

**Lebo City Council Meeting Minutes**  
**May 6, 2025**  
**Lebo Community Building**  
**320 N. Ogden St. Lebo, Kansas**  
**7:00 p.m.**

Mayor Eric Ferguson called the regular meeting to order at 7:00 p.m.

Call to Order

All Governing Body members present:

Mayor Eric Ferguson

Councilmembers Will Baker, Troy Friend, Amanda Hopkins, Jim Jones, and Nick Sanchez.

Mayor Ferguson led the Pledge of Allegiance to the flag.

Hopkins moved, and Baker seconded the motion to approve the April regular meeting and special meeting minutes. Sanchez abstained. The abstention was recorded with a popular vote. The vote was 5/0, motion carried.

Appr. Minutes

*Visitors:*

Barbra Dailey was present representing the Lebo Senior Center. Hopkins moved, and Sanchez seconded the motion to approve the Lebo Senior Center recommendations of Ted and Mary Vannocker as the 2025 Lebo Stars and Stripes parade Grand Marshals. Vote 5/0, motion carried.

Parade Marshals

Jenny Tatman was present to introduce herself as the Coffey County Economic Development Director. She encouraged the council to reach out to her when they are seeking advice or needing her support when potential growth opportunities arise in Lebo.

New Direc. C.C.  
Ec. Dev.

*Department reports:*

*Planning Commission- Catherine Griffin reporting*

Griffin reported that the Zoning Board of Appeals met on April 30th to consider a variance and special use permit request from the Lebo Baptist Church. The Zoning Board of Appeals approved the variance and is asking the council to approve the special use permit for a church in an area designated for residential use. Several visitors attended the meeting to express their support for the church. There was no public comment during the session.

Appr. Spec. Use  
B. Church

The mayor inquired whether the parking area or sidewalk would be constructed over city utilities. Scott Grimmatt, the church's contractor, clarified that the parking lot would not interfere with city utilities; however, a sidewalk connecting the buildings would cross over the easement. The church was informed that if the city needed to remove the sidewalk to perform work on the utilities, the costs for its removal and subsequent repair would fall to the church. Hopkins moved, and Friend seconded the motion to approve the special use permit for the Lebo Baptist Church to build in a residential district. Vote 5/0, motion carried.

*PWWSD #12 – Mayor Eric Ferguson*

The minutes of the February and March meetings are in the council packet. Ferguson was unable to attend the April meeting. Ferguson reported he was reappointed as Secretary for the board.

*Utility report- Javier Muro absent, Scott Hein and Scott Smith present*

Written report for April: Mowing, weed eating, spraying; new waterline and hydrant installed next to new bathrooms at kids pond; new lift station installed; cleaning and prepping swimming pool; city wide cleanup; burning at lake; 50 utility locates and asphalt street patching complete to prepare streets for surfacing this summer. Included in the packet was an estimate of \$7,968.80 for the auto-read water meters needed to change out the remaining manual-read meters. The licensed professional who installed the new lift station recommended replacing the current phase converter. The old-style converter will be hard on the electrical components of the new lift station. Baker moved, and Friend seconded the motion to install the new style phase converter at a cost not to exceed \$4,000. Vote 5/0, motion carried.

New Hydrant K.  
pond  
New Lift Station  
install  
Auto Read Est.

Purch. Phase Conv.  
New Lift Stat.

Funding will be made from the city's Capital Equipment Fund.

Scott Hein discussed maintenance recommendations for the ball fields. These include: adding conditioner and dirt to the t-ball field at the west park, dirt, applying conditioner and laser leveling the baseball field, aerating the outfield, applying grass seed and fertilizer. Additionally, clay is needed for the pitching area of the softball field. Baker moved, and Hopkins seconded a motion to approve the cost for the maintenance recommendation, not to exceed \$15,000. The funding will be split equally between the general fund and the special parks fund. Vote 5/0, motion carried.

Appr. Ball Field  
repairs

Sloan provided a cost estimate of \$913 to repair 3 areas on the small slide on the playground equipment at Jones North Park. This equipment was purchased by the school over 35 years ago. Hopkins pointed out several other areas on the equipment need repairs. Due to the overall cost, the difficulty in obtaining necessary parts, and safety concerns, Sanchez moved, and Baker seconded, a motion to remove the playground equipment. Vote 5/0, motion carried.

