSE OF SPECIAL MEETING**

Mayor David McDaniel stated the purpose of the special meeting was to consider the Approval of Renewal of Employee Health Insurance Policies.

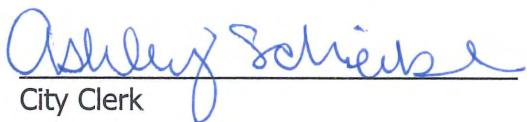
**Personnel: Benefits**

City Clerk Ashley Scheibler introduced Lori Miller of Heartland Retirement Consulting and Jeremy McGuire of Blue Cross Blue Shield of Kansas to Council. She explained, in response to additional questions from Council, both Lori and Jeremy made time to attend the meeting and address any concerns regarding the City of Ellis employee health policy renewal. Lori reviewed the available plan options, discussed the premium rate increases, and emphasized key feasibility factors the Council should consider when selecting the 2025 Health Renewal policies. Council member Dava Gaschler moved to approve the employee's health and dental insurance plans with Blue Cross & Blue Shield, the employee's vision plan with Vision Care Direct, and the employee's life insurance plan with Advance Insurance Company of Kansas, all for the period July 1, 2025 – June 30, 2026. Council member John Walz seconded the motion. The motion carried 5-0.

**ADJOURNMENT**

Council member Devin Henderson moved, and Council member Terry Zerfas seconded a motion to adjourn the meeting. The motion carried 5-0. The meeting adjourned at 6:58 p.m.

  
\_\_\_\_\_  
David McDaniel  
Mayor

  
\_\_\_\_\_  
Ashley Scheibler  
City Clerk

**ELLIS CITY COUNCIL**  
**REGULAR MEETING**  
**Minutes**  
**June 16, 2025**

**CALL TO ORDER**

Mayor David McDaniel called the regular meeting to order at 6:30 p.m. Present were Council members Dava Gaschler, Devin Henderson, John Walz, Jolene Niernberger, Martin LaBarge, and Terry Zerfas. Also present were City Attorney Olavee Raub, Public Works Director Steve Homburg, Police Chief Avery Smith, Fire Chief Dustin Vine, Assistant City Clerk Verda Flinn, and City Clerk Ashley Scheibler.

**PLEDGE OF ALLEGIANCE**

**AMENDMENTS TO AGENDA**

City Attorney Olavee Raub requested an Executive Session for Acquisition of Real Property Exception, *K.S.A. 75-4319 (b)(6)*.

City Clerk Ashley Scheibler clarified the discussion on the OPI invoice would be for ratification rather than approval.

Police Chief Avery Smith requested the discussion on the TNR program be tabled until the next meeting, as the necessary documentation was not obtained as expected.

**PUBLIC PRESENT**

Sarah Meitner, Pauleen Edmonds, Glen Keller, Daniel Pyle, David Clingan, Tricia Pritchett, Becky Stites, Susan Molstad, Chris Feldt, Tracy Andrews, Alicia Flower, Jaden Flower, Ben Bencze, and Tim Moore.

**CONSENT AGENDA**

Council member John Walz moved to approve the consent agenda containing the Minutes from the Regular Meeting on June 2, 2025, Special Meeting on June 9, 2025, and Bills Ordinance #2215. Council member Jolene Niernberger seconded the motion. Council approved the consent agenda 6-0.

**PUBLIC COMMENTS**

Jaden Flower introduced himself as the new officer for the Ellis Police Department effective June 9, 2025.

Tim Moore addressed Council to express his and his wife's interest in volunteering for the City of Ellis TNR Program, noting that together they have over three years of experience in animal rescue. Council asked him to attend the next meeting, where further discussion on the program will take place.

**PRESENTATIONS OF AWARDS, PROCLAMATIONS, REQUESTS & PETITIONS**

**(HEARINGS)**

**General Government: Financial – Budget Request**

Pauleen Edmonds, President of the Community Foundation of Ellis, requested consideration of \$12,000.00 in the City's 2026 budget. The Foundation's mission is to enhance the quality of life for Ellis residents through giving. Council took no action and will consider the request during budget preparation.

Ms. Edmonds also asked Council to consider waiving the water tap fee for the installation of a water hydrant and water meter associated with the new Creekside Park Shelter. Council member Dava Gaschler moved to approve waiving the water tap fee for the Creekside Park Shelter. Council member Devin Henderson seconded the motion. The motion carried 6-0.

Ms. Edmonds mentioned that a teen-led project, sponsored by the Youth Action Council at the Heartland Community Foundation, requested Council's approval to participate in the celebration of the 70th anniversary of the Ellis County bison pen. As part of the event, Ellis County plans to distribute up to 25 life-size fiberglass bison statues to be displayed throughout the county, each painted to reflect the heritage, pride, and history of the community. Council member Martin

LaBarge moved to approve the Community Foundation of Ellis to collaborate with the Campground Committee to install a life-size fiberglass bison statue at the Ellis Lakeside Campground. Council member Dava Gaschler seconded the motion. The motion carried 6-0.

#### **General Government: Financial – Budget Request**

Tracey Andrews, Director of the Ellis Public Library, presented the Library's 2026 budget request of four mills of the assessed valuation, \$2,500.00 for employee benefits, \$2,500.00 for programming/project funding, \$2,000.00 for personnel, \$5,000.00 for capital improvements, and \$5,000 for legal fees. Council took no action and will consider the request during budget preparation.

#### **General Government: Financial – Budget Request**

Dan Pyle presented the Ellis Recreation Commission's 2026 Budget Request. The Commission requests \$10,000.00 to help support the renovation and ongoing upkeep of City-owned ball fields. Council took no action and will consider the Commission's request during budget preparation.

#### **General Government: Financial – Budget Request**

Alicia Flower, Director of the Ellis Alliance, requested consideration of \$10,000.00 in the City's 2026 budget. The Alliance's mission is success through cooperation. Member organizations include the Ellis Area Chamber of Commerce, the Community Foundation of Ellis, and the Ellis Development Corporation. Council took no action and will consider the request during budget preparation.

#### **General Government: Financial – Budget Request**

Sarah Meitner, Executive Director of the Heartland Community Foundation, asked Council to consider participating in the upcoming Match Month initiative. The Dane G. Hansen Foundation has pledged a \$2-to-\$1 match for all contributions made during February 2026. Since 2018, the Heartland Community Foundation has awarded \$112,017 in grants to the Ellis community, supporting projects aimed at improving the quality of life for local residents. Council took no action and will consider the request during budget preparation.

### **SPECIAL ORDER**

#### **General Government: Financial**

Kim Bollig and Jami Benyshek, Adams Brown LLC, presented the 2024 Agreed Upon Procedure reports for the Community Foundation of Ellis, Ellis Alliance, Ellis Railroad Museum, and the Chrysler Boyhood Home and Museum. The Community Foundation of Ellis had two exceptions involving understated revenue and cash balances, along with delayed recording of accrued interest. The Ellis Alliance had two exceptions due to duplicate expenditures being recorded twice and inaccuracies within the payroll liability accounts. The Ellis Railroad Museum had two exceptions noted regarding bank reconciliations, along with inaccurate payroll recordkeeping and delayed payroll tax reporting, which resulted in accrued tax penalties. The Chrysler Boyhood Home and Museum had one exception noting inaccurate payroll recordkeeping, and the amounts withheld from employees' paychecks did not align with the calculated amounts based on their submitted K-4 and W-4 forms.

Auditor Kim Bollig continued by reviewing the City's 2024 audit report. The City had no audit findings and received an unmodified opinion, meaning that the 2024 financial statements are fairly stated in all material respects. There were also no statutory violations noted. The audit report also includes the Ellis Public Library. The Library had one finding in reference to encumbrances. The audit report will be considered for approval at the next Council meeting.

#### **Fire Department: Report**

Fire Chief Dustin Vine submitted his monthly report for review.

### **UNFINISHED BUSINESS**

#### **General Government: Special Project**

Council member Dava Gaschler moved to approve Resolution No. 623, scheduling the condemnation hearing for 109 E 9th on August 4, 2025, at 7:30 p.m. Council member John Walz seconded the motion. The motion carried 6-0.

## **General Government: Acquisition**

City Clerk Ashley Scheibler presented Council with a contract from TreeTop Security for technical assistance and cybersecurity support. Based on the nature of the services, which should not be discussed in open session, Council member Jolene Niernberger moved to make an exception from the purchasing policy that indicates a bidding process, and to approve the contract for cybersecurity services and system upgrades from TreeTop Security in the amount of \$39,671.00 as an upfront cost and a monthly obligation of \$1,832.00 with funds coming from the Special Machinery, General, Water, Sewer, Sanitation and Campground fund. Council member Dava Gaschler seconded the motion. The motion carried 5-1. Council member Terry Zerfas voting opposed.

## **NEW BUSINESS**

### **Special Machinery: Acquisition**

Public Works Director Steve Homburg presented three bids for a new mower for the Parks Department. Council member John Walz moved to approve the bid from Carrico Implement for a 2025 John Deere Z315E ZTrak mower in the amount of \$3,700.94 with funds to come from Special Machinery. Council member Martin LaBarge seconded the motion. The motion carried 5-1. Council member Terry Zerfas voting opposed.

### **Campground: Special Project**

Assistant City Clerk Verda Flinn presented the fourth pay application request for the Community Development Block Grant Campground Improvement Project. Council member Devin Henderson moved to approve Request #4 for Payment of CDBG Funds in the amount of \$7,859.10 payable to Playscape Recreation coming from the CDBG grant fund and to authorize Mayor David McDaniel and City Clerk Ashley Scheibler to sign the related grant documents for the Campground Improvement Project. Council member John Walz seconded the motion. The motion carried 6-0.

### **Special Highway: Acquisition**

Police Chief Avery Smith presented Council with an invoice for engraved tags for both UTV/ATV and Golf Carts. Council member John Walz moved to ratify the invoice from OPI in the amount of \$3,100.00 with funds to come from the Special Highway fund. Council member Devin Henderson seconded the motion. The motion carried 6-0.

### **Public Works: License/Permit**

Dean E. Norris Inc., Wichita, Kansas, has not maintained a valid general liability insurance policy for their contractor's license, as required by City Code. Public Works Director Steve Homburg has recommended revocation of their contractor's license since the contractor has not responded to the City's requests for proof of valid liability insurance. Council member Dava Gaschler moved to revoke the City License for Plumbing with Gas Contractor and Mechanical Contractor for Dean E. Norris Inc., Wichita, Kansas, effective immediately. Council member Devin Henderson seconded the motion. The motion carried 6-0.

### **Public Works: License/Permit**

Tutak Roofing LLC., St. John, Kansas, has not maintained a valid general liability insurance policy for their contractor's license, as required by City Code. Public Works Director Steve Homburg has recommended revocation of their contractor's license since the contractor has not responded to the City's requests for proof of valid liability insurance. Council member Dava Gaschler moved to revoke the City License for Roofing – Limited Contractor for Tutak Roofing LLC., St. John, Kansas, effective immediately. Council member Devin Henderson seconded the motion. The motion carried 6-0.

## **REPORTS FROM CITY OFFICIALS**

### **Public Works**

Public Works Director Steve Homburg presented his department update.

### **Police**

Police Chief Avery Smith presented the Mid-Month Incident Report for June and his Department report.

### **City Clerk**

City Clerk Ashley Scheibler presented the Health Insurance Savings Report for May, the April Financial Statements, and her department update. She asked Council to consider the Annual Free Swim Day on July 4, 2025, for all patrons. Council member John Walz moved to approve the free swim day on July 4, 2025. Council member Jolene Niernberger seconded the motion. The motion carried 6-0.

Ms. Scheibler also announced the Ellis Jr. Free Fair will sponsor a Free Swim Day on July 22, 2025, to kick off the fair's activities. Additionally, she requested Council approval to close the pool on July 26, 2025, so that staff may attend the fair festivities. Council member Devin Henderson moved to approve closing the pool on July 26, 2025, due to the Ellis Jr. Free Fair events. Council member Martin LaBarge seconded the motion. The motion carried 6-0.

Finally, Ms. Scheibler reported the last scheduled day of the 2025 pool season will be August 10.

### **Attorney**

City Attorney Olavee Raub informed Council she has been working with Wilson and Company to draft an easement for the Booster Pump Station. She anticipates finalizing it within the week, after which it will be ready for presentation to the USD 388 School Board. Ms. Raub mentioned she would touch on the progress made to the Trego Well Line Project during Executive Session.

### **Mayor Update and Announcements**

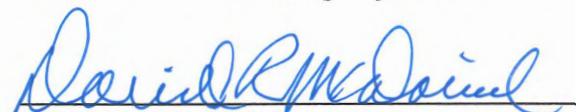
Mayor McDaniel requested Assistant City Clerk Verda Flinn provide an update on the Campground Project, Booster Pump Station, Trego Well Water Project, and 2<sup>nd</sup> Street Project.

### **EXECUTIVE SESSION**

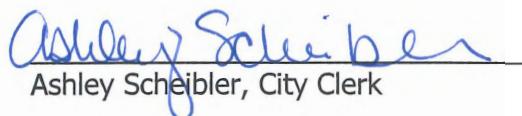
Mayor David McDaniel asked for a motion to recess into executive session at the request of City Attorney Olavee Raub. Council member Devin Henderson moved for City Council to recess into executive session to discuss easement acquisition pursuant to the acquisition of real property exception, K.S.A. 75-4319 (b)(6), with City Attorney Olavee Raub, and Public Works Director Steve Homburg present. The open meeting will resume at 8:48 p.m. Council member Jolene Niernberger seconded the motion. The motion carried 6-0. No action was taken in executive session, and the open meeting resumed.

### **ADJOURNMENT**

Council member Martin LaBarge moved, and Council member Devin Henderson seconded the motion to adjourn the meeting. The motion carried 6-0. The meeting adjourned at 8:48 p.m.



David R. McDaniel



Ashley Scheibler

Ashley Scheibler, City Clerk

**ELLIS CITY COUNCIL  
REGULAR MEETING  
Minutes  
July 7, 2025**

**CALL TO ORDER**

Mayor David McDaniel called the regular meeting to order at 6:30 p.m. Present were Council members Dava Gaschler, Devin Henderson, John Walz, Jolene Niernberger, and Terry Zerfas. Also present were City Attorney Olavee Raub, Public Works Director Steve Homburg, Police Chief Avery Smith, and City Clerk Ashley Scheibler. Council member Martin LaBarge was absent.

**PLEDGE OF ALLEGIANCE**

**AMENDMENTS TO AGENDA**

City Attorney Olavee Raub requested an Executive Session for Attorney Client Privilege Exception, *K.S.A. 75-4319 (b)(2)*.

**PUBLIC PRESENT**

Glen Keller, David Clingan, Jenny Bates, Veronica Moore, Tim Moore, and Danielle Schaus.

**CONSENT AGENDA**

Council member John Walz moved to approve the consent agenda containing the Minutes from the Regular Meeting on June 16, 2025, Bills Ordinance #2216, and Manual Journal Entries for May 2025. Council member Devin Henderson seconded the motion. Council approved the consent agenda 5-0.

**PUBLIC COMMENTS**

**PRESENTATIONS OF AWARDS, PROCLAMATIONS, REQUESTS & PETITIONS  
(HEARINGS)**

**General Government: Financial – Budget Request**

David Clingan presented the 2026 budget request from Grow Hays. The organization's mission for Ellis County is *Business Creation, Business Retention & Expansion, and Business Recruitment*. Mr. Clingan reported progress on the south housing development. Grow Hays requests consideration of \$5,000.00 from the City in the 2026 budget. Council took no action and will consider the request during budget preparation.

