

TOWANDA WILL BOOM!

SWICGETT, & ORBAN.

DEALERS-IN DRY GOODS, NOTIONS, HATS, CAPS, CLOTHING, BOOTS, SHOES, GROCERIES and QUEENSWARE.

We invite you ALL to COME and see the GREAT BARGAINS we are NOW offering to the public. It gives us great pleasure at all times to show our goods. OUR MOTTO IS To please in Price, in Quality, and in Fair dealing.

HIGHEST MARKET PRICE PAID FOR ALL KINDS OF COUNTRY PRODUCE.
POST-OFFICE-BUILDING SOUTH-SIDE-MAIN-STREET

...should be doing in the past. There is no room for doubt that the town of Towanda has made a great stride in the last few years. It has not only increased its population, but it has also improved its appearance. The buildings are more substantial, the streets are more numerous, and the general appearance is more pleasing to the eye. It is a town that is growing rapidly, and it is a town that is becoming more and more attractive to the people of the surrounding country. It is a town that is full of life and energy, and it is a town that is full of promise for the future.

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GREAT BARGAINS.

ARE TO BE FOUND AT
B. ROBERTS' 2d WARE-HOUSE.
ALL KINDS OF GOODS, DROUGHT, SOLD, or TAKEN IN EXCHANGE.
CHEAP FURNITURE NEW & 2d HAND.
Crockery, Stationery, and Miscellaneous of all kinds. CALL AND SEE.
ELDORADO, KANSAS.

PALACE DRUG STORE.
A. Lonsler FRESH PAINTS, OILS etc. etc. just arrived & more on the road. Small profits, quick sales & NEW GOODS always on hand.

MAIN STREET, TOWANDA, KANSAS

TO MY PATRONS I wish say it is my desire and intention to keep a more complete stock of goods of all kinds on hand THE COMING SEASON THAN I have done in the past THANKING MY PATRONS FOR THEIR PAST CUSTOM I HOPE BY SQUARE DEALING TO return it in the future. VERY RESPECTFULLY, M. P. WESTCOTT

CITY LIVERY STABLE.

Fine Turnouts at Reasonable Prices. TRANSERRING DONE. J. E. SORTELL.

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A fascinating article in the Towanda Herald, published on April 7, 1887. It describes a rich and beautiful little town with endless possibilities!

Read it Here: <http://www.storyoftowanda.com/towanda/towanda-april-1887>



City Of Towanda, KS Lovin' the Small Town Life!

Regular Council Meeting February 14th, 2024
7 pm at City Hall, 110 S. 3rd, Towanda, KS

The City of Towanda

The Proposed Fire District Hearing and the City Council Regular Meeting Agenda
Wednesday, March 13th, 2024, 7:00 PM, City Hall – 110 S 3rd St., Towanda, KS

Hearing for Proposed Fire District Resolution

1. CALL TO ORDER
2. PRESENTATION AND DISCUSSION OF RESOLUTION 2024-03
3. PUBLIC COMMENT
4. ROLL CALL VOTE
5. HEARING ADJOURN



Council Packet

Regular Council Meeting

1. CALL TO ORDER
2. ROLL CALL
3. **CONSENT AGENDA** - *Consent agenda items will be acted on by one motion unless a majority of the City Council votes to remove an item for discussion and separate action.*
 - **Minutes of February 14th, 2024, Regular City Council Meeting**
 - **TREASURER'S INFORMATION REPORTS**
 - i. Statement of Activities
 - ii. Fund Balance Report
 - iii. Budget Execution Report
 - **Claims**
 - i. Claims Report
 1. Appropriations Ordinance 02-2024
 - **STAFF/DEPARTMENT INFORMATION REPORTS**
 - i. Sheriff Office Report
 - ii. Court Clerk's Report
 - iii. Planning and Zoning
 - iv. Towanda Fire Rescue
 - v. Towanda Maintenance Department
4. **PRESENTATIONS AND GUEST SPEAKERS**
 - Brad Shores, PE, JEO Consulting Group
5. **OLD BUSINESS**
 - Water Loss Update

**CITY COUNCIL MEETING AGENDA, GENERAL ORDER OF BUSINESS AND
PUBLIC PARTICIPATION POLICY**

- Comprehensive Plan Update
- Search for Compliance Officer Update

6. NEW BUSINESS

- Resolution No. 2024-0? Establishing Advertising Rates for the Towanda Herald Newsletter
- Grant Application for Sidewalk for South 6th Street from Pine Ridge Estates to Main Street
- Grant Application for Rebuilding 6th Street from Pool Rd, North to Main.

7. OTHER BUSINESS

- Towanda Fire Rescue 2nd Annual Crawfish Boil – April 6th
- Towanda Hometown Action Commission – Meeting to Get Organized April 4th

8. PUBLIC COMMENT TIME

9. EXECUTIVE SESSION

- 20 Min. to Discuss Personnel Matters

10. ADJOURN

INTRODUCTION

Under the Kansas Open Meetings Act (KOMA), the public has the right to observe the meetings of the Towanda City Council unless the City Council has recessed into a lawfully conducted executive session. The KOMA does not require the opportunity for public comment – that opportunity is provided at the discretion of the City Council, except as required by State law or City ordinance in certain specific circumstances. This policy outlines the various circumstances under which the City Council meets and elaborates on the City Council’s Rules of Procedure by addressing the rules regarding the time, place, and manner of public participation in the City Council meetings from the standpoint of the participating member of the public. This policy is intended to strike a lawful balance between First Amendment protections and the substantial public interests of (1) assuring that meetings of the City Council can occur in an efficient, orderly, and safe manner and (2) promoting productive public discourse regarding the governance and administration of the City while maintaining decorum in an environment free from interference, distraction, or intimidation, whether real or perceived, by any person present in the meeting room toward the Council or members of the public.

SUBMISSION OF WRITTEN INFORMATION

CITY COUNCIL MEETING AGENDA, GENERAL ORDER OF BUSINESS AND PUBLIC PARTICIPATION POLICY

Written information may be submitted to the City Clerk before noon on the Thursday prior to a City Council meeting for distribution to Council and key staff members or may be presented during the meeting upon recognition by the Mayor as a speaker in the manner described below. Ten (10) copies should be provided to ensure that all applicable parties are able to receive and review the information provided.

FORMS OF COMMUNICATION OR EXPRESSION NOT ALLOWED IN THE MEETING ROOM

To assure fulfillment of the substantial public interests outlined above, no member of the public attending the City Commission meeting shall in the meeting room engage in the following forms of communication or expression found by the City Council to be in conflict with the substantial public interests outlined above and, therefore, not allowed in the meeting room (the “disallowed conduct”):

Before, during, or after the meeting:

(1) Possessing, placing, or displaying a sign, placard, flag, or banner, regardless of its size, the material of which it is made, or its written, graphic, or symbolic content;

During the meeting:

(2) Audibly speaking, or making any sound or noise other than while speaking as a speaker recognized by the mayor;

(3) Applauding, whistling, cheering, clapping, or otherwise expressing agreement with a speaker recognized by the mayor;

(4) Booing, jeering, taunting, ridiculing, mocking or otherwise expressing disagreement with a speaker recognized by the mayor;

(5) Inaudibly mouthing or gesturing messages deemed to be distracting to other persons in the meeting room;

(6) Making available or distributing written materials to those in attendance.

Persons attending a City Commission meeting must turn off or set on vibrate all cellular telephones. Any person exhibiting any form of the disallowed conduct will first be warned by the Mayor to cease. If the person continues the disallowed conduct, the Mayor may ask the person to leave the meeting room. If the person does not promptly leave the meeting room, the Mayor may direct that the person be escorted from the meeting room.

AGENDA ITEMS

CONSENT AGENDA

The Consent Agenda assembles routine action items for collective approval in the interest of efficiency of the meeting. Any item may be removed from the Consent Agenda for separate consideration either (a) at the request of a Council Member or City staff, or (b) by a majority vote of

CITY COUNCIL MEETING AGENDA, GENERAL ORDER OF BUSINESS AND PUBLIC PARTICIPATION POLICY

the City Council upon request by a Towanda resident directed to City staff or to a Council Member prior to the start of the meeting without discussion.

PRESENTATIONS AND GUEST SPEAKERS

Presentations and Guest Speakers Time is an opportunity for organizations or citizens to make special presentations before the City Council. Such are scheduled in advance of the meeting by calling the City Clerk Andy Newbrey at (316) 536-2243 by 5:00 pm the Thursday preceding the meeting. Presentations are limited to ten minutes. Any presentation is for information purposes only; no action will be taken.

PUBLIC HEARINGS AND REGULAR AGENDA ITEMS

Following the introduction of any public hearing or regular agenda item, consideration of the item will ordinarily begin with a staff report followed by Council Member questions of staff. If the matter involves an applicant, the applicant or the applicant's representative will be given the opportunity to address the City Council.

In the case of a public hearing, the public hearing shall be conducted in the manner required by State law or Towanda ordinance and any person entitled to address the City Council shall be provided that opportunity, regardless of his or her viewpoint on the matter, subject to the allowed time period.

In the case of a regular agenda item, subject to the discretion of the City Council, any interested persons wishing to address the City Council regarding the subject of the agenda item, regardless of his or her viewpoint on the matter, may be given the opportunity to do so, subject to the allowed time period.

In the case of either a public hearing or regular agenda item, those allowed to address the City Council may do so by, in turn, approaching the podium to be recognized by the mayor.

- Upon recognition by the Mayor, the speaker must indicate his or her name and city of residence and may address the subject of the agenda item for no longer than the allowed time period which is typically three (3) minutes but may be altered and announced by the Mayor based upon the number of persons expected to speak during the public hearing or regular agenda item.
- While addressing the City Council, the speaker may request permission from the Mayor to distribute any written information regarding the subject of the agenda item to City Council Members, the City Administrator/City Clerk.
- The speaker should avoid repeating what has already been said and should feel free to simply state whether he or she is or is not in support of the matter being discussed.
- A speaker should not expect to engage in two-way dialogue with the City Council.
- A speaker should provide his or her comments for Council consideration at their discretion.

PUBLIC COMMENT TIME

Public Comment Time provides an opportunity for Towanda citizens to address the City Council on a topic that is not on the meeting agenda.

CITY COUNCIL MEETING AGENDA, GENERAL ORDER OF BUSINESS AND PUBLIC PARTICIPATION POLICY

After the Mayor announces the Public Comment Time:

- Any citizen wishing to address the City Council should, in turn, approach the podium to be recognized by the Mayor.
- There are no residency requirements.
- Upon recognition by the Mayor, the speaker must indicate his or her name and city of residence and may address the City Council for no longer than the allowed time period which is typically three (3) minutes but may be altered and announced by the Mayor based upon the number of persons expected to speak during the Public Comment Time.
- While addressing the City Council, the speaker may request permission from the Mayor to distribute any written information to Council Members, the City Manager, and the City Clerk.
- The City Council is not expected to take immediate action in response to the presentation.
- At the discretion of the City Council, subjects introduced under Public Comment Time may be referred to City staff for follow-up or may become an agenda item for a future meeting.
- A speaker should not expect to engage in two-way dialogue with the City Council.
- A speaker should provide his or her comments for Council consideration at their discretion.
 - Comments or questions will be directed **only** to the City Council.
- Debate or arguments between parties in the audience is not allowed.
- Comments on personnel matters and matters pending in court are not permitted.

In order for the Council to have an opportunity to review comments in advance of the meeting, please email your comments or questions to administrator@cityoftowanda.com by 5:00 p.m. the Tuesday prior to the Wednesday meetings.

EXECUTIVE SESSION

The Kansas Open Meetings Act allows the City Council to recess into an executive session based upon certain justifications outlined in the act. The City Council may recess into executive session based upon a motion that includes (1) a statement describing the subjects to be discussed during the executive session, (2) the statutory justification for the executive session, and (3) the time and place at which the open meeting shall resume. Executive sessions are closed to the public, however, once the executive session has concluded, members of the public may return to the meeting room.

AGENDA INFORMATION

Copies of the agenda are available on the Friday afternoon preceding the regular meetings. Items for the agenda should be submitted to the Towanda City Clerk's office prior to noon on the Thursday preceding a regularly scheduled Wednesday meeting. Information regarding the agenda may be obtained from City Hall, 110 S. 3rd, Towanda, KS, or by visiting our website at:

www.cityoftowanda.com/agendas-minutes

OTHER ITEMS

STUDY/WORKSHOP SESSION

The City Council may meet in study session on topics determined by the City Administrator or the City Council on a specific date and time. As the name suggests, the study/workshop session is intended

CITY COUNCIL MEETING AGENDA, GENERAL ORDER OF BUSINESS AND PUBLIC PARTICIPATION POLICY

to provide a less formal opportunity for the City Council to study, discuss, and provide direction to City staff regarding the subject under study. Study sessions are open to the public; however, the extent of public participation is subject to the discretion of the City Council based upon available time during the study session and the need for public input in order to accomplish the objectives of the City Council in studying the subject of the study session.

SPECIAL LIMITED PUBLIC FORUM

A special limited public forum may be called by the City Council for the purposes of

- (a) conducting public discussion and
- (b) seeking public comment and/or the submission of written information regarding a particular subject matter.

A special limited public forum may be convened in the City Council's regular meeting room or at an alternative, publicly accessible site suitable for the anticipated number of participants in the forum.

At the appointed time on the agenda, any persons wishing to address the City Council regarding the subject of the special limited public forum, regardless of their viewpoint on the matter, may do so by, in turn, approaching the podium or microphone to be recognized by the Mayor.

- Upon recognition by the Mayor, the speaker must indicate his or her name and city of residence and may address the subject of the special limited public forum for no longer than the allowed time period determined and announced by the mayor based upon the number of persons expected to speak during the forum.
- While addressing the City Council, the speaker may request permission from the Mayor to distribute any written information regarding the subject of the special limited public forum to the City Council, the City Administrator, and the City Clerk.

RESOLUTION NO. 2024-03

A RESOLUTION PETITIONING THE BOARD OF COUNTY COMMISSIONERS OF THE COUNTY OF BUTLER COUNTY, KANSAS, FOR INCLUSION OF THE CITY OF TOWANDA WITHIN THE TERRITORY OF THE PROPOSED FIRE DISTRICT NO. 11

WHEREAS, the Board of County Commissioners of the County of Butler County, Kansas, is proposing the organization of a fire district to include Towanda Township and a portion of Fairview Township;

WHEREAS, a governing body of any city which lies within or adjoins the boundaries of any proposed fire district may petition the board of county commissioners for the inclusion of the City within the fire district territory pursuant to K.S.A. 19-3605;

WHEREAS, the City of Towanda has deemed it advisable that all of the City of Towanda be included within the territory of the proposed Fire District No. 11; and

WHEREAS, the City of Towanda published notice in the official city newspaper of its intention to petition the Board of County Commissioners of the County of Butler County, Kansas for inclusion within the territory of the proposed Fire District No. 11.

THEREFORE, BE IT RESOLVED that the City Council of the City of Towanda hereby petitions the Board of County Commissioners of the County of Butler County, Kansas, for the inclusion of all of the City of Towanda into a newly organized fire district, proposed to be Fire District No. 11, County of Butler, Kansas, to include the territory of Towanda Township and a portion of Fairview Township comprised of Sections 19 through 36.

ADOPTED, this 13th day of March 2024, by the City Council of the City of Towanda.

CITY OF TOWANDA

Jennifer Shaults, Mayor

ATTEST:

Andrew Newbrey, City Clerk

Consent
Agenda
Items
3.13.2024



The City of Towanda

City Council Meeting Minutes

Towanda City Hall – 110 S 3rd St.

Wednesday, February 14, 2024, 7:00 PM

Governing Body

Present Not Present

- | | | |
|-------------------------------------|-------------------------------------|---------------------------------|
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | Mayor – Jennifer Shaults |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | Council President – Mike Hayes |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | Council Member – Grant Smith |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | Council Member – Kendall Pierce |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | Council Member – Bill Wolf |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | Council Member – Jeff Banks |

Staff

Present Not Present

- | | | |
|-------------------------------------|--------------------------|--|
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | City Administrator – Andy Newbrey |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | City Attorney – Rob Lane (via zoom) |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | City Superintendent – Sam French |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | Fire Chief – TC Pyle |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | Planning/Zoning Administrator -Lisa Long |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | Court Administrator – Emelia Toney |

REGULAR COUNCIL MEETING:

1. Call To Order

- Mayor Jennifer Shaults, 7:03pm

2. Roll Call

3. Consent Agenda

- Minutes of the January 10, 2024, Regular Council Meeting
- Sheriff Office Report
- Court Clerk’s Report
- *Motion by Kendall Pierce to approve the consent agenda from November 8, 2023. Second by Mike Hayes. Motion carried (4-0).*

4. Treasure’s Report

- Statement of Activities
- Fund Balance Report
- Budget Execution Report
- Claims Report
- Appropriations Ordinance 01-2024

- There was discussion about the City’s Sam’s Club account. Several cards were still active for past employees. They auto-renew every year. Lisa Hamilton has made sure those cards have been removed from the City’s account and the charges have been eliminated. There has been no activity on any of those cards.
- *Motion by Kendall Pierce to approve Appropriations Ordinance 01-2024 in the amount of \$122,785.03 and Treasure’s Report. Second by Bill Wolf. Motion carried (4-0)*

5. Presentation and Guest Speakers

- Capt. Walker Andrews-Butler County Sheriff’s Office: People have been expressing concern about crime in the City.

- After talking with a victim, a Neighbor Watch Program was brought up. Deputy Rachel Ehler, the Sheriff's Office D.A.R.E. Officer is the County's resource for helping communities to set up Neighborhood Watch Programs. According to the City's recent survey, about 20 residents expressed interest in participating in the program. There will be a community meeting to get that started soon.
 - The County, due to constraints, has done away with the "reverse 9-1-1" program. There is now an app called Rave Alert for reverse 9-1-1 emergency notifications. Residents who wish to participate will have to register for that service.
 - For More Information Visit: <https://www.bucoks.com/205/Reverse-9-1-1-Self-Registration>
 - Seven new deputies have been hired, and the Sheriff's Office should be fully staffed soon.
 - The CUU unit will be back up and running,
 - A new drone has been purchased for BUSO with infrared spotlights to help with searches,
 - The County also has a new Canine Officer.
- Mike Hays was sworn into office since he missed the last meeting.