N. Park Play  
Equip. Remove

Hein reported contacting Karl Hall, K&S Fiberglass, to get estimates on repairing a small area at the south end of the pool, and a quote for painting lane lines as requested by Crystina Nolan, pool manager. The lane lines would cost over \$2300, the repair patching \$100, plus a minimal mileage charge. Hein will contact Hall to proceed with the repair patch only.

Pool Repairs

#### *Police Report –Aaron Cathcard reporting*

##### *Written report for April:*

3 traffic control, 1 arrest, 3 assisting other agencies, 2 welfare checks, 4 other type calls, and working on serving nuisance property letters to various properties within the city.

#### *Clerk's Report –Carrie Sloan*

- Reports in the packet included the clerk's cash report, income and expense reports, bank statements, sales tax distribution, Westar franchise fees report, and an email from Ben Kramer stating the lake dam plans and specs are nearly ready for submittal to the Kansas Division of Water Resources. No grants are available at this time, and submitting the plans and specs may disqualify the city from receiving some funds. On the other hand some projects are favored if they are shovel-ready, Also enclosed is a copy of the attorney's letter sent to Kwikom pointing out the MOU agreement they signed with the city holding them responsible for the cost incurred to repair damages and their responsibility to clean up the yards where they left dirt piles, rocks and holes.

Finance Report

Lake Dam

Attorney  
Attorney Letter-  
Kwikom

- Baker moved, and Hopkins seconded to approve Sloan's recommendations for the following wage increases:

- Increasing the starting wage for seasonal temporary part-time maintenance, park, and pool staff to \$7.25 per hour.

Seasonal Wage  
Increase

- Returning high school-aged employees will receive a wage increase of \$0.50 this year.

- The returning pool manager's wage will be increased by \$1.00.

Vote 5/0, motion carried.

- Baker moved, and Hopkins seconded to approve Sloan's request to use city economic development funds to provide support funding for the downtown businesses who are interested in applying for the new SIGNS grant program through the Kansas Department of Commerce. The city will match up to \$500 of the businesses' required 25% match. The grant program has \$250,000 available for eligible businesses in rural communities' downtown areas. Vote 5/0, motion carried.

SIGNS Grant

- Sloan reported the city has several grants in the works. The TOWNS Grant to help replace the downtown Christmas decorations and purchase a patriotic ground display. The SIGNS grant for new signs for downtown businesses, the Jones Trust Grant for the park improvements, and the city received approval from the Patterson Foundation to submit a grant to support the new pool and splash pad project. Sloan reported Nordstrom is working on the CDBG grant, and since the city has not yet been successful in procuring grant funds to match the city's available investment, the only other option is to

TOWNS Grant

Jones Grant

Patterson Grant

CDBG

seek bonds to fund phase one. Baker asked to get additional information on what the bond payments would be if the city completed the entire park project at one time, not just the current phase one, which would move the softball diamond to the current location of the pool, constructing a new pool and splash pad located just west of the current concession stand and place a parking lot in the current location of the softball field.

Bonds N. Park

*Municipal Court- Catherine Griffin*

- Finishing up the nuisance properties cases

*Zoning-Catherine Griffin*

- 1 permit issued
- Planning Commission and Board of Appeals met in April
- Griffin presented a spreadsheet outlining the people's responses to the survey she sent out, asking for input to help update the outdated Comprehensive Plan.
- Amanda Hopkins agreed to represent Lebo on a committee to assist the County in the development of a County Comprehensive Plan. There will be a town hall meeting on July 14<sup>th</sup> at 6 pm at the community building for discussion with the consultant the county hired to help develop a Comprehensive Plan.
- Griffin pointed out her concern that when the Baptist Church project is complete, there may be a "line of sight" issue, and additional traffic signage may be needed.

Comp. Plan Survey  
Reponse

C.C. Comp, Plan  
Town Meet.

*New Business –*

*Mayor's 2025 Appointment Recommendations:*

Annual Appointments: Carrie Sloan-city clerk, Aaron Cathcard-city marshal, Clark Allemang-city attorney, Brian Williams-municipal judge, Catherine Griffin-city treasurer-zoning administrator-court clerk, Coffey County Republican-official newspaper, and FSB Aliceville Lebo Branch-official depository.

2025 Appoint.

2-year re-appointment of Jenny Tatman and Darren McBride to Park Board positions Hopkins moved, and Friend seconded the motion to approve the mayor's 2025 appointments. Vote 5/0, motion carried.

