

**City of Towanda, KS**  
Regular Council Meeting  
November 8<sup>th</sup>, 2023, 7 pm  
City Hall, 110 S. 3<sup>rd</sup>, Towanda, KS

# The City of Towanda

## The City Council Regular Meeting Agenda

Wednesday, November 8<sup>th</sup>, 2023, 7:00 PM, City Hall – 110 S 3<sup>rd</sup> St., Towanda, KS

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### 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 October 11<sup>th</sup>, 2023, Regular City Council Meeting
- Treasurer's Report
  - Statement of Activities
  - Fund Balance Report
  - Budget Execution Report
  - Claims Report
  - Appropriations Ordinance 09-2023
  - Sheriff Office Report
  - Court Clerk's Report

**4. PRESENTATIONS AND GUEST SPEAKERS**

- None Scheduled

**5. DEPARTMENT REPORTS**

- Planning and Zoning
- Towanda Fire Rescue
- Towanda Maintenance Department

**6. OLD BUSINESS**

- School Zone Signs Update
- City & School Banners Update
- Sheriff's Contract Update

**7. NEW BUSINESS**

- Concessions Account Set up For Circle Rec. Commission Football

**8. OTHER BUSINESS**

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

**9. PUBLIC COMMENT TIME**

**10. EXECUTIVE SESSION**

- None Scheduled

**11. ADJOURN**

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**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**

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:**

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

(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.

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## **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 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**

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

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.

#### **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.

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

- 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](mailto: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. 3<sup>rd</sup>, Towanda, KS, or by visiting our website at:

[www.cityoftowanda.com/agendas-minutes](http://www.cityoftowanda.com/agendas-minutes)

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### **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 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

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

(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.

# The City of Towanda

## City Council Meeting Minutes

Towanda City Hall – 110 S 3<sup>rd</sup> St.

Wednesday, October 11, 2023, 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 – Darrell White
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Council Member – Kendall Pierce
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Council Member – Bill Wolf
<input checked="" type="checkbox"/>	<input 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
<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

## 1. Call To Order

- Mayor Jennifer Shaults, 7:00 pm

## 2. Roll Call

## 3. Consent Agenda

- Including minutes of the September 13, 2023, Revenue Neutral Rate Hearing, 2024 Budget Hearing and Regular City Council Meeting
- *Motion by Kendall Pierce to approve the Consent Agenda, including the minutes from the September 13, 2023, regular council meeting. Second by Bill Wolf. Motion carried (5-0).*

## 4. Presentation and Guest Speakers

- None

## 5. Department Reports

- Planning and Zoning
  - Mike Hayes inquired about Pine Ridge regarding extensions. Zoning Administrator Lisa Long stated that she is allowing extensions as long as there is progress being made. They also are to call her each week with updates.
- Towanda Fire Rescue
  - Kendall Pierce brings up talking with the Ellinwood City Administrator/Ex Fire Chief in regards to grants. Kendall stated there might be many grants available, which might be another avenue for us. TC Pyle states that he has previously talked with Chief in Derby as far if there were any other grants and states that his wife has recently found one to look into. Right now, the grants are very competitive. Kendall Pierce states that he could maybe get a list of grants that the Ellinwood City Administrator/Ex Fire Chief has obtained to see if any will help the City of Towanda.
  - TC Pyle also states that he worked on plans, and included a picture, but the plan was shut down. TC Pyle states that he needs a plan in order to go after grants. Mayor Shaults states that she looked at the plans that he had presented but that it would be tough to sell. States there is only a small amount. TC Pyle states the contract already in place needs to change. Kendall Pierce states that they should



be working with the Township and getting a plan together. Mayor Shaults agrees and states that they need to have a board to come together with a plan. Mayor Shaults suggests the Fire Board is a good start and maybe should include one person from each township, one person from city council, and some citizens who are interested and will put in the time. Further discussion in the matter brings forth maybe putting together a committee. Andy Newbrey brings up the plans that were submitted, he is taking two of them to get costs for a starting point and direction.

- Towanda Maintenance Department
  - Sam French and Andy Newbrey announced that the meter installation was completed and that the meter is working.