**General Government: Financial – Budget Request**

Jenny Bates, Area Director, presented the 2026 budget request from Big Brothers Big Sisters. Ms. Bates projects 224 youth in Ellis County will be served in 2025, with 12 of those being in Ellis. The organization requests \$2,500.00 from the City for consideration in the 2026 budget. Council took no action and will consider the request during budget preparation.

**General Government: Financial – Budget Request**

Glen Keller, Chairman of the Ellis Railroad Museum, presented the 2026 budget request of \$16,000 for consideration. The Museum strives to preserve the history of the railroad in Ellis. Council took no action and will consider the request during budget preparation.

**SPECIAL ORDER**

**UNFINISHED BUSINESS**

**General Government: Special Project**

Council member John Walz moved to reinstate the Trap-Neuter-Return program effective July 7, 2025. Council member Jolene Niernberger seconded the motion. The motion carried 4-1. Council member Dava Gaschler voting opposed.

**General Government: Special Project**

Council member Dava Gaschler moved to approve Resolution No. 625, scheduling the condemnation hearing for 109 E 9th on September 5, 2025, at 7:30 p.m. Council member John Walz seconded the motion. The motion carried 5-0.

## **NEW BUSINESS**

### **General Government: Contract**

City Attorney Olavee Raub informed Council the Planning Commission and Board of Zoning met on June 30th to finalize the Subdivision Regulations for the Zoning book. She noted that a public hearing is required before Council can adopt the regulations. Ms. Raub asked the Council to thoroughly review the Subdivision Regulations so they are prepared when the PCBZA committee presents the ordinance for review.

### **Campground: Special Project**

City Clerk Ashley Scheibler presented the fifth and sixth pay application request for the Community Development Block Grant Campground Improvement Project. Council member Dava Gaschler moved to approve Pay Request #5 to Mountain West Precast in the amount of \$200,000.00, to be paid from CDBG funds, and \$20,475.00 from the Ellis Campground Fund. She moved to approve payment to PWC Inc. in the amount of \$62,969.75 from the Ellis Campground Fund. Council member John Walz seconded the motion. The motion carried 5-0. Council member Devin Henderson moved to approve Pay Request #6 in the amount of \$50,625.00 to PWC Inc. and \$6,000.00 to Northwest Kansas Planning and Development Commission, both to be paid from CDBG funds and authorize Mayor David McDaniel and City Clerk Ashley Scheibler to sign all related grant documents for the Campground Improvement Project. Council member John Walz seconded the motion. The motion carried 5-0.

### **General Government: Contract**

City Clerk Ashley Scheibler presented Council with quotes from two companies for the upgrade of accounting software for the city. Council member Devin Henderson moved to approve the contract with Edmonds GovTech and uAttend for accounting and payroll software in the amount of \$47,311.95 as an upfront cost and an annual obligation of \$20,540.00 with funds to come from Special Machinery, General, Water, Sewer, Sanitation, and Campground funds. Council member John Walz seconded the motion. The motion carried 4-1. Council member Terry Zerfas voting opposed.

### **Sewer: Repair/Maintenance**

Council member John Walz moved to approve the exchange of a sewer plant blower from Aerzen in the amount of \$15,690.42 plus freight, with funds to come from the Sewer Depreciation Reserve fund. Council member Jolene Niernberger seconded the motion. The motion carried 5-0.

### **Street: Repair/Maintenance**

Council member Devin Henderson moved to ratify the invoices from Ergon Asphalt and Emulsions in the total amount of \$19,158.18 for oil for the annual street maintenance project, with funds to come from the Capital Improvement – Street fund. Council member Jolene Niernberger seconded the motion. The motion carried 5-0.

### **General Government: License/Permit**

Council member John Walz moved to approve the Noise Permit Application and Traffic Control Application for the Ellis Jr. Free Fair events scheduled from July 23 – 26<sup>th</sup>. Council member Devin Henderson seconded the motion. The motion carried 5-0, with Council member Dava Gaschler abstaining.

### **Fire: License/Permit**

Council member John Walz moved to approve the Application for License to Sell Cereal Malt Beverages for the Ellis Volunteer Fire Department Auxiliary. Council member Dava Gaschler seconded the motion. The motion carried 5-0.

### **Police: Repair/Maintenance**

Council member Devin Henderson moved to approve the estimate provided by Lewis Dodge of Hays in the amount of \$3,188.59 for repairs to the Dodge Charger, with funds to come from the Police Department's budget. Council member John Walz seconded the motion. The motion carried 5-0.

## **General Government: Financial**

Council member John Walz moved to approve Resolution No. 624 authorizing City employees to use the City credit cards. Council member Jolene Niernberger seconded the motion. The motion carried 5-0.

## **REPORTS FROM CITY OFFICIALS**

### **Public Works**

Public Works Director Steve Homburg presented the Comparative Water Report and his department update.

### **Police**

Police Chief Avery Smith presented the Monthly Incident Report for June and his Department report.

### **City Clerk**

City Clerk Ashley Scheibler presented the May Financial Statements and her department update. Ms. Scheibler informed Council Mark Augustine had requested revisions to his contract with the City regarding the Dog Pound. Council directed City Attorney Olavee Raub to contact Mr. Augustine to discuss the proposed changes and report at the next Council meeting.

### **Attorney**

City Attorney Olavee Raub informed Council she has been working with Wilson and Company to finalize the easement for the Booster Pump Station and expects it to be completed within the week. Once finalized, it will be ready for presentation to the USD 388 School Board. She also provided an update on the easement process for the Trego Well Line Project and noted she has set aside dedicated time to ensure continued progress on the project.

### **Mayor Update and Announcements**

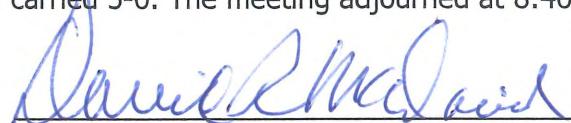
Mayor McDaniel asked Council to choose a date and time for the first work session to begin preparing the 2026 budget. Council agreed to meet on July 10, 2025, at 5:30 p.m. He also informed Council of the upcoming League Annual Conference, scheduled for October 9–11, 2025.

### **EXECUTIVE SESSION**

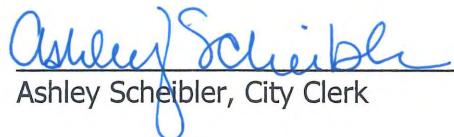
Mayor David McDaniel asked for a motion to recess into executive session at the request of City Attorney Olavee Raub. Council member Jolene Niernberger moved for City Council to recess into executive session to discuss a pending claim pursuant to the attorney client privilege exception, K.S.A. 75-4319 (b)(2), with City Attorney Olavee Raub. The open meeting will resume at 8:39 p.m. Council member John Walz seconded the motion. The motion carried 5-0. No action was taken in executive session, and the open meeting resumed.

### **ADJOURNMENT**

Council member Dava Gaschler moved, and Council member Devin Henderson seconded the motion to adjourn the meeting. The motion carried 5-0. The meeting adjourned at 8:40 p.m.



David R. McDaniel, Mayor



Ashley Scheibler

Ashley Scheibler, City Clerk

**ELLIS CITY COUNCIL  
SPECIAL MEETING  
Minutes  
July 14, 2025**

**CALL TO ORDER**

Mayor David McDaniel called the special meeting to order at 5:30 p.m. Present were Council members John Walz, Dava Gaschler, Martin LaBarge, Jolene Niernberger, Devin Henderson, and Terry Zerfas. Also present was City Clerk Ashley Scheibler.

**PUBLIC PRESENT**

**PURPOSE OF SPECIAL MEETING**

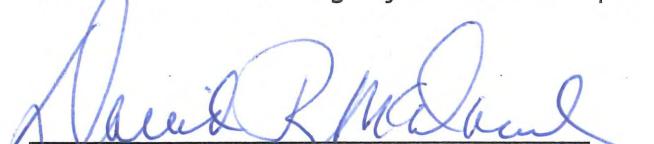
Mayor David McDaniel stated the purpose of the special meeting is to approve notification to the County Clerk of the City's intent to exceed the Revenue Neutral Rate.

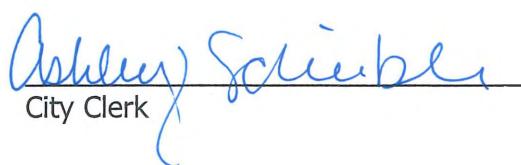
**General Government: Budget**

Council member John Walz moved to notify the Ellis County Clerk that the City of Ellis intends to exceed the Revenue Neutral Rate for the 2026 budget, with the public hearing to be held on September 2, 2025, at 6:00 p.m. at City Hall. Council member Martin LaBarge seconded the motion. The motion carried 6-0.

**ADJOURNMENT**

Council member Martin LaBarge moved, and Council member Devin Henderson seconded a motion to adjourn the meeting. The motion carried 6-0. The meeting adjourned at 5:32 p.m.

  
\_\_\_\_\_  
Mayor

  
\_\_\_\_\_  
City Clerk

**ELLIS CITY COUNCIL**  
**REGULAR MEETING**  
**Minutes**  
**July 21, 2025**

**CALL TO ORDER**

Mayor David McDaniel called the regular meeting to order at 6:30 p.m. Present were Council members Dava Gaschler, Devin Henderson, Martin LaBarge, John Walz, and Terry Zerfas. Also present were City Attorney Olavee Raub, Public Works Director Steve Homburg, Police Chief Avery Smith, Fire Chief Dustin Vine, and City Clerk Ashley Scheibler. Council member Jolene Niernberger was absent.

**PLEDGE OF ALLEGIANCE**

**AMENDMENTS TO AGENDA**

City Attorney Olavee Raub requested an Executive Session for Attorney Client Privilege Exception, *K.S.A. 75-4319 (b)(2)*.

**PUBLIC PRESENT**

Glen Keller, Doug Goetz, and David Clingan.

**CONSENT AGENDA**

Council member Devin Henderson moved to approve the consent agenda containing the Minutes from the Regular Meeting on July 7, 2025, and Special Meeting on July 14, 2025, Bills Ordinance #2217, and Manual Journal Entries for June 2025. Council member Martin LaBarge seconded the motion. Council approved the consent agenda 5-0.

**PUBLIC COMMENTS**

**PRESENTATIONS OF AWARDS, PROCLAMATIONS, REQUESTS & PETITIONS  
(HEARINGS)**

**SPECIAL ORDER**

**Fire Department: Report**

Fire Chief Dustin Vine submitted his monthly report for review.

**UNFINISHED BUSINESS**

**Water: Special Project**

Doug Goetz of Wilson and Company, Inc. presented the Booster Pump Station Easement and Agreement to Council. He explained, pending Council approval, the document would be submitted to USD 388 for consideration at their upcoming board meeting on August 11th. If approved, Wilson and Company, Inc. will proceed with preparing the second phase of the Kansas Water Office (KWO) grant application, which would support funding for the project's construction phase. Mr. Goetz emphasized the importance of applying, noting since the City of Ellis has already secured funding for the technical assistance phase, it would be unwise not to pursue the next round. The KWO has indicated a preference for seeing projects through to completion. The second phase of the grant is expected to open in mid-September. Council member Terry Zerfas moved to approve the submission of the Driveway Agreement and Booster Pump Station Easement for presentation to the USD 388 School Board. Council member Martin LaBarge seconded the motion. The motion carried 5-0.

**General Government: Contract**

The City contracts with Mark Augustine to conduct dog pound services. Mr. Augustine has requested Council consider increasing the daily pound fee for dogs impounded for longer than 10 days. Council increased fees from \$15.00 to \$20.00 per day in March 2024. Council member John Walz moved to direct City Attorney Olavee Raub to revise the current Municipal Pound Services contract with Mark Augustine to include an increased daily impoundment fee of \$30.00 per day beginning on the 11th day of impoundment. Council member Devin Henderson seconded the motion. The motion carried 5-0.

## **NEW BUSINESS**

### **Public Works: Acquisition**

Council member Dava Gaschler moved to approve the purchase of a Tractor from John Deere in the amount of \$43,000.00, with funds to come from the Special Machinery Fund. Council member Terry Zerfas seconded the motion. The motion carried 5-0.

### **General Government: Event Request Application**

Council member John Walz moved to approve the Event Request Application for the Ellis Baptist Church back-to-school event on August 8, 2025, at Chrysler Park. Council member Martin LaBarge seconded the motion. The motion carried 5-0.

### **General Government: Event Request Application**

Council member Dava Gaschler moved to approve the Event Request Application for Brooklyn Pfeifer on August 31, 2025, at Creekside Park. Council member Devin Henderson seconded the motion. The motion carried 5-0.

### **General Government: Contract**

City Clerk Ashley Scheibler requested Council consider transitioning the City's credit card to a local financial institution to better support operational needs. Council Member Dava Gaschler moved to approve the transfer to Equity Bank, contingent upon the waiver of all monthly and annual service fees. Council member Devin Henderson seconded the motion. The motion carried 5-0.

## **REPORTS FROM CITY OFFICIALS**

### **Public Works**

Public Works Director Steve Homburg presented his department update.

### **Police**

Police Chief Avery Smith presented the Mid-Month Incident Report for July and his Department report. Chief Smith informed Council he has assembled an interview panel to fill the remaining open position within the Police Department. Interviews are scheduled for July 25, 2025.

### **City Clerk**

City Clerk Ashley Scheibler presented Committee Minutes, June Financial Statements, Health Insurance Savings Report for June, and her department update. Ms. Scheibler informed Council she has hired Rachel Pfannenstiel as the new Clerk II, with a start date of July 23, 2025. She also discussed the upcoming second application round for the KDOT Cost Share Grant, which could help fund the West 2nd Street Project. With Council's consent, she requested approval for the Clerk's Department to reapply in August 2025. Council gave their consent.

Additionally, Ms. Scheibler informed Council of a potential grant opportunity titled "Safe Routes to School," which has previously been secured by communities such as LaCrosse and Grainfield. She requested Council's consent for the Clerk's Department to explore a collaborative application with Ellis County Road and Bridge for the April 2026 round. The grant focuses on improving safe, accessible routes for children walking or biking to school.

Ms. Scheibler noted the 10th Street Bridge is the only south crossing point connecting both sides of town. This presents a compelling case for funding. Enhancing the bridge's safety and accessibility would provide a direct and secure route for students traveling to and from school, ultimately strengthening the application and improving daily safety for the community. Council gave their consent.

### **Attorney**

City Attorney Olavee Raub informed Council she had spoken with Kevin Cowan of Gilmore & Bell regarding a local business owner's request for City incentives. She outlined the available options and noted, in collaboration with David Clingan, Grow Hays Director of Recruitment and Retention, they will continue gathering information and preparing materials for the Council's review.

### **Mayor Update and Announcements**

Mayor McDaniel asked Council to select a date and time for the second work session to finalize the 2026 budget. Council agreed to hold the session on August 11, 2025, at 5:30 p.m. He also

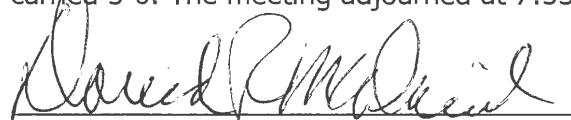
reminded Council the deadline to register for the upcoming League Annual Conference, scheduled for October 9–11, 2025, is this week. Members planning to attend should notify the Clerk's Department to ensure they are registered.

