

Lebo City Council Meeting Minutes
February 2, 2026
Lebo Community Building
320 N. Ogden
7:00 p.m.

Mayor Ferguson called the meeting to order at 7:00 p.m. and led the pledge of allegiance.

Call to Order

Council members present: Troy Friend, Jim Jones, Will Baker, and Amanda Hopkins
Absent: Hatti Wright

Jones moved and Baker seconded to approve the minutes for the January regular meeting and the two January special meetings. Vote 4/0, motion carried.

Appr. Minutes

Mayor Ferguson opened the public hearing to discuss closing street right-of-way.
No public comment.

Mayor Ferguson closed the public hearing.

Hearing

Hopkins moved to approve an ordinance vacating a portion of the Elm Street right-of-way. Friend seconded the motion. Vote 4/0, motion carried. Clerk assigned number 634 to the ordinance.

Ord. 634
Close St.

Visitors:

Griffin explained to Council the general timeline and process for addressing unsafe and uninhabitable structures, noting that the process would begin with inspections and could proceed to a formal hearing with the property owners.

Since all three affected property owners were in attendance, Mayor Ferguson allowed each to come forward and address Council regarding their respective properties.

Unsafe/Uninhabitable
Structures

Joe Shoemaker, owner of 108 E. Broadway, introduced himself to Council and stated that he has scheduled the house to be demolished by a local contractor and that the Coffey County Commissioners had waived the landfill fees. Council agreed to review the status of the property in two months.

Tabatha Criqui, owner of 412 W. 2nd, discussed her plans to complete plumbing work, skirting, and porch repairs on the trailer, as well as general cleanup of the property. Council agreed to review the status of the property in two months.

James Baugh and Joline Shaner, owners of 121 S. Walnut, stated they are continuing work on improving the property, where their grandson currently resides, and are waiting for their contractor to resume work. Council agreed to review the status of this property in two months.

Council agreed to review all three properties at the April regular meeting.

Ben Kramer was present to discuss ongoing City projects. He provided an update on the Lake Dam Rehabilitation project, including the status of grant funding and the State's review of the plans. Kramer and Griffin will review the inspection schedule and plan to complete the next inspection prior to bidding the dam work.

Kramer Project
Updates

Regarding the Pool and Park project, Kramer explained that certain portions of the park are not currently covered under existing deeds. Kramer and Griffin will work on filing quitclaim deeds to address these areas. Kramer also presented the drainage study, and Council reviewed the two primary drainage areas identified in the report.

Brandon Pitt, Pastor of the Baptist Church, attended the meeting to request the removal of a street light located at the corner of 4th Street and N. Maple Street. Pitt explained that the church would like to place a cross at that location. He presented photographs of the area showing the existing street light as well as the lighting from the newly constructed worship hall, noting that the area would remain adequately lit using the church's exterior lighting.

Street Light
B. Church

Hopkins moved and Baker seconded to request that Evergy relocate the street light at their cost or remove the light. Vote 4/0, motion carried.

Department Reports:

PWWSD #12 – Mayor Eric Ferguson

Minutes were included in the packet. Board continues to discuss a new water plant to keep up with demand.

Utility Report – Scott Hein & Charles Shedd

Mayor Ferguson welcomed new employee, Charles Shedd, Maintenance Superior. He also passed along compliments on snow removal from community members. Ferguson reported to Council that both new employees, Shedd and Eric Smith will be attending the KRWA Conference with him.

Police Report – Aaron Cathcard absent

3 verbal warnings, 3 assisting other agencies, 1 welfare/public safety check, and 4 other.

Clerk's Report – Catherine Griffin

Griffin provided a written activity log and financial report: clerk's cash report, bank statements, and income & expense report.

Griffin stated that she is registered to attend a conference in March and that Nolan has been registered for the new court clerk conference. She confirmed that there are no scheduling conflicts between the trainings.

