

City of Kinsley Meeting Minutes

August 3, 2026

A. Call to Order

Mayor Venters called the meeting to order at 6:30 p.m.

B. Roll Call

Present: Venters, Schmidt, Carlson, Bagby, Cramer

Absent: None

Staff: City Manager Clay Curtin, City Clerk Jacquelin Guerra

C. General Public Comment

• Helga Gumpenberger raised concerns about junk trailers at Colony and 2nd Street as well as mowing not done at Colony and 1st Street.

• Cheryl Holland complimented the City's trash collection crew on their timeliness, asked about the price for renting the community room, and expressed interest in creating/reconstituting a fund to support fixing up the Pink Building.

D. Consent Calendar

D1. Approval of minutes for regular meeting July 20, 2026 D2. Approval of Payroll #15

D3. Approval of Pay Ordinance #14

ACTION: Motion and second (Venters/Bagby) to approve all items on the Consent Calendar. The motion passed 5-0.

E. Regular Business

E1. Adopt Resolution No. 2026-001 designating the Local Freedom of Information Officer

ACTION: Motion and second (Bagby/Schmidt) to adopt Resolution No. 2026-001 designating the City Clerk as the City of Kinsley's Local Freedom of Information Officer pursuant to K.S.A. 45-226, and direct staff to make available to the public the Kansas Open Records Act citizens'-rights brochure required by K.S.A. 45-227. The motion passed 5-0.

E2. Adopt Resolution No. 2026-002 designating the official city newspaper

ACTION: Motion and second (Bagby/Cramer) to adopt Resolution No. 2026-002 designating the Edwards County Sentinel as the official city newspaper of the City of

Kinsley for the publication of legal notices and official city business, pursuant to K.S.A. 12-1651. The motion passed 5-0.

E3. Adopt Resolution No. 2026-003 designating the official depository(s) for city funds

ACTION: Motion and second (Carlson/Schmidt) to adopt Resolution No. 2026-003, designating the Farmers Bank and Trust as the official depository(s) for the funds of the City of Kinsley pursuant to K.S.A. 9-1401 et seq. The motion passed 4-0-1 with Venters abstaining.

E4. Approve a Notice of Award for the Marsh Avenue Bridge Replacement project

ACTION: Motion and second (Bagby/Venters) to 1) Find that Kansas Concrete, LLC, is not a responsible bidder for this project, and reject its bid, 2) Award the construction contract for the Marsh Avenue Bridge Replacement project to L&M Contractors, Inc., as the lowest responsible bidder, in the amount of its base bid of \$1,358,771.63, and 3) Authorize the City Manager to sign and issue a Notice of Award to L & M Contractors, Inc., as well as sign and execute the construction contract. The motion passed 5-0.

E5. Approval of a Special Event Cereal Malt Beverage Permit for the Edwards County Fair Association 2026 Kinsley Ranch Rodeo Beer Garden

ACTION: Motion and second (Venters/Carlson) to waive the City special event permit fee and approve a special event cereal malt beverage (CMB) permit authorizing the Edwards County Fair Association to sell and serve cereal malt beverages within a designated beer garden at the 2026 Kinsley Ranch Rodeo on Saturday, August 8, 2026, from 2 p.m.-11:59 p.m., on City property west of the rodeo area at Briggs Avenue and 13th Street, subject to

the conditions of Kinsley Municipal Code §§ 3-217 through 3-220 and applicable state laws. The motion passed 5-0.

F. Executive Session

F1. Consultation with the City Attorney on a matter deemed privileged under the attorney-client relationship regarding potential recovery of an overpayment of city funds (K.S.A. 75-4319(b)(2))

The city attorney must be present for items of attorney-client privilege, so this item was not discussed and will be agendaized for a future meeting.

G. Informational Items

G1. Review of draft update to the Employee Handbook (Personnel Policies and Guidelines) to conform to Federal and State employment laws.

City Manager Curtin introduced the item and briefly explained some of the proposed changes to modernize and align the policies with state and federal labor laws. This item will be returned to the Commission at a future meeting for final approval. This was an informational report only; no action was taken.

H. Staff Reports

H1. City Attorney City Attorney Frame was not present to provide a report. H2. City Manager

City Manager Curtin responded to a recent request about the City's health insurance renewal. He reported that the BCBS plan year runs June 1- May 31, with renewals typically signed by April 1. The former city manager signed this year's renewal before departing; new rates effective June 1, 2026, rose just under 50%. He said he intends to work to align renewal dates and plan periods across all benefit options. Several commissioners stated that they were unaware of the increase and that the previous city manager did not bring this to the attention of the Commission.

Curtin also reported that KDHE had granted the City a 30-day extension to find a certified water operator following a discussion between Curtin and KDHE on July 1. Previously, our water system compliance rested on the previous city manager who was participating in KDHE's "operator in training" program, but that compliance method ended when he left employment with the City. Curtin reported that Wes Adams of Haviland, KS, will oversee the system until Josh Reason takes the Class II exam in mid-September. Mr. Adam's initial report was distributed the Commission tonight. Curtin stated that our

wastewater permit with KDHE expires in January 2027, and that KDHE requires renewals be filed 6 months in advance of expiration. This renewal application

was submitted last week ahead of the deadline. Curtin announced that the seasonal employees terms ended on or before August 7, this includes pool lifeguards, pool concessions, and seasonal mowers. Curtin informed the Commission that with the recent KDHE approval of the sewer line extension permit for the new subdivision on Elizabeth Avenue, work is resuming with sewer main work next week. He also reminded the Commission of the City's MIH grant contribution, which included saddles, corps, meter pits and lids, 12 water meters, water line, and a hydrant, is estimated near \$18,000 under the incentive program. Finally, he reported that school-zone and downtown parking/street markings were repainted last week with new signage planned around the

school zones in the next week or two.

I. City Commissioner Reports

• Commissioner Cramer agreed with the public commenters that the trash truck crew does good work and noted that it is a tough job.

• Commissioner Bagby commented that she appreciated the informative agenda packet.

• Commissioner Carlson reminded everyone to go vote tomorrow.

• Commissioner Schmidt asked how often Mr. Adams would be coming to Kinsley. Curtin responded

that our guys will still handle most of the day-to-day responsibilities, but that Mr. Adam's contract calls for not less than one onsite visit a month, with ongoing regular communication, and a provision for callouts

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Therapeutic Botox
Botox for Migraines
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Performance Hydration
The Fountain of Youth
The Executive Drip
The Rise & Shine Drip
Glutathione Drip
Natural Defense Drip
Normal Saline Drip
Immunity
Myer's Cocktail
Inner Beauty
Recovery & Performance
Get-Up-And-Go
Alleviate
Quench
Reboot
B-Lean
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Vitamin D3
B12
Glutathione Injections
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Skin Care

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Skin System
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Chemical Peels
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Food Sensitivity - 216 foods
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DOT Physicals
Lab work
Non-member appointments pending availability

Davis Aesthetics and Primary Care PLLC

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