6. Department Reports

- Planning and Zoning
 - Lisa Hamilton: We are continuing to license contractors, and issue permits on projects. A question was asked about reminders going out to residents to start cleaning up and code enforcement. Lisa stated that those reminders go out around the same time as a notice for citywide garage sales. She was asked if a notice could go on water bills to get people started. There is a small space where reminders can go at the bottom of the water bill for citywide cleanup.
 - There was a discussion about door-to-door salespeople. Andy Newbrey stated that any door-to-door sellers must stop by City Hall to fill out the registration and that background checks must be performed before they can go out into the community.
- Towanda Fire Rescue
 - Tom Pyle: It has been a busy year, with lots of calls.
 - He has put many miles on his personal vehicles this year due to driving to Wichita or elsewhere to get fire extinguishers serviced. There is no command vehicle.
 - The ISO inspector visited again and reviewed the information and findings from their previous interview.
 - The ISO inspector had issues with our hydrant testing methods, though we tested every fire hydrant in the city and went above and beyond. He is aware of at least three different methods for testing fire hydrants and the guys have gotten into the habit of the simplest

way which by testing one hybrid at a time. Testing is still ongoing and almost complete.

- Towanda Maintenance Department
 - We discovered a major water leak. We believe that it began in May of 2023. It has doubled daily usage and has caused a major loss. The Kansas Rural Water Association is coming out to help Sam and our crew find the leak. Sam notes that the City should have completed the water loss reports monthly instead of annually. Those reports would have indicated the water loss when it happened.

7. Old Business

- Fire Department and Potential Fire New District Update -Andy reported that the hearing notice for the resolution to ask the County to establish a new Fire District has been published. That hearing will take place at the March Council Meeting.
- Circle Recreation Commission and Vote to Move to 375 School District Update-Andy – The leaders of Circle Recreation are scrambling to get enough signatures to get on the April 2024 ballot. In Andy’s opinion, there would be better structure, better insurance protection, and better transition of leadership if they can make this happen.
- Update on RHID Program, Cost Information, and Possible New Housing Development-
 - Andy is discussing the new housing development and the RHID program with various developers. He has also been talking with the City’s bond counsel. Keep in mind that the RHID program takes all the tax money generated on these properties. Approximately 50% of the designated mill for School District 375 will still go on to them.
 - We need to plan for the future. What roads need to be rebuilt? Where to fix drainage? What areas need regularly scheduled maintenance? Etc.
 - The Comprehensive Development Plan from 2009 is posted online for public review. On March 4th there will be a meeting of the Planning and Zoning Board. It will be a workshop to discuss proposed updates and plan revisions.
- Our Maintenance Crew has been investigating a water leak in front of our gas station at 3rd and Main. Once it is fixed, the sidewalk will need to be replaced.
- City Owned Gas Station Update-Andy-The Station has 3 major issues
 - #1-almost unusable as it,
 - #2-ground is contaminated and
 - #3 water leak that we cannot track.
 - The Mayor is requesting suggestions as to what to do with the property.

8. New Business-

- **Water and Sewer Tap Fee Resolution No 2024-02:**
 - i. Lisa - This pricing has not been updated since 2006. The cost of parts and installation have increased significantly since that time.
 - ii. Mike Hays made the motion to approve the resolution. Grant Smith 2nd (4-0)

9. Other Business

- None

10. Public Comment

- Nicole Mandina (Towanda Business and Property Owner)-
 - Question: Who determines the garage sale days dates? – The City’s Annual Garage Sale Days will be on the 3rd weekend in May. However, the residents can organize other Garage Sales Days, too! That information will also come out in a flyer.
 - Question: Is there an update on responses from the Comprehensive plan? - The responses have been good so far. We have gotten a good number of responses. The results will be discussed at the P&Z Board meeting on the first Monday of March.
- Kit Williams -flags are great;
- Sue Coble: Question about who decided where to put the school zones – Those locations were determined from the KDOT traffic study and recommendations.
 - Suggested the City put up a 3rd light to highlight signs.
- TC- Fire Department is planning to do the crawfish boil on April 6, 2024. No date set for the family fun day.

11. Executive Session

- *Motion by Kendall Pierce to start the executive session for personnel matters. Length of 20 minutes. Second by Bill Wolf. Motion carried (4-0).*
- Entered into executive session at 9:04 p.m.
- Resumed the open meeting at 9:30 p.m.

12. Adjourn

- *Motion by Mike Hayes the Motion to adjourn at 9:31 p.m. Second by Grant Smith. Motion carried (4-0).*

Andrew Newbrey
City Clerk

Approved the 13th day of March, 2024 by the City Council, City of Towanda, Kansas.

Report Attestation for the Month of February 2024.

I have reviewed the Financial Statements and reports contained herein and, to the best of my knowledge, believe they present an accurate record of the City of Towanda's financial transactions for the indicated month.



Paul Erickson

Treasurer, City of Towanda, KS

City of Towanda, KS
Statement of Activities

February 2024

Feb 24

100I · GENERAL FUND INCOME

1004140 · Franchise Fees	\$6,533.90
1004314 · Zoning Fees	\$75.00
1004413 · Business / Contractor Licenses	\$100.00
1004420 · MHP License	\$955.00
1004421 · Building / Remodeling Permit	\$49.25
1004501 · Court Fines	\$1,162.00
1004610 · Interest Revenue	\$198.52
1004690 · Misc. Revenues	\$540.00
1004692 · Returned Checl Fee	\$25.00
1004693 · Colletions Fee	(\$1,330.94)
Total 100I · GENERAL FUND INCOME	<u><u>\$8,307.73</u></u>

100X · GENERAL FUND EXPENSES

12 · ADMINISTRATION EXPENSES

12-Administration/Finance

10 · GENERAL GOVERNMENT

105315 · Late Fee Expense (\$87.89)

Total 10 · GENERAL GOVERNMENT (\$87.89)

12-5200 · Non-Material Expenditures \$16.09

12-5207 · Fees Paid to Collection Agency \$247.06

12-5210 · Training / Meetings \$415.45

12-5222 · Intergovernment / Permit Fees \$522.51

12-5224 · Consulting Services \$100.00

12-5254 · Printing / Publications \$100.88

12-5259 · Miscellaneous Services \$10.60

12-5314 · Office Supplies \$944.47

12-5315 · Operating Supplies \$26.00

12-5319 · Misc. Supplies \$90.87

12-5320 · Website and Related Fees \$29.99

12-5400 · Computer Software \$254.40

66900 · Reconciliation Discrepancies (\$2,770.43)

Total 12-Administration/Finance (\$100.00)

12-5100 · Staff Expense Administration

12-5110 · Salaries \$12,128.61

12-5140 · PR Tax Expense City Share \$971.70

12-5150 · KPERs City Share \$1,108.64

12-5160 · Health Ins. - City Share \$2,840.62

Total 12-5100 · Staff Expense Administration \$17,049.57

12-5251 · Utilities \$2,589.39

12-5253 · Insurance \$1,235.30

City of Towanda, KS
Statement of Activities
February 2024

	Feb 24
Total 12 · ADMINISTRATION EXPENSES	\$20,774.26
13 · COURT	
13-Court General Expenses	
13-5251 · Utilities	\$81.48
Total 13-Court General Expenses	\$81.48
13-5100 · Staff Expense Court	
13-5110 · Salaries	\$654.26
13-5140 · PR Tax Expense City Share	\$54.64
13-5150 · KPERS City Share	\$0.00
13-5160 · Health Ins. - City Share	\$0.00
Total 13-5100 · Staff Expense Court	\$708.90
Total 13 · COURT	\$790.38
14 · LEGAL	
14-5110 · Salaries / Permanent	\$1,200.00
14-5221 · Membership Fees	\$25.00
Total 14 · LEGAL	\$1,225.00
15 · PLANNING & ZONING	
15-5210 · Training / Meetings	\$33.63
15-5224 · Consulting Services	\$60.00
15-5252 · Communications	\$59.71
15-5254 · Printing / Publications	\$102.44
15-5259 · Misc. Services	\$1,250.00
Total 15 · PLANNING & ZONING	\$1,505.78
21 · PARKS	
21-5251 · Utilities	\$28.55
Total 21 · PARKS	\$28.55
22 · POOL	
22-Pool General Expenses	
22-5251 · Utilities	\$91.35
22-5253 · Insurance	\$350.00
Total 22-Pool General Expenses	\$441.35
22-5100 · Staff Expense Pool	
22-5110 · Salaries	\$0.00
22-5140 · PR Tax Expense City Share	\$0.00
Total 22-5100 · Staff Expense Pool	\$0.00
Total 22 · POOL	\$441.35
24 · LIBRARY-BILLING	
24-5251 · Utilities	\$241.11
24-5253 · Insurance	\$350.00
Total 24 · LIBRARY-BILLING	\$591.11
25 · SENIOR CENTER	
25-5251 · Utilities	\$639.87
25-5253 · Insurance	\$275.00

City of Towanda, KS
Statement of Activities

February 2024

	Feb 24
Total 25 · SENIOR CENTER	\$914.87
26 · MUSEUM	
26-5430 · Community- Projects	\$5,000.00
Total 26 · MUSEUM	\$5,000.00
31 · SHERIFF DEPARTMENT CONTRACT	
31-Police Genral Expenditures	
31-5200 · Non-Material Expenditures	\$16.08
31-5251 · Utilities	\$939.93
31-5253 · Insurance	\$650.00
Total 31-Police Genral Expenditures	\$1,606.01
Total 31 · SHERIFF DEPARTMENT CONTRACT	\$1,606.01
50 · PUBLIC WORKS SHOP	
50-Public Works General	
50-5200 · Non-Material Expenditures	\$16.08
50-5210 · Training / Meetings	\$270.00
50-5241 · Vehicle / Mobile Equipment R/M	\$457.81
50-5251 · Utilities	\$441.64
50-5311 · Gasoline / Fuel / Lubricants	\$243.79
50-5312 · Chemicals	\$240.65
50-5314 · Office Supplies	\$199.40
50-5315 · Operating / Shop Supplies	\$759.77
50-5319 · Misc. Supplies	\$345.86
50-5320 · City Signs and Banners	(\$5,845.79)
50-5321 · Maintenance Uniforms	\$194.99
50-5325 · Tools	\$89.99
Total 50-Public Works General	(\$2,585.81)
50-5100 · Staff Expense Public Works	
50-5110 · Salaries	\$1,918.71
50-5140 · PR Tax Expense City Share	\$157.06
50-5150 · KPERS City Share	\$166.20
50-5160 · Health Ins. - City Share	\$580.27
Total 50-5100 · Staff Expense Public Works	\$2,822.24
Total 50 · PUBLIC WORKS SHOP	\$236.43
Total 100X · GENERAL FUND EXPENSES	\$33,113.74

City of Towanda, KS
Statement of Activities

February 2024

Feb 24

200 · DESIGNATED FUND INCOME

220I · FIRE INCOME	
2204331 · Fire Protection Services	\$16,000.00
Total 220I · FIRE INCOME	\$16,000.00
220X · FIRE RESCUE EXPENSE	
2205100 · Staff Expense Fire Rescue	
2205110 · Salaries	\$854.12
2205140 · PR Tax Expense City Share	\$71.33
Total 2205100 · Staff Expense Fire Rescue	\$925.45
2205210 · Training / Meetings	\$900.82
2205241 · Vehicle / Mobile Equip. R/M	\$1,163.41
2205242 · Building / Facilities R&M	\$19.74
2205244 · Other Repair / Maintenance	\$685.75
2205251 · Utilities	\$408.20
2205253 · Insurance	\$950.00
2205311 · Gasoline / Fuel / Lubricants	\$1,716.95
2205314 · Office Supplies	\$43.16
2205326 · Medical	\$89.56
2205540 · Fire Dept. Events and Promotion	\$278.35
Total 220X · FIRE RESCUE EXPENSE	\$7,181.39

250I · STREETS INCOME	
2504690 · Misc. Revenues	\$83.48
Total 250I · STREETS INCOME	\$83.48
250X · STREETS OM FUND EXPENSE	
2505100 · Staff Expense Streets	
2505110 · Salaries	\$1,918.71
2505140 · PR Tax Expense City Share	\$157.06
2505150 · KPERS City Share	\$166.20
2505160 · Health Ins. - City Share	\$580.27
Total 2505100 · Staff Expense Streets	\$2,822.24
2505241 · Vehicle / Mobile Equip R&M	\$924.00
2505251 · Utilities	\$41.47
2505254 · Printing / Publications	\$87.59
2505310 · Fuel for Township-Exch for Rock	\$176.30
2505311 · Gasoline/ Fuel/ Lubricants	\$243.79
2505315 · Operating Supplies	\$1,182.50
Total 250X · STREETS OM FUND EXPENSE	\$5,477.89

City of Towanda, KS
Statement of Activities

February 2024

Feb 24

251I · STREET RESERVE INCOME	
2514690 · Misc. Rev. / Street Impact Fee	\$6,358.61
Total 251I · STREET RESERVE INCOME	\$6,358.61

260I · COMMUNITY CENTER INCOME	
2604640 · Rents and Royalties	\$450.00
Total 260I · COMMUNITY CENTER INCOME	\$450.00
260X · COMMUNITY CENTER EXPENSE	
2605242 · Building / Facilities R&M	\$1,008.68
2605251 · Utilities	\$287.54
Total 260X · COMMUNITY CENTER EXPENSE	\$1,296.22

310X · BOND FUND EXPENSE	
3105233 · Interest & Fiscal Charges	\$440.00
Total 310X · BOND FUND EXPENSE	\$440.00

611I · WATER INCOME	
6114350 · Water Revenue	\$34,272.93
6114355 · Late Payment Charge	\$1,079.93
6114356 · Disconnect Fees	\$50.00
Total 611I · WATER INCOME	\$35,402.86
611X · WATER FUND EXPENSE	
6115100 · Staff Expense Water	
6115110 · Salaries	\$8,562.39
6115140 · PR Tax Expense City Share	\$703.41
6115150 · KPERS City Share	\$766.08
6115160 · Health Ins. - City Share	\$2,590.82
6116000 · Payroll Reallocation Adj.	(\$8,000.00)
Total 6115100 · Staff Expense Water	\$4,622.70
6115200 · Non- Material Expenditures	\$17.15
6115212 · Transportation / Mileage	\$53.12
6115226 · Testing Services	\$50.00
6115251 · Utilities	\$181.94
6115253 · Insurance	\$900.00
6115254 · Printing / Publications	\$46.34
6115311 · Gasoline / Fuel / Lubricants	\$243.79
6115315 · Operating Supplies	\$907.12
6115341 · Water For Resale	\$28,472.84
Total 611X · WATER FUND EXPENSE	\$35,495.00

City of Towanda, KS
Statement of Activities
February 2024

Feb 24

612X · WATER RESERVE EXPENSE	
6125319 · Water Infrastructure Parts	\$8,784.87
Total 612X · WATER RESERVE EXPENSE	\$8,784.87

613I · WATER TOWER INCOME	
6134691 · Water Tower Rental Fees	\$2,238.61
Total 613I · WATER TOWER INCOME	\$2,238.61

621I · SEWER INCOME	
6214350 · Sewer Revenue	\$7,659.15
6214355 · Late Payment Charge	\$339.25
6214685 · Sewer Lagoon Fee	\$9,741.93
Total 621I · SEWER INCOME	\$17,740.33

621X · SEWER FUND EXPENSE	
6215100 · Staff Expense Sewer	
6215110 · Salaries	\$1,918.71
6215140 · PR Tax Expense City Share	\$157.06
6215150 · KPERs City Share	\$166.20
6215160 · Health Ins. - City Share	\$580.27
6216000 · Payroll Reallocation Adj.	\$8,000.00
Total 6215100 · Staff Expense Sewer	\$10,822.24
6215200 · Non-Material Expenditures	\$17.15
6215222 · Intergovernment / Permit Fees	\$213.34
6215251 · Utilities	\$709.40
6215253 · Insurance	\$900.00
6215254 · Printing / Publications	\$87.59
6215311 · Gasoline / Fuel / Lubricants	\$243.79
6215312 · Chemicals	\$2,729.52
6215315 · Operating Supplies	\$137.46
Total 621X · SEWER FUND EXPENSE	\$15,860.49

622I · SEWER RESERVE INCOME	
6224690 · Misc.. Revenues	\$8,369.46
Total 622I · SEWER RESERVE INCOME	\$8,369.46

622X · SEWER RESERVE	
6225232 · Contract Principal	\$34,837.11
6225233 · Interest & Fiscal Charges	\$4,646.91
Total 622X · SEWER RESERVE	\$39,484.02

City of Towanda, KS
Statement of Activities
February 2024

Feb 24

630I · TRASH REVENUE	
6304350 · Trash Service Revenue	\$15,673.37
6304355 · Late Payment Charge	\$210.26
Total 630I · TRASH REVENUE	\$15,883.63
630X · TRASH FUND EXPENSE	
6305225 · Cleaning / Disposal Service	\$10,905.00
6305254 · Printing / Publications	\$87.59
Total 630X · TRASH FUND EXPENSE	\$10,992.59

720I · CEMETERY INCOME	
7204690 · Misc. Revenues	\$330.00
Total 720I · CEMETERY INCOME	\$330.00

City of Towanda, KS
Fund Balance Report
 As of February 2, 2024

	Feb 2, 24
ASSETS	
Current Assets	
Checking/Savings	
1000 · Vintage Bank	
100B · General Fund	
100PC · Change Fund	450.00
100B · General Fund - Other	293,968.24
Total 100B · General Fund	294,418.24
210B · Library Fund	-62.65
220B · Fire Rescue Fund	137,073.67
221B · Fire Reserve Fund	430,501.53
230B · OLD Rec Fund	200.00
240B · Equipment Reserve Fund	23,341.96
250B · Streets O/M Fund	8,890.52
251B · Street Reserve Fund	180,425.50
260B · Community Center Fund	35,691.62
310B · Bond Fund	38,454.85
410B · Capitol Improvemnet Fund	81,095.66
611B · Water O/M Fund	8,251.32
612B · Water Reserve Fund	54,653.71
613B · Tower Fund	63,905.49
621B · Sewer O/M Fund	50,163.57
622B · Sewer Reserve Fund	214,937.45
624B · Sewer Debt Service Fund	10,984.27
630B · Trash and Refuse Fund	3,292.95
750B · Donated Funds	200.00
800B · ARPA Fund	57,806.88
1000 · Vintage Bank - Other	-10,823.06
Total 1000 · Vintage Bank	1,683,403.48
Total Checking/Savings	1,683,403.48
Total Current Assets	1,683,403.48
TOTAL ASSETS	1,683,403.48
LIABILITIES & EQUITY	0.00