Finance Report

Griffin asked if Council would be interested in the small red shed for \$2500 to put at the West Park and used to store ball equipment for teams to practice on that field this summer. Council tabled the matter to look at bigger shed options that would also store the fish food.

Park Shed

Municipal Court – Crystina Nolan
3 court cases

Zoning – Crystina Nolan
NA

Park and Recreation

Parks & Recreation Board President Matt Hopkins reported that work has already begun on the football field grass. Colstrom was able to get the grass seed sown prior to the snowstorm. Jones cautioned that the field may look worse before it improves, as the existing poor grass will need to die off before the new grass can take root and grow.

Football field

Hopkins also informed Council that the P&R Board plans to advertise for a summer ball director. Griffin offered to send ball registration forms to the school to be distributed to students for sign-ups.

Summer ball

New Business

Baker moved and Hopkins seconded for the council to enter into executive session to discuss non-elected personnel relating to cost-of-living adjustment, pursuant to K.S.A. 75-4319(b)(1). The executive session will last 10 minutes, returning to open session at 8:11 p.m. Vote 4/0, motion carried.

Exec. Session

Council entered back into regular session at 8:11 p.m.

Jones moved and Bake seconded to approve a 3% cost-of-living adjustment for Scott Hein. All other full-time employees will receive wage increases upon successful completion of their probationary periods.

COLA

Nolan asked for clarification on whether the six-month waiting period to use PTO begins on her employment start date or the start date of her probationary period. Hopkins moved to update the Personnel Policy to allow the six-month waiting period to use PTO (sick and vacation) to begin from the employee's employment start date. Jones seconded the motion. Vote 4/0, motion carried.

PTO

Council discussed proposed language for the Personnel Policy regarding employees who leave employment without providing two weeks' notice, including the non-payment of sick leave and potential treatment of compensatory time. Griffin will consult with the City Attorney regarding appropriate wording and what is legally permissible.

Personnel Policy
Leave Notice

Griffin presented a written policy for the City's Economic Development Loan Program. She informed Council that the policy formalizes existing city practices. The policy will be used for grant purposes and will help with required reporting to the Kansas Department of Commerce. Hopkins moved and Jones seconded to approve the policy as written. Vote 4/0, motion carried.

Ec. Dev. Policy

Hopkins moved and Friend seconded to approve the job description for the city clerk, deputy clerk, maintenance supervisor, and maintenance workers. Vote 4/0, motion carried.

Old Business

Council discussed the lift station electricity. Matt Hopkins informed Council that the lift station is currently connected to 480 volts and is built with a surge protector designed to accommodate that voltage. With this new information, Council agreed the voltage should remain at 480 volts. Given the age of the lift station, it was determined that changing to a lower voltage does not make sense, as a new pump would be more compatible with 480 volts.

Lift Station
Electricity

Council had previously approved a bid from Schumann at the January meeting to complete the electrical work with a change to 220 volts. Schumann subsequently re-bid the project to remain at 480 volts in the amount of \$15,813.81. Jones moved to rescind his original motion from the January 12th regular City Council meeting due to new information regarding the lift station voltage requirements. Hopkins seconded the motion. Vote 4/0, motion carried.

Rescind Motion

Hopkins moved and Baker seconded to approve hiring Arndt Electric LLC at their original bid, not to exceed \$11,000, to complete the electrical work and maintain the 480-volt system. Vote 4/0, motion carried.

Hire Arndt

City project financing was discussed in the special meeting. No further discussion until more information is gathered.

Griffin reported to Council that Muro had provided a map with the streets marked that need to be rehabbed during 2026. Griffin will work with Shedd and APAC to get new numbers for the next meeting.

'26 St. Work

Hopkins moved and Friend seconded to pay bills. Vote 4/0, motion carried.

Pay Bills

Hopkins moved and Friend seconded to adjourn. Vote 4/0, motion carried.

Adjourn

Approved: _____
Eric S. Ferguson, Mayor

Attest: _____
Catherine Griffin, City Clerk