## 6. Old Business

- School Zone Signs Update
  - Updates announced by Andy Newbrey that the updates to the school zone signs would be worked on during the winter break. Discussion takes place as far as the location of the signs. Counsel reviewed the diagram provided by Lisa Long, which shows a proposed start and end for the school zones. Budget is discussed on where the funds will come from to pay for the updated school zone signs. Street Reserve fund was proposed but then suggested that if funds are still available in the ARPA funds, to use that. *(Motion by Mike Hays to authorize and approve the school zone lights/signs. Second by Jeff Banks. Motion carried 5-0)*
- City/School Banners Update
  - Andy Newbrey discussed the totals for the proposed banners for the city. States the proposed costs for 34 banners, the school will pay for ½. A question is asked on the reason for the banners to which Andy Newbrey states it is a good reason to build community pride between the City and schools. *(Motion by Jeff Banks to approve the purchase of 34 banners up to a total not exceeding \$3500. Second by Mike Hays. Motion carried 5-0)*
- Sheriff's Contract update
  - Counsel discusses a proposed contract put together by City Attorney Rob Lane. Mike Hayes challenges the system and wants a survey to go out to the city for their input. *(Motion by Kendall Pierce to approve and pass the proposed contract that will be presented to the Sheriff's Office by Andy Newbrey. Second by Bill Wolf. Motion carried 3-2)*
- Pine Ridge Meter Updates
  - Previously discussed with the department reports

## 7. New Business

- Revised Water & Trash Pricing for Mobile Home Communities
  - With the meter being changed out, there will be a change in the trash and water rates. Resolution number 2023-12 sets new pricing. The complication is that we are billing for one massive number instead of an individual number. Based on the formula that Andy Newbrey has created, the pricing structure will come close to matching what residents would be billed for water usage for this side of town.

*(Motion by Bill Wolf to approve as presented. Second by \_\_\_\_\_ . Motion carried 5-0)*

- Utility Bed Truck
  - Sam French discusses the reason for a new truck bed and the current bed/truck will not make it much longer. Costs have been presented for both aluminum and steel beds which would be more durable. Sam is still awaiting a couple more bids and will present accordingly.

#### **8. Other Business**

- Andy Newbrey announces that this week is Homecoming week and a parade will commence on Friday at 2p.m. Homecoming game to follow. **Go Circle Thunderbirds.**

#### **9. Public Comment**

- Kit Willans asks a question in regards to the maintenance of the fire hydrants. Upon stating where the housing is located, Sam French lets him know that the fire hydrant in question is currently broken.
- Kurt Reeves wants to update the Counsel on the water surveys that went out. He states that the rental properties that he owns, the tenants are just throwing them away and wanted to find out how to get those completed. Andy Newbrey states that they were aware that probably a lot would be thrown away but that he can log onto the website and complete/submit the surveys for each owned property.
- Nicole Mandina states she comes to all the meetings and enjoys them. However, there have been talks about the Sheriff contract at numerous meetings but no proposal until now. She states she is a concerned citizen in regards to Sheriff Safety and thinks that more surveys would be helpful in finding out what the people want.

#### **10. Executive Session**

- *Motion by Bill Wolf to start the executive session for a length of 20 minutes. Second by Jeff Banks. Motion carried (5-0).*
- Entered into executive session at 8:41 pm
- Resumed open meeting at 8:52 p.m.

#### **11. Adjourn**

- *Motion by Bill Wolf to adjourn at 8:53 p.m. Second by Jeff Banks. Motion carried (5-0).*

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Andrew Newbrey  
City Clerk

*Approved the 8<sup>th</sup> day of November 2023 by the City Council, City of Towanda, Kansas.*