Budget Execution Report 2024

Date **Thursday, February 29, 2024**

59 Days

16% % of year that has transpired

Fund		Budget	YTD	% Expended	%w/oTransfers	Transfers	YTD w/Transfers	Remaining
General	100	\$822,268.00	\$114,071.72	13.87%	13.87%		\$114,071.72	\$708,196.28
Streets	250	\$63,373.00	\$13,251.29	20.91%	20.91%		\$13,251.29	\$50,121.71
Fire	220	\$258,484.00	\$22,252.65	8.61%	8.61%		\$22,252.65	\$236,231.35
Comm Cntr	260	\$27,846.00	\$2,307.47	8.29%	8.29%		\$2,307.47	\$25,538.53
Water	611	\$419,470.00	\$60,248.58	14.36%	14.36%		\$60,248.58	\$359,221.42
Sewer	621	\$209,849.00	\$35,741.93	17.03%	17.03%		\$35,741.93	\$174,107.07
Trash	630	\$138,808.00	\$21,877.90	15.76%	15.76%		\$21,877.90	\$116,930.10
Rec	230	\$130,503.00	\$8,145.76	6.24%	6.24%		\$8,145.76	\$122,357.24
Cemetery	720	\$7,860.00	\$2,290.00	29.13%	29.13%		\$2,290.00	\$5,570.00
Loan Pmt	310	\$72,616.00	\$702.50	0.97%	0.97%		\$702.50	\$71,913.50
Library	210	\$57,200.00	\$24,011.67	41.98%	41.98%		\$57,030.00	\$170.00
		\$2,208,277.00	\$304,901.47				\$0.00	

City of Towanda, KS
Claims Report
February 2024

Ordinary Income/Expense	Date	Num	Name	Memo	Debit	Credit	Balance
Expense							
100X - GENERAL FUND EXPENSES							
12 - ADMINISTRATION EXPENSES							
12-Administration/Finance							
10 - GENERAL GOVERNMENT							
105315 - Late Fee Expense							
	02/09/2024	39106	SUTHERLANDS CREDIT	Late Fee Credit		\$87.89	-\$87.89
Total 105315 - Late Fee Expense					\$0.00	\$87.89	-\$87.89
Total 10 - GENERAL GOVERNMENT					\$0.00	\$87.89	-\$87.89
12-5200 - Non-Material Expenditures							
	02/08/2024	39100	Culligan	Potable Water 01/2024	\$16.09		\$16.09
Total 12-5200 - Non-Material Expenditures					\$16.09	\$0.00	\$16.09
12-5207 - Fees Paid to Collection Agency							
	02/09/2024	AWD	CBK	COLLECTION FEES PAID FOR JENNIFER JESTER ACCT 308009	\$247.06	\$0.00	\$247.06
Total 12-5207 - Fees Paid to Collection Agency					\$247.06	\$0.00	\$247.06
12-5210 - Training / Meetings							
	02/13/2024	39111	League of Kansas Municipalities	KOMA FOR ELECTED OFFICIALS KENDALL PIERCE	\$75.00		\$75.00
	02/13/2024	39116	Bank of America	FOOD COUNCIL MEETING	\$54.26		\$129.26
	02/13/2024	39118	KRWA	GRANT SMITH KRWA CONFERENCE MARCH 2024	\$230.00		\$359.26
	02/15/2024	39121	EMELIA TONEY	Pizza for Council Meeting	\$56.19		\$415.45
Total 12-5210 - Training / Meetings					\$415.45	\$0.00	\$415.45
12-5222 - Intergovernment / Permit Fees							
	02/13/2024	ACH	KDOL Unemployment Tax	Qtr 4 2024 KDOL Unemployment Tax	\$95.85		\$95.85
	02/25/2024	39133	TOWANDA POST OFFICE	2024 payment for Mailing Permit 10	\$426.66		\$522.51
Total 12-5222 - Intergovernment / Permit Fees					\$522.51	\$0.00	\$522.51
12-5224 - Consulting Services							
	02/26/2024	39145	Rachel Cain	Help with Cemetery	\$100.00		\$100.00
Total 12-5224 - Consulting Services					\$100.00	\$0.00	\$100.00
12-5254 - Printing / Publications							
	02/13/2024	39116	Bank of America	PRINTING	\$13.30		\$13.30
	02/20/2024	39129	CANON FINANCIAL SERVICES	CANON PRINTER	\$46.33		\$59.63
	02/29/2024	39152	DON'S PRINTING	2000X WATER BILL PRINTING	\$41.25		\$100.88
Total 12-5254 - Printing / Publications					\$100.88	\$0.00	\$100.88
12-5259 - Miscellaneous Services							
	02/13/2024	ACH	Nexbill Pay	Feb 2024 Paperless E-Bill	\$3.80		\$3.80
	02/13/2024	39116	Bank of America	TAXS FOR 1099S	\$6.80		\$10.60
Total 12-5259 - Miscellaneous Services					\$10.60	\$0.00	\$10.60
12-5314 - Office Supplies							
	02/13/2024	39116	Bank of America	PAPER, BOXES, AND RECEIPT PAPER	\$872.49		\$872.49
	02/22/2024	39141	STAPLES	2X CASES OF PAPER	\$71.98		\$944.47
Total 12-5314 - Office Supplies					\$944.47	\$0.00	\$944.47
12-5315 - Operating Supplies							

City of Towanda, KS
Claims Report
February 2024

Date	Num	Name	Memo	Debit	Credit	Balance
02/19/2024	39122	League of Kansas Municipalities	Labor Law Poster	\$26.00		\$26.00
Total 12-5315 - Operating Supplies						
12-5319 - Misc. Supplies						
02/13/2024	39116	Bank of America	CANDY FOR KIDS	\$37.89		\$37.89
02/29/2024	39151	STAPLES	TOILET PAPER FOR OFFICE	\$52.98		\$90.87
Total 12-5319 - Misc. Supplies						
12-5320 - Website and Related Fees						
02/13/2024	39116	Bank of America	ADOBE	\$29.99		\$29.99
Total 12-5320 - Website and Related Fees						
12-5400 - Computer Software						
02/13/2024	39116	Bank of America	QUICKBOOKS	\$254.40		\$254.40
Total 12-5400 - Computer Software						
66900 - Reconciliation Discrepancies						
02/29/2024	RECADJ		Has to do with Jayhawk Reporting	\$0.00	\$2,770.43	-\$2,770.43
Total 66900 - Reconciliation Discrepancies						
Total 12-Administration/Finance						
12-5100 - Staff Expense Administration						
12-5110 - Salaries						
02/29/2024	EOMPRADJ			\$12,128.61		\$12,128.61
Total 12-5110 - Salaries						
12-5140 - PR Tax Expense City Share						
02/29/2024	EOMPRADJ			\$971.70		\$971.70
Total 12-5140 - PR Tax Expense City Share						
12-5150 - KPERS City Share						
02/29/2024	EOMPRADJ			\$1,108.64		\$1,108.64
Total 12-5150 - KPERS City Share						
12-5160 - Health Ins. - City Share						
02/29/2024	EOMPRADJ			\$2,840.62		\$2,840.62
Total 12-5160 - Health Ins. - City Share						
Total 12-5100 - Staff Expense Administration						
12-5251 - Utilities						
02/01/2024	39082	Butler Electric Cooperative	Electric Utility	\$62.44		\$62.44
02/01/2024	39083	EVERGY	Evergy Utility	\$774.18		\$836.62
02/06/2024	39089	EVERGY	EVERGY UTILITY	\$1,353.96		\$2,190.58
02/13/2024	39107	VERIZON WIRELESS	VERIZON UTILITY	\$41.47		\$2,232.05
02/25/2024	39135	KANSAS GAS SERVICE	Gas Utility	\$328.79		\$2,560.84
02/26/2024	39146	EVERGY	EVERGY UTILITY	\$28.55		\$2,589.39
Total 12-5251 - Utilities						
12-5253 - Insurance						
02/13/2024	39110	EMC INSURANCE		\$1,235.30		\$1,235.30
Total 12-5253 - Insurance						
Total 12 - ADMINISTRATION EXPENSES						
13 - COURT						
13-Court General Expenses						
13-5251 - Utilities						
				\$23,632.56	\$2,856.32	\$20,774.26

City of Towanda, KS
Claims Report
February 2024

Date	Num	Name	Memo	Debit	Credit	Balance
02/13/2024	39107	VERIZON WIRELESS	VERIZON UTILITY	\$81.48		\$81.48
Total 13-5251 - Utilities						
Total 13-Court General Expenses						
13-5100 - Staff Expense Court						
13-5110 - Salaries						
02/29/2024	EOMPRADJ			\$654.26		\$654.26
Total 13-5110 - Salaries						
13-5140 - PR Tax Expense City Share						
02/29/2024	EOMPRADJ			\$54.64		\$54.64
Total 13-5140 - PR Tax Expense City Share						
13-5150 - KPERS City Share						
02/29/2024	EOMPRADJ			\$54.64		\$54.64
Total 13-5150 - KPERS City Share						
13-5160 - Health Ins. - City Share						
02/29/2024	EOMPRADJ			\$0.00		\$0.00
Total 13-5160 - Health Ins. - City Share						
Total 13-5100 - Staff Expense Court						
Total 13 - COURT						
14 - LEGAL						
14-5110 - Salaries / Permanent						
02/22/2024	39140	Robert Lane	ATTORNEY FOR MARCH 2024	\$1,200.00		\$1,200.00
Total 14-5110 - Salaries / Permanent						
14-5221 - Membership Fees						
02/19/2024	39123	KMJA	Kansas Municipal Judges' Assoc. Membership for 2024	\$25.00		\$25.00
Total 14-5221 - Membership Fees						
14 - LEGAL						
15 - PLANNING & ZONING						
15-5210 - Training / Meetings						
02/15/2024	39121	EMELIA TONEY	Pizza for Planning and Zoning Meeting	\$33.63		\$33.63
Total 15-5210 - Training / Meetings						
15-5224 - Consulting Services						
02/13/2024	39116	Bank of America	BACKGROUND CHECKS FOR CMB LICENSE	\$60.00		\$60.00
Total 15-5224 - Consulting Services						
15-5252 - Communications						
02/22/2024	39139	LISA HAMILTON	Lisa Phone for March 2024	\$59.71		\$59.71
Total 15-5252 - Communications						
15-5254 - Printing / Publications						
02/13/2024	39116	Bank of America	COLUMN PUBLIC NOTICE 2027135613 DC	\$56.10		\$56.10
02/20/2024	39129	CANON FINANCIAL SERVICES	CANON PRINTER	\$46.34		\$102.44
Total 15-5254 - Printing / Publications						
15-5259 - Misc. Services						
02/09/2024	39103	CITYCODE FINANCIAL LLC	2024 ANNUAL FEE FOR UP TO DATE CODE	\$1,250.00		\$1,250.00
Total 15-5259 - Misc. Services						

City of Towanda, KS
Claims Report
February 2024

Date	Num	Name	Memo	Debit	Credit	Balance
Total 15 - PLANNING & ZONING				\$1,505.78	\$0.00	\$1,505.78
21 - PARKS						
21-5251 - Utilities						
02/22/2024	39142	EVERGY	Evergy Utility	\$28.55		\$28.55
Total 21-5251 - Utilities				\$28.55	\$0.00	\$28.55
Total 21 - PARKS				\$28.55	\$0.00	\$28.55
22 - POOL						
22-Pool General Expenses						
22-5251 - Utilities						
02/06/2024	39093	VERIZON WIRELESS	VERIZON UTILITY	\$64.80		\$64.80
02/22/2024	39142	EVERGY	Evergy Utility	\$26.55		\$91.35
Total 22-5251 - Utilities				\$91.35	\$0.00	\$91.35
22-5253 - Insurance						
02/13/2024	39110	EMC INSURANCE		\$350.00		\$350.00
Total 22-5253 - Insurance				\$350.00	\$0.00	\$350.00
Total 22-Pool General Expenses				\$441.35	\$0.00	\$441.35
22-5100 - Staff Expense Pool						
22-5110 - Salaries						
02/29/2024	EOMPRADJ			\$0.00	\$0.00	\$0.00
Total 22-5110 - Salaries				\$0.00	\$0.00	\$0.00
22-5140 - PR Tax Expense City Share						
02/29/2024	EOMPRADJ			\$0.00	\$0.00	\$0.00
Total 22-5140 - PR Tax Expense City Share				\$0.00	\$0.00	\$0.00
Total 22-5100 - Staff Expense Pool				\$441.35	\$0.00	\$441.35
Total 22 - POOL						
24 - LIBRARY-BILLING						
24-5251 - Utilities						
02/22/2024	39142	EVERGY	Evergy Utility	\$57.49		\$57.49
02/22/2024	39143	KANSAS GAS SERVICE	Gas Utility	\$183.62		\$241.11
Total 24-5251 - Utilities				\$241.11	\$0.00	\$241.11
24-5253 - Insurance						
02/13/2024	39110	EMC INSURANCE		\$350.00		\$350.00
Total 24-5253 - Insurance				\$350.00	\$0.00	\$350.00
Total 24 - LIBRARY-BILLING				\$591.11	\$0.00	\$591.11
25 - SENIOR CENTER						
25-5251 - Utilities						
02/01/2024	39063	EVERGY	Evergy Utility	\$210.54		\$210.54
02/09/2024	39104	COX	Cox Utility	\$286.74		\$497.28
02/25/2024	39135	KANSAS GAS SERVICE	Gas Utility	\$142.59		\$639.87
Total 25-5251 - Utilities				\$639.87	\$0.00	\$639.87
25-5253 - Insurance						
02/13/2024	39110	EMC INSURANCE		\$275.00		\$275.00
Total 25-5253 - Insurance				\$275.00	\$0.00	\$275.00
Total 25 - SENIOR CENTER				\$914.87	\$0.00	\$914.87
26 - MUSEUM						

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Date	Num	Name	Memo	Debit	Credit	Balance
26-5430 - Community- Projects						
02/13/2024	39117	TOWANDA HISTORICAL MUSEUM	2024 MUSEUM FUNDING	\$5,000.00		\$5,000.00
Total 26-5430 - Community- Projects				\$5,000.00	\$0.00	\$5,000.00
Total 26 - MUSEUM				\$5,000.00	\$0.00	\$5,000.00
31 - SHERIFF DEPARTMENT CONTRACT						
31-Police General Expenditures						
31-5200 - Non-Material Expenditures						
02/08/2024	39100	Culligan	Potable Water 01/2024	\$16.08		\$16.08
Total 31-5200 - Non-Material Expenditures				\$16.08	\$0.00	\$16.08
31-5251 - Utilities						
02/01/2024	39083	EVERGY	Evergy Utility	\$97.68		\$97.68
02/06/2024	ONLINE	COX	COX UTILITY	\$517.96		\$615.64
02/25/2024	39135	KANSAS GAS SERVICE	Gas Utility	\$132.71		\$748.35
02/29/2024	39149	COX	COX UTILITY	\$191.58		\$939.93
Total 31-5251 - Utilities				\$939.93	\$0.00	\$939.93
31-5253 - Insurance						
02/13/2024	39110	EMC INSURANCE		\$650.00		\$650.00
Total 31-5253 - Insurance				\$650.00	\$0.00	\$650.00
Total 31-Police General Expenditures				\$1,606.01	\$0.00	\$1,606.01
Total 31 - SHERIFF DEPARTMENT CONTRACT				\$1,606.01	\$0.00	\$1,606.01
50 - PUBLIC WORKS SHOP						
50-Public Works General						
50-5200 - Non-Material Expenditures						
02/08/2024	39100	Culligan	Potable Water 01/2024	\$16.08		\$16.08
Total 50-5200 - Non-Material Expenditures				\$16.08	\$0.00	\$16.08
50-5210 - Training / Meetings						
02/13/2024	39118	KRWA	SAM FRENCH KRWA CONFERENCE MARCH 2024	\$245.00		\$245.00
02/29/2024	39153	KDHE - BUREAU OF WATER	Water Small System Test Sam French 03/28/2024	\$25.00		\$270.00
Total 50-5210 - Training / Meetings				\$270.00	\$0.00	\$270.00
50-5241 - Vehicle / Mobile Equipment R/M						
02/13/2024	39112	MIDWEST TRUCK EQUIPMENT INC	2X FLANGE BEARING 1-1/2" 4-BOLT	\$88.74		\$88.74
02/13/2024	39113	MAXIMUM OUTDOOR EQUIPMENT	STARTER SOLENOID	\$248.58		\$337.32
02/13/2024	39116	Bank of America	TRUCK REPAIR	\$120.49		\$457.81
Total 50-5241 - Vehicle / Mobile Equipment R/M				\$457.81	\$0.00	\$457.81
50-5251 - Utilities						
02/01/2024	39083	EVERGY	Evergy Utility	\$112.85		\$112.85
02/25/2024	39135	KANSAS GAS SERVICE	Gas Utility	\$328.79		\$441.64
Total 50-5251 - Utilities				\$441.64	\$0.00	\$441.64
50-5311 - Gasoline / Fuel / Lubricants						
02/05/2024	39096	SOUTHWIND OIL CORPORATION	76 GALLONS OF DIESEL FUEL	\$54.91		\$54.91
02/08/2024	39098	JUMPSTART	FUEL JAN 2024	\$188.88		\$243.79
Total 50-5311 - Gasoline / Fuel / Lubricants				\$243.79	\$0.00	\$243.79
50-5312 - Chemicals						
02/06/2024	39085	MID-AMERICAN RESEARCH CHEMICALS	Break-A-Way II Penetrating Oil	\$240.65		\$240.65