**EXECUTIVE SESSION**

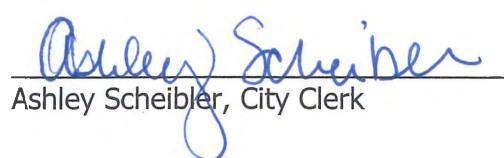
Mayor David McDaniel asked for a motion to recess into executive session at the request of City Attorney Olavee Raub. Council member Dava Gaschler moved for City Council to recess into executive session to discuss a pending claim pursuant to the attorney-client privilege exception, K.S.A. 75-4319 (b)(2), with City Attorney Olavee Raub. The open meeting will resume at 7:55 p.m. Council member Martin LaBarge seconded the motion. The motion carried 5-0. No action was taken in executive session, and the open meeting resumed.

**ADJOURNMENT**

Council member Martin LaBarge moved, and Council member Devin Henderson seconded the motion to adjourn the meeting. The motion carried 5-0. The meeting adjourned at 7:55 p.m.



David R. McDaniel, Mayor



Ashley Scheibler, City Clerk

**ELLIS CITY COUNCIL  
REGULAR MEETING  
Minutes  
August 4, 2025**

**CALL TO ORDER**

Mayor David McDaniel called the regular meeting to order at 6:30 p.m. Present were Council members Dava Gaschler, Martin LaBarge, Jolene Niernberger, John Walz, and Terry Zerfas. Also present were City Attorney Olavee Raub, Public Works Director Steve Homburg, Police Chief Avery Smith, and City Clerk Ashley Scheibler. Council member Devin Henderson was absent.

**PLEDGE OF ALLEGIANCE**

**AMENDMENTS TO AGENDA**

**PUBLIC PRESENT**

Glen Keller, Dena Patee, and D.J. Fischer.

**CONSENT AGENDA**

Council member Martin LaBarge moved to approve the consent agenda containing the Minutes from the Regular Meeting on July 21, 2025, and Bill Ordinance #2218. Council member John Walz seconded the motion. Council approved the consent agenda 5-0.

**PUBLIC COMMENTS**

D.J. Fischer, President of the Ellis Fairgrounds Board, informed Council that an event request application had been approved for use of the Sky Vu Disc Golf Course, which runs through Fairgrounds property. Mr. Fischer requested Council consider amending the current application process to require additional authorization from the Ellis Fairgrounds Board for any events involving the course. Council agreed and directed City Clerk Ashley Scheibler to update the Event Request Application/Permit for Public Property accordingly.

**PRESENTATIONS OF AWARDS, PROCLAMATIONS, REQUESTS & PETITIONS**

**(HEARINGS)**

**SPECIAL ORDER**

**General Government: Financial**

Dena Patee, representing the Polar Express Committee, presented Council with a concept image of a light-up display titled "Rudy in Cop Car," proposed for the 2025 Polar Express event. This year's focus is on honoring first responders, and the committee hopes to secure enough funding to feature the police car display alongside a fire truck and an EMS vehicle during the three-day event scheduled for December 5, 6, and 7. No action was taken at this time.

**UNFINISHED BUSINESS**

**General Government: Contract**

Council member Jolene Niernberger moved to approve the municipal dog pound contract as presented. Council member Martin LaBarge seconded the motion. The motion carried 5-0.

**NEW BUSINESS**

**General Government: Licenses/Permits**

Council member John Walz moved to approve Resolution No. 626 as presented. Council member Dava Gaschler seconded the motion. The motion carried 5-0.

**General Government: Event Request Application**

Council member Jolene Niernberger moved to approve the Event Request Application for Tim Cole on September 20, 2025, at Creekside Park. Council member Martin LaBarge seconded the motion. The motion carried 5-0.

**General Government: Financial**

Council member Dava Gaschler moved to approve Resolution No. 627 authorizing City employees to use the City credit cards. Council member Martin LaBarge seconded the motion. The motion carried 5-0.

### **Public Works: Disposal**

Council Member John Walz moved to authorize Public Works Director Steve Homburg to dispose of the 1972 John Deere tractor through PurpleWave. Council Member Martin LaBarge seconded the motion. The motion carried 5-0.

### **REPORTS FROM CITY OFFICIALS**

#### **Public Works**

Public Works Director Steve Homburg presented the Comparative Water Report for May 10 to June 10 and his department update.

#### **Police**

Police Chief Avery Smith presented the Monthly Incident Report for July and his department report. Chief Smith announced the annual school supply drive will conclude on August 11. Supplies will be evenly divided between USD 388 and St. Mary's Catholic School and distributed on August 18.

#### **City Clerk**

City Clerk Ashley Scheibler provided her department update. Due to scheduling conflicts, Council agreed to reschedule the final budget work session to August 12 at 5:30 p.m. Ms. Scheibler also discussed park reservations and ways to enhance public awareness. Council reached a consensus for the Clerk's office to create a system to maintain reservations made at each designated park. Public Works Director Steve Homburg will be responsible for placing "Reserved" markers at each site ahead of scheduled events.

#### **Attorney**

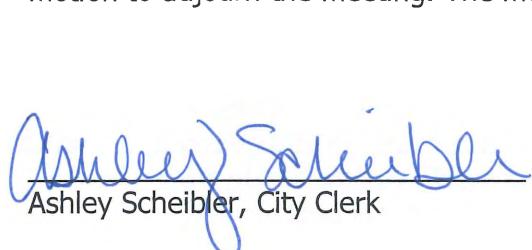
City Attorney Olavee Raub informed Council she has received two signed easements, noting while progress on the Trego Well Line Project has been slow, movement is still being made.

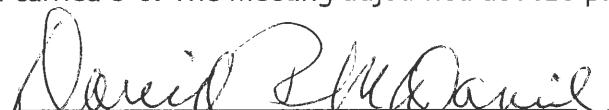
#### **Mayor Update and Announcements**

#### **EXECUTIVE SESSION**

#### **ADJOURNMENT**

Council member Martin LaBarge moved, and Council member Dava Gaschler seconded the motion to adjourn the meeting. The motion carried 5-0. The meeting adjourned at 7:16 p.m.

  
\_\_\_\_\_  
Ashley Scheibler, City Clerk

  
\_\_\_\_\_  
David R. McDaniel, Mayor

**ELLIS CITY COUNCIL  
REGULAR MEETING  
Minutes  
August 18, 2025**

**CALL TO ORDER**

Mayor David McDaniel called the regular meeting to order at 6:30 p.m. Present were Council members Terry Zerfas, Dava Gaschler, Martin LaBarge, Devin Henderson, Jolene Niernberger, and John Walz. Also present were City Attorney Olavee Raub, Public Works Director Steve Homburg, Police Chief Avery Smith, Fire Chief Dustin Vine, and City Clerk Ashley Scheibler.

**PLEDGE OF ALLEGIANCE**

**AMENDMENTS TO AGENDA**

Mayor David McDaniel requested to add Discussion on Ellis Arts and Historical Society building to New Business.

**PUBLIC PRESENT**

Glen Keller, Ronald Hallagin, Dean Gottschalk, and Gilbert Kinderknecht.

**CONSENT AGENDA**

Council member Devin Henderson moved to approve the consent agenda containing the Minutes from the Regular Meeting on August 4, 2025, Bill Ordinance #2219, and the Manual Journal Entries for July. Council member John Walz seconded the motion. Council approved the consent agenda 6-0.

**PUBLIC COMMENTS**

Gilbert Kinderknecht addressed Council regarding concerns about electronic scooter safety within city limits. He noted many youth are operating motorized scooters without proper safety equipment and expressed concern that this could lead to serious injuries if not addressed. He requested Council consider pursuing options regarding safety guidelines for electronic scooter use in Ellis.

**PRESENTATIONS OF AWARDS, PROCLAMATIONS, REQUESTS & PETITIONS**

**(HEARINGS)**

**SPECIAL ORDER**

**Fire Department: Report**

Fire Chief Dustin Vine submitted his monthly report for review, noting congratulations to Timothy Kohlrus on his retirement.

**UNFINISHED BUSINESS**

**General Government: Licenses/Permits**

Ms. Scheibler informed Council, due to a misinterpretation of the Municipal Dog Pound Contract, the previously approved resolution adopting the comprehensive fee schedule needed to be amended. Council member Jolene Niernberger moved to amend Resolution No. 626 to reflect the correction of impound fees on the comprehensive fee schedule. Council member Dava Gaschler seconded the motion. The motion carried 6-0.

**NEW BUSINESS**

**Water: Request**

Ronald Hallagin and Dean Gottschalk, representing the Ellis Golf Club, requested Council's consideration to tap into the city's Well #11, located east of the cemetery wall. Mr. Hallagin explained that the Golf Course has struggled to maintain the fairways during hot summer months. Currently, the greens are watered from their pond using effluent water provided by the city at no charge for irrigation of the fairways. He proposed, rather than drawing additional water from the City's water tower, an agreement be established to pump from the city's Well #11, which is nearest to the Golf Course Pond. Public Works Director Steve Homburg clarified Well #11 is not in use by the city, as it only produces 60–65 gallons per minute. Mr. Hallagin acknowledged that due to the limited pressure from the well, the Golf Course would still need to

rely on its pond, since the Well alone could not support the sprinkler system. Council agreed to investigate potential next steps.

#### **General Government: Event Request Application**

Council member Dava Gaschler moved to approve the Event Request Application for Jake Schartz on September 6, 2025, at Creekside Park. Council member John Walz seconded the motion. The motion carried 6-0.

#### **General Government: Event Request Application**

Council member Dava Gaschler moved to approve the Event Request Application for the Community Foundation of Ellis on September 27, 2025, at Creekside Park. Council member Devin Henderson seconded the motion. The motion carried 6-0.

#### **Special Event – Ellis Polar Express**

Council member John Walz moved to approve the Event Request/Permit for Public Property Application, Traffic Control Application, and Noise Permit Application from the Ellis Polar Express, scheduled for December 5, 6, and 7 from 5:00 p.m. to 11:00 p.m. Council member Martin LaBarge seconded the motion. The motion carried 6-0.

#### **General Government: Financial**

Council discussed a proposed resolution calling for a sales tax election on November 4, 2025, to renew the current 1% sales tax designated to improve water supply and distribution systems. The current sales tax will sunset on September 30, 2026. Council member John Walz moved to approve Resolution No. 628 calling for a sales tax election on November 4, 2025, and submitting the proposition. Council member Jolene Niernberger seconded the motion. The motion carried 6-0.

#### **General Government: Grant**

City Clerk Ashley Scheibler highlighted an opportunity through the Kansas Department of Agriculture's Spay Neuter Cost Share Program, which provides reimbursement for spay and neuter surgeries for cats and dogs. After consulting with KDA, Ms. Scheibler learned the City's TNR program qualifies for the program. She requested Council's approval to apply, aiming to increase the number of cats the City can service this year while offsetting some of the costs already incurred. Council member Dava Gaschler moved to allow City Staff to apply for the Spay Neuter Cost Share Program. Council member Devin Henderson seconded the motion. The motion carried 6-0.

#### **General Government: Acquisition**

Mayor David McDaniel asked Council to review the tour held on August 14, 2025, at 5:30 p.m. at the Ellis Arts and Historical Society building. Council Member John Walz noted several concerns with the building's current condition, while other Council members raised questions about property lines, surveying, and inspections. Mayor McDaniel added City has been paying for the building's insurance since at least May 1975, and also covers the utility costs, though the exact timeframe of that responsibility is unclear. Council Member Terry Zerfas asked City Clerk Ashley Scheibler whether the roof repair estimate included the flat-top pillars and guttering. Scheibler responded she would need to review the estimate and would provide an update at the next meeting. Council also discussed whether the Community Foundation of Ellis might be interested in acquiring the building. The Mayor was directed to reach out to the Foundation and report back with their feedback at the next Council meeting.

### **REPORTS FROM CITY OFFICIALS**

#### **Public Works**

Public Works Director Steve Homburg presented his department update, noting the 1972 John Deere tractor has been listed on PurpleWave, and the auction is set to end September 2, 2025.

#### **Police**

Police Chief Avery Smith presented the Mid-Month Incident Report for August along with his department update. He noted the selected candidate, after accepting the open Police Department position, withdrew their acceptance following the interviews held on August 9. Chief Smith stated the position will remain advertised and applications will continue to be

reviewed as they are received. Chief Smith reported the annual school supply drive was a success, with a total of approximately 120 pounds of supplies evenly distributed between USD 388 and St. Mary's Catholic School on August 18. Council discussed the public comments regarding electric scooters in the city. Chief Smith recommended reviewing the current Traffic Ordinance and considering specific regulations for electric scooters. He also instructed City Clerk Ashley Scheibler to reach out through the CCMFOA List-Serve to learn how other cities are addressing this issue. Chief Smith noted his department continues to actively educate youth on electric scooter and bicycle safety.

**City Clerk**

City Clerk Ashley Scheibler provided her department update. Ms. Scheibler informed Council that the KWO Water Project grant is now open and requested authorization for city staff to submit an application. Council member John Walz moved to allow city staff to submit an application for the KWO Water Project grant. Council member Devin Henderson seconded the motion. The motion carried 6-0.

**Attorney**

City Attorney Olavee Raub stated she will provide an updated memo on the status of the Trego Well Line project for Council's review at the next meeting.

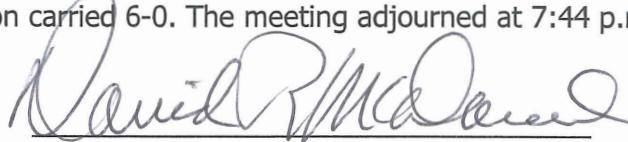
**Mayor Update and Announcements**

Mayor David McDaniel informed Council he met with Ellis County Administration to discuss various topics related to improvements in Ellis. He noted a joint City/County meeting will be scheduled soon to continue discussions on these projects.

**EXECUTIVE SESSION**

**ADJOURNMENT**

Council member Martin LaBarge moved, and Council member Devin Henderson seconded the motion to adjourn the meeting. The motion carried 6-0. The meeting adjourned at 7:44 p.m.



David R. McDaniel, Mayor



Ashley Scheibler, City Clerk

**ELLIS CITY COUNCIL  
REGULAR MEETING  
Minutes  
September 2, 2025**

**PUBLIC HEARING – REVENUE NEUTRAL RATE**

**General Government: Financial**

Mayor David McDaniel requested a motion to open the public hearing to discuss the Revenue Neutral Rate. Council member Devin Henderson moved to open the Revenue Neutral Rate hearing. Council member John Walz seconded the motion. The motion carried 5-0. Council member Martin LaBarge was absent. The public hearing opened at 6:02 p.m.

City Clerk Ashley Scheibler stated the Revenue Neutral Rate hearing is required under K.S.A. 79-2988. The City plans to adopt a budget in excess of the Revenue Neutral Rate, but maintain the same mill levy as the 2025 proposed budget.

John Begler, 412 Washington, asked how much the City is levying and where those funds come from.

Jami Benyscheck, Senior Manager with AdamsBrown, explained that the city is proposing the same tax rate as 2025, meaning the rate itself has not changed. However, in terms of tax dollars, the City will levy approximately \$50,000 more than the 2025 budget—an increase of 4% or less. These dollars help increase the General Fund and the Library Fund, which are the only two funds the City levies for. She noted the General Fund supports most City operations, while long-term financing or major expenses are transferred from the General Fund into reserve funds to support larger initiatives.

Tom Krebsbach, 611 Cedar Lane, requested clarification on terms such as "mill levy," how it is determined, and the differences between prior and current year assessments, appraised value, and assessed value.

Ms. Benyscheck explained that the appraised value is determined by the county appraiser, either through a physical reassessment or by applying an estimated increase in valuation. The assessed value, however, is set by Kansas statute. Once the total City assessed value is established, each property's assessed value becomes its portion—or "piece of the pie." The mill rate is then applied to that assessed value to determine the tax dollars owed for each property.