Sanchez moved, and Hopkins seconded the motion to enter an executive session at 8:15 p.m. until 8:35 p.m., to discuss non-elected personnel in accordance with K.S.A 75-4319 (b) (1). Vote 5/0, motion carried. Mayor Ferguson opened the meeting to the public at 8:35 p.m. No action was taken.

Exec. Session

Sanchez moved, and Hopkins seconded the motion to enter an executive session at 8:35 p.m. until 8:45 p.m. to discuss non-elected personnel in accordance with K.S.A 75-4319 (b) (1). Vote 5/0, motion carried. Mayor Ferguson opened the meeting to the public at 8:45 p.m. No action was taken.

Exec. Session

Sanchez moved, and Hopkins seconded the motion to enter an executive session at 8:45 p.m. until 9:00 p.m. to discuss non-elected personnel in accordance with K.S.A 75-4319 (b) (1). Vote 5/0, motion carried. Sloan remained in chambers until 8:49 p.m. Mayor Ferguson opened the meeting to the public at 9:00 pm.

Exec. Session

Baker moved, and Jones seconded the motion to offer Catherine Griffin the opportunity to fill the city clerk's position at a starting pay rate of \$24.00 per hour when Sloan retires, with a 6-month probation period and a potential pay adjustment at the end of the 6 months. Vote 5/0, motion carried. Griffin accepted the offer.

Griffin Hire  
City Clerk pos

Sanchez moved, and Friend seconded the motion to offer Crystina Nolan the deputy clerk's position at \$18.00 per hour with a 6-month probation period. Vote 5/0, motion carried. Nolan responded that she would need time to think about it. After more discussion, Sanchez moved,

Nolan Hire  
Dep. Clerk Pos

and Friend seconded to withdraw the previous motion. Vote 5/0, motion carried. Hopkins moved, and Sanchez seconded the motion to offer Nolan a deputy clerk's position at \$20 an hour with a six-month probation period. Vote 5/0, motion carried. Nolan accepted the position with the understanding from the council that she would not be able to start full-time until after she has completed training someone to take her current position at the school. It is too late this year to start training, she will need time in August and September to train her replacement. Council agreed that it would be fine to start full-time later than originally anticipated. The council encouraged Nolan to enroll in clerk school classes and other training opportunities as soon as possible.

The city personnel policy and job descriptions will need to be updated. The treasurer's position and the zoning administrator position were appointed positions held by different individuals than the assistant clerk position. When Griffin was hired, she was appointed zoning administrator, and when Evan Evans resigned, Griffin was appointed treasurer. Griffin has been re-appointed as the zoning administrator and treasurer and received the additional pay of \$50 per month for each position and \$20 for each zoning permit. Griffin will continue to receive the additional pay through the end of this year's payroll, on December 2, 2025. The new personnel policy will change the position from assistant clerk to deputy clerk. The duties of the deputy clerk will be listed as utility billing clerk, court clerk, zoning administrator, and city treasurer. There will be no additional pay over the hourly wage for the position of deputy clerk.

Update Dep.  
Clerk Descript.  
& Wage

#### *Old Business*

City Lake Dam discussion:

Baker opened the discussion on the lake dam project. He questioned whether it was in the city's best interest to repair the dam or drain the lake as suggested by Joe Shoemaker. A discussion was held on the economic benefits for the local businesses and the city vs the cost of maintaining the lake. Discussion was tabled until the June council meeting. Sloan will contact Kramer Consulting, Kansas Wildlife and Parks, Kansas Division of Water Resources, and the County Commission about attending the June meeting to discuss the lake.

Lake Dam

#### *Ordinances and Resolutions-*

Sanchez moved, and Baker seconded the motion to approve an ordinance setting the 2025 Compensation rates of the officers and employees. Vote 5/0, motion carried. The clerk assigned it #625.

Ord. 625  
Compensation

Friend moved, and Sanchez seconded the motion to approve Resolution 2025-7 setting the 2025 rate of pay for appointed and elected officials. Vote 5/0, Motion carried.


Res. 2025-7  
Wages

Friend moved, and Hopkins seconded the motion to pay the bills. Vote 5/0, motion carried.


Pay Bills

Friend moved, and Hopkins seconded the motion to adjourn the meeting at 10 p.m. Vote 5/0, motion carried.

Adjourn

Approved:   
Eric S. Ferguson, Mayor

Attest:

  
Carrie J. Sloan, City Clerk