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Date	Num	Name	Memo	Debit	Credit	Balance
Total 50-5312 - Chemicals				\$240.65	\$0.00	\$240.65
50-5314 - Office Supplies						
02/01/2024	39084	WALMART COMMUNITY BRC	Epson Ink for printer, pens, cups, plates, and silverware	\$199.40		\$199.40
Total 50-5314 - Office Supplies				\$199.40	\$0.00	\$199.40
50-5315 - Operating / Shop Supplies						
02/09/2024	39106	SUTHERLANDS CREDIT	Shop Supplies	\$759.77	\$0.00	\$759.77
Total 50-5315 - Operating / Shop Supplies				\$759.77	\$0.00	\$759.77
50-5319 - Misc. Supplies						
02/06/2024	39086	BUMPER TO BUMPER OF EL DORADO	REF 914684	\$3.00		\$3.00
02/06/2024	39092	Lampton Welding Supply	WELDING SUPPLIES	\$26.80		\$29.80
02/22/2024	39132	FASTENAL COMPANY	SCREWS, BOLTS, AND FASTNERS	\$80.66		\$110.46
02/27/2024	39148	BOMGAARS SUPPLY	U Bolts and / Bolts	\$127.42		\$237.88
02/27/2024	39148	BOMGAARS SUPPLY	2X Animal Traps	\$107.98		\$345.86
Total 50-5319 - Misc. Supplies				\$345.86	\$0.00	\$345.86
50-5320 - City Signs and Banners						
02/13/2024	39108	UNITED RENTALS	LIFT TO PUT BANNERS ON POLES	\$0.00		\$0.00
02/13/2024	PRADJ	UNITED RENTALS	For CHK 39108 voided on 02/15/2024	\$1,539.84		\$1,539.84
02/15/2024	PRADJR	UNITED RENTALS	Reverse of GJE PRADJ -- For CHK 39108 voided on 02/15/2024		\$1,539.84	\$0.00
02/15/2024	39120	UNITED RENTALS	Lift to put up Banners	\$626.86		\$626.86
02/15/2024	14756	City of Benton	Benton City Banner		\$1,517.03	-\$690.17
02/15/2024	114950	Circle USD 375	Circle School part of Banners		\$3,955.62	-\$4,845.79
02/15/2024	21517	Circle High School Activities Fund	Circle High School part of Banners		\$1,000.00	-\$5,845.79
Total 50-5320 - City Signs and Banners				\$2,166.70	\$6,012.49	-\$5,845.79
50-5321 - Maintenance Uniforms						
02/27/2024	39148	BOMGAARS SUPPLY	Boots for Sam	\$194.99		\$194.99
Total 50-5321 - Maintenance Uniforms				\$194.99	\$0.00	\$194.99
50-5325 - Tools						
02/13/2024	39116	Bank of America	8 INCH 5 SPEED BENCH DRILL	\$89.99		\$89.99
Total 50-5325 - Tools				\$89.99	\$0.00	\$89.99
Total 50-Public Works General				\$5,426.66	\$6,012.49	-\$2,565.61
50-5100 - Staff Expense Public Works						
50-5110 - Salaries						
02/29/2024	EOMPRADJ			\$1,918.71		\$1,918.71
Total 50-5110 - Salaries				\$1,918.71	\$0.00	\$1,918.71
50-5140 - PR Tax Expense City Share						
02/29/2024	EOMPRADJ			\$157.06		\$157.06
Total 50-5140 - PR Tax Expense City Share				\$157.06	\$0.00	\$157.06
50-5150 - KPERS City Share						
02/29/2024	EOMPRADJ			\$166.20		\$166.20
Total 50-5150 - KPERS City Share				\$166.20	\$0.00	\$166.20
50-5160 - Health Ins. - City Share						
02/29/2024	EOMPRADJ			\$580.27		\$580.27
Total 50-5160 - Health Ins. - City Share				\$580.27	\$0.00	\$580.27
Total 50-5100 - Staff Expense Public Works				\$2,822.24	\$0.00	\$2,822.24

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	Date	Num	Name	Memo	Debit	Credit	Balance
Total 50 - PUBLIC WORKS SHOP					\$8,248.92	\$8,012.49	\$236.43
Total 100X - GENERAL FUND EXPENSES					\$43,984.55	\$10,870.81	\$33,113.74
Other Income/Expense							
Other Expense							
DESIGNATED FUND EXPENDITURES							
220X - FIRE RESCUE EXPENSE							
2205100 - Staff Expense Fire Rescue							
2205110 - Salaries							
	02/29/2024	EOMPRADJ			\$854.12		\$854.12
Total 2205110 - Salaries					\$854.12	\$0.00	\$854.12
2205140 - PR Tax Expense City Share							
	02/29/2024	EOMPRADJ			\$71.33		\$71.33
Total 2205140 - PR Tax Expense City Share					\$71.33	\$0.00	\$71.33
Total 2205100 - Staff Expense Fire Rescue							
					\$925.45	\$0.00	\$925.45
2205210 - Training / Meetings							
	02/13/2024	39115	Bank of America	FOOD FOR TRAINING/ MEETINGS	\$66.44		\$66.44
	02/14/2024	39119	Sam's Club	COFFEE	\$6.33		\$72.77
	02/20/2024	39125	MISFIT KITCHEN	Dinner for Fire Dept 02/24/2024	\$691.20		\$763.97
	02/25/2024	39134	Val's Kichen	Dessert For Fire Dept Banquet	\$96.00		\$859.97
	02/27/2024	39147	WALMART COMMUNITY BRC	CHICKEN, COLE SLAW, DR PEPPER, AND RED SKIN POTATOES	\$40.85		\$900.82
Total 2205210 - Training / Meetings					\$900.82	\$0.00	\$900.82
2205241 - Vehicle / Mobile Equip. R/M							
	02/08/2024	39102	R&S PARTS PLUS	4X ISO HEET, 3X DSL ANTI-GEL, 3X AIR BRK ANTIFREEZE	\$72.88		\$72.88
	02/14/2024	39119	Sam's Club	RAIN X, AND WINDSHIELD WIPERS	\$19.42		\$92.30
	02/26/2024	39144	Crossroads	Grit Guard Lube Wheel	\$1,071.11		\$1,163.41
Total 2205241 - Vehicle / Mobile Equip. R/M					\$1,163.41	\$0.00	\$1,163.41
2205242 - Building / Facilities R&M							
	02/14/2024	39119	Sam's Club	ICE MELT	\$19.74		\$19.74
Total 2205242 - Building / Facilities R&M					\$19.74	\$0.00	\$19.74
2205244 - Other Repair / Maintenance							
	02/08/2024	39101	PYE BARKER FIRE & SAFETY	EXTINGUISHER MAINTENANCE 2024	\$665.75		\$665.75
Total 2205244 - Other Repair / Maintenance					\$665.75	\$0.00	\$665.75
2205251 - Utilities							
	02/01/2024	39083	EVERGY	Evergy Utility	\$37.92		\$37.92
	02/13/2024	39107	VERIZON WIRELESS	VERIZON UTILITY	\$41.47		\$79.39
	02/25/2024	39135	KANSAS GAS SERVICE	Gas Utility	\$328.81		\$408.20
Total 2205251 - Utilities					\$408.20	\$0.00	\$408.20
2205253 - Insurance							
	02/13/2024	39110	EMC INSURANCE		\$950.00		\$950.00
Total 2205253 - Insurance					\$950.00	\$0.00	\$950.00
2205311 - Gasoline / Fuel / Lubricants							
	02/06/2024	39091	MEARS FERTILIZER	DIESEL FUEL	\$218.19		\$218.19
	02/06/2024	39097	SOUTHWIND OIL CORPORATION	484 GALLONS OF DIESEL FUEL	\$1,398.76		\$1,616.95
	02/08/2024	39098	JUMPSTART	FUEL JAN 2024	\$100.00		\$1,716.95

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Date	Num	Name	Memo	Debit	Credit	Balance
Total 2205311 - Gasoline / Fuel / Lubricants				\$1,716.95	\$0.00	\$1,716.95
2205314 - Office Supplies						
02/14/2024	39119	Sam's Club	DIVIDERS AND BINDERS	\$43.16	\$0.00	\$43.16
Total 2205314 - Office Supplies				\$43.16	\$0.00	\$43.16
2205326 - Medical						
02/14/2024	39119	Sam's Club	2X THERMO STATS	\$89.56	\$0.00	\$89.56
Total 2205326 - Medical				\$89.56	\$0.00	\$89.56
2205540 - Fire Dept. Events and Promotion						
02/22/2024	39137	Seven K Company	Plaques and Awards for Fire Dept Banquet 02/24/2024	\$278.35	\$0.00	\$278.35
Total 2205540 - Fire Dept. Events and Promotion				\$278.35	\$0.00	\$278.35
Total 220X - FIRE RESCUE EXPENSE				\$7,181.39	\$0.00	\$7,181.39
250X - STREETS OM FUND EXPENSE						
2505100 - Staff Expense Streets						
2505110 - Salaries						
02/29/2024	EOMPRADJ			\$1,918.71	\$0.00	\$1,918.71
Total 2505110 - Salaries				\$1,918.71	\$0.00	\$1,918.71
2505140 - PR Tax Expense City Share						
02/29/2024	EOMPRADJ			\$157.06	\$0.00	\$157.06
Total 2505140 - PR Tax Expense City Share				\$157.06	\$0.00	\$157.06
2505150 - KPERS City Share						
02/29/2024	EOMPRADJ			\$166.20	\$0.00	\$166.20
Total 2505150 - KPERS City Share				\$166.20	\$0.00	\$166.20
2505160 - Health Ins. - City Share						
02/29/2024	EOMPRADJ			\$580.27	\$0.00	\$580.27
Total 2505160 - Health Ins. - City Share				\$580.27	\$0.00	\$580.27
Total 2505100 - Staff Expense Streets				\$2,822.24	\$0.00	\$2,822.24
2505241 - Vehicle / Mobile Equip R&M						
02/06/2024	39087	MIDWEST TRUCK EQUIPMENT INC	12X HD DISC SHOE ASSEMBLY SNOW PLOW	\$924.00	\$0.00	\$924.00
Total 2505241 - Vehicle / Mobile Equip R&M				\$924.00	\$0.00	\$924.00
2505251 - Utilities						
02/13/2024	39107	VERIZON WIRELESS	VERIZON UTILITY	\$41.47	\$0.00	\$41.47
Total 2505251 - Utilities				\$41.47	\$0.00	\$41.47
2505254 - Printing / Publications						
02/20/2024	39129	CANON FINANCIAL SERVICES	CANON PRINTER	\$46.34	\$0.00	\$46.34
02/29/2024	39152	DON'S PRINTING	2000X WATER BILL PRINTING	\$41.25	\$0.00	\$87.59
Total 2505254 - Printing / Publications				\$87.59	\$0.00	\$87.59
2505310 - Fuel for Township-Exch for Rock						
02/08/2024	39098	JUMPSTART	FUEL JAN 2024	\$176.30	\$0.00	\$176.30
Total 2505310 - Fuel for Township-Exch for Rock				\$176.30	\$0.00	\$176.30
2505311 - Gasoline/ Fuel/ Lubricants						
02/06/2024	39096	SOUTHWIND OIL CORPORATION	76 GALLONS OF DIESEL FUEL	\$54.91	\$0.00	\$54.91
02/06/2024	39097	SOUTHWIND OIL CORPORATION	FUEL JAN 2024	\$0.00	\$0.00	\$54.91
02/06/2024	39098	JUMPSTART	FUEL JAN 2024	\$188.88	\$0.00	\$243.79
Total 2505311 - Gasoline/ Fuel/ Lubricants				\$243.79	\$0.00	\$243.79

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Date	Num	Name	Memo	Debit	Credit	Balance
2505315 - Operating Supplies						
02/20/2024	39126	Schulte Supply	PERMA PATCH 60LB BAG	\$1,182.50		\$1,182.50
Total 2505315 - Operating Supplies				\$1,182.50	\$0.00	\$1,182.50
Total 250X - STREETS OM FUND EXPENSE				\$5,477.89	\$0.00	\$5,477.89
260X - COMMUNITY CENTER EXPENSE						
2605242 - Building / Facilities R&M						
02/01/2024	39080	SHEREWIN-WILLIAMS	Paint for Community Building	\$55.97		\$55.97
02/01/2024	39080	SHEREWIN-WILLIAMS	Paint for Community Building	\$118.94		\$174.91
02/09/2024	39106	SUTHERLANDS CREDIT	Painting Community Building	\$226.53		\$401.44
02/13/2024	39116	Bank of America	COMMUNITY BUILDING PAINT JOB	\$432.33		\$833.77
02/20/2024	39127	SHEREWIN-WILLIAMS	PAINT FOR COMMUNITY BUILDING	\$174.91		\$1,008.68
Total 2605242 - Building / Facilities R&M				\$1,008.68	\$0.00	\$1,008.68
2605251 - Utilities						
02/20/2024	39128	COX	COX UTILITY	\$60.39		\$60.39
02/25/2024	39135	KANSAS GAS SERVICE	Gas Utility	\$207.15		\$287.54
Total 2605251 - Utilities				\$287.54	\$0.00	\$287.54
Total 260X - COMMUNITY CENTER EXPENSE				\$1,296.22	\$0.00	\$1,296.22
310X - BOND FUND EXPENSE						
3105233 - Interest & Fiscal Charges						
02/22/2024	39138	KANSAS STATE TREASURER	GO BONDS A-2009 INTEREST AMOUNT 02/22/2024	\$440.00		\$440.00
Total 3105233 - Interest & Fiscal Charges				\$440.00	\$0.00	\$440.00
Total 310X - BOND FUND EXPENSE				\$440.00	\$0.00	\$440.00
611X - WATER FUND EXPENSE						
6115100 - Staff Expense Water						
6115110 - Salaries						
02/29/2024	EOMPRADJ			\$8,562.39		\$8,562.39
Total 6115110 - Salaries				\$8,562.39	\$0.00	\$8,562.39
6115140 - PR Tax Expense City Share						
02/29/2024	EOMPRADJ			\$703.41		\$703.41
Total 6115140 - PR Tax Expense City Share				\$703.41	\$0.00	\$703.41
6115150 - KPERS City Share						
02/29/2024	EOMPRADJ			\$766.08		\$766.08
Total 6115150 - KPERS City Share				\$766.08	\$0.00	\$766.08
6115160 - Health Ins. - City Share						
02/29/2024	EOMPRADJ			\$2,590.82		\$2,590.82
Total 6115160 - Health Ins. - City Share				\$2,590.82	\$0.00	\$2,590.82
6116000 - Payroll Reallocation Adj.						
02/29/2024	PRREALLOCATE				\$8,000.00	-\$8,000.00
Total 6116000 - Payroll Reallocation Adj					\$8,000.00	-\$8,000.00
Total 6115100 - Staff Expense Water				\$12,622.70	\$8,000.00	\$4,622.70
6115200 - Non-Material Expenditures						
02/08/2024	39099	AMERICAN MESSAGING		\$17.15		\$17.15
Total 6115200 - Non-Material Expenditures				\$17.15	\$0.00	\$17.15
6115212 - Transportation / Mileage						

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Date	Num	Name	Memo	Debit	Credit	Balance
02/06/2024	39090	METRO COURIER	WATER SAMPLE SHIPPING	\$53.12		\$53.12
Total 6115212 - Transportation / Mileage						
6115226 - Testing Services						
02/13/2024	39114	MERIDIAN ANALYTICAL LABS	WATER TESTING FOR WATER LEAK BY TOWANDA MOBILE HOME PARK	\$50.00		\$50.00
Total 6115226 - Testing Services						
6115251 - Utilities						
02/01/2024	39083	EVERGY	Every Utility	\$140.47		\$140.47
02/13/2024	39107	VERIZON WIRELESS	VERIZON UTILITY	\$41.47		\$181.94
Total 6115251 - Utilities						
6115253 - Insurance						
02/13/2024	39110	EMC INSURANCE		\$900.00		\$900.00
Total 6115253 - Insurance						
6115254 - Printing / Publications						
02/20/2024	39129	CANON FINANCIAL SERVICES	CANON PRINTER	\$46.34		\$46.34
Total 6115254 - Printing / Publications						
6115311 - Gasoline / Fuel / Lubricants						
02/06/2024	39096	SOUTHWIND OIL CORPORATION	76 GALLONS OF DIESEL FUEL	\$54.91		\$54.91
02/06/2024	39097	SOUTHWIND OIL CORPORATION		\$0.00		\$54.91
02/08/2024	39098	JUMPSTART	FUEL JAN 2024	\$188.88		\$243.79
Total 6115311 - Gasoline / Fuel / Lubricants						
6115315 - Operating Supplies						
02/06/2024	39094	MUNICIPAL SUPPLY COMPANY	PUMP STICK MOTOR	\$90.96		\$90.96
02/06/2024	39094	MUNICIPAL SUPPLY COMPANY	2X-6" X 1" SERVICE SADDLE, 2X-2" X1"	\$274.31		\$365.27
02/06/2024	39094	MUNICIPAL SUPPLY COMPANY	CORDLESS PUMP STICK MILWAUKEE ADPT	\$296.55		\$661.82
02/09/2024	39106	SUTHERLANDS CREDIT	Water Supplies	\$245.30		\$907.12
Total 6115315 - Operating Supplies						
6115341 - Water For Resale						
02/06/2024	39095	RURAL WATER DIST. NO. 5	WATER FOR RESALE	\$28,208.55		\$28,208.55
02/06/2024	39095	RURAL WATER DIST. NO. 5	WATER FOR RESALE	\$196.78		\$28,405.33
02/06/2024	39095	RURAL WATER DIST. NO. 5	WATER FOR RESALE	\$67.51		\$28,472.84
Total 6115341 - Water For Resale						
Total 611X - WATER FUND EXPENSE						
612X - WATER RESERVE EXPENSE						
6125319 - Water Infrastructure Parts						
02/20/2024	39124	MUNICIPAL SUPPLY COMPANY	4' Bury A420 2 Way 4 1/2 VO 4" and Grip Ring Accessory Pack	\$2,618.62		\$2,618.62
02/20/2024	39124	MUNICIPAL SUPPLY COMPANY	2" MJ Gate Valve OL, 2" MIDCO Series 3000 Style 30, 4" MJ Gate Valve OL, 4x Grip Ring Accessory...	\$2,171.25		\$4,789.87
02/25/2024	39136	MUNICIPAL SUPPLY COMPANY	Professional Plus Leak Locator	\$3,995.00		\$8,784.87
Total 6125319 - Water Infrastructure Parts						
Total 612X - WATER RESERVE EXPENSE						
621X - SEWER FUND EXPENSE						
6215100 - Staff Expense Sewer						
6215110 - Salaries						
Total 6215110 - Salaries						

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02/29/2024	EOMPRADJ			\$1,918.71		\$1,918.71
Total 6215110 - Salaries						
6215140 - PR Tax Expense City Share						
02/29/2024	EOMPRADJ			\$0.00		\$1,918.71
Total 6215140 - PR Tax Expense City Share						
6215150 - KPERS City Share						
02/29/2024	EOMPRADJ			\$157.06		\$157.06
Total 6215150 - KPERS City Share						
6215160 - Health Ins. - City Share						
02/29/2024	EOMPRADJ			\$166.20		\$166.20
Total 6215160 - Health Ins. - City Share						
6216000 - Payroll Reallocation Adj.						
02/29/2024	PRREALLOCATE			\$580.27		\$580.27
Total 6216000 - Payroll Reallocation Adj.						
6215200 - Non-Material Expenditures						
02/08/2024	39089	AMERICAN MESSAGING		\$8,000.00		\$8,000.00
Total 6215200 - Non-Material Expenditures						
6215222 - Intergovernment / Permit Fees						
02/25/2024	39133	TOWANDA POST OFFICE	2024 payment for Mailing Permit 10	\$213.34		\$213.34
Total 6215222 - Intergovernment / Permit Fees						
6215251 - Utilities						
02/01/2024	39083	EVERGY	Evergy Utility	\$421.76		\$421.76
02/06/2024	39089	EVERGY	EVERGY UTILITY	\$46.45		\$468.21
02/13/2024	39107	VERIZON WIRELESS	VERIZON UTILITY	\$41.47		\$509.68
02/26/2024	EPAY	LINGO	SEWER PHONE	\$164.32		\$674.00
02/26/2024	39146	EVERGY	EVERGY UTILITY	\$35.40		\$709.40
Total 6215251 - Utilities						
6215253 - Insurance						
02/13/2024	39110	EMC INSURANCE		\$900.00		\$900.00
Total 6215253 - Insurance						
6215254 - Printing / Publications						
02/20/2024	39129	CANON FINANCIAL SERVICES	CANON PRINTER	\$46.34		\$46.34
02/29/2024	39152	DON'S PRINTING	2000X WATER BILL PRINTING	\$41.25		\$87.59
Total 6215254 - Printing / Publications						
6215311 - Gasoline / Fuel / Lubricants						
02/06/2024	39096	SOUTHWIND OIL CORPORATION	76 GALLONS OF DIESEL FUEL	\$54.91		\$54.91
02/06/2024	39097	SOUTHWIND OIL CORPORATION	FUEL JAN 2024	\$0.00		\$54.91
02/08/2024	39098	JUMPSTART		\$188.88		\$243.79
Total 6215311 - Gasoline / Fuel / Lubricants						
6215312 - Chemicals						
02/01/2024	39081	MID-AMERICAN RESEARCH CHEMICALS	Purple Power Lift Station Cleaner	\$2,729.52		\$2,729.52
Total 6215312 - Chemicals						
6215315 - Operating Supplies						
Total 6215315 - Operating Supplies						