There being no further comments, Mayor McDaniel asked for a motion to close the public hearing. Council member John Walz moved, and Council member Dava Gaschler seconded a motion to close the Revenue Neutral Rate hearing. The motion carried 5-0. The public hearing closed at 6:14 p.m.

**General Government: Financial**

Council member John Walz moved to approve Resolution No. 631 authorizing the City of Ellis to levy a property tax exceeding the Revenue Neutral Rate. Council member Devin Henderson seconded the motion. A roll call vote was taken with Council members Dava Gaschler, Devin Henderson, Jolene Niernberger, John Walz, and Terry Zerfas all voting in favor of the motion.

**PUBLIC HEARING – 2026 BUDGET DOCUMENT**

**General Government: Financial**

Mayor David McDaniel then requested a motion to open the public hearing to discuss the 2026 budget document. Council member Dava Gaschler moved to open the 2026 budget hearing. Council member Jolene Niernberger seconded the motion. The motion carried 5-0. The public hearing opened at 6:16 p.m.

City Clerk Ashley Scheibler stated the proposed budget has been published for the required

amount of time and that tonight is an opportunity for the citizens of Ellis to comment on the proposed budget for 2026.

John Begler, 412 Washington, asked what one mill represents in the City's 2026 budget and how the City ensures those funds benefit the library.

City Clerk Ashley Scheibler explained that one mill is roughly equivalent to \$18,000. During budget preparations, the City consistently allocates four mills to support the Ellis Public Library. Additionally, the City supplements this funding with appropriations from the General Fund to cover employee benefits, programming, personnel, and capital improvement costs.

Tom Krebsbach, 611 Cedar Lane, asked if there has ever been any thought of cutting expenses, as no improvements have been observed in Ellis, and taxes keep increasing.

Jami Benyscheck, Senior Manager with AdamsBrown, explained that reducing taxes would directly impact the City's capacity for future growth. By maintaining the current mill rate, the City of Ellis has been able to plan and forecast for projects and development; lowering it would only further delay needed improvements. City Clerk Ashley Scheibler put into perspective the scale of a million-dollar project, noting that since one mill generates approximately \$18,000, it would take 55 mills out of the City's 75 mills to fund such a project up front. In a rural community like Ellis, that reality is simply not feasible. The City must often rely on grant funding or community donations to support projects such as the swimming pool. Only through long-term saving and careful planning are these types of projects able to move forward.

There being no further comments, Mayor McDaniel asked for a motion to close the public hearing. Council member Dava Gaschler moved, and Council member Terry Zerfas seconded a motion to close the 2026 budget hearing. The motion carried 5-0. The public hearing closed at 6:35 p.m.

### **General Government: Financial**

Council member John Walz moved to approve the 2026 City of Ellis budget document as presented. Council member Jolene Niernberger seconded the motion. The motion carried 5-0.

### **CALL TO ORDER**

Mayor David McDaniel called the regular meeting to order at 6:37 p.m. Present were Council members Dava Gaschler, Devin Henderson, Jolene Niernberger, John Walz, and Terry Zerfas. Also present were Public Works Foreman Jake Schartz, Police Chief Avery Smith, City Clerk Ashley Scheibler, Assistant City Clerk Verda Flinn, and City Attorney Olavee Raub. Council member Martin LaBarge and Public Works Director Steve Homburg were absent.

### **PLEDGE OF ALLEGIANCE**

### **AMENDMENTS TO AGENDA**

### **PUBLIC PRESENT**

John Begler, David Clingan, Glen Keller, Tom Krebsbach, and Carol Riley.

### **CONSENT AGENDA**

Council member Devin Henderson moved to approve the consent agenda containing the Minutes from the Regular Meeting on August 18, 2025, and Bills Ordinance #2219. Council member John Walz seconded the motion. The Council approved the consent agenda 5-0.

### **PUBLIC COMMENTS**

### **PRESENTATIONS OF AWARDS, PROCLAMATIONS, REQUESTS & PETITIONS (HEARINGS)**

### **Public Hearing – Evaluate Performance of Grant Agreement No. 23-PF-015**

### **Campground: Grant**

Grant Administrator Corina Cox requested a motion to open the public hearing to evaluate the performance of Grant Agreement No. 23-PF-015. Council member Devin Henderson

moved to open the public hearing. Council member Jolene Niernberger seconded the motion. The motion carried 5-0. Council member Martin LaBarge was absent. The public hearing opened at 6:40 p.m.

Ms. Cox summarized the Campground Improvement Project stating Kansas Department of Commerce Community Development Block Grant funds largely funded it. She mentioned awards from the Dane G. Hansen Foundation in the amount of \$45,000.00, the Patterson Family Foundation in the amount of \$40,000.00, the Midwest Energy Community Fund in the amount of \$1,000, the Community Foundation of Ellis in the amount of \$1,000.00, and the Heartland Community Foundation in the amount of \$7,059.00. The public hearing is required under the grant to let the community know the project is complete and to offer the public a chance to comment on the project.

There being no comments from the public, Grant Administrator Corina Cox asked for a motion to close the public hearing. Council member John Walz moved and Council member Dava Gaschler seconded a motion to close the public hearing. The motion carried 5-0. The public hearing closed at 6:43 p.m.

### **General Government: Financial**

Council member Devin Henderson moved to close out State of Kansas Grant Agreement 23-PF-015 for the Campground Improvement Project. Council member John Walz seconded the motion. The motion carried 5-0.

### **SPECIAL ORDER**

### **UNFINISHED BUSINESS**

#### **General Government: Acquisition**

Mayor David McDaniel informed Council he had reviewed the insurance estimates for the Ellis Arts and Historical Society Building and was not satisfied with the results. He noted, due to scheduling conflicts, he and City Clerk Ashley Scheibler have not yet been able to connect with the City's insurance agent for further discussion. Once those conversations take place, he will provide an update to Council.

### **NEW BUSINESS**

#### **General Government: Financial**

City Clerk Ashley Scheibler explained the proposed resolution represents the second step in the process to renew the 1% sales tax. The resolution places the following question on the ballot: *"Shall a one percent retailer's sales tax be imposed on qualified purchases within the City of Ellis, Kansas, with the revenue generated therefrom to be either directly or indirectly applied to improvements in the municipal water supply and distribution systems?"* She noted that the current sales tax will expire on September 30, 2026, if not renewed. Council member John Walz moved to approve Resolution No. 630 calling for a sales tax election on November 4, 2025, and submitting the proposition. Council member Jolene Niernberger seconded the motion. The motion carried 5-0.

#### **General Government: Contract**

City Attorney Olavee Raub informed Council the Planning Commission and Board of Zoning held a Public Hearing on August 25, 2025, for the consideration of the adoption of the Subdivision Regulations for the City of Ellis, Kansas. She noted that the committee has determined that the Subdivision Regulations are ready for Council's approval. Council member John Walz moved to approve Ordinance No. 1500 for the Adoption of Subdivision Regulations for the City of Ellis, Kansas. Council member Jolene Niernberger seconded the motion. The motion carried 5-0.

Following the motion, Mayor McDaniel expressed his appreciation to the Planning Commission Board of Zoning Appeals—Chairman Glen Keller, Vice-Chair Devin Henderson, and members Randy Honas, Linda Pfeifer, Nick Keller, Jolene Niernberger, and Tim Station.

He also extended thanks to City staff, including Public Works Director Steve Homburg, City Attorney Olavee Raub, and City Clerk Ashley Scheibler, for their contributions to the Subdivision Regulations.

### **General Government: Event Request Application**

Council member Dava Gaschler moved to approve the Event Request and Noise Permit Application for the Class of 1974 on May 22, 2026, at Creekside Park. Council member Devin Henderson seconded the motion. The motion carried 5-0.

### **REPORTS FROM CITY OFFICIALS**

#### **Public Works**

Public Works Foreman Jake Schartz presented the department's monthly report. Council member Dava Gaschler requested Council consider revising the fee schedule to differentiate mowing violation fees between residential and commercial properties. City Attorney Olavee Raub asked if Council would like City Clerk Ashley Scheibler to present the fee schedule for review at the next meeting, to which Council agreed.

#### **Police**

Police Chief Avery Smith presented the Monthly Incident Report for August and his department report. Council inquired about the status of scooters within Ellis. Chief Smith reported that no progress has been made. City Clerk Ashley Scheibler noted that the City of Victoria is currently drafting an ordinance regarding scooter usage and has agreed to share their findings following their September meeting. She added that she will present this information to Council, along with any additional suggestions gathered from the List-Serve, at the next council meeting.

#### **City Clerk**

City Clerk Ashley Scheibler presented the committee minutes and her department update, noting the first TNR trapping since the program resumed took place on August 28, 2025. Council member John Walz volunteered to assist when the City was short on help and transported three cats. The next trapping is scheduled for September 4, 2025.

Ms. Scheibler informed Council, although she had requested approval to apply for the KWO water grant at the last meeting, she had overlooked requesting authorization to apply with a 20% cost-share match. She requested Council's consideration, explaining the match would strengthen the application's point system. Council member Walz moved to approve a 20% cost share match for the KWO Water Project, with funds to come from the Capital Improvement – Water Exploration Fund. Council member Jolene Niernberger seconded the motion. The motion carried 5-0.

#### **Attorney**

City Attorney Olavee Raub provided Council with a memorandum updating progress on the Trego Well Line easement process. She reported of the 46 easements required for the project, the City has obtained full easements on 35 tracts, with work continuing on the remainder. Ms. Raub also noted Carmen Ginther, 109 E. 9th, submitted documentation to the Clerk's office, including an estimate for the property's demolition. A public hearing is scheduled for Friday, September 5, 2025, at 7:30 p.m., at which time Council will need to decide whether to establish a demolition deadline or take other action.

#### **Mayor Update and Announcements**

Mayor David McDaniel reported he attended a League meeting in Topeka last Thursday to review legislative proposals for the upcoming session. He also noted the Certified Public Manager course will be held in Hays this year, which is uncommon. Both Ellis County and the City of Hays are sending participants. Mayor McDaniel asked Council to consider approval for City Clerk Ashley Scheibler to participate in the 2026 Heartland Certified Public Manager Program.

Council member Jolene Niernberger moved to approve City Clerk Ashley Scheibler's attendance at the 2026 Heartland Certified Public Manager Program. Council member John Walz seconded the motion. The motion carried 5-0.

**EXECUTIVE SESSIONS**

**ADJOURNMENT**

Council member Dava Gaschler moved and Council member Devin Henderson seconded a motion to adjourn the meeting. The motion carried 5-0. The meeting adjourned at 7:22 p.m.

Ashley Scheibler  
City Clerk

David Walz  
Mayor

**ELLIS CITY COUNCIL  
SPECIAL MEETING  
Minutes  
September 5, 2025**

**CALL TO ORDER**

Mayor David McDaniel called the special meeting to order at 7:30 p.m. Present were Council members John Walz, Dava Gaschler, Jolene Niernberger, Devin Henderson, and Terry Zerfas. Also present were City Clerk Ashley Scheibler, Public Works Director Steve Homburg, and City Attorney Olavee Raub. Council member Martin Labarge and Police Chief Avery Smith were absent.

**PUBLIC PRESENT**

Carmen Ginther and Bonnie Ginther.

**PURPOSE OF SPECIAL MEETING**

Mayor David McDaniel stated the purpose of the special meeting is to conduct a Public Hearing for 109 W. 9th, consider additional repairs on 6th Street, discuss the renewal of the one percent sales tax, and hold an Executive Session regarding the acquisition of real property.

**Public Hearing: Condemnation**

Mayor David McDaniel requested a motion to open the public hearing to discuss the Condemnation of 109 E. 9<sup>th</sup>, Ellis, KS 67637. Council member John Walz moved to open the public hearing. Council member Devin Henderson seconded the motion. The motion carried 5-0. The public hearing opened at 7:31 p.m.

City Attorney Olavee Raub explained the purpose of the Public Hearing is to allow discussion or objections regarding the property's demolition or remediation.

Carmen Ginther, 2719 Ash St, Hays, stated all required permits have been obtained to proceed with demolition and anticipates the property will be torn down early next week. Council member Dava Gaschler asked Ms. Ginther about the future of the cats currently inhabiting the area. Ms. Ginther clarified the cats do not belong to her but to a neighboring property owner. She explained the cats will be removed from the site before demolition, after which the neighboring property owner will remain responsible for their care.

With no further comments from the public, Mayor David McDaniel requested a motion to close the public hearing. Council member John Walz moved, and Council member Devin Henderson seconded a motion to close the public hearing. The motion carried 5-0. The public hearing closed at 7:41 p.m.

**General Government: Condemnation**

Council member John Walz moved to approve Resolution No. 632 declaring the property located at 109 E 9th, Ellis, KS, as unsafe and/or dangerous, and granting 30 days for demolition and removal. Council member Devin Henderson seconded the motion. The motion carried 5-0.

**Streets: Contract**

Public Works Director Steve Homburg informed Council JCorp's original bids did not include repairs to existing curbs and gutters on Sixth Street. He reported the Sixth Street repairs are expected to take four to six weeks to complete. Mayor David McDaniel directed Mr. Homburg to issue public notices to Ellis residents who may be affected by the project. Council member Dava Gaschler moved to approve the estimate from JCorp in the amount of \$8,500.00 for the additional repairs to curbs and gutters, with funds to come from the Capital Improvements – Street fund. Council member John Walz seconded the motion. The motion carried 4-1. Council member Terry Zerfas voting opposed.

### **General Government: Financial**

City Clerk Ashley Scheibler reported to Council that she has continued reviewing the one percent sales tax for water supply and distribution systems. She explained the sales tax, renewed in April 2016, does not contain a sunset clause as previously indicated by the Kansas Department of Revenue in mid-August. After further clarification, KDOR confirmed their earlier statement was in error and advised that the City of Ellis is not required to hold an election to renew the sales tax. Based on this information, Ms. Scheibler requested Council rescind its prior motions approving resolutions 628 and 630. Council member Dava Gaschler moved to rescind resolutions 628 and 630 for the sales tax election and proposition for a one percent sales tax. Council member John Walz seconded the motion. The motion carried 5-0.

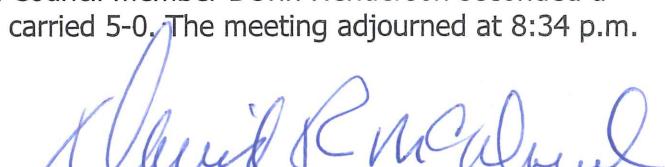
### **EXECUTIVE SESSION**

Mayor David McDaniel asked for a motion to recess into executive session at the request of City Attorney Olavee Raub. Council member Devin Henderson moved for City Council to recess into executive session to discuss property easements pursuant to the acquisition of real property exception, K.S.A. 75-4319 (b)(6), with City Attorney Olavee Raub and Public Works Director Steve Homburg present. The open meeting will resume at 8:22 p.m. Council member Jolene Niernberger seconded the motion. The motion carried 5-0. No action was taken in executive session, and the open meeting resumed.

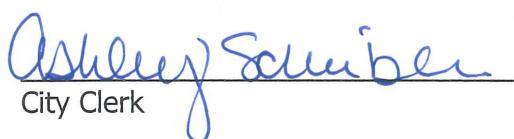
Mayor David McDaniel asked for a motion to recess into executive session at the request of City Attorney Olavee Raub. Council member Devin Henderson moved for City Council to recess into executive session to discuss property easements pursuant to the acquisition of real property exception, K.S.A. 75-4319 (b)(6), with City Attorney Olavee Raub and Public Works Director Steve Homburg present. The open meeting will resume at 8:33 p.m. Council member Jolene Niernberger seconded the motion. The motion carried 5-0. No action was taken in executive session, and the open meeting resumed.