City of Towanda, KS  
**Statement of Activity**  
 October 2023

	<b>Oct 23</b>
<b>100I · GENERAL FUND INCOME</b>	
1004110 · General Prop. Tax / AD Valorem	97.29
1004120 · General Prop Tax / Delinquent	28.87
1004130 · Motor Vehicle Tax	4,110.30
1004140 · Franchise Fees	9,343.17
1004150 · Sales Tax Income	13,604.33
1004413 · Business / Contractor Licenses	50.00
1004421 · Building / Remodeling Permit	248.00
1004501 · Court Fines	1,033.00
1004610 · Interest Revenue	222.91
1004690 · Misc. Revenues	156.00
1004693 · Colletions Fee	-51.97
<b>Total 100I · GENERAL FUND INCOME</b>	<b>28,841.90</b>
<b>100X · GENERAL FUND EXPENSES</b>	
<b>12 · ADMINISTRATION EXPENSES</b>	
12-Administration/Finance	
12-5200 · Non-Material Expenditures	16.09
12-5215 · Food For Meettings	49.37
12-5221 · Membership Fees	591.50
12-5227 · Audit Fees	9,000.00
12-5254 · Printing / Publications	175.44
12-5255 · Postage & Shipping Charges	660.00
12-5259 · Miscellaneous Services	547.63
12-5314 · Office Supplies	367.29
12-5315 · Operating Supplies	212.56
12-5319 · Misc. Supplies	25.90
12-5320 · Website and Related Fees	161.14
12-5400 · Computer Software	254.40
66900 · Reconciliation Discrepancies	133.41
<b>Total 12-Administration/Finance</b>	<b>12,194.73</b>
12-5100 · Staff Expense Administration	
12-5110 · Salaries	12,545.79
12-5140 · PR Tax Expense City Share	961.70
12-5150 · KPERS City Share	1,058.30
12-5160 · Health Ins. - City Share	2,622.45
<b>Total 12-5100 · Staff Expense Administration</b>	<b>17,188.24</b>
12-5251 · Utilities	3,411.50
12-5253 · Insurance	1,235.37
<b>Total 12 · ADMINISTRATION EXPENSES</b>	<b>34,029.84</b>
<b>13 · COURT</b>	
13-Court General Expenses	
13-5251 · Utilities	81.47
<b>Total 13-Court General Expenses</b>	<b>81.47</b>
13-5100 · Staff Expense Court	
13-5110 · Salaries	671.87
13-5140 · PR Tax Expense City Share	56.10
13-5150 · KPERS City Share	0.00
13-5160 · Health Ins. - City Share	0.00
<b>Total 13-5100 · Staff Expense Court</b>	<b>727.97</b>
<b>Total 13 · COURT</b>	<b>809.44</b>

City of Towanda, KS  
**Statement of Activity**  
 October 2023

	<b>Oct 23</b>
<b>14 · LEGAL</b>	
14-5110 · Salaries / Permanent	1,000.00
<b>Total 14 · LEGAL</b>	1,000.00
<b>15 · PLANNING &amp; ZONING</b>	
15-5252 · Communications	59.71
15-5254 · Printing / Publications	634.38
<b>Total 15 · PLANNING &amp; ZONING</b>	694.09
<b>21 · PARKS</b>	
21-5251 · Utilities	25.66
<b>Total 21 · PARKS</b>	25.66
<b>22 · POOL</b>	
<b>22-Pool General Expenses</b>	
22-5251 · Utilities	150.48
22-5253 · Insurance	350.00
<b>Total 22-Pool General Expenses</b>	500.48
<b>22-5100 · Staff Expense Pool</b>	
22-5110 · Salaries	0.00
22-5140 · PR Tax Expense City Share	0.00
<b>Total 22-5100 · Staff Expense Pool</b>	0.00
<b>Total 22 · POOL</b>	500.48
<b>24 · LIBRARY-BILLING</b>	
24-5251 · Utilities	228.03
24-5253 · Insurance	350.00
<b>Total 24 · LIBRARY-BILLING</b>	578.03
<b>25 · SENIOR CENTER</b>	
25-5251 · Utilities	550.81
25-5253 · Insurance	275.00
<b>Total 25 · SENIOR CENTER</b>	825.81
<b>31 · SHERIFF DEPARTMENT CONTRACT</b>	
<b>31-Police Genral Expenditures</b>	
31-5200 · Non-Material Expenditures	16.08
31-5251 · Utilities	465.69
31-5253 · Insurance	650.00
<b>Total 31-Police Genral Expenditures</b>	1,131.77
31-5243 · Contractural Services	9,325.32
<b>Total 31 · SHERIFF DEPARTMENT CONTRACT</b>	10,457.09
<b>50 · PUBLIC WORKS SHOP</b>	
<b>50-Public Works General</b>	
50-5200 · Non-Material Expenditures	16.08
50-5241 · Vehicle / Mobile Equipment R/M	185.00
50-5242 · Building / Facilities R&M	314.49
50-5244 · Other Repair / Maintenance	-3,583.75
50-5251 · Utilities	444.25
50-5311 · Gasoline / Fuel / Lubricants	442.87
50-5315 · Operating / Shop Supplies	169.99
50-5319 · Misc. Supplies	656.40
<b>Total 50-Public Works General</b>	-1,354.67
<b>50-5100 · Staff Expense Public Works</b>	
50-5110 · Salaries	1,782.98
50-5140 · PR Tax Expense City Share	135.77
50-5150 · KPERS City Share	146.76
50-5160 · Health Ins. - City Share	546.85
<b>Total 50-5100 · Staff Expense Public Works</b>	2,612.36
<b>Total 50 · PUBLIC WORKS SHOP</b>	1,257.69
<b>Total 100X · GENERAL FUND EXPENSES</b>	50,178.13

City of Towanda, KS  
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Oct 23

<b>210I · LIBRARY COUNTY TAX INCOME</b>	
2104110 · Gen. Property Tax / AD Valorem	12.49