City of Towanda, KS
Claims Report
February 2024

Date	Num	Name	Memo	Debit	Credit	Balance
02/06/2024	39086	O'REILLY AUTO PARTS	4X Degreaser, 2X Muffler Clamp, and 2 Gal Purple Power	\$137.46		\$137.46
Total 6215315 - Operating Supplies						
Total 621X - SEWER FUND EXPENSE						
622X - SEWER RESERVE						
6225232 - Contract Principal						
02/09/2024	39105	KANSAS HEALTH AND ENVIRON.	Principal on Project C20 1737-01	\$34,837.11	\$0.00	\$34,837.11
Total 6225232 - Contract Principal						
6225233 - Interest & Fiscal Charges						
02/09/2024	39105	KANSAS HEALTH AND ENVIRON.	Interest and Service Fee on Project C20 1737-01	\$4,646.91	\$0.00	\$4,646.91
Total 6225233 - Interest & Fiscal Charges						
Total 622X - SEWER RESERVE						
630X - TRASH FUND EXPENSE						
6305225 - Cleaning / Disposal Service						
02/13/2024	39109	WASTE CONNECTIONS OF KANSAS	TRASH PICKUP FOR JANUARY 2024	\$10,905.00	\$0.00	\$10,905.00
Total 6305225 - Cleaning / Disposal Service						
6305254 - Printing / Publications						
02/20/2024	39129	CANON FINANCIAL SERVICES	CANON PRINTER	\$46.34		\$46.34
02/29/2024	39152	DONS PRINTING	2000X WATER BILL PRINTING	\$41.25		\$87.59
Total 6305254 - Printing / Publications						
Total 630X - TRASH FUND EXPENSE						
Total DESIGNATED FUND EXPENDITURES						
General Fund Expenditures						
Designated Fund Expenditures						
Total Expenditures						
Payroll Expenditures						
Expenditures Other than Payroll						
						\$33,113.74
						\$125,012.47
						\$158,126.21
						\$39,773.34
						\$118,352.87

ANDY NEWBREY

Business Card

January 08, 2024 - February 07, 2024

Cardholder Statement

Account Information:
www.bankofamerica.com

Mail Billing Inquiries to:
BANK OF AMERICA
PO BOX 660441
DALLAS, TX 75266-0441

Mail Payments to:
BUSINESS CARD
PO BOX 15796
WILMINGTON, DE 19886-5796

Customer Service:
1.800.673.1044, 24 Hours

Outside the U.S.:
1.509.353.6656, 24 Hours

For Lost or Stolen Card:
1.800.673.1044, 24 Hours

Business Offers:
www.bankofamerica.com/mybusinesscenter

Payment Information

New Balance Total \$2,028.04
Minimum Payment Due **\$25.00**
Payment Due Date **03/05/24**

Late Payment Warning: If we do not receive your minimum payment by the date listed above. You may have to pay a fee based on the outstanding balance on the fee assessment date:
\$0.00 for balance less than \$100.01
\$29.00 for balance less than \$1,000.01
\$39.00 for balance less than \$5,000.01
\$49.00 for balance equal to or greater than \$5,000.01

Minimum Payment Warning: If you make only the minimum payment each period, you will pay more in interest and it will take you longer to pay off your balance.

Account Summary

Previous Balance \$2,804.85
Payments and Other Credits -\$2,804.85
Balance Transfer Activity \$0.00
Cash Advance Activity \$0.00
Purchases and Other Charges \$2,027.76
Fees Charged \$0.00
Finance Charge \$0.28
New Balance Total \$2,028.04

Credit Limit \$7,500
Credit Available \$5,471.96
Statement Closing Date 02/07/24
Days in Billing Cycle 31

Transactions

Posting Date	Transaction Date	Description	Reference Number	Amount
Payments and Other Credits				
01/24	01/23	PAYMENT - THANK YOU	0241530000000534028351	-2,804.85
TOTAL PAYMENTS AND OTHER CREDITS FOR THIS PERIOD				-\$2,804.85
Purchases and Other Charges				
01/10	01/08	SUTHERLANDS 2302 3163227788 KS <i>CB paint job</i>	75265864009933901842074	432.33
01/10	01/08	OFFICE DEPOT #2190 WITCHITA KS <i>Paper, Binders</i>	02305374009100128646656	61.15
01/11	01/10	SQ *GAMBINO'S PIZZA TO 8774174551 KS <i>Food Carnal</i>	55432864011206585775845	54.26
01/12	01/11	AMAZON.COM*RT6WA0C41 8007728574 WA <i>Boxes</i>	55310204011083358624831	28.28
01/12	01/10	OFFICE DEPOT #2190 WITCHITA KS <i>paper</i>	02305374011100133531717	123.06
01/15	01/12	USPS PO 1989541202 TOWANDA KS <i>Stamps</i>	02305374013000553053531	660.00

Account Number: [REDACTED]
January 08, 2024 - February 07, 2024

New Balance Total \$2,028.04
Minimum Payment Due **\$25.00**
Payment Due Date **03/05/24**

Enter payment amount

\$

For change of address/phone number, see reverse side.

Mail this coupon along with your check payable to:
BUSINESS CARD,
or make your payment online at
www.bankofamerica.com



BUSINESS CARD
PO BOX 15796
WILMINGTON, DE 19886-5796



ANDY NEWBREY
THE CITY OF TOWANDA
PO BOX 160
TOWANDA, KS 67144-0160

**N00004 50

ANDY NEWBREY

January 08, 2024 - February 07, 2024

Page 3 of 4

Transactions

Posting Date	Transaction Date	Description	Reference Number	Amount
01/17	01/16	WWW.TAX1099.COM FAYETTEVILLE AR <i>tax's 1099's</i>	82117554016000001127212	12-5259 5.80
01/17	01/16	KS.GOV PAYMENT 8004526727 KS <i>Back ground check Cmb</i>	55488724017091488013400	15-5224 20.00
01/17	01/16	KS.GOV PAYMENT 8004526727 KS <i>Back ground check Cmb</i>	55488724017091488013533	15-5224 20.00
01/17	01/16	KS.GOV PAYMENT 8004526727 KS <i>Back ground check Cmb</i>	55488724017091488013582	15-5224 20.00
01/18	01/17	FEDEX OFFIC54800005488 3166365443 KS <i>Print</i>	05410194017069255458077	12-5254 13.30
01/22	01/20	INTUIT *QuickBooks 8004468848 CA <i>Comp Software</i>	55432864020209312870391	12-5400 254.40
01/23	01/22	ADOBE INC. 4085366000 CA <i>Comp program</i>	55429504022719042096625	12-5320 29.99
01/23	01/23	UT INTERACTIVE-INTERNE 8019830275 UT <i>Andy thing</i>	55417224023200803401526	12-5259 1.00
01/26	01/25	COLUMN PUBLIC NOTICE 2027135613 DC <i>W/S</i>	82305094025000017805486	15-5254 56.10
01/30	01/29	HARBOR FREIGHT TOOLS35 8004443353 KS <i>Tools</i>	55263524030091020082655	50-5325 89.99
02/02	02/01	AMZN MKTP US*R26V50PD2 8007728574 WA <i>Candy for kids</i>	55310204032083338083475	12-5319 37.89
02/05	02/02	B-R-C BEARING COMPANY, 3162650668 KS <i>Truck repair</i>	75306374033033300734658	50-5241 120.21
TOTAL PURCHASES AND OTHER CHARGES FOR THIS PERIOD				\$2,027.76
Finance Charge				
02/07	02/07	PURCHASE *FINANCE CHARGE*		0.28
TOTAL FINANCE CHARGE FOR THIS PERIOD				\$0.28

Finance Charge Calculation

Your Annual Percentage Rate (APR) is the annual interest rate on your account.

	Annual Percentage Rate	Balance Subject to Interest Rate	Finance Charges by Transaction Type
PURCHASES	16.99%	\$19.07	\$0.28
CASH	29.49% V	\$0.00	\$0.00

V = Variable Rate (rate may vary), Promotional Balance = APR for limited time on specified transactions.

Don't forget all your card has to offer

Continue using it for everyday purchases and recurring monthly expenses, as well as for expense tracking and more.

In addition to the competitive APR with no annual fee, your Bank of America Business credit card helps you manage spending with:

- ✓ Unlimited employee cards at no additional cost and with credit limits you set
- ✓ Hassle-free electronic payments with automatic bill payment
- ✓ Automatic payments, transfers and downloading transactions into QuickBooks¹
- ✓ Easily check your balance and keep tabs on account activity for you and your employees

Manage your account 24/7 with our secure Mobile Business app² or sign in to Business Advantage 360 at bankofamerica.com/SmallBusiness

¹QuickBooks is a registered trademark of Intuit Inc.

²Mobile Banking requires that you download the Mobile Banking app and is only available for select mobile devices. Message and data rates may apply.

T C PYLE

Business Card

January 08, 2024 - February 07, 2024

Cardholder Statement

Account Information:
www.bankofamerica.com

Mail Billing Inquiries to:
BANK OF AMERICA
PO BOX 660441
DALLAS, TX 75266-0441

Mail Payments to:
BUSINESS CARD
PO BOX 15796
WILMINGTON, DE 19886-5796

Customer Service:
1.800.673.1044, 24 Hours

Outside the U.S.:
1.509.353.6656, 24 Hours

For Lost or Stolen Card:
1.800.673.1044, 24 Hours

Business Offers:
www.bankofamerica.com/mybusinesscenter

Payment Information

New Balance Total \$66.44
Minimum Payment Due **\$25.00**
Payment Due Date **03/05/24**

Late Payment Warning: If we do not receive your minimum payment by the date listed above. You may have to pay a fee based on the outstanding balance on the fee assessment date:
 \$0.00 for balance less than \$100.01
 \$29.00 for balance less than \$1,000.01
 \$39.00 for balance less than \$5,000.01
 \$49.00 for balance equal to or greater than \$5,000.01

Minimum Payment Warning: If you make only the minimum payment each period, you will pay more in interest and it will take you longer to pay off your balance.

Account Summary

Previous Balance \$608.84
 Payments and Other Credits -\$609.20
 Balance Transfer Activity \$0.00
 Cash Advance Activity \$0.00
 Purchases and Other Charges \$66.59
Fees Charged **\$0.00**
Finance Charge **\$0.21**

New Balance Total \$66.44

Credit Limit \$6,000
 Credit Available \$5,933.56
 Statement Closing Date 02/07/24
 Days in Billing Cycle 31

Transactions

Posting Date	Transaction Date	Description	Reference Number	Amount
Payments and Other Credits				
01/17	01/16	RBT CASEYS #3331 EasySavings NY	05587454016000000228271	- 0.18
01/24	01/23	PAYMENT - THANK YOU	02415300000000534028336	- 608.84
02/01	01/31	RBT CASEYS #3331 EasySavings NY	05587454031000000173023	- 0.18
TOTAL PAYMENTS AND OTHER CREDITS FOR THIS PERIOD				-\$609.20
Purchases and Other Charges				
01/08	01/04	RUSSELLS DAYLIGHT DONU 3163210840 KS <i>Food</i>	75369434005918302396151	15.00
01/15	01/13	CASEYS #3331 EL DORADO KS <i>- Food</i>	05436844014300227726900	18.26
01/29	01/27	RUSSELLS DAYLIGHT DONU 3163210840 KS <i>- Food</i>	75369434028018005218241	15.07

Account Number [REDACTED]
 January 08, 2024 - February 07, 2024

New Balance Total \$66.44
Minimum Payment Due **\$25.00**
Payment Due Date **03/05/24**

Enter payment amount

\$

For change of address/phone number, see reverse side.

Mail this coupon along with your check payable to:
BUSINESS CARD,
 or make your payment online at
 www.bankofamerica.com



BUSINESS CARD
 PO BOX 15796
 WILMINGTON, DE 19886-5796



T C PYLE
 THE CITY OF TOWANDA
 PO BOX 160
 TOWANDA, KS 67144-0160

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T C PYLE

January 08, 2024 - February 07, 2024

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Transactions

Posting Date	Transaction Date	Description	Reference Number	Amount
01/29	01/27	CASEYS #3331 EL DORADO KS - <i>Food</i>	05436844028300251411175	18.26
		TOTAL PURCHASES AND OTHER CHARGES FOR THIS PERIOD		\$66.59
		Finance Charge		
02/07	02/07	PURCHASE *FINANCE CHARGE*		0.21
		TOTAL FINANCE CHARGE FOR THIS PERIOD		\$0.21

Finance Charge Calculation

Your Annual Percentage Rate (APR) is the annual interest rate on your account.

	Annual Percentage Rate	Balance Subject to Interest Rate	Finance Charges by Transaction Type
PURCHASES	16.99%	\$14.14	\$0.21
CASH	29.49% V	\$0.00	\$0.00

V = Variable Rate (rate may vary), Promotional Balance = APR for limited time on specified transactions.

Don't forget all your card has to offer

Continue using it for everyday purchases and recurring monthly expenses, as well as for expense tracking and more.

In addition to the competitive APR with no annual fee, your Bank of America Business credit card helps you manage spending with:

- ✓ Unlimited employee cards at no additional cost and with credit limits you set
- ✓ Hassle-free electronic payments with automatic bill payment
- ✓ Automatic payments, transfers and downloading transactions into QuickBooks®¹
- ✓ Easily check your balance and keep tabs on account activity for you and your employees

Manage your account 24/7 with our secure Mobile Business app² or sign in to Business Advantage 360 at bankofamerica.com/SmallBusiness



¹QuickBooks is a registered trademark of Intuit Inc.

²Mobile Banking requires that you download the Mobile Banking app and is only available for select mobile devices. Message and data rates may apply.



CITY OF TOWANDA
Account Number ending [REDACTED]

synchrony

1 of 5

Visit us at SamsClubCredit.com/businesscard or Call 1-800-203-5764

Payment Information

\$ New Balance: \$178.21
 Total Minimum Payment Due: \$50.00
 Payment Due Date: 02/28/2024

Payments must be received by 5pm ET on 02/28/2024 if mailed, or by 11:59pm ET on 02/28/2024 for online and phone payments.

MEMBER SERVICE: For Account Information log on to SamsClubCredit.com/businesscard. This account is registered. See your online Administrator to get a User ID & Password. Or call toll-free 1-800-203-5764

To make a payment, please visit us online or mail your payment using the coupon below. Payments are also accepted at your local CheckFreePay* or MoneyGram locations*. * Fees may apply.

Account Summary

Previous Balance as of 01/09/2024	\$935.98	Credit Limit	\$9,900
Payments	- 845.98	Available Credit	\$9,721
Other Credits	- 90.00		
Purchases/Debits	+ 178.21		
New Balance as of 02/08/2024	\$178.21		

31 Day Billing Cycle from 01/09/2024 to 02/08/2024

101109130

mailed check
2/22/2024

Entered

Your next smart business move.

Register and experience the Sam's Club Business credit card Online Account Management site.



See what new items have landed at your club.

Visit SamsClub.com/NewItems or scan the QR code to check them out.



Transaction Detail

Date	Reference #	Description	Amount
Payments			
01/25	P928000DA00XTZR0K	PHONE PYMT-THANK YOU	-\$845.98
01/26	P928000DQ00XTZR0V	PHONE PYMT-THANK YOU	-\$314.58
Other Credits			
01/24	P928000DA00ZJGN9G	SAM'S CLUB 006418 WICHITA KS SAM'S/WAL-MART PURCHASE(S) Total for LISA K LONG	-\$90.00 -\$45.00
01/24	P928000DA00ZJGNA2	SAM'S CLUB 006418 WICHITA KS SAM'S/WAL-MART PURCHASE(S) Total for THOMAS PYLE	-\$45.00 -\$45.00
Purchases and Other Debits			
01/11	P928000QW01V5QZE0	WALMART 000186 EL DORADO KS SAM'S/WAL-MART PURCHASE(S)	\$178.21 -\$62.90
01/18	P928000D300YEVX53	WALMART 000186 EL DORADO KS SAM'S/WAL-MART PURCHASE(S)	-\$25.75
02/01	P928000DH010H9B54	WALMART 000186 EL DORADO KS SAM'S/WAL-MART PURCHASE(S) Total for CITY OF TOWANDA	-\$89.56 \$178.21
Total Fees Charged This Period			\$0.00
Total Interest Charged This Period			\$0.00

All Fire Dept purchases

Fire Dept office Supplies

Rainx, cups, coffee 2x Thermos

Interest Charge Calculation

Your Annual Percentage Rate (APR) is the annual interest rate on your account.

(v) = Variable Rate

Type of Balance	Expiration Date	Annual Percentage Rate	Balance Subject to Interest Rate	Interest Charge	Balance Method
Purchases	N/A	29.99% (v)	\$0.00	\$0.00	2D

Cardholder News and Information

NOTICE: We may convert your payment into an electronic debit. See back of page one for details, Billing Rights and other important information.

Member News and Information

Interested in changing your due date for your Sam's Club® credit card account? Call the Credit Customer Service phone number, located on your billing statement and on the back of your Sam's Club® credit card, to determine eligibility and discuss available options.

Go green and support the environment with paperless statements! All you have to do is visit SamsClubCredit.com/businesscard to sign up. Register today to start receiving your statements online.