### **ADJOURNMENT**

Council member Dava Gaschler moved, and Council member Devin Henderson seconded a motion to adjourn the meeting. The motion carried 5-0. The meeting adjourned at 8:34 p.m.



\_\_\_\_\_  
David R. McDaniel  
Mayor



\_\_\_\_\_  
Ashley Scheibler  
City Clerk

**ELLIS CITY COUNCIL  
REGULAR MEETING  
Minutes  
September 15, 2025**

**CALL TO ORDER**

Mayor David McDaniel called the regular meeting to order at 6:30 p.m. Present were Council members Terry Zerfas, Dava Gaschler, Martin LaBarge, Devin Henderson, Jolene Niernberger, and John Walz. Also present were City Attorney Olavee Raub, Public Works Director Steve Homburg, Police Chief Avery Smith, Fire Chief Dustin Vine, and City Clerk Ashley Scheibler.

**PLEDGE OF ALLEGIANCE**

**AMENDMENTS TO AGENDA**

Mayor David McDaniel requested to add Consider Approval of Event Request Application from the Ellis Cross Country Team under New Business.

**PUBLIC PRESENT**

Glen Keller, Kevin LaBarge, David Clingan, Darin Myers, Brendan Mackay, Jorden Dettmer, Alicia Flower, Michael Berges, and Kiedra Hickert.

**CONSENT AGENDA**

Council member John Walz moved to approve the consent agenda containing the Minutes from the Regular Meeting on September 2, 2025, the Special Meeting on September 5, 2025, Bills Ordinance #2221, and the Manual Journal Entries for August. Council member Devin Henderson seconded the motion. Council approved the consent agenda 6-0.

**PUBLIC COMMENTS**

**PRESENTATIONS OF AWARDS, PROCLAMATIONS, REQUESTS & PETITIONS  
(HEARINGS)**

**SPECIAL ORDER**

**Fire Department: Report**

Fire Chief Dustin Vine submitted his monthly report for review.

**Ellis Alliance: Geocaching Project**

Alicia Flower, Director of the Ellis Alliance, presented the Alliance's Geocaching project within the City of Ellis. She explained Geocaching is a real-world scavenger hunt that uses GPS to locate hidden "caches." In Ellis, these caches will be placed in public spaces to encourage foot traffic from participants using a trackable app. Ms. Flower noted the project offers a fun way to highlight Ellis' historic footprint while also boosting tourism within the community. Council endorsed the Ellis Alliance's Geocaching project and thanked Ms. Flowers for her work on the project.

**UNFINISHED BUSINESS**

**General Government: Insurance**

City Clerk Ashley Scheibler reported, following further review by Mayor McDaniel, it was confirmed the insurance estimates include proper coverage to assist with replacing the flat roofs and guttering on the Congregational Church. Ms. Scheibler noted it is now up to Council to determine responsibility for the \$2,500 deductible. Council member Jolene Niernberger moved to advertise for bids to repair the church roof and to pay the \$2,500 deductible with funds to come from the General Fund. Council member Devin Henderson seconded the motion. The motion carried 6-0.

**NEW BUSINESS**

**General Government: Contract**

Ellis County Commissioner Michael Berges, County Administrator Darin Myers, Public Works Director Brendan Mackay, and Jordan Dettmer, Bridge Engineer with Penco Engineering, discussed ongoing projects involving the City of Ellis. Updates were provided on the 10th Street bridge, including structure details, cost estimates, and options A, B, and C for Council's review.

The group also discussed the proposed 1% county sales tax renewal, noting it would be dedicated to a specific project to support county infrastructure needs. Additionally, they shared the county's plans to upgrade the current EMS building to accommodate both County Rural Fire and EMS, with consideration of a potential merger with the City's fire department. No action was taken.

### **Water: Request**

Public Works Director Steve Homburg presented Council with additional considerations regarding the Ellis Golf Course's request to draw and use water from the City's well. Council directed Mr. Homburg to continue compiling a cost estimate of the associated expenses to help determine an appropriate charge for the Golf Course's use of the water.

### **General Government: Event Request Application**

Keidra Hickert, representing Ellis Cub Scouts Pack 115, requested Council approval to hold a Downhill Boxcar Event on October 18, 2025, from 2:00 to 4:00 p.m. on Washington Street between 13th and 15th Streets. Ms. Hickert explained as they continue to rebuild, they are working to bring back past activities, including the Downhill Boxcar Races. She noted the original boxcars have been well preserved, with many still in good condition. Chief Smith requested assistance from active Cub Scouts in notifying residents along the route and asking vehicle owners to remove their cars prior to the event. Council Member Dava Gaschler moved to approve the Event Request Application and Traffic Control Application submitted by Ellis Cub Scouts Pack 115, with the event to be held on October 18, 2025, on Washington Street from 13th to 15th Streets. Council member Terry Zerfas seconded the motion. The motion carried 6-0.

### **Water: License/Permit**

DJ Fischer, the Ellis Jr. Free Fair Board President, 801 Cottonwood, has applied for a permit to drill a private water well on their property. Council member John Walz moved to approve the Application for Permit to Drill Private Water Well from the Ellis Jr. Free Fair Board at the Ellis Fairgrounds located at 801 Cottonwood. Council member Devin Henderson seconded the motion. The motion carried 6-0.

### **General Government: Licenses/Permits**

City Attorney Olavee Raub explained setting specific fees for mowing or snow violations would require an amendment to the ordinance. Council directed City Clerk Ashley Scheibler to contact the Clerk's List-Serve to gather information on how other second-class cities assess such violations and to report back at the next meeting.

### **Public Works: Disposal**

Council Member Dava Gaschler moved to authorize Public Works Director Steve Homburg to prepare the City's unused forklift for sale and list it on PurpleWave. Council member John Walz seconded the motion. The motion carried 6-0.

### **Sewer: Acquisition**

Public Works Director Steve Homburg presented Council with images of the City's current sludge truck, noting visible rust and a hole in the trailer bed. Council acknowledged the issue but noted the purchase of a new dump trailer was not included in the 2025 or 2026 budgets. As a result, no action was taken.

### **General Government: Committee**

Council member John Walz moved to designate Council member Jolene Niernberger as the voting delegate and Council member Devin Henderson as the alternate voting delegate at the League of Kansas Municipalities Annual Conference in October. Council member Martin LaBarge seconded the motion. The motion carried 6-0.

### **General Government: Event Request Application**

Council Member Dava Gaschler moved to approve the Event Request Application submitted by the Ellis Cross Country Team, with the event to be held on October 1, 2025, at Creekside Park. Council member Terry Zerfas seconded the motion. The motion carried 6-0.

## REPORTS FROM CITY OFFICIALS

### Public Works

Public Works Director Steve Homburg presented his department update, noting that stop work orders had been issued on four homes located on Maple Street. Mr. Homburg added a corrective plan of action is now in place, and construction has resumed.

### Police

Police Chief Avery Smith presented the Monthly Incident Report for August along with his department update.

### City Clerk

City Clerk Ashley Scheibler presented the August Financial Statements and provided her department update. She informed Council the City was not awarded the KDA Cost Share Spay/Neuter Grant due to a high number of applicants and limited funding. She also noted Verda successfully submitted the KDOT Cost Share Grant application for the West 2nd Street Improvement project, with additional supporting documents included this round to strengthen the City's chances of receiving funding. Ms. Scheibler further requested Council's consideration to attend the CCMFOA Institute to begin the process of obtaining her Certified Municipal Clerk certification. Council member John Walz moved to approve Ms. Scheibler's application to attend the CCMFOA Institute. Council member Dava Gaschler seconded the motion. The motion carried 6-0. Lastly, Ms. Scheibler informed Council she had been awarded a \$600 scholarship from the Jack Lemons Foundation to support her continued learning in the 2026 Certified Public Manager course.

### Attorney

City Attorney Olavee Raub reported she is continuing work on the easement processes. She addressed all concerns from the previous Council meeting and noted contact was successfully made with a previously unresponsive landowner, who has agreed to sign all required documents.

### Mayor Update and Announcements

Mayor McDaniel sought input from Fire Chief Dustin Vine regarding Ellis County's proposal to merge the County Fire and EMS with the City of Ellis Fire Department. Chief Vine noted, although he has considered the merger, he has concerns about station location and potential impacts on response times. Mayor McDaniel emphasized that further discussions with Chief Vine will take place before any decisions are made, ensuring the proposal is carefully evaluated.

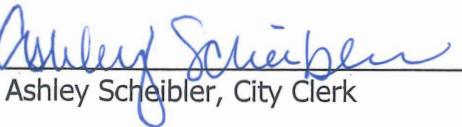
### EXECUTIVE SESSION

### ADJOURNMENT

Council member Martin LaBarge moved, and Council member Devin Henderson seconded the motion to adjourn the meeting. The motion carried 6-0. The meeting adjourned at 8:51 p.m.



David R. McDaniel



Ashley Scheibler

Ashley Scheibler, City Clerk

**ELLIS CITY COUNCIL  
REGULAR MEETING  
Minutes  
October 6, 2025**

**CALL TO ORDER**

Mayor David McDaniel called the regular meeting to order at 6:30 p.m. Present were Council members Terry Zerfas, Martin LaBarge, Devin Henderson, Jolene Niernberger, and John Walz. Also present were City Attorney Olavee Raub, Public Works Director Steve Homburg, Police Chief Avery Smith, and City Clerk Ashley Scheibler. Council member Dava Gaschler was absent.

**PLEDGE OF ALLEGIANCE**

**AMENDMENTS TO AGENDA**

Mayor David McDaniel asked Council and those in attendance to join in a moment of silence in honor of fallen Sergeant Scott Heimann of the Hays Police Department.

City Clerk Ashley Scheibler requested to add Consider Approval of Event Request Application from Savannah Downing under New Business.

**PUBLIC PRESENT**

Glen Keller and Kevin LaBarge.

**CONSENT AGENDA**

Council member Martin LaBarge moved to approve the consent agenda containing the Minutes from the Regular Meeting on September 15, 2025, and Bills Ordinance #2222. Council member Devin Henderson seconded the motion. Council approved the consent agenda 5-0.

**PUBLIC COMMENTS**

**PRESENTATIONS OF AWARDS, PROCLAMATIONS, REQUESTS & PETITIONS**

**(HEARINGS)**

**SPECIAL ORDER**

**UNFINISHED BUSINESS**

**Water: Request**

Public Works Director Steve Homburg presented Council with additional questions concerning the Ellis Golf Course's request to draw water from the City well. Council directed Mr. Homburg to discuss the proposed expenses with the Golf Course to determine whether this option is feasible.

**General Government: Licenses/Permits**

Mayor David McDaniel requested the discussion regarding Mowing and Snow Violation Fees be tabled until all Council members are present.

**NEW BUSINESS**

**General Government: Traffic Control Application**

Council member John Walz moved to approve the Traffic Control Application submitted by the Ellis High School Stuco, with the Homecoming Parade event to be held on October 10, 2025. Council member Devin Henderson seconded the motion. The motion carried 5-0.

**General Government: Acquisition**

City Clerk Ashley Scheibler presented Council with a bid to replace desk space for clerk staff. Council advised Ms. Scheibler requests exceeding spending authority must be budgeted and directed her to bring this request forward during the preparation of the 2027 budget.

**General Government: Licenses/Permits**

City Clerk Ashley Scheibler presented Council with information gathered from other second-class cities addressing electronic scooter and bicycle issues within their communities. Using the shared ordinances as reference, Council directed City Attorney Olavee Raub to draft an electronic scooter and bicycle ordinance for Council to review at the next meeting.

**General Government: Special Project**

Council member Jolene Niernberger moved to authorize Mayor David McDaniel to sign a letter

of support for ACCESS Public Transportation. Council member Martin LaBarge seconded the motion. The motion carried 5-0, with Council member John Walz abstaining due to a perceived conflict of interest.

### **General Government: City Code**

City Clerk Ashley Scheibler reviewed new regulations issued by the Attorney General's Office regarding open records request procedures. These updates will require changes to City Code to align with the Kansas Open Records Act. Council directed City Attorney Olavee Raub to draft the necessary code revisions for compliance and present them at the next Council meeting.

Ms. Scheibler also provided an update on the City's Council meeting livestream system, noting once meeting minutes have been transcribed and distributed to those requesting notifications, all recordings should be deleted to remain in compliance with the Attorney General's guidance. Council authorized Ms. Scheibler to proceed with the necessary adjustments.

### **General Government: Event Request Application**

Council member John Walz moved to approve the Event Request Application submitted Savannah Downing, with the event to be held on October 12, 2025 at Playworld Park. Council member Terry Zerfas seconded the motion. The motion carried 5-0.

## **REPORTS FROM CITY OFFICIALS**

### **Public Works**

Public Works Director Steve Homburg presented the Comprehensive Water Report and his department update, noting during a recent inspection of the Railroad Museum, EMC Insurance identified several compliance issues, including an outdated electrical panel, which requires replacement, and the presence of asbestos in the boiler room. Corrective actions are currently underway to address these concerns. Mr. Homburg stated he would seek Council approval for the repair costs at the next meeting. He also informed Council JCorp will begin repairs to 6<sup>th</sup> Street on Wednesday, October 8<sup>th</sup>.

### **Police**

Police Chief Avery Smith presented the Monthly Incident Report for September, along with his department update.

### **City Clerk**

City Clerk Ashley Scheibler presented the Health Insurance Savings Report for August and provided her department update. Ms. Scheibler informed Council the request for proposals for roof repairs to the Congregational Church was published in the Ellis Review with a submission deadline of October 15 at 5:00 p.m.

### **Attorney**

City Attorney Olavee Raub reported she is continuing work on the easement processes. Ms. Raub also informed Council she will be attending the CAAK conference on October 10 in Overland Park.

### **Mayor Update and Announcements**

Mayor David McDaniel presented Council with an application to fill a vacant seat on the Cemetery Committee and recommended the appointment of Sylvia Deutscher. Council Member John Walz moved to approve Sylvia Deutscher's application for the Cemetery Committee. Council member Martin LaBarge seconded the motion. The motion carried 5-0.

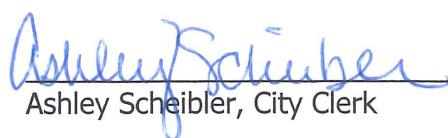
## **EXECUTIVE SESSION**

### **ADJOURNMENT**

Council member Martin LaBarge moved, and Council member Devin Henderson seconded the motion to adjourn the meeting. The motion carried 5-0. The meeting adjourned at 7:50 p.m.



David R. McDaniel, Mayor



Ashley Scheibler, City Clerk

**ELLIS CITY COUNCIL  
REGULAR MEETING  
Minutes  
October 20, 2025**

**CALL TO ORDER**

Mayor David McDaniel called the regular meeting to order at 6:30 p.m. Present were Council members Dava Gaschler, Terry Zerfas, Martin LaBarge, Devin Henderson, Jolene Niernberger, and John Walz. Also present were City Attorney Olavee Raub, Public Works Director Steve Homburg, Police Chief Avery Smith, and City Clerk Ashley Scheibler. Fire Chief Dustin Vine was absent.

**PLEDGE OF ALLEGIANCE**

**AMENDMENTS TO AGENDA**

**PUBLIC PRESENT**

Glen Keller, Mary Jo Walz, Lyle Johnston, Nora Barton, Becky Stites, Kevin LaBarge, Shawn Burd, Randy Murphy, Pauleen Edmunds, Darcey Kozisek, Rebecca Rorabaugh, Kody Niblock, Hillary Newell, and Michael Berges.

