

City Council Meeting Minutes

June 22, 2026

Call to Order

Mayor Timothy Eldredge called the meeting to order at 7:00 PM.

Present: Mayor Timothy Eldredge; Councilmembers Kathryn Coleman, Scott Silknitter, Dan Ravenscraft, Grant Bowlin, and Trent Clark

Staff/Guests Present: Anne Morrow (City Clerk), Jake Callstrom (Animal Control), Terry Ullum (Treasurer), Andrew Hanna (City Superintendent), Deputy Tom Moore, Thelma “Jeep” Edris, Tim Stanghor, and Morgan Tillitson (Stanfield Roofing).

Approval of Agenda & Minutes

Motion by Clark, second by Coleman, to approve the May meeting agenda. Motion carried unanimously (7:01 PM).

Motion by Bowlin, second by Silknitter, to approve the May 2026 meeting minutes as written. Motion carried unanimously (7:02 PM).

Public Comments:

Thelma “Jeep” Edris requested that the City either spray for mosquitoes or address standing water in the alleyway behind her house.

Personnel Reports

Treasurer’s Report (7:04 PM) - Terry Ullum

Treasurer Ullum presented the Treasurer’s Report and full Financial Report Packet (including summary handout and monthly reports from the Library, Parks & Rec, and Cemetery) for January–May 2026 (unaudited). As of May 31, 2026, the City’s total cash balance was \$702,529 (up from \$653,919 at year-end), with a year-to-date net increase of \$48,610. The City maintains approximately 7 months of operating reserves. All activity remains within budget.

Motion by Coleman, second by Ravenscraft, to approve the June Financial Report as presented. Motion carried unanimously (7:07 PM).

Mayor’s Report (7:08 PM) - Mayor Timothy Eldredge

- KOOP Painting will begin work on select City buildings in mid-July. The Scout House was excluded due to the need for major repairs, including new siding and windows.
- Discussion continues around options for a dog park near Ballfield #1.
- Paws in Oz is exploring a mobile clinic in Whitewater; the City is awaiting more details to assist with publicity.

Animal Control Report (7:12 PM) - Jake Callstrom

ACO Callstrom presented the June report (full written report on file). Highlights include:

- Continuing work on chicken coop registrations.
- Court scheduled for June 23 (trial for February 12 dog bite case).

- Stray cat “Sunflower” and three kittens picked up in May; adoption efforts underway with Country Aid Vet.
- Fine issued for two dogs running at large on June 11 (repeat offense).

Clerk’s Report (7:15 PM) - Anne Morrow

Clerk Morrow presented the June report (full written report on file). Highlights include:

- Budget season is underway. Department heads met; a meeting with Scot Loyd is scheduled for June 23 at 6:30 PM. Public Forum suggested for July 13 or 17. **Council settled on July 13 at 7PM, location: American Legion**
- Area-Wide Garage Sales were successful with 17 listings on Whitewater Maps.
- The Planning & Zoning Commission held another work session with Foster Design. Ordinances for zoning/rezoning and annexation are in development.
- Permitting has been reestablished; nearly 20 roofing permits were issued in May and June.
- Municipal Court scheduled for June 23 at 11:00 AM.
- Plans to include pool fence requirements will be in the upcoming newsletter.
- Office organization and records retention work progressing with seasonal help.

City Superintendent’s Report (7:20 PM)- Andrew Hanna

Superintendent Hanna presented the May report (full written report on file). Highlights included:

- IdeaTek fiber internet installation progressing (schools prioritized first).
- New scoreboard installed with assistance from Bender Steel (wiring pending).
- Summer crew trained; Side-by-Side utility vehicle delivered and in use.
- Assisted neighbors with recent tree damage from large limbs and fallen trees.
- Continued updates to the Ziptility app to digitize and map City utilities.
- KDHE Lead Service Line Inventory ongoing — approximately 200 more property owner responses needed.
- No water leaks reported this past month

New Business

• Butler County Sheriff Contract (7:25 PM)

Discussion by Council.

Motion by Ravenscraft, seconded by Clark, to approve the contract between the Butler County Sheriff’s Department and the Cities of Potwin and Whitewater. Motion carried (opposed by Bowlin) and contract signed (7:28 PM).

• Review 2027 Budget Requests (7:26 PM)

Discussion was held on the submitted requests:

- **Library:** Approximately \$1,000 more than last year.
- **Parks & Rec:** Same request as last year.
- **Cemetery:** \$1,500 higher than last year.

• Review Current/Future Project Bids (7:37 PM)

- **ROOFING:** Morgan Tillitson of Stanfield Roofing presented bids for the City Building, Fire Station, City Shop, and Old Fire Shop, along with bids from Webcon. Council discussed the condition of the Old Fire Shop and decided to pursue insurance inspections of all City structures before proceeding. Item tabled.

- **ADA RAMPS:** Discussion revisited the prior Pope Concrete bid. Council requested updated bids covering additional locations near the school. Item tabled.
- **RNR Intent (8:13 PM)**
Motion by Silknitter, seconded by Bowlin, to express intent to exceed the Revenue Neutral Rate. Motion carried unanimously (8:16 PM).
- **Resolution No. 2026-0622 (8:16 PM)**
Motion by Ravenscraft, seconded by Clark, to adopt Resolution 2026-0622 establishing the City's retention and disposition schedule (to be included in the Policy & Procedures Manual). Motion carried unanimously (8:19 PM).

Unfinished Business

- **Revisit/Update Purchasing Policy (8:19 PM)**

Motion by Silknitter, seconded by Ravenscraft, amending Section 4.1 of the Small Purchasing Policy (threshold from \$2,500 to \$1,500) and require prior confirmation from the Mayor or Mayor Pro Tem. Motion carried (opposed by Coleman) (8:39 PM).

- **Executive Session:**

Motion by Mayor Eldredge to enter executive session under K.S.A. 75-4319(b)(1) for personnel matters (Library Staffing and Pay). Reconvened at 8:50 PM.

Motion by Mayor Eldredge to enter executive session under K.S.A. 75-4319(b)(1) for personnel matters (Nolan Sweazy, pay rate). Reconvened at 8:59 PM.

Motion by Silknitter, seconded by Coleman, to approve a pay rate of \$13.25 per hour for Nolan Sweazy, effective June 16th. Motion carried (opposed by Bowlin) (9:00 PM).

Future Agenda Items – Next Meeting: Monday, July 27, 2026 – 7:00 PM

- Budget/Public Forum Review
- Possible Charter Ordinance for Library
- Review Current Project Bids – ADA Ramps, Roof/Building Inspections
- Planning & Zoning Ordinances

Adjournment

Motion by Bowlin, second by Silknitter, to adjourn. Motion carried unanimously.

- Meeting adjourned at 9:00 PM.