REFERENCE #: P928000

S.K.U	DESCRIPTION	QUANTITY	UNIT	PRICE	TOTAL
	SALES TAX	1.000		\$0.0000	
000010038	ADDON RENEWAL	1.000	EA	\$45.0000	\$45.00



Capital One
PO BOX 60506
CITY OF INDUSTRY, CA 91716-0506



Credit Account # [REDACTED]
Statement Date 02/19/24
Statement # [REDACTED]

01033765 434 06 016941 02 NNNNNY



Cami Jones
CITY OF TOWANDA
PO BOX 160
TOWANDA, KS 67144

Previous Account Balance \$199.40
New Purchases \$40.85
Other Charges/Credits \$0.00
Payments -\$199.40
Account Balance \$40.85

Credit Limit	\$1,500.00	Payment Due Date(s)	
Account Balance	\$40.85	03/15/24	\$40.85
Available Credit	\$1,459.15		

Pay online - it's fast, easy and secure!

Don't forget you can make quick and easy payments online! Log into your secure account today!

Pay online at <https://www.WalmartCommunityCard.com>.

For questions, or to report an unauthorized use claim, call Walmart Community Card Customer Service at 877-294-7548.

For online or phone payments, your account will be credited as of the business day we receive it, as long as it is made by 5 PM ET. Mail payments will be credited the same business day, as long as it is received by 5 PM ET at the correct address, noted below, with remit coupon. Payments received by us at any other location or in any other form may not be credited as of the day we receive them. Allow at least 7 business days for mail delivery.

Please detach and return stub with payment to address below.

Cami Jones
CITY OF TOWANDA
PO BOX 160
TOWANDA, KS 67144

Credit Account # [REDACTED]
Statement Date 02/19/24
Statement # [REDACTED]

Account Balance \$40.85

Address Change:

Amount Enclosed \$

--	--	--	--	--	--	--	--	--	--

Capital One
PO BOX 60506
CITY OF INDUSTRY, CA 91716-0506





Capital One
 PO BOX 60506
 CITY OF INDUSTRY, CA 91716-0506



Credit Account #
 Statement Date
 Statement #

02/19/24

CREDITS & ADJUSTMENTS	CURRENT	PAST DUE			ACCOUNT BALANCE
		1-59 DAYS	60-89 DAYS	90+ DAYS	
\$0.00	\$40.85	\$0.00	\$0.00	\$0.00	\$40.85

OPEN ITEMS

PO #	Job Code	Invoice #	Purchase Location	Trans Date	Due Date	Trans Total	Balance Due
			WM SUPERCENTER #186 186 EL DORADO KS	01/26/24	03/15/24	\$40.85	\$40.85
					<i>Food</i>	Account Balance	\$40.85

PURCHASES

PO #	Job Code	Invoice #	Purchase Location	Trans Date	Due Date	Trans Total	Balance Due
			WM SUPERCENTER #186 186 EL DORADO KS	01/26/24	03/15/24	\$40.85	\$40.85
Total Purchases						\$40.85	

OTHER CHARGES AND CREDITS

Description	Trans Date	Due Date	Trans Total	Balance Due
No other charges and credits in current period.				

PAYMENTS

Date	Payment Number	Amount
02/10/24	Check # 39084	-\$199.40
Total Payments		-\$199.40



Capital One
 PO BOX 60506
 CITY OF INDUSTRY, CA
 91716-0506



Credit Account #

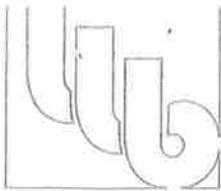
[REDACTED]
 CITY OF TOWANDA
 PO BOX 160
 TOWANDA, KS 67144

[REDACTED]

Purchase Details		Purchase Location	
Invoice Date	01/26/2024	Name	WM SUPERCENTER #186 186 EL
Purchaser	CORPORATE CARD		DORADO KS
Type	Sale	Address	301 S VILLAGE RD
Authorization #	[REDACTED]		EL DORADO, KS 67042
Terms	Standard	Phone	(316) 322-8100
Due Date	03/15/2024		
Amount Due	\$40.85		

220-5210

SKU	Description	\$/Unit	Units	Total
0048153019	DR PEPPER 12Z24P SLAB	\$12.78	1.00	\$12.78
0363020367	FG HOMESTYLE COLE SLAW, 3	\$4.27	1.00	\$4.27
0182056941	8PC FRIED CHICKEN	\$7.97	2.00	\$15.94
0183056308	FG PREMIUM REDSKIN POTATO	\$5.97	1.00	\$5.97
			Sub Total:	\$38.96
			Sales Tax:	\$1.89
			Invoice Total:	\$40.85



bomgaars

What You Need... When You Need It

STATEMENT

1805 ZENITH DRIVE
SIOUX CITY, IA 51103-5208

Phone: (712) 226-5000
Fax: (712) 277-1247

02-16-2024

* BALANCE IS DUE UPON RECEIPT OF THE STATEMENT. PLEASE DETACH *
* AND RETURN THIS PORTION WITH YOUR PAYMENT. THANK YOU. *

CITY OF TOWANDA
PO BOX 160
TOWANDA KS

67144

ACCOUNT: XXXXXXXXXX

AMOUNT DUE: \$ 430.39

AMOUNT PAID: \$

***** PLEASE DETACH AND RETURN TO INSURE PROPER CREDIT. *****
***** HAVE YOU UPDATED YOUR AUTHORIZED SIGNERS LATELY? *****

CURRENT	OVER 30 DAYS	OVER 60 DAYS	OVER 90 DAYS	AMOUNT DUE
430.39	0.00	0.00	0.00	430.39

GET YOUR GREENHOUSE GOING WITH BOMGAARS. SEEDS, SOIL, STARTERS, AND MORE.
12% MAIL-IN REBATE SALE MARCH 1ST-3RD. DON'T MISS OUT ON BIG SAVINGS!
HAVE YOU SIGNED UP FOR OUR LOYALTY REWARDS CLUB? SEE STORE FOR DETAILS.

DATE	STORE	INVOICE#	CHARGES	PAYMENTS	BALANCE
				BEGINNING	195.99
01/17/24	EL DORADO, KS	00079521	127.42	Shop supplies	323.41
01/19/24	EL DORADO, KS	00080155	194.99	Sam Boots	518.40
02/02/24	EL DORADO, KS	00083476	107.98	Animal traps	626.38
02/05/24	PAYMENT	3887-026-0		195.99	430.39

PLEASE PAY 430.39

Balances over 30 days are subject to a finance charge of 1.5% per month.



INVOICE# 00079521 STORE: EL DORADO, KS SIGNER: RYLAN ROSE DATE: 01/17/24

DESCRIPTION	PRICE	QUANTITY	EXT. PRICE	
BOLT,U,#546 5/16X5IN ZINC	2.99	1	2.99	NON-TAX
BOLT,U,#546 5/16X5IN ZINC	2.99	1	2.99	NON-TAX
BOLT,U,#546 5/16X5IN ZINC	2.99	1	2.99	NON-TAX
BOLT,U,#546 5/16X5IN ZINC	2.99	1	2.99	NON-TAX
LETTERS/NUMBERS,PACKAGED 2IN BLK/WHITE	2.89	1	2.89	NON-TAX
LETTERS/NUMBERS,PACKAGED 2IN BLK/WHITE	2.89	1	2.89	NON-TAX
LETTERS/NUMBERS,PACKAGED 2IN BLK/WHITE	2.89	1	2.89	NON-TAX
LETTERS/NUMBERS,PACKAGED 2IN BLK/WHITE	2.89	1	2.89	NON-TAX
BOLT,EYE 1/2X4IN ZINC	3.79	1	3.79	NON-TAX
LINK,QUICK,BULK 5/16IN ZINC	2.29	1	2.29	NON-TAX
BOLT,EYE 1/2X4IN ZINC	3.79	1	3.79	NON-TAX
BOLT,EYE 1/2X4IN ZINC	3.79	1	3.79	NON-TAX
BOLT,EYE 1/2X4IN ZINC	3.79	1	3.79	NON-TAX
BOLT,EYE 1/2X4IN ZINC	3.79	1	3.79	NON-TAX
BOLT,EYE 1/2X4IN ZINC	3.79	1	3.79	NON-TAX
CHAIN,PRECUT PASS LINK 2/0 X 20 PRECUT	27.99	1	27.99	NON-TAX
ATV SPRAYER CHAPIN 15GAL	50.88	1	50.88	NON-TAX

SUBTOTAL..... \$127.42
 AMOUNT CHARGED..... \$127.42 <<<<

INVOICE# 00080155 STORE: EL DORADO, KS SIGNER: SAM FRENCH DATE: 01/19/24

DESCRIPTION	PRICE	QUANTITY	EXT. PRICE	
BOOT,M. WELLINGTON,S.T. 13 M BROWN	194.99	1	194.99	NON-TAX

SUBTOTAL..... \$194.99
 AMOUNT CHARGED..... \$194.99 <<<<

INVOICE# 00083476 STORE: EL DORADO, KS SIGNER: CHRIS REGLAND DATE: 02/02/24

DESCRIPTION	PRICE	QUANTITY	EXT. PRICE	
TRAP,CAGE,LIVE ANIMAL 32X12X10 2 PACK	53.99	1	53.99	NON-TAX
TRAP,CAGE,LIVE ANIMAL 32X12X10 2 PACK	53.99	1	53.99	NON-TAX

SUBTOTAL..... \$107.98
 AMOUNT CHARGED..... \$107.98 <<<<

CITY OF TOWANDA

APPROPRIATION ORDINANCE NO. 02-2024

For period February 1st, 2024, through, February 29st, 2024

Be it ordained by the Governing Body of the City of Towanda that the above dated ordinance is and shall be passed and all claims honored and paid by the City Clerk.

<u>Section 1.</u>	Claims paid prior to approval of the City Council, authorized by Ordinance No. 279.	\$118,352.87
<u>Section 2.</u>	Payroll	\$39,773.34
	Total this Ordinance:	\$158,126.21

Paul Erickson
Treasurer

Jennifer Shaults
Mayor

Towanda February, 2024 Calls for Service

Call Breakdown by Deputy

Date	Call Type	Location	Outcome	Deputy	Total Calls For Service	Hinz	Danninger	District	Open
2/1/2024	Assist Other	900 blk E Main St	HBO	Danninger	23	23	9	22	
2/1/2024	Suspicious Activity	500 blk E Main St	HBO	Danninger	7	7	7	8	
2/2/2024	Suspicious Vehicle	1200 E Main St	HBO	District	0	0	0	2	
2/2/2024	Miscellaneous	200 blk S 2nd St	HBO	Hinz	2	2	0	8	
2/2/2024	Traffic Stop	E Main St/ E Kechi St	Warning	Hinz					
2/2/2024	Harassment	600 blk E Mills Dr	HBO	Hinz	2	0	0	1	
2/2/2024	Civil	1300 blk E Rainbow Dr	HBO	District	12	12	1	3	
2/4/2024	Sex Offense/ Juvenile	900 blk E Main St	Report	District	0	0	0	0	
2/4/2024	Accident/ 10-48	Ohio ST & HWY 254	Accident	District					
2/5/2024	Traffic Stop	Ohio ST & HWY 254	Warning	District					
2/5/2024	Check Welfare	400 blk N 10th St	HBO	Danninger					
2/6/2024	Traffic Stop	E Main St/ N Lions Ave	Warning	District					
2/6/2024	Miscellaneous	200 blk S 4th St	HBO	Danninger					
2/6/2024	Traffic Stop	Ohio ST & HWY 254	Warning	Danninger					
2/7/2024	Traffic Stop	S 6th ST / E Pool Rd	Warning	Hinz					
2/7/2024	Suspicious Activity	1100 blk E Rainbow Dr	HBO	Hinz					
2/8/2024	Traffic Stop	N 6th St / E Main St	Warning	Hinz					
2/9/2024	Assist Other	400 blk N 11th St	HBO	District					
2/10/2024	Suicide/ Attempt	300 blk N 6th St	Report	District					
2/11/2024	Accident/ 10-47	600 blk E Main St	Accident	District					
2/11/2024	Check Welfare	400 blk N 10th St	HBO	District					
2/12/2024	Suspicious Activity	Ohio ST & HWY 254	HBO	Hinz					
2/12/2024	Traffic Hazard	500 blk N 11th St	HBO	District					
2/13/2024	Traffic Stop	HWY 254 & Hunter	Warning	District					
2/13/2024	Miscellaneous	500 blk E North St	Report	District					
2/13/2024	Traffic Stop	N 6th St / E Main St	Warning	Hinz					
2/13/2024	Traffic Stop	Briarwood Rd / Willowbrook	Warning	Hinz					
2/14/2024	Alarm/ Residence	1100 blk E Rainbow Ct	HBO	Hinz					
2/14/2024	Miscellaneous	200 blk E Main St	HBO	District					
2/14/2024	Miscellaneous	400 blk N 10th St	HBO	District					
2/15/2024	Suspicious Vehicle	600 blk E Mills Dr	HBO	Danninger					
2/20/2024	Eviction	300 blk N 8th St	Report	District					
2/22/2024	Lost Property	600 blk E Mills Dr	Report	Hinz					
2/23/2024	Traffic Stop	E Main St / N 5th St	Warning	District					
2/24/2024	Noise Complaint	400 blk S 3rd St	HBO	Danninger					
2/24/2024	Theft	700 blk E Bever	Report	District					
2/24/2024	Aggravated Assault	300 blk S 3rd St	Report	District					

Date	Category	Location	Report Type	District
2/24/2024	Abuse/ Child	400 blk N 9th St	Report	Danninger
2/25/2024	Miscellaneous	400 blk N 9th St	HBO	Danninger
2/26/2024	Arrest/ Drug	300 blk S 4th St	Arrest	Danninger
2/26/2024	Miscellaneous	600 blk E Mills Dr	HBO	Hinz
2/26/2024	Animal at Large/ Domestic	N Briarwood/ E Willowbrook	HBO	Hinz
2/26/2024	Sex Offense/ Juvenile	500 blk N 9th St	Report	Hinz
2/26/2024	Traffic Stop	E Main ST / N 2nd St	Warning	Hinz
2/26/2024	Traffic Stop	N 3rd St / E Main ST	Warning	Hinz
2/27/2024	Traffic Stop	E Main St / E Kechi St	Warning	Hinz
2/27/2024	Traffic Stop	900 blk E Main St	Citation	Hinz
2/27/2024	Traffic Stop	900 blk E Main St	Warning	Hinz
2/27/2024	Traffic Stop	900 blk E Main St	Warning	Hinz
2/27/2024	Traffic Stop	900 blk E Main St	Warning	Hinz
2/27/2024	Traffic Stop	Ohio ST & HWY 254	Warning	Hinz
2/27/2024	Traffic Stop	N 4th St / E Main ST	Warning	Hinz
2/27/2024	Traffic Stop	N 6th St / E Main St	Citation	Hinz
2/27/2024	Miscellaneous	400 blk N 9th St	Report	District
2/29/2024	Traffic Stop	Ohio ST & HWY 254	Citation	District
2/29/2024	Check Welfare	Ohio ST & HWY 254	HBO	District

MUNICIPAL COURT OF TOWANDA, KS
CASELOAD SUMMARY
For the Period February 1, 2024 through February 29, 2024

1. NUMBER OF OFFENSES WRITTEN DURING MONTH

*Fines/Court Costs listed in this section are often waived in dismissed cases.

**ESTIMATED FINES +
COURT COSTS**

<ul style="list-style-type: none"> a. Speeding..... b. No/Invalid Insurance..... c. Invalid/Expired Registration..... d. No/Invalid Driver's License/Improper Use of DL..... e. Driving Under the Influence..... f. FTY or Failure to Stop..... g. Other Traffic Violations..... h. Crimes Against Persons/Property (e.g. assault, battery, theft, criminal damage, vandalism)..... i. Other Crimes (e.g. tobacco infractions by minors, crimes against government, public safety, public morals)..... <p>Payments of fines and court costs</p> <p>TOTAL THIS MONTH</p>	<p>0</p> <hr/> <p>0</p> <hr/> <p>0</p> <hr/> <p>0</p> <hr/> <p>0</p> <hr/> <p>0</p> <hr/> <p>0</p> <hr/> <p>0</p> <hr/> <p>0</p> <hr/> <p>0</p> <hr/> <p>0</p> <hr/> <p>0</p> <hr/>	<p>\$0.00</p> <hr/> <p>\$0.00</p> <hr/> <p>\$0.00</p> <hr/> <p>\$0.00</p> <hr/> <p>\$0.00</p> <hr/> <p>\$0.00</p> <hr/> <p>\$0.00</p> <hr/> <p>\$0.00</p> <hr/> <p>\$0.00</p> <hr/> <p>\$0.00</p> <hr/> <p>\$0.00</p> <hr/> <p>\$1,177.00</p> <hr/> <p>\$0.00</p> <hr/>
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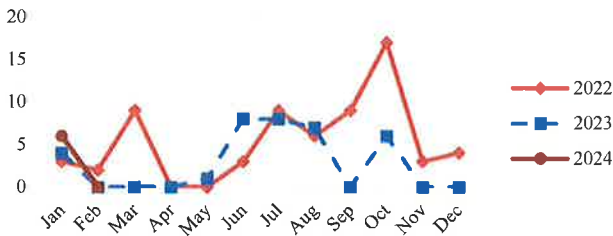
[(i. Offense Breakdown)]

*YTD: \$1177.00] collected of estimated annual revenue of [Amount]: [%]

2. NUMBER OF OFFENSES DISPOSED OF DURING MONTH

<ul style="list-style-type: none"> a. Guilty Pleas..... b. Bond Forfeitures..... c. Dismissals..... <li style="padding-left: 20px;">Reason..... <li style="padding-left: 20px;">Reason..... <li style="padding-left: 20px;">Reason..... d. Guilty by Trial (on plea of not guilty)..... e. Diversion Agreements..... <p>TOTAL DISPOSITIONS THIS MONTH</p>	<p>1</p> <hr/> <p>0</p> <hr/> <p>0</p> <hr/> <p>[Reason (#)]</p> <hr/> <p>[Reason (#)]</p> <hr/> <p>[Reason (#)]</p> <hr/> <p>0</p> <hr/> <p>0</p> <hr/> <p>1</p> <hr/>	
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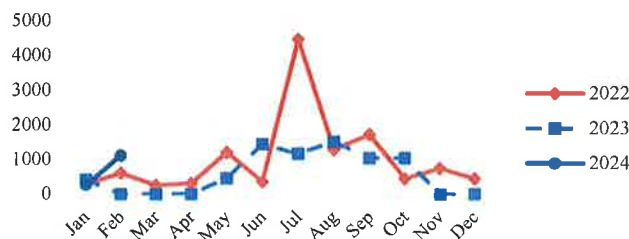
Offense Filings