**CONSENT AGENDA**

Council member John Walz moved to approve the consent agenda containing the Minutes from the Regular Meeting on October 6, 2025, Bills Ordinance #2223, and the Manual Journal Entries for September. Council member Devin Henderson seconded the motion. Council approved the consent agenda 6-0.

**PUBLIC COMMENTS**

Shawn Burd spoke regarding electric scooter usage within the City of Ellis and requested Council consider engaging with local teachers and holding a public forum to discuss the matter before making a final decision. Mr. Burd expressed concern that requiring scooters to be operated in the street could pose safety risks, noting the ordinance in reference from the City of Victoria does not account for Ellis' diagonal parking along Main Street. As a parent, Mr. Burd added he would prefer to see children spending time outdoors riding scooters rather than staying indoors playing video games.

**PRESENTATIONS OF AWARDS, PROCLAMATIONS, REQUESTS & PETITIONS**

**(HEARINGS)**

**Personnel: Award**

Mayor David McDaniel presented the annual Service Awards to employees who attained milestone anniversaries with the city. Awards were presented Council member John Walz (5 years), Council member Devin Henderson (5 Years), Fire Department Hillary Newell (5 years), Fire Department Kody Niblock (5 years), Fire Department Shaun Burd (10 years), and Council member Jolene Niernberger (15 years). Waste Water Treatment Plant Operator Greg Cochrane (5 years), Fire Department Jake Romey (5 years), Fire Department Monte Boydston (10 years), and Fire Department and Public Works Employee Ron Julian (10 years) were not present.

**General Government: Proclamation**

Mayor David McDaniel read a proclamation in observance of Friends of the Ellis Library Week from October 19 – 25, 2025.

**SPECIAL ORDER**

**Fire Department: Report**

Mayor McDaniel informed Council Chief Dustin Vine was absent and noted any questions for him could be addressed at a later time.

**UNFINISHED BUSINESS**

**General Government: Licenses/Permits**

City Clerk Ashley Scheibler provided Council with examples from other second-class cities regarding Mowing Violation fees. Council member Dava Gaschler moved to direct City Attorney

Olavee Raub to draft a Resolution to adjust City of Ellis mowing violation fees to \$150/per hour with a 2-hour minimum. Council member Devin Henderson seconded the motion. The motion carried 6-0.

### **General Government: Licenses/Permits**

Mayor McDaniel noted information regarding electric scooter and bike usage was included in the Council packets and had been discussed previously. He asked Police Chief Avery Smith to provide input on concerns related to electric scooter restrictions. Chief Smith recommended Council consider implementing reasonable and enforceable regulations. He agreed with Mr. Burd's public comment, expressing concern that requiring scooters to be used on the street rather than the sidewalk—or restricting them outside the business district—could create additional safety risks. City Attorney Olavee Raub informed Council the current City Code prohibits the use of electric scooters within the City of Ellis and advised, to comply with regulations, Council would need to repeal City Code 14-207. Council member John Walz moved to repeal City Code 14-207. Council member Dava Gaschler seconded the motion. The motion carried 6-0.

### **General Government: Insurance**

Mayor McDaniel reported the City received multiple bids for repairs to the Congregational Church roof. High Plains Roofing submitted a bid of \$93,240.00, Roofmasters submitted a bid of \$81,725.00, and RK Roofing submitted a bid of \$94,500.00. After reviewing the bids, it was determined that the full scope of work had not been clearly outlined in any of the three submissions.

Council member Dava Gaschler moved to reject all bids received, as they did not meet the bid specifications required for the Congregational Church roof repairs. Council member Martin LaBarge seconded the motion. The motion carried 6-0.

### **NEW BUSINESS**

#### **General Government: Event Request and Traffic Control Application**

Council member John Walz moved to approve the Event Request and Traffic Control Application submitted by the Ellis Baptist Church, with the event to be held on October 31, 2025. Council member Martin LaBarge seconded the motion. The motion carried 6-0.

### **Sewer: Acquisition**

Public Works Director Steve Homburg presented Council with a quote from Aerzen for the replacement of a faulty sewer blower motor. Council member Terry Zerfas moved to approve the purchase of a sewer blower motor from Aerzen in the amount of \$3,048.55 plus the cost of freight, with funds to come from the Sewer Depreciation Reserve fund. Council member Devin Henderson seconded the motion. The motion carried 6-0.

### **Museum: Repair/Maintenance**

Public Works Director Steve Homburg presented Council with a quote from ACM Removal, LLC for the asbestos abatement in the boiler room of the Ellis Railroad Museum. Council member Dava Gaschler moved to approve the quote from ACM Removal, LLC in the amount of \$1,370.00 with funds to come from the Capital Improvement Special Projects fund. Council member Terry Zerfas seconded the motion. The motion carried 6-0.

### **General Government: Financial**

The Council reviewed a donation request from the Ellis Recreation Commission for the Polar Express event. However, they decided not to contribute this year, as the expense was not part of the current budget. Council encouraged the Ellis Recreation Commission to include the Polar Express in next year's budget request. No action was taken.

### **Clerk: Disposition**

City Clerk Ashley Scheibler presented the list of public records eligible to be destroyed per the City's record retention policy. Council member Devin Henderson moved to approve the Certificate of Destruction of Public Records as presented. Council member Jolene Niernberger seconded the motion. The motion carried 6-0.

Ms. Scheibler asked Council to consider how they would like the Clerk's Office to proceed with

the destruction of hard copies during the transition from paper records to digital files. Council reached a consensus to allow the City Clerk to dispose of paper copies once the corresponding records have been properly digitized.

#### **Museum: Repair/Maintenance**

Glen Keller informed Council the Ellis Railroad Museum had secured sufficient funding to complete several much-needed repairs and improvements. The proposed projects include installing air conditioning on the first floor of the museum, adding rock landscaping near the front bench, and installing a flagpole. Mr. Keller noted these improvements would be completed at no cost to the City. Council member John Walz moved to approve the installation of air conditioning, rock landscaping, and a flagpole at the museum at no cost to the City. Council member Jolene Niernberger seconded the motion. The motion carried 6-0.

#### **General Government: Special Project**

Council member Dava Gaschler moved to authorize City Clerk Ashley Scheibler to supply a letter of support to the Hays Community Radar Project on behalf of the City of Ellis. Council member John Walz seconded the motion. The motion carried 6-0.

#### **Campground: Special Project**

City Clerk Ashley Scheibler informed Council the Community Foundation of Ellis' Match Month will conclude on October 31. Ms. Scheibler requested Council approval to pay the remaining match amount in support of purchasing the toy train to be installed at the Ellis Lakeside Campground Playground. Council member John Walz moved to approve donating the remaining proceeds, in any amount necessary to meet the Community Foundation of Ellis' matching funds requirement, to support the purchase of playground equipment at the Ellis Lakeside Campground.

### **REPORTS FROM CITY OFFICIALS**

#### **Public Works**

Public Works Director Steve Homburg presented the Comprehensive Water Report and his department update. Mr. Homburg requested Council's permission to attend a Plumbing and Mechanical code training seminar in Hays on November 14, 2025. Council member John Walz moved to approve Mr. Homburg's request to attend the Plumbing and Mechanical code training in Hays for the amount of \$110.00. Council member Martin LaBarge seconded the motion. The motion carried 6-0.

#### **Police**

Police Chief Avery Smith presented the Monthly Incident Report for September, along with his department update. Mr. Smith addressed issues occurring with patrons at the Ellis Lakeside Campground, noting several campers have recently failed to make payment, requiring assistance from the City Police Department. He suggested the Campground Committee consider implementing a Code of Conduct to aid in enforcing campground rules. City Attorney Olavee Raub stated she could assist with issuing an eviction notice if notified. City Clerk Ashley Scheibler acknowledged the concern and stated the Clerk's Office would keep the matter under advisement.

#### **City Clerk**

City Clerk Ashley Scheibler presented the September Financial Statements and provided her department update, noting Hernly Associates, LLC has completed the survey process and plans to hold a second public forum on November 5, 2025, at 5:30 p.m. at City Hall to present the results and address any additional questions from the community. Ms. Scheibler encouraged all business owners, residents, and Council members to be present.

Ms. Scheibler requested Council consideration to allow City Hall to close at 4:30 p.m. on October 31, 2025, so staff could participate in the community Trunk-or-Treat event. She also requested permission to use the City car as the Clerk's trunk for the event. Council consented to both requests. Ms. Scheibler requested approval to attend the Kansas Municipal Audit and Accounting Guide training in Galva, KS, on November 6, 2025. Council reached a consensus to authorize her attendance.

### **Attorney**

City Attorney Olavee Raub reported she would discuss her section during Executive Session.

### **Mayor Update and Announcements**

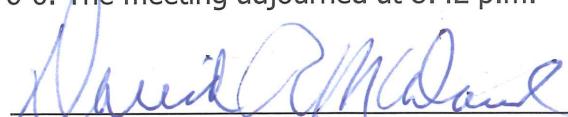
Mayor David McDaniel requested Council's consent to provide Union Pacific with a letter of support for its merger with Norfolk Southern. Council approved the request by consensus. Mayor McDaniel also informed Council a member of the Spruce Villa Board had resigned, leaving an open seat. Anyone interested in serving was encouraged to visit City Hall to obtain a Volunteer Application. He reported on October 3, 2025, Wilson and Company visited 2nd Street to assess concerns regarding water runoff related to the 2nd Street improvement project. He noted additional engineering will be necessary to ensure the runoff does not negatively impact nearby businesses or property owners.

### **EXECUTIVE SESSION**

Mayor David McDaniel asked for a motion to recess into executive session at the request of City Attorney Olavee Raub. Council member Martin LaBarge moved for City Council to recess into executive session to discuss easements pursuant to the acquisition of real property exception, K.S.A. 75-4319 (b)(6), with City Attorney Olavee Raub and Public Works Director Steve Homburg present for 20 minutes. The open meeting will resume at 8:40 p.m. Council member Jolene Niernberger seconded the motion. The motion carried 6-0. No action was taken in executive session, and the open meeting resumed.

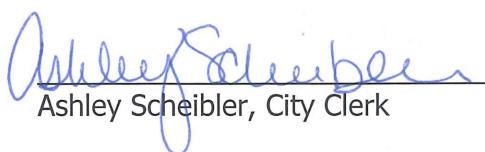
### **ADJOURNMENT**

Council member Terry Zerfas moved, and Council member Dava Gaschler seconded the motion to adjourn the meeting. The motion carried 6-0. The meeting adjourned at 8:42 p.m.



David R. McDaniel

David R. McDaniel, Mayor



Ashley Scheibler

Ashley Scheibler, City Clerk

**ELLIS CITY COUNCIL**  
**REGULAR MEETING**  
**Minutes**  
**November 3, 2025**

**CALL TO ORDER**

Mayor David McDaniel called the regular meeting to order at 6:30 p.m. Present were Council members Dava Gaschler, Terry Zerfas, Martin LaBarge, Devin Henderson, Jolene Niernberger, and John Walz. Also present were Public Works Director Steve Homburg, Police Chief Avery Smith, and City Clerk Ashley Scheibler. City Attorney Olavee Raub attended via Zoom.

**PLEDGE OF ALLEGIANCE**

**AMENDMENTS TO AGENDA**

**PUBLIC PRESENT**

Glen Keller, Perry Henman, Kevin LaBarge, Michael Berges, and Shaun Burd.

**CONSENT AGENDA**

Council member Martin LaBarge moved to approve the consent agenda containing the Minutes from the Regular Meeting on October 20, 2025, and Bills Ordinance #2224. Council member Devin Henderson seconded the motion. Council approved the consent agenda 6-0.

**PUBLIC COMMENTS**

Ellis County Commissioner Michael Berges addressed Council regarding line striping on Old Highway 40. He reported the County has completed the center line striping and expects the white edge lines to be finished within the next two weeks.

**PRESENTATIONS OF AWARDS, PROCLAMATIONS, REQUESTS & PETITIONS**

**(HEARINGS)**

**SPECIAL ORDER**

**UNFINISHED BUSINESS**

**General Government: Licenses/Permits**

Police Chief Avery Smith presented a draft electronic scooter and e-bike community survey for Council's review and consideration. The purpose of the survey is to gather input from City of Ellis residents to understand community opinions better. Council recommended distributing the survey at the Ellis Public Library, USD 388 Schools, and online. Chief Smith stated he would ensure distribution through all suggested outlets and allow a 30-day response period, with results to be presented at the December 15 Council meeting.

**General Government: City Code**

City Clerk Ashley Scheibler shared with Council Ordinance No. 1502, modifying the fees related to records requests. Council member John Walz moved to approve Ordinance No. 1502 to modify the fees related to records requests. Council member Jolene Niernberger seconded the motion. The motion carried 6-0.

**NEW BUSINESS**

**General Government: Acquisition**

Mayor David McDaniel introduced Perry Henman, President Board Member of the Ellis Arts and Historical Society Building, to Council and invited him to share his intentions for the property. Mr. Henman explained the Ellis Arts and Historical Society committee is dissolving, as its members are no longer able to continue serving. He acknowledged the City's long-standing support in providing utilities and insurance for the building and expressed his desire for the property to be transferred to the City rather than risk being sold through a tax sale. Council will discuss the acquisition at the next meeting.

**General Government: Financial**

Council member John Walz moved to approve Resolution No. 633 authorizing City employees to use the City credit cards. Council member Martin LaBarge seconded the motion. The motion carried 6-0.

### **General Government: Contract**

City Attorney Olavee Raub spoke to Council about Revisions within the Municipal Zoning Ordinance. Council member Devin Henderson moved to adopt Ordinance No. 1501 for the adoption of Revisions within the Municipal Zoning Ordinance. Council member Martin LaBarge seconded the motion. The motion carried 6-0.

### **Sewer: Contract**

Public Works Director Steve Homburg presented Council with two 5-year contracts for sewer maintenance cleaning. Council member Terry Zerfas moved to approve the Contract with Mayer Specialty Services, LLC in the amount of \$61,800.00 with funds to come from the Sewer Depreciation Reserve fund. Council member Dava Gaschler seconded the motion. The motion carried 6-0.

### **Water: Repair/Maintenance**

Public Works Director Steve Homburg presented Council with two bids for repairs to Well 11. Council member John Walz moved to approve the bid from Hydro Resources in the amount of \$5,954.00, with funds to come from the Water Depreciation Reserve fund. Council member Dava Gaschler seconded the motion. The motion carried 6-0.

### **Water: Repair**

Public Works Director Steve Homburg informed Council the Water Treatment Plant (WTP) experienced issues with its programmable logic controller (PLC), requiring City staff to operate the system in manual mode. He reported that the WTP remains fully operational and the Public Works Department is working to repair the PLC and return the plant to normal automated operations.

## **REPORTS FROM CITY OFFICIALS**

### **Public Works**

Public Works Director Steve Homburg presented his department update.

### **Police**

Police Chief Avery Smith presented the Monthly Incident Report for October, along with his department update

### **City Clerk**

City Clerk Ashley Scheibler presented her department update, noting Hernly Associates, LLC will hold the second public forum on November 5, 2025, at 5:30 p.m. at City Hall to present the results and address any additional questions from the community.

### **Attorney**

### **Mayor Update and Announcements**

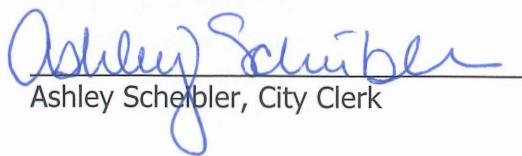
### **EXECUTIVE SESSION**

### **ADJOURNMENT**

Council member Martin LaBarge moved, and Council member Devin Henderson seconded the motion to adjourn the meeting. The motion carried 6-0. The meeting adjourned at 7:36 p.m.



David R. McDaniel, Mayor



Ashley Scheibler

Ashley Scheibler, City Clerk

**ELLIS CITY COUNCIL  
SPECIAL MEETING  
Minutes  
November 5, 2025**

**CALL TO ORDER**

Mayor David McDaniel called the special meeting to order at 5:30 p.m. Present were Council Members Devin Henderson, Martin LaBarge, Jolene Niernberger, and Terry Zerfas. Also present were Public Works Director Steve Homburg, City Clerk Ashley Scheibler, and Assistant City Clerk Verda Flinn. Council member John Walz arrived late at 5:44 p.m. Council member Dava Gaschler was absent.

**PLEDGE OF ALLEGIANCE**

**PUBLIC PRESENT**

Dawn Schmidt, Greg Schmidt, Kevin LaBarge, James Housley, Alex Begler, Travis Reynolds, Glen Keller, Pauleen Edmunds, Henry Wiesner, Michelle Wiesner, Wade Richard, Dawnelle Richard, Megan Bruey, Harley Schaub, Stan Hernly, and Linda Pfeifer.

**PURPOSE OF SPECIAL MEETING**

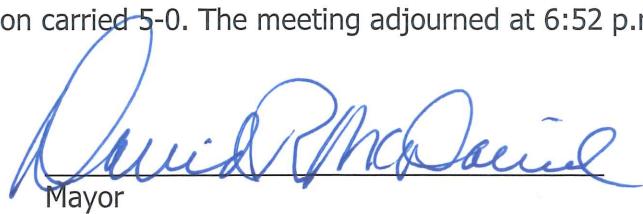
Mayor David McDaniel stated the purpose of the special meeting was for the public meeting for the Historical Downtown Survey Presentation by Hernly Associates, Inc.

**General Government: Special Project**

City Clerk Ashley Scheibler informed attendees Stan Hernly and his team at Hernly Associates, Inc. have completed the surveying process of the proposed Downtown Ellis Historical District. Megan Bruey, Associate Project Designer at Hernly Associates, Inc., gave a presentation outlining the survey results, its benefits, and answered questions from both Council and the public. Assistant City Clerk Verda Flinn added the survey is Phase I of a two-part plan. Phase II would involve the nomination process, which requires the consent of a majority of property owners. With that consent, the nomination would go before the Kansas Historic Sites Board of Review. If approved, it would then be sent to the National Register Office in Washington, D.C. for final review and designation. There being no further questions from Council or the Public, the presentation concluded.

**ADJOURNMENT**

Council member Martin LaBarge moved, and Council member Devin Henderson seconded a motion to adjourn the meeting. The motion carried 5-0. The meeting adjourned at 6:52 p.m.



David McDaniel  
Mayor



Ashley Scheibler  
City Clerk

**ELLIS CITY COUNCIL  
REGULAR MEETING  
Minutes  
November 17, 2025**

**CALL TO ORDER**

Mayor David McDaniel called the regular meeting to order at 6:30 p.m. Present were Council members Dava Gaschler, Terry Zerfas, Martin LaBarge, Devin Henderson, Jolene Niernberger, and John Walz. Also present were City Attorney Olavee Raub, Public Works Director Steve Homburg, Police Chief Avery Smith, Assistant City Clerk Verda Flinn, and City Clerk Ashley Scheibler. Fire Chief Dustin Vine was absent.

**PLEDGE OF ALLEGIANCE**

**AMENDMENTS TO AGENDA**

**PUBLIC PRESENT**

Glen Keller, Kevin LaBarge, Gilbert Kinderknecht, David Clingan, Jenni Holmgren, and Taft Yates.

**CONSENT AGENDA**

Council member Devin Henderson moved to approve the consent agenda containing the Minutes from the Regular Meeting on November 3, 2025, Minutes from the Special Meeting on November 5, 2025, Bills Ordinance #2225, and the Manual Journal Entries from October 2025. Council member John Walz seconded the motion. Council approved the consent agenda 6-0.

**PUBLIC COMMENTS**

Gilbert Kinderknecht provided Council and the public with information about the "Hays and North Central Kansas Parkinson's Support Group." This group is dedicated to helping individuals diagnosed with Parkinson's, as well as their families and caregivers, better understand the condition and access support in managing its challenges. Meetings are held at 2:00 p.m. on the first Thursday of each month at Messiah Lutheran Church, located at 20th and Main in Hays, KS. Anyone interested in participating may contact Mr. Kinderknecht at 785-656-0541.

Taft Yates presented a proposal from Midwest Energy (MWE) regarding the potential donation of a used bucket truck to the City of Ellis. Mr. Yates noted MWE has assisted the City and local organizations for many years with tasks such as hanging banners and placing Christmas lights. He explained if the City were to accept the donated equipment, it would allow staff to complete these tasks independently and also use the truck for tree trimming, painting, and other maintenance needs, providing substantial value to justify acquiring the vehicle.

Jenni Holmgren added to the discussion, explaining the conversation about the donated bucket truck arose after the auxiliary contacted MWE for assistance in removing the Hometown Hero banners to prepare for winter and preserve them properly. MWE informed them they would no longer be able to provide this service, leaving the auxiliary in a difficult position. Ms. Holmgren urged the Council to strongly consider the benefits of accepting the donated bucket truck.

**PRESENTATIONS OF AWARDS, PROCLAMATIONS, REQUESTS & PETITIONS**

**(HEARINGS)**

**SPECIAL ORDER**

**Fire Department: Report**

Mayor McDaniel informed Council Chief Dustin Vine was absent and noted his report was not provided. This item will be discussed at a later date.

**UNFINISHED BUSINESS**

**General Government: Acquisition**

City Clerk Ashley Scheibler informed Council the bid process for repairs to the Ellis Arts and Historical Society building would need to be restarted. She requested Council's input on any adjustments to the Request for Proposals (RFP). Once those modifications are incorporated, the revised RFP will be published in the Ellis Review with a submission deadline of December 11,

2025.

Council also discussed additional considerations related to acquiring the building, including the need to hire a certified building inspector, conduct a title search, survey the property, and file an additional claim for damages to the chapel ceiling. Council member Dava Gaschler moved to approve the bid process to hire a certified building inspector. Council member John Walz seconded the motion. The motion carried 6-0. Council member Dava Gaschler moved to direct City Attorney Olavee Raub to select the title search company that may provide timely service in order to supply the building's title search findings. Council member John Walz seconded the motion. The motion carried 6-0. Council member Terry Zerfas moved to approve the bid process to hire a property surveyor. Council member Martin LaBarge seconded the motion. The motion carried 6-0. Council member John Walz moved to authorize City Clerk Ashley Scheibler to jointly work with the Ellis Arts and Historical Society to file an additional insurance claim for the damages to the Chapel ceiling. Council member Devin Henderson seconded the motion. The motion carried 6-0.

### **Water: Repair**

Public Works Director Steve Homburg informed Council Well #11 is still inoperable, as there were additional issues discovered upon placing the replacement pipe. Mr. Homburg stated contingent on the cost of the additional repairs, he expects Well #11 to be in operation within the next thirty days.

### **NEW BUSINESS**

#### **General Government: Special Project**

City Clerk Ashley Scheibler presented Council with a survey results packet compiled by Assistant City Clerk Verda Flinn. The purpose of the packet is to give Council members, business owners, and residents an opportunity to review the findings and use the information as an educational resource to support the historic preservation of downtown buildings.

Ms. Flinn explained the next step in the process would be for Council to consider moving forward with the nomination phase. This would require consent from a majority of property owners before the nomination could be submitted to the Kansas Historic Sites Board of Review. If approved at the state level, the nomination would then be forwarded to the National Register Office for final review and designation. She also noted Phase II of the initiative would need to be bid out in the same manner as Phase I.

Ms. Flinn requested Council's authorization to begin seeking grant opportunities to assist with financing Phase II. Potential funding sources include the Dane G. Hansen Foundation and the National Historic Preservation Grant, which opens in the spring of 2026. Council member John Walz moved to approve the second phase of the downtown historical district and authorized city staff to pursue grant opportunities to support the second phase. Council member Jolene Niernberger seconded the motion. The motion carried 6-0.

#### **General Government: Special Event**

City Clerk Ashley Scheibler asked Council for their thoughts regarding the annual Holiday Christmas Party for City officials and staff. She noted attendance by staff and City officials had been low in previous years and referenced prior discussions about replacing the evening event with a weekday holiday luncheon for staff, their spouses, and City officials.

Council Member Dava Gaschler moved to approve a catered holiday luncheon for City staff, spouses, and officials at a cost not to exceed \$20.00 per plate. Council Member Martin LaBarge seconded the motion. The motion carried 6-0.

#### **Personnel: Benefits**

City Clerk Ashley Scheibler requested approval for the annual Christmas bonus for each City employee. Council member John Walz moved to approve a Christmas bonus for each City employee in the net amount of \$400.00. Council member Jolene Niernberger seconded the motion. The motion carried 6-0.

### **Personnel: Benefits**

City Clerk Ashley Scheibler informed Council City staff had requested consideration of a revision to the designated Christmas holiday closures. Council Member Dava Gaschler moved to approve adjusting the holiday schedule from December 24<sup>th</sup> and 25<sup>th</sup> to allow City Hall to be closed on December 25<sup>th</sup> and 26<sup>th</sup>. Council Member Devin Henderson seconded the motion. The motion carried 6-0.

### **Sanitation: Policy**

Public Works Director Steve Homburg asked Council to consider additional city-owned holiday dumpster placements for three businesses during the Thanksgiving Holiday. Council member Dava Gaschler moved to modify the Utility Services Policy to allow the placement of three city-owned dumpsters to be used during the holidays. Council member Terry Zerfas seconded the motion. The motion carried 6-0.

Council member Devin Henderson moved to permit the Public Works Department to place three holiday dumpsters at designated businesses for the Thanksgiving and Christmas closures. Council member Jolene Niernberger seconded the motion. The motion carried 6-0.

### **REPORTS FROM CITY OFFICIALS**

#### **Public Works**

Public Works Director Steve Homburg presented his department update. Council discussed the proposal from Midwest Energy (MWE) regarding the donation of a bucket truck, and Mr. Homburg agreed accepting the equipment would be a strong investment for the City. By consensus, Council directed Mr. Homburg to gather additional information on the proposed bucket truck. Council also provided consensus for City Clerk Ashley Scheibler to contact EMC to obtain insurance cost estimates for the bucket truck.

Council member Terry Zerfas, along with the rest of Council, asked Ms. Scheibler to inquire about the potential use of synthetic asphalt shingles as a replacement roof for the Ellis Arts and Historical Society building, noting their interest in understanding any potential cost savings associated with this option.

#### **Police**

Police Chief Avery Smith presented the Mid-Month Incident Report for November, along with his department update. Chief Smith informed Council he, along with a hiring panel, will be interviewing a potential candidate for the open police officer position on November 25.

#### **City Clerk**

City Clerk Ashley Scheibler presented her department update, noting an invoice received from the Ellis County Clerk for additional expenses related to the ballot issues associated with the State of Kansas sales tax question. Council member John Walz moved to direct City Clerk Ashley Scheibler to research the process for filing a claim with the State of Kansas to recover the costs incurred due to the error made at the state level. Council member Martin LaBarge seconded the motion. The motion carried 6-0.

#### **Attorney**

#### **Mayor Update and Announcements**

Mayor David McDaniel mentioned the Spruce Villa Board is still looking for a volunteer to fill the vacancy on the committee.

### **EXECUTIVE SESSION**

### **ADJOURNMENT**

Council member Martin LaBarge moved, and Council member Devin Henderson seconded the motion to adjourn the meeting. The motion carried 6-0. The meeting adjourned at 8:16 p.m.

  
Ashley Scheibler, City Clerk

  
Martin V. LaBarge, Mayor

**ELLIS CITY COUNCIL**  
**REGULAR MEETING**  
**Minutes**  
**December 1, 2025**

**CALL TO ORDER**

Mayor David McDaniel called the regular meeting to order at 6:30 p.m. Present were Mayor-Elect Martin LaBarge, Council Members Dava Gaschler, Council Member-Elect Kevin LaBarge, Devin Henderson, Jolene Niernberger, John Walz, and Terry Zerfas. Also present were City Treasurer-Elect Amanda Shannon, Public Works Director Steve Homburg, Police Chief Avery Smith, City Attorney Olavee Raub, and City Clerk Ashley Scheibler.

**PLEDGE OF ALLEGIANCE**

**ADMINISTER OATH OF OFFICE**

**Personnel: Entry**

City Clerk Ashley Scheibler administered the Oath of Office to newly elected Mayor Martin LaBarge; Council Members David McDaniel, Kevin LaBarge, and John Walz; and City Treasurer Amanda Shannon.

**AMENDMENTS TO AGENDA**

Mayor LaBarge requested to add the Ratification of Hydro Resources Invoice for Repairs to Well #11 under Unfinished Business.

**PUBLIC PRESENT**

Glen Keller, Brian Shannon, and Ben Bencze.

**CONSENT AGENDA**

Council Member Jolene Niernberger moved to approve the consent agenda containing the Minutes from the Regular Meeting on November 17, 2025, and Bills Ordinance #2226. Council Member John Walz seconded the motion. Council approved the consent agenda 5-0.

**PUBLIC COMMENTS**

**PRESENTATIONS OF AWARDS, PROCLAMATIONS, REQUESTS & PETITIONS**

**(HEARINGS)**

**SPECIAL ORDER**

**UNFINISHED BUSINESS**

**Water: Repair/Maintenance**

Public Works Director Steve Homburg presented Council with a bill for additional repairs to Well 11. Council Member John Walz moved to ratify the invoice from Hydro Resources in the amount of \$12,612.49, with funds to come from the Water Depreciation Reserve fund. Council Member Dava Gaschler seconded the motion. The motion carried 5-0.

**NEW BUSINESS**

**Personnel: Entry**

Mayor LaBarge asked Council to consider appointing Devin Henderson to the open 1-year unexpired City Council term. Council Member John Walz moved to approve the appointment. Council Member Dava Gaschler seconded the motion. The motion carried 5-0.

**ADMINISTER OATH OF OFFICE**

**Personnel: Entry**

City Clerk Ashley Scheibler administered the Oath of Office to newly appointed Council Member Devin Henderson for the remaining 1-year unexpired term.

**NEW BUSINESS**

**Personnel: Position Change**

Mayor LaBarge called for nominations for Council President. The Council President serves in the Mayor's place when the Mayor is temporarily unable to perform his duties. Council Member Devin Henderson nominated Dava Gaschler for Council President, and Council Member Kevin LaBarge seconded the motion. Council Member John Walz then nominated David McDaniel, with

Council Member Jolene Niernberger seconding.

With no further nominations, Mayor LaBarge called for a vote. The vote for Dava Gaschler resulted in a 2–2 tie. The vote for David McDaniel also resulted in a 2–2 tie, requiring the Mayor to break the tie. Mayor LaBarge cast his vote in favor of electing Dava Gaschler as Council President for the 2026 term. The motion carried 3–2, with Council Members Dava Gaschler and David McDaniel abstaining and Council Members John Walz and Jolene Niernberger voting opposed.