Offense Dispositions



Estimated Revenue





TOWANDA DEPARTMENTAL REPORT- Planning/Zoning Adm. Lisa Long

February 2024 Activity March 7, 2024 Report

What we have been doing:

- Working on updating Comprehensive Plan
- Processing Licensing for 2024 Contractors
- Providing Excellent Public Service
- Cemetery Lot Sales, Paperwork and Questions
- Issuing Building Permits
- Assisting Residents/Contractors daily with Building Code questions
- Working always to make PZ Department more efficient and functional

What we plan to do:

- | | |
|--|--|
| Continue Serving Towanda Citizens | Continue to improve the efficiency of PZ Department |
| Continue Contractor Licensing and Permit Issuing | Cemetery Paperwork |
| Code Enforcement processing cases | Continue work to update Comprehensive Plan |
| Continue with duties as listed above | Misc. other work as needed |
| Secretary duties for the Planning Board | Animal Control Records and Renewal/Licensing Shelter |
| Preparing Information for PZ Hearings | |

Permits:

- | | |
|-----------------------------------|--|
| 121 S 2 nd Roofing | 605 North Elect Panel |
| 319 N 3 rd Elect Panel | 904 Main Canopy Carports |
| 402 Highland Fence | 340 N 10 th Room Addition . |
| 422 North Roof | 114 Sunset Roofing |

Statistics and Lists:

Inspections Completed

- | | |
|-------------------------------------|----------------------------------|
| 319 N 3 rd Electrical | 905 Main Ballfields update |
| Review of Projects ongoing | 904 Main Consult |
| 121 S. 2 nd Roof Consult | 905 Main Elect Consult |
| 605 North Remodel Walk thru | 1312 Willow Brook review |
| 605 North Electrical | 316 N 9 th Foundation |
| 114 Sunset Roof | 121 S 2 nd Roof |

New Contractors Licensed & Certificates Issued:

- | | |
|------------------------------------|--|
| Southwestern Remodeling-Wichita KS | Wheatland Const- El Dorado KS |
| Groundworks Fnd LLC -Wichita KS | Gene Bowen/Remodeling-Bel Aire KS |
| Thrasher Foundation Papillion NE | Nathan Brenzikofer/Elect/Gen Contr- Burns KS |
| Tade/Ben Franklin Plmbg-Wichita KS | |
| Whitetail Roofing-El Dorado KS | |

NTA Citations Issued/ Court February S. 5th St. Tall grass & Junk Continued to March

PZ Board Meeting/BZA February : Comprehensive Plan Workshop on Planning Goals Completed

PZ Board Meeting/BZA March: Hearing scheduled for the public review/input and adoption of the Comprehensive Plan Addendum

Business Permit for Door-to-Door Sales: Ideatek- 4 Licenses issued/ Kaidi-Ly Suldre Educational Books- 4 Licenses issued

Towanda Fire Rescue

Summary: The new ISO rating could raise insurance costs for thousands of citizens to the tune of 2 million dollars, simply because trucks do not fit inside a heated building.

Membership: 16.

YTD (as of 2/29/24) Calls: 68

Response Man Hours: 252 Training Hours: 194 Activity/Work Hours: 601
Total Volunteer Hours 1047 YTD
Staffed Station hours: 900 (avg. 2.5 people per week)

February Calls: Number of calls 35 (5-yr avg. for Feb. calls: 23. Avg. Feb. calls since 1985-18.2)

3 – Fire calls: 3 grass
23 – Medical
4 – Vehicle accidents
4 – Public Assist (Lift, standby, etc.)
1 – Carbon Monoxide

Response Man Hours: 151
Training Hours: 72
Activity/Work Hours: 352
Total Volunteer Hours 755 for February (**Equal to 4.7 full time people for the month**)

Training:

- Fire Behavior (Live Fire) Feb 10
- Medical Feb 12 Med bags with BuCo EMS
- Medical Feb 13 (Grand Rounds)
- Pump Operation Feb 20
- Officer Feb 27

Equipment:

- Engine 1: Still awaiting valve replacement.
- Engine 3: Another, new, significant body crack has emerged. The new truck expected in May.
- Pumper 4: Is approaching its 15 year expected replacement date
- Pumper 5: No change
- Pumper 6: No change (out of service)
- Pickups: PU8 & PU9: No change
- Tanker 12: Sitting outside in freezing cold. Almost all water outside the city limit must be hauled. Having this truck out of service (drained of water and extremely difficult to start) hampers fire suppression efforts. Trailer brakes continue to be an issue (will not release). Sent to yet another shop (trailer specialists) for attempted repairs.
- SCBAs: Due to all the government entity changes coming up in the near future, we opted NOT to apply for the AFG grant. It is likely that even IF we were awarded the grant, we would be later disqualified due to being an entirely different entity.
- KSFM Grant. Awaiting confirmation of order for two sets of coat and pants.

Upcoming:

- Crawfish Boil April 6
- Family Fun Day in June

Towanda Fire Rescue

For Discussion:

Command/Utility Vehicle

- TFR does not have a vehicle to haul large items such as tires, fire hose, fire extinguishers, etc. that need to be transferred for service or repair.
- Chief Pyle began using his personal vehicle in 2005 for command/inspection functions. Over the 15 years it was in use, the truck was dented, scratched, bent and no mileage or damage was reimbursed.
- Chief Pyle accrued over 5000 miles on personal vehicles in 2023 for TFR business, e.g.
 - to Hillsboro for 2, 300# tires to haul to Wichita to have them mounted on P4,
 - drive to Mayfield to retrieve driver after delivering a fire engine for repairs.
 - To Eureka to retrieve driver after delivering a fire engine for repairs (x2)
 - To Manhattan to retrieve parts for fire truck (x2)
- Commanding a rapidly changing fire while fighting said fire is at best extremely difficult. Firefighters deserve better. Allow them a better chance for quick success.

Last Month there was discussion about the ISO (preliminary) findings.

- Hauled Water rating lost
- Hydrant testing inadequate
- Second engine availability lost

Impression:

- Hauled Water: The council seemed unconcerned that 4130 citizens in the unincorporated areas served by the Towanda Fire Dept. will likely be paying higher fire insurance premiums. These people will likely see increased insurance premiums over at least the next 5 years once the ISO report is published. These costs will likely be \$150 to \$500 per household per year depending on the value of the property. The cumulative total cost per year could be in the range of \$350,000 to \$400,000: Nearly \$2,000,000 over the 5 years! Additionally, neighboring Fire Departments will feel the affects because they rely on Towanda (we all lean on each other) for hauled water.
- Hydrant Testing: The council seemed concerned about the hydrant testing, being 40% of the fire department grade and all. Water supply is 40% of a fire department's rating (per ISO) because water is required to fight fire. Fire hydrant testing can only show the strength (or in our case, weakness) of the system. Towanda is very inadequate in "fire flow available" except in Pine Ridge, where modern, properly-sized lines were installed. So, ironically, the area with the smallest "fire load" is where the most water is. The area with the biggest fire load—downtown—has very weak available fire flow. The school building areas are also lacking.

During the February meeting, one council member implied a firefighter was not doing an adequate job testing hydrants. Some clarification: That FF was

 - 1) instructed to flow extra water to complete the flush out following the chlorine burnout,
 - 2) The FF was entering information into their phone for transfer into the computer database later.
- Second Engine: After working with the ISO representative, we agreed that the second engine can be counted in this round of grading.

Building:

Due to lack of space, dilapidation and many regulatory requirements, the emergency responders serving the Towanda and Fairview communities need a new facility in order to better serve and maintain their own safety.

CITY OF TOWANDA

MAINTENANCE REPORT



| FEBRUARY 2024

WATER

The month of February has had too much going on to put in those little calendar squares. We spent several days with Javon Baker from KRWA working on ways and ideas to chase down leaks. In that time I have learned a lot about our town and the geographical make up. After a few weeks I think we have might have this thing cornered.

- Found and repaired major leak at 3rd and Cincinnati, installed 30 feet of new pipe and new gate valve.
- Replaced leaking 4 inch valve at 4th and Cincinnati
- Replace broken valve at 5th and Mechanic, also located another valve that was buried at that intersection that will need replaced in the future.
- Repaired leak on 4in main at 3rd and Mechanic, a capped off service had come open.
- Found and repaired the leak at 318 Main st.
- Repaired 2 leaking service lines on north 9th st.
- Found leak at the Towanda trailer park, pulled and installed new fire hydrant, leak was on the bottom of old fire hydrant.
- Started the process on locating isolation valves that are on our map but are nowhere to be found, measuring and marking them when we do find them.
- Removed and capped off service line at 3rd and Mechanic
- Completed quarterly HAA5 and TTHM water samples, and monthly Coliform test

With all of this going on we were still able to install 198 meters. We are down to only about 100 or so meters left to install. Later this month I will be taking my operator test for water at the KRWA convention. February 20th we had a sewer and lagoon inspection from KDHE and passed with flying colors, the inspection report is attached. We are starting to put a plan together for the pool and will be starting on getting that going in the very near future. I think with our new listening equipment and some teaching and ideas that I got from KRWA I feel that we wont have any more problems with water loss and be able to find and fix in a timely manner.

PUBLIC WORKS AND EQUIPMENT

- Removed trash cans and bench from the roof of the pavilion at the pool park
- Packed down all areas of roads that we had water repairs
- Laid new gravel in 3 different alleyways
- Replace the chain on the sewer truck that drives the hose reel.
- Replaced the feeder chain on the salt and sander.
- Installed new starter on 04 Ford pickup



P.O. Box 226 • Seneca, KS 66538 • 785/336-3760
FAX 785/336-2751 • <http://www.krwa.net>

February 23, 2024

Andy Newbrey
City of Towanda
110 S 3rd St
Towanda, KS 67144

Dear Andy,

This letter is to document my multiple February 2024 visits to the city of Towanda to conduct a water loss survey and to assist in leak detection and mitigation efforts.

I would like to thank you and the city's maintenance staff for allowing KRWA to assist in these efforts, as it was a pleasure to work with all of you. The unique geographical situation surrounding Towanda (namely, the system of caverns and the naturally flowing spring, which both reside beneath the shallow rock shelf upon which the city is built) provided a series of compounding factors that drastically increased the difficulty of applying standard leak detection and identification methods in this particular water loss scenario. In beginning our search for active leaks, we were drawn first to the sight of standing water in a ditch along SW Hunter Rd on the far east side of town. Given that this gathered water carried a detectable chlorine residual, we opted to begin isolating valves in the area and listening for evidence of leak flow, only to find no such evidence. On further inspection of several other isolation valves tied to the area, we determined that no leaks existed in the area on the scale that water current loss records would suggest.

Having made nearly no progress on the east side of town, we decided we would at least investigate the slight moisture that had gathered on the road at the intersection of 3rd St and Cincinnati St. Here, we confirmed the presence of a substantial water leak, which was not sending significant water to the road surface or to either adjoining drainage ditch. As would later be determined, however, the repair of this leak resulted in a reduction in metered water loss of approximately 40,000 gallons/day and a significant reduction of standing water in the SW Hunter Rd drainage ditch (nearly three-quarters of a mile east of the leak). I can only conclude that the water loss from that leak managed to travel through porous soil along the rock shelf beneath the city and into its subterranean caverns, possibly joining into the natural spring water reservoir and escaping downstream of its outfall. While it is impossible to know for certain, this seems a likely scenario.

Regardless, the discovery and repair of this leak will ultimately provide significant relief to the city's budget and offer practical insight into the city's many geographical factors, which may prove invaluable to future water loss prevention efforts. For that reason, I would encourage the city to keep a copy of this letter and any other documentation of these events in its maintenance records.

As always, please feel free to contact me at (316) 214-5537 or call the KRWA office at (785) 336-3760 should you ever have any questions or need further assistance. USDA Rural Development provided funding for this assistance through a contractual agreement between the National Rural Water Association and KRWA to assist public water supply and wastewater systems. For news, information, training schedules, and more about KRWA programs, visit the KRWA website at www.krwa.net.

Sincerely,



Javon Baker
Circuit Rider

c: Jennifer Shaults, Mayor
Cami Jones, City Clerk
Sam French, Superintendent
Mike Pan, USDA Rural Development

Division of Environment
South Central District Office
300 West Douglas, Suite 700
Wichita, KS 67202-2921



Phone: 316-337-6020
Fax: 316-337-6055
KDHE.SCDOADMIN@KS.GOV
www.kdheks.gov

Janet Stanek, Secretary

Laura Kelly, Governor

March 7, 2024

Sam French
City of Towanda
110 S 3rd St
PO Box 160
Towanda, KS 67144

RE: City of Towanda Wastewater Treatment Facility Inspection
Kansas Water Pollution Control Permit Number: M-WA14-OO02
Federal Tracking Number: KS0098761
Expiration Date: December 31, 2025

Sam French:

Thank you for the courtesy and participation provided by you during the routine compliance inspection of your wastewater facility conducted on February 20, 2024. These inspections and our review of data and documentation provided by your facility help us determine overall compliance with the permit listed above. **Please read the attached inspection report carefully.** It documents the items discussed onsite during the inspection and provides additional guidance.

At the time of the inspection your facility was **In Compliance** with your permit, but **there is a Required Operation and Maintenance issue that must be addressed.** Pay particular attention to the Compliance and Recommendations section of the inspection report on **page 10** to determine what your facility is required to do to return to full In Compliance status.

Your system must submit a written response to this office by June 5, 2024 to address the Operation and Maintenance issue identified in the report.

Reminders

- KDHE recommends operators periodically review the facility's KWPC permit to remain familiar with all permit conditions.
- The KWPC permit requires you to report any wastewater bypass incidents, including collection system overflows, bypasses, spills, or any time wastewater not receiving full treatment is discharged, to KDHE within 24 hours with a written report required within 5 days. An Incident Report Form is available at <https://www.kdhe.ks.gov/1056/Technical-Services> under Incident Reporting under Wastewater Permit Application Forms & Related Information. Written incident reports may also be entered directly on the KEIMS system – you may contact Christopher Zwiener (christopher.zwiener@ks.gov) with questions regarding entering incident reports on KEIMS.

- Please continue to encourage your operations and collection system personnel to attend operator training courses and seminars that are held at various locations throughout the state. Find information and the updated training calendar at <https://www.kdhe.ks.gov/638/Water-Wastewater-Operator-Certification>.

Operation and Maintenance Goals for Wastewater Stabilization Ponds

- The primary cell should have a deep green sparkling color indicating high pH and dissolved oxygen (DO).
- The water surface should have wave action when the wind is blowing.
- A good pond will have neither weeds growing in the water nor tall weeds on the bank to stop wave action. Tall weeds block-out or stop needed wave action.
- Pond dikes should have a good stand of grass above the water line. The grass should be kept mowed to prevent soil erosion and insect problems.
- Inlet and interconnecting boxes should be kept clean. There should be no floating debris, caked scum, or other trash that might produce odors or be unsightly.

If you have any questions or need assistance, please contact me at (316) 337-6058 or amanda.j.smyth@ks.gov.

Regards,



Amanda Smyth
Environmental Compliance and Regulatory Specialist
Bureau of Environmental Field Services
KDHE South Central District Office

TOWANDA, CITY OF : M-WA14-OO02, KS0098761

WW - Wastewater Lagoon Inspection Form

Inspector: Amanda Smyth

Inspection Date: 02/20/2024

General Information

1. Facility Name:	TOWANDA, CITY OF
2. Facility Address: 37.78315, -97.00558, TOWANDA, KS 67144	
3. Primary Mailing Address: PO BOX 160, TOWANDA, KS 67144	
4. Design Capacity:	Design PE = 2350/ Design Flow = 0.295 MGD average (0.885 MGD peak)
5. Current Population:	~1600
6. KDHE Representative:	Amanda Smyth
7. KWPC Permit No.	KS0098761
8. Inspection Date:	02/20/2024
9. Previous Inspection Date:	02/19/2020
10. Is there a schedule of compliance in the permit?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> NA
11. Is there an enforcement order against the permittee for this facility?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> NA
12. Were samples collected, and/or split with the facility?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> NA

Contacts Information

1. Contacts / Responsible Staff / Certified Operators information

Name	Present	Title	Certification Level	Email Address	Telephone No.
Sam French	X	City Superintendent	OIT	super@cityoftowanda.com	316-218-3360
Andy Newbrey		City Administrator	N/A	administrator@cityoftowanda.com	316-536-2243
Cami Jones		City Clerk	N/A	clerk@cityoftowanda.com	316-536-2243

2. Does the level of staff certification comply with K.A.R. 28-16-36? Yes No NA

Level required: Class 1

Sam French has an OIT certificate that expires 4-27-2024. If the system does not have a certified operator in place by the time the OIT expires, it will need to hire a contract operator unless the OIT can be extended.

TOWANDA, CITY OF : M-WA14-0002, KS0098761

WW - Wastewater Lagoon Inspection Form

Inspector: Amanda Smyth

Inspection Date: 02/20/2024

Facility Information

1. Briefly describe the operation and condition of the facility.

The City of Towanda operates a three-cell lagoon system with a total surface area of ~19.15 acres, running in series. The system discharges into the Whitewater River via an unnamed tributary. The system was discharging at the time of the inspection - the discharge previous to this was in the first quarter of 2021.

2. Is the facility description in the permit accurate? Yes No NA

3. Describe any significant changes, additions, or improvements to the facility since the last inspection.

None noted.

4. Is facility proposing any modifications? Yes No NA

The system had been planning to revamp the 30th St bridge and move the outfall, but this project will not be going forward.

5. Have there been any citizen complaints since the last inspection? Yes No NA

6. Is this a non-discharge facility? Yes No

Influent/ Effluent

1. Any significant changes in the influent? Yes No NA

2. Any high strength or problem influents to the treatment system? Yes No NA

3. Does this facility accept other types of hauled in wastewater? Yes No NA

4. Has the facility had any upsets or surge loading in recent past (1-2 years)? Yes No NA

5. Is treated effluent used for irrigation? Yes No

9. Is treated effluent used other than for irrigation? Yes No NA

10. Indicate user and location(s) of reuse: N/A

11. Is the treated wastewater disinfected prior to re-use? Yes No NA

12. If effluent flows to a stream, describe any negative effects on the receiving stream.

The stream was not directly observed at the discharge. Muddy conditions after rain and snow made it too difficult to approach.

TOWANDA, CITY OF : M-WA14-0002, KS0098761

WW - Wastewater Lagoon Inspection Form

Inspector: Amanda Smyth

Inspection Date: 02/20/2024

Sampling

1. Are samples collected in an appropriate location(s) using the proper sampling procedures to meet permit requirements? Yes No NA

At the time of the inspection, the current staff had not collected compliance samples before. Influent samples should be collected at the influent structure. Effluent samples should be collected from the discharge structure as the effluent flows over the weir.