#### **Sewer: Repair/Maintenance**

Public Works Director Steve Homburg stated the sewer plant had received the replacement blower motor; however, installation was not included in the original invoice. Council Member John Walz moved to approve the motor installation by Aerzen in the net amount of \$2,758.80, with funds to come from the Sewer Depreciation Reserve fund. Council Member Dava Gaschler seconded the motion. The motion carried 6–0.

#### **Water: Repair/Maintenance**

Public Works Director Steve Homburg asked Council to consider the purchase of a Chlorine Analyzer for the Water Treatment Plant. Council Member Jolene Niernberger moved to approve the purchase of a Chlorine Analyzer from Hach in the amount of \$11,500.00, with funds to come from the Water Depreciation Reserve fund. Council Member Devin Henderson seconded the motion. The motion carried 6–0.

#### **Sewer: Repair/Maintenance**

Public Works Director Steve Homburg stated a pump went out at the sewer plant and requires replacement. Council Member Devin Henderson moved to approve the purchase of a sewer pump from Enviro-Line Co. Inc. in the amount of \$6,426.00 plus freight, with funds to come from the Sewer Depreciation Reserve fund. Council Member Jolene Niernberger seconded the motion. The motion carried 6–0.

#### **Museums: Repair/Maintenance**

City Clerk Ashley Scheibler reported Council Member John Walz had contacted the Clerk's office with a reminder to discuss painting the secondary building at the Chrysler Home Museum. While Council did not budget funds for this repair, Ms. Scheibler noted the project could be considered a special project, allowing the expense to be drawn from the Capital Improvement Special Projects Fund. Council directed Ms. Scheibler to create a project number for consideration at a future budget work session. No further action was taken.

#### **General Government: Contract**

City Clerk Ashley Scheibler informed Council the annual contract cost for Everbridge–Nixle increased by \$99.00, bringing the total to approximately \$3,399.00. She noted the system was used once in the past year and currently has 587 subscribers. Police Chief Avery Smith added that Ellis County Communications provides a software system countywide that could provide Ellis residents with common alerts—such as weather notifications, service changes, service interruptions, road closures, and emergency notices at no cost to the city.

Council Member David McDaniel moved to direct City Clerk Ashley Scheibler to cancel the City's current Nixle contract and request a refund for the 2025 contract payment. Council Member Dava Gaschler seconded the motion. The motion carried 6–0.

### **REPORTS FROM CITY OFFICIALS**

#### **Public Works**

Public Works Director Steve Homburg presented his department update. Council Members inquired about the proposed bucket truck available from Midwest Energy. Mr. Homburg reported he had received photos of the equipment. City Clerk Ashley Scheibler noted the City's insurance provider had not yet responded with a quote to add the equipment to the policy. The Council directed Mr. Homburg to inspect the bucket truck and present his findings at the next Council meeting.

**Police**

Police Chief Avery Smith presented the Monthly Incident Report for November, along with his department update. Chief Smith informed Council he has offered employment to an applicant. They have accepted the position.

**City Clerk**

City Clerk Ashley Scheibler presented her department update, noting the requests for proposals for the Congregational Church roof, surveying, and inspection have all been published in the Ellis Review with a submission deadline of December 11.

**Attorney**

**Mayor Update and Announcements**

**EXECUTIVE SESSION**

**ADJOURNMENT**

Council Member Devin Henderson moved, and Council Member Dava Gaschler seconded the motion to adjourn the meeting. The motion carried 6-0. The meeting adjourned at 8:20 p.m.

Ashley Scheibler  
Ashley Scheibler, City Clerk

Martin V. LaBarge  
Martin V. LaBarge, Mayor

# Draft Copy Not Official Until Approved by Council

## ELLIS CITY COUNCIL REGULAR MEETING Minutes December 15, 2025

### **CALL TO ORDER**

Mayor Martin LaBarge called the regular meeting to order at 6:30 p.m. Present were Council Members Dava Gaschler, Kevin LaBarge, David McDaniel, Devin Henderson, and Jolene Niernberger. Also present were Public Works Director Steve Homburg, Police Chief Avery Smith, Fire Chief Dustin Vine, Assistant City Clerk Verda Flinn, City Attorney Olavee Raub, and City Clerk Ashley Scheibler. Council Member John Walz was absent.

### **PLEDGE OF ALLEGIANCE**

### **AMENDMENTS TO AGENDA**

Mayor LaBarge stated for the record he has resigned from his position as Council Member, having been elected to the position of Mayor. Due to assuming the role within the governing body, his resignation occurred when he took the oath of office as Mayor.

### **PUBLIC PRESENT**

Doug Goetz, Perry Henman, Glen Keller, and Taft Yates.

### **CONSENT AGENDA**

Council Member Devin Henderson moved to approve the consent agenda containing the Minutes from the Regular Meeting on December 15, 2025, and Bills Ordinance #2227. Council Member Dava Gaschler seconded the motion. Council approved the consent agenda 5-0.

### **PUBLIC COMMENTS**

### **PRESENTATIONS OF AWARDS, PROCLAMATIONS, REQUESTS & PETITIONS**

#### **(HEARINGS)**

#### **SPECIAL ORDER**

#### **Fire Department: Report**

Fire Chief Dustin Vine submitted his monthly report for review.

#### **UNFINISHED BUSINESS**

#### **Streets/Water: Project Update**

Doug Goetz of Wilson & Company provided Council with updates on two current City projects. He first addressed West 2nd Street Improvement Project, congratulating the City on receiving a KDOT Cost Share Award. He noted out of 72 applicants, the City was one of only 10 recipients selected for funding. The next steps include executing the KDOT agreement by June 2026 and proceeding with the bid process.

Mr. Goetz then provided an update on the Booster Pump Station project, stating the City submitted a Water Project grant application to the Kansas Water Office in September 2025. Award announcements are anticipated in anytime from January to March 2026, and he expressed confidence in the City's chances of receiving funding. If awarded in January or February, the project is expected to go out for bid by March, with construction occurring throughout the remainder of 2026.

#### **General Government: Repairs/Maintenance**

Perry Henman, President and Board Member of the Ellis Arts and Historical Society Building, informed Council he has signed a Quitclaim Deed and left the effective date blank for Council to complete when they are prepared to assume ownership of the property. Mr. Henman expressed his hope that Council would reach a decision by the end of December 2025. He also requested two considerations upon transfer of the property to the City of Ellis: first, a portrait dedicated to his late mother be removed from the sanctuary, and second, if the City elects to remove any historical artifacts, he be contacted so they may be transferred to the historical society for display.

Mayor LaBarge then addressed the bid selection process for repairs to the Congregational

Church roof. Three bids were received: RK Roofing in the amount of \$94,500.00, which did not include an estimate for gutter replacement; Roofmasters Roofing and Sheet Metal in the amount of \$98,725.00; and High Plains Roofing in the amount of \$93,240.00, with an additional \$7,850.00 for gutter replacement.

Council Member Jolene Niernberger moved to approve the bid from Roofmasters Roofing and Sheet Metal in the amount of \$98,725.00, with funding to be provided from insurance proceeds through Nationwide Insurance and the remaining balance from the Capital Improvement Special Project Fund. Council Member Devin Henderson seconded the motion. The motion carried 5-0.

#### **General Government: Repairs/Maintenance**

Mayor LaBarge presented three bids for the inspection of the Congregational Church: 1st Choice Home Inspector for \$400.00, Home Inspection Services for \$650.00, and Cantilever Inspection for \$3,650.00. Council Member Dava Gaschler moved to approve the bid from 1st Choice Home Inspector in the amount of \$400.00, with funds to be paid from the Capital Improvement Special Projects Fund. Council Member David McDaniel seconded the motion. The motion carried 5-0.

#### **General Government: Repairs/Maintenance**

Mayor LaBarge presented two bids for the surveying of the Congregational Church: Penco for \$1,500.00 and Advanced Land Surveying & Drafting for \$4,500.00. Council Member Devin Henderson moved to approve the bid from Penco in the amount of \$1,500.00 with funds to come from the Capital Improvement Special Projects Fund. Council Member Dava Gaschler seconded the motion. The motion carried 5-0.

#### **Public Works: Acquisition**

Public Works Director Steve Homburg informed Council he and Mayor LaBarge traveled to Colby to inspect the bucket truck from Midwest Energy. Both reported the bucket truck is in excellent working condition and would be a valuable addition to the City of Ellis fleet. Council Member Dava Gaschler moved to approve acceptance of the bucket truck from Midwest Energy. Council Member Devin Henderson seconded the motion. During discussion, Council Member David McDaniel expressed support for the acquisition but requested a policy be drafted regarding use of the bucket truck. The motion carried 5-0.

#### **General Government: Licenses/Permits**

Police Chief Avery Smith presented Council with the results regarding electronic scooters and e-bikes. Chief Smith requested Council review the information and note any questions or concerns for discussion at the next Council meeting. City Clerk Ashley Scheibler will include the draft scooter ordinance in Council packets for the next meeting, at which time Council may review and make revisions.

#### **NEW BUSINESS**

#### **Water: Contracts**

City Attorney Olavee Raub presented Council with a one-page document for ratification of tracts where easements had been paid for land acquisition in support of the Trego Well Line Project. Council Member Devin Henderson moved to ratify the Trego Well Line easements as presented. Council Member David McDaniel seconded the motion. The motion carried 5-0.

#### **Campground: Acquisition**

City Clerk Ashley Scheibler reported the Community Foundation of Ellis delivered the proceeds from the successful October Match Campaign, which was fully funded to support the purchase of the Playground Freight Train at the Ellis Lakeside Campground. Council Member Dava Gaschler moved to approve the purchase of the freight train from Playscapes Recreation, LLC in the amount of \$11,593.00, with funds to be paid from the Campground Grants Fund. Council Member Jolene Niernberger seconded the motion. The motion carried 5-0.

#### **General Government: Acquisition**

City Clerk Ashley Scheibler presented two bids from Tri-Central Office Supply for the purchase of a Color Copier. Council Member Dava Gaschler moved to approve the purchase of a Color Copier from Tri-Central Office Supply in the amount of \$4,820.00 with funds to come from the

Special Machinery Fund. Council Member Kevin LaBarge seconded the motion. The motion carried 5-0.

**General Government: License/Permit**

Council Member David McDaniel moved to approve the Application for License to Sell Cereal Malt Beverages for Love's Travel Stop. Council Member Devin Henderson seconded the motion. The motion carried 5-0.

**General Government: License/Permit**

Council Member Devin Henderson moved to approve the Application for License to Sell Cereal Malt Beverages for Casey's General Store. Council Member David McDaniel seconded the motion. The motion carried 5-0.

**General Government: Financial**

Council Member David McDaniel moved to approve Resolution No. 634 authorizing City employees to use the City credit cards. Council Member Devin Henderson seconded the motion. The motion carried 5-0.

**General Government: Financial**

Council Member Dava Gaschler moved to authorize the City Clerk's office to pay any outstanding vendor invoices due and payable at year-end. Council Member Kevin LaBarge seconded the motion. The motion carried 5-0.

**General Government: Financial**

City Clerk Ashley Scheibler presented the list of utility bad debts to be written off in 2025. Writing off the bad debts is an annual accounting procedure and does not affect the City's ability to collect these debts. The amount to be written off represents approximately 0.30% of the City's 2025 total receivables. Per auditor recommendation, prior to the Council meeting Council Member Jolene Niernberger reviewed the individual names of the accounts to be written off. Council Member Devin Henderson moved to approve the write-off of the utility bad debts in the amount of \$3,756.60 as presented. Council Member Dava Gaschler seconded the motion. The motion carried 5-0.

**General Government: Financial**

Each year, Council considers transferring excess budgeted funds from several of the General Fund departments into the Special Machinery fund. By transferring the money to the Special Machinery Fund, those funds can be held for future equipment purchases, thus possibly reducing a future transfer or mill levy increase to help fund those needs. On the other hand, the transfer moves "unrestricted" monies in the General Fund to a "restricted" status within the Special Machinery Fund. Council Member Dava Gaschler moved to transfer \$7,500.00 from the General Government department and 100% of any excess budgeted funds from the Police, Fire, Parks, and Swimming Pool Departments to the Special Machinery Fund. Council Member Kevin LaBarge seconded the motion. The motion carried 5-0.

**Water: Repair/Maintenance**

Public Works Director Steve Homburg received the estimate to replace the Variable Frequency Drive for Well #11. Council Member David McDaniel moved to approve the purchase of a Variable Frequency Drive from Don's Electric & Rewind, Inc. in the amount of \$2,765.00, with funds to come from the Water Utility Fund. Council Member Dava Gaschler seconded the motion. The motion carried 5-0.

**REPORTS FROM CITY OFFICIALS**

**Public Works**

Public Works Director Steve Homburg presented his department update. Mr. Homburg requested Council consideration to sell brass from water meters to Ken Pfeifer Salvage. Council Member Jolene Niernberger moved to approve the sale of brass from water meters to Ken Pfeifer Salvage. Council Member David McDaniel seconded the motion. The motion carried 5-0. Mr. Homburg informed Council the Public Works Department will be losing an employee effective January 5. By consensus, Council authorized Mr. Homburg to advertise for a Public Works position. He also requested approval to close the Recycling Center early at 5:00 p.m. on

December 24; Council agreed by consensus to allow the early closure.

Mr. Homburg noted repairs to the sanitation truck were believed to be complete; however, additional issues remain, requiring the vehicle to be serviced at Dodge City International. Council Member Dava Gaschler moved to authorize Public Works Director Steve Homburg to contact Dodge City International for repairs to the sanitation truck, with the understanding the City will incur transportation costs. Council Member Devin Henderson seconded the motion. The motion carried 5-0.

Due to the sanitation truck downtime, holiday trash routes will be adjusted as follows: on Monday, December 22, Monday and Tuesday routes will be collected; on Tuesday, December 23, Wednesday and Thursday routes will be collected; and on Wednesday, December 24, Friday routes will be collected, along with holiday dumpster placement.

### **Police**

Police Chief Avery Smith presented the December mid-month incident report and provided his department update. Chief Smith reported his new officer, Devin Sun, began employment effective December 15. He also announced the Ellis Police Department will attend First Responder Night at Ellis High School on December 16 at 7:00 p.m. Additionally, the department will host Cocoa with Cops at St. Mary's School on December 17 and at Washington Grade School on December 19, both from 7:20 a.m. to 8:20 a.m. Chief Smith further noted that D.A.R.E. graduation will be held on December 18, at St. Mary's School at 11:30 a.m., with pizza provided courtesy of the Ellis Police Department.

Chief Smith also informed Council the Dodge Charger continues to experience overheating issues. He plans to contact Lewis Automotive to inspect the patrol vehicle again and restore it to proper working condition.

### **City Clerk**

City Clerk Ashley Scheibler presented her department update, Committee Minutes, November Financial Statements, and Health Savings Report for October.

### **Attorney**

City Attorney Olavee Raub reported she received multiple title search quotes for the Congregational Church, all of which were under the approval threshold. Mayor LaBarge directed Ms. Raub to proceed with the title search through Security 1st Title. Ms. Raub expressed hope that the title search would be completed by the January 5 meeting.

### **Mayor Update and Announcements**

Mayor LaBarge asked Council to consider the appointment of Travis Reynolds to the Local Housing Authority Board. Council Member David McDaniel moved to appoint Travis Reynolds to the Local Housing Authority Board. Council Member Jolene Niernberger seconded the motion. The motion carried 5-0.

### **EXECUTIVE SESSION**

### **ADJOURNMENT**

Council Member Dava Gaschler moved, and Council Member Devin Henderson seconded the motion to adjourn the meeting. The motion carried 5-0. The meeting adjourned at 8:42 p.m.

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Martin V. LaBarge, Mayor

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Ashley Scheibler, City Clerk