2. Is the laboratory used, KDHE-certified for the permit required parameters? Yes No NA

3. Who collects Samples: Sam French will collect the samples.

4. Lab Name: The system plans on using Meridian Analytical Laboratory in Wichita.

Reporting and Recordkeeping

1. Is a copy of the KWPC Permit available onsite or at a nearby office? Yes No NA

1a. Location: Maintained in the superintendent's office.

2. Have all Discharge Monitoring Reports been submitted to KDHE? Yes No NA

3. Is facility using eDMR Yes No NA

4. Are Discharge Monitoring Reports available on site for three (3) years, or at a nearby office? Yes No NA

DMRs from quarters with no discharge were generally unavailable.

4a. Location of DMRs: DMRs are maintained in the superintendent's office.

5. Are analytical results and appropriate records maintained by permittee for three (3) years? Yes No NA

5a. Location: Analytical results are maintained in the superintendent's office.

TOWANDA, CITY OF : M-WA14-0002, KS0098761

WW - Wastewater Lagoon Inspection Form

Inspector: Amanda Smyth

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Reporting and Recordkeeping

6. Has the facility exceeded permit discharge limits since the previous inspection? Yes No NA

There were no permit limit exceedances in the last discharge in first quarter 2021. There was one monitoring violation for arsenic in March 2021. The eDMRs for first quarter 2023 and third quarter 2023 were submitted late to KEIMS.

7. Are there other permit violations since the previous inspection? Yes No NA

503 Sludge Program

KDHE, using provisions previously agreed upon with EPA, has produced a reduced 503 sludge reporting form for 503 sludge removal from lagoons.

Incident Reporting History

1. Are incidents reported according to permit requirements? Yes No NA

The only bypass report submitted since the previous inspection was in January 2024. The procedure for submitted bypass incident reports was discussed prior to and during the inspection.

2. Since the last inspection how many incidents (bypasses) have been reported at the following locations:

Location	Incidents Count
Treatment Facilities	0
Lift Stations	0
Collection System	0
Private Service Lines	1

Private sewer line backup on 1-31-2024.

Backup Power and Emergency Procedures

1. Are backup power sources available for the treatment facility? Yes No NA

Only at the lift station.

1a. Are backup power sources available for the lift stations? Yes No NA

There is a standby generator at the lift station (influent pump station).

2. Describe the frequency of exercise and maintenance of backup power sources.

The generator is exercised weekly for an hour and serviced annually. There is a new contract with Cat for service.

3. Are maintenance records for backup power supplies available? Yes No NA

Maintained by the contractor.

TOWANDA, CITY OF : M-WA14-0002, KS0098761

WW - Wastewater Lagoon Inspection Form

Inspector: Amanda Smyth

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Backup Power and Emergency Procedures

4. Are there emergency procedures in the event of a power failure, equipment break down, etc...? Yes No NA

Staff is notified by a paging system that the power is out at the lift station and the generator turns on automatically.

Lagoon Operation and Maintenance

1. Total number of cells available: 3

2. Total number of cells in use: 3

3. Lagoon Details:

Cell I.D.	Order / Use (First, Second, Final etc...)	Discharge To Outfall	Number of Aeration Units	Sludge Measurement (Year)	Sludge Measurement (Excessive)	Last Year Desludged
Cell 1 - west	primary		0		never measured	never, built ~2009
Cell 2 - northeast	secondary		0		never measured	never, built ~2009
Cell 3 - southeast	secondary/final	X	0		never measured	never, built ~2009

The lagoon system is currently operating in series. Cell 1 can also flow directly to Cell 3. To the knowledge of the staff, the sludge depth has never been measured in any cell and none of the cells have ever been desludged. The system is planning on having the sludge measured and planning for a desludging operation.

4. Describe the watercolor and wave action: All cells - greenish brown to brown with good, gentle wave action.

TOWANDA, CITY OF : M-WA14-OO02, KS0098761

WW - Wastewater Lagoon Inspection Form

Inspector: Amanda Smyth

Inspection Date: 02/20/2024

Lagoon Operation and Maintenance



Photo Taken: 2/20/2024 11:10:19 AM
Looking at Cell 2 (Cell 3 in far background).



Photo Taken: 2/20/2024 11:14:25 AM
Looking at Cell 2 (left) and Cell 3 (right).



Photo Taken: 2/20/2024 11:23:53 AM
Looking at all cells (Cell 1 left, Cell 3 right, Cell 2 background upper right).

5. Are there multiple draw-off points?

Yes No NA

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Inspection Date: 02/20/2024

Lagoon Operation and Maintenance

6. Are the fence, gate(s), and warning signs sufficient and maintained? Yes No NA

7. Is erosion of dike(s) controlled? Yes No NA

There is some erosion that may need to be addressed in the future.

8. Is animal burrowing on dike(s) controlled? Yes No NA

9. Is there sufficient grass cover on dikes? Yes No NA

10. Is grass mowed? Yes No NA

11. Is plant / tree growth controlled within the fence of the facility? Yes No NA

At the time of the inspection there were a few tall weeds that needed to be removed.



Photo Taken: 2/20/2024 11:13:50 AM

Looking at Cell 2 (Cell 3 background upper right) - some tall weeds in the lagoon in the southwest corner.



Photo Taken: 2/20/2024 11:17:04 AM

Looking at Cell 2 - tall weeds in the southeast corner.

12. Is seepage through the lagoon dikes controlled? Yes No NA

Lagoon Operation and Maintenance

13. Are aquatic weeds / buildup of scum controlled? Yes No NA

At the time of the inspection there was some scum - probably cyanobacterial (blue-green algae) bloom on the northern edge of Cell 1.



Photo Taken: 2/20/2024 11:09:52 AM

Looking at Cell 1 (Cell 2 background upper left) - cyanobacteria bloom on one edge of the cell.

14. Is the insect population minimal and controlled? Yes No NA

15. Are depth gauges maintained? Yes No NA

16. Is there a minimum of three (3) feet of water depth? Yes No NA

17. Is the influent structure properly distributing influent? Yes No NA

18. Is there a minimum of three (3) feet of freeboard in the lagoon(s)? Yes No NA

Three feet of freeboard was just being maintained at the time of the inspection and the system was discharging.

19. Is the effluent structure properly maintained? Yes No NA

20. Is there evidence of short-circuiting? Yes No NA

21. Are there nuisance odor conditions? Yes No NA

Lift Stations Operation and Maintenance

1. Total number of lift stations: 1

Listed as the influent pump station on the permit.

2. Number of lift stations inspected: 1

3. Describe lift station inspection and maintenance schedule(s):
The lift station is checked Mondays, Wednesdays, and Fridays (including a wet well check) and maintained as needed.

TOWANDA, CITY OF : M-WA14-0002, KS0098761

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Lift Stations Operation and Maintenance

4. Describe alarm and monitoring systems:

The lift station has a light and an audible alarm.

5. Are all pumps operational?

Yes No NA

Two pumps.

6. Are maintenance and pumping volume records maintained?

Yes No NA

7. Is forced-air ventilation needed?

Yes No NA

8. Is there excessive leakage from pumps or piping?

Yes No NA

9. Is there excessive grease build-up in the wet well?

Yes No NA

10. What methods are used to control grease buildup in the wet well?

Dawn dish soap and enzymes are used as needed or Mayer can be called for cleanouts if needed.

11. Do any lift stations have a history of incidents or other mechanical problems?

Yes No NA

12. Does the facility have appropriate security measures in place?

Yes No NA

The wet well and cabinets are locked. The lift station is located at a city yard with a fence that can be gated.

Collection System

1. Describe the operation and condition of the collection system. Include the sewer maintenance and repair activities since the last inspection, i.e. including the use of outside contractors:

Maintenance in the past year or so has been as needed. The city would call Mayer is there was need for cleaning the lines, etc.

2. Is there a significant inflow or infiltration problem?

Yes No NA

TOWANDA, CITY OF : M-WA14-0002, KS0098761

WW - Wastewater Lagoon Inspection Form

Inspector: Amanda Smyth

Inspection Date: 02/20/2024

Compliance and Recommendations

1. Is the facility in full compliance? Yes No NA

Since the previous inspection, there were no permit limit exceedances. The previous discharge was in first quarter 2021 - there was one monitoring violation for arsenic in March 2021. The first quarter 2023 and third quarter 2023 discharge monitoring reports were submitted late to KEIMS, but the system is now in compliance.

2. Are there Operation & Maintenance (O&M) issues that must be addressed? Yes No NA

1. At the time of the inspection, not all of the discharge monitoring reports for no discharge months or quarters were available for review. Wastewater records such as discharge monitoring reports - even those from quarters with no discharge - and analytical results from sampling must be maintained for a minimum of three years (electronically or paper copies are both acceptable).

KDHE requires the City of Towanda to submit to this South Central District Office a written statement detailing how wastewater records will be maintained for the appropriate length of time in the future. Include in the statement where and how records will be maintained and who will be responsible for their maintenance.

3. Are there recommended actions to mitigate future operational or compliance issues? Yes No NA

1. The system is required to have an operator certified at Class 1. Currently the system has an OIT certificate that expires April 27, 2024. If the system will not have staff certified to Class 1 by this date, the system will likely need to hire a contract operator. The system may contact KDHE Operator Certification Program staff (Daniel Walker - daniel.walker@ks.gov or 785-296-3742) to ask if the OIT can be extended or to find information about contract operators and certification.

2. KDHE reminds the system that any bypass incident (when wastewater does not receive full treatment) must be reported to the KDHE South Central District Office or KDHE Central Office within 24 hours of the bypass being discovered and a written report must be submitted within five days. KDHE encourages the written reports to be submitted through the KEIMS system but paper copies mailed or e-mailed to the District or Central Offices are still being accepted.

3. To the knowledge of the current staff, none of the cells (built around 2009) have ever been desludged or had their sludge levels measured. KDHE strongly recommends that the sludge levels be measured in the cells and that the city begins to plan and budget for a desludging operation. (The system was already working on plans to have the sludge measured at the time of the inspection.)

4. KDHE recommends that the system update the contacts on the KEIMS account to reflect current staff members. Contact the South Central District Office if you need assistance.

4. Comments


A lagoon flow map is attached.

TOWANDA, CITY OF : M-WA14-0002, KS0098761

WW - Wastewater Lagoon Inspection Form

Inspector: Amanda Smyth

Inspection Date: 02/20/2024

Review	
1. Report Prepared and Submitted By:	Amanda Smyth
1a. Date	03/07/2024
1b. Signature	
1c. Title	Environmental Compliance and Regulatory Specialist





Towanda

influent

effluent

outfall

1

2

3

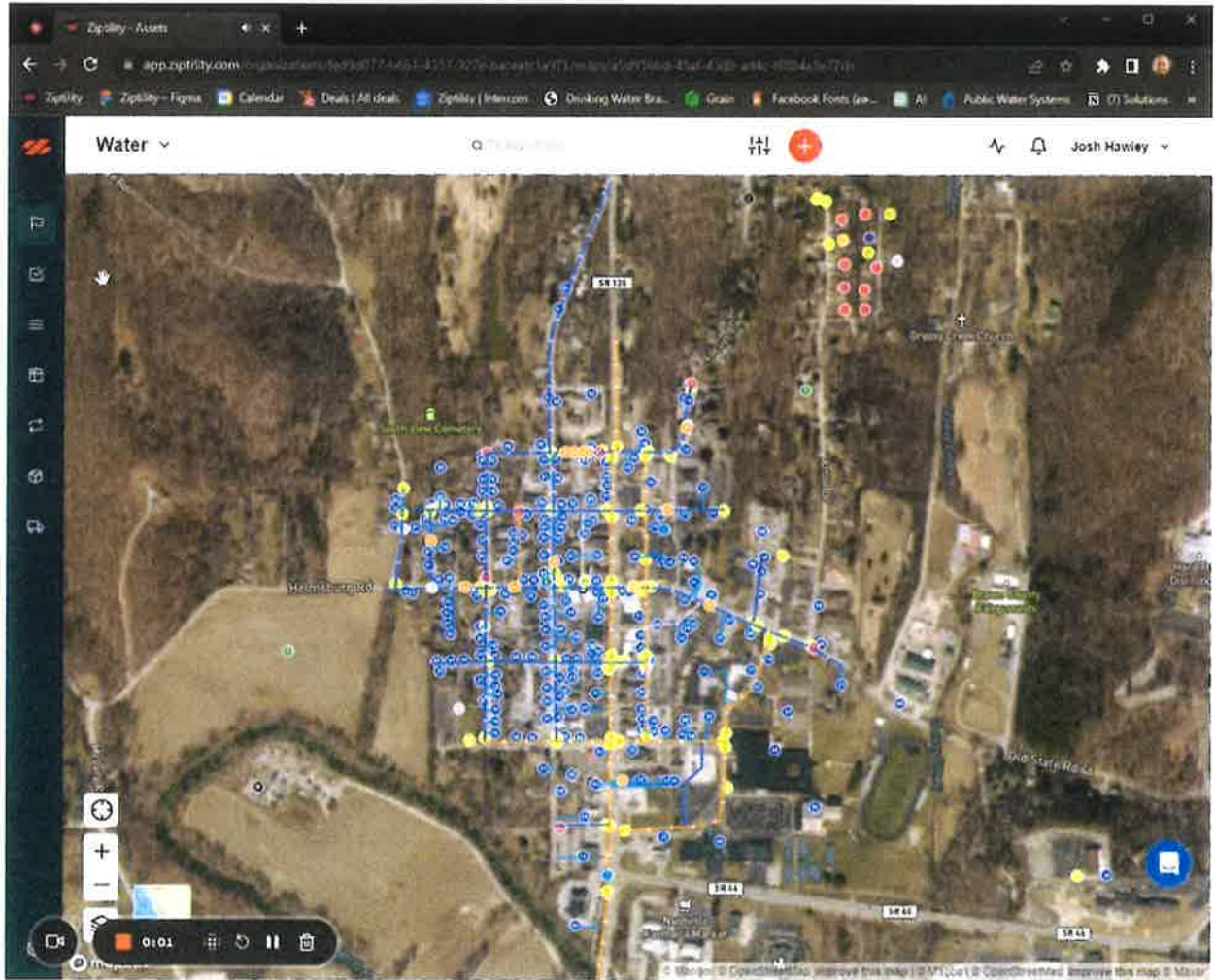
N

3000 ft

Google Earth

Old
Business
3.13.2024

New
Business
3.13.2024





Software Proposal

Prepared By

Ziptility, Inc.
642 N. Madison St.
Bloomington, IN 47404

Order Form

Customer Contact Details		
Customer Name	Mailing Address	Email Address
City of Towanda	P.O. Box 160 110 S. 3rd St. Towanda, KS 67144	administrator@cityoftowanda.com

Effective Date	Initial Term Duration
Mar 14, 2024	12 Months

Software and Services				
Item	Description	Type	Qty.	Unit Price
Software Subscription	Products: - Digital Recordkeeping Team(s): Enterprise	Recurring	1	\$1,800
Support Services	See Exhibit A	Recurring	1	Included
Implementation Services	See Exhibit B	One-Time	1	\$500

Fee Schedule			
Invoice	Amount Due	Payment Term	Due Date
Initial Term	\$2,300	Net 30	Apr 14, 2024
Renewal Term (Optional)	\$1,800	Net 30	Apr 14, 2025

Notes
Amount Due assumes recurring 10% "Same Period" discounts

FAQs

Who owns the data that's collected in Ziptility?

You do. Every piece of data that's owned by you and imported into Ziptility, or collected by you using Ziptility software, is entirely yours. Under no circumstances will we ever sell your data, use your data without your permission, or hold your data hostage.

How do we know that our data is safe?

Ziptility takes data security very seriously. All of the information contained in our system is stored on the Amazon Web Services cloud; the same cloud storage system used by Walmart, FedEx, and Quickbooks.

But why not choose a bigger, more established company?

Sometimes bigger isn't better. As companies like ESRI and Autodesk have worked to develop software platforms that serve hundreds of different industries, Ziptility has committed to doing less, better. For the water and wastewater use cases we're most interested in serving, we think that our uncomplicated software and "white glove" service are truly top-notch. Ninety seven (and counting) utilities across the country agree!

Why do we have to pay for Ziptility every year?

Ensuring that Ziptility can be reliably accessed anywhere, anytime, and on any device is an extremely difficult undertaking that requires constant maintenance to multiple codebases. We ask for your ongoing support of Ziptility's best-in-class engineering team and commit to providing ongoing value in return.

Are there any hidden fees associated with your services?

No. We work hard behind the scenes developing complicated pricing algorithms that allow our customer-facing menu of products and services to be simple and easy to purchase. Unless agreed upon in writing ahead of time, Ziptility will never change any per-user, per-device, or usage-based fees.

Kansas Department of Transportation
COST SHARE PROGRAM – Spring 2024



BACKGROUND	The Kansas Joint Legislative Transportation Vision Task Force recommended the Kansas Department of Transportation look at ways to leverage state funding with local and private funding for projects related to job growth and retention.
OBJECTIVE	The Cost Share Program provides financial assistance to local entities for construction projects that improve safety, leverage state funds to increase total transportation investment and help both rural and urban areas of the state improve the transportation system.
AVAILABLE FUNDING	Up to \$9 million is available during the Spring 2024 round. Requested funds must be no larger than \$1,000,000 (max) .
ELIGIBLE PROJECTS	Construction projects addressing important transportation needs such as promoting safety, improving access or mobility and improving condition or relieving congestion. All transportation projects are eligible, including roadway (on and off the state system), rail, airport, bicycle/pedestrian and public transit.
ELIGIBLE APPLICANTS	Projects typically will be administered by a local unit of government. Non-governmental applications will also be considered.
LOCAL MATCH	A minimum of 15% non-state cash match is required. Additional consideration will be given to project applications that commit more than the minimum required match amount.
REQUIREMENTS	Candidate projects should include investments providing transportation benefits and are not eligible for other KDOT programs. Candidate projects may receive additional consideration if they support economic growth or aid in the retention or recruitment of business.
SELECTION PROCESS	Applications will be accepted on an ongoing basis beginning Monday, February 12, 2024 . General selection criteria includes: economic development, local contribution, safety, regional priority, and letting within the fiscal year it is awarded. Geographic distribution will also be considered during project selection. The Cost Share Program application will be available only on the KDOT website, beginning Monday, February 12, 2024 .
HOW TO APPLY	All 2024 KDOT Cost Share Program applications must be completed through the online application available at http://www.ksdot.org/CostShare/CostShareProgram.asp by Thursday, March 21, 2024 end of business day. A sample application is available on the website to preview. Please contact Michelle Needham with any questions.
KDOT CONTACT	Michelle Needham Economic Development Programs Manager (785) 296-1939 michelle.d.needham@ks.gov

Other
Business
3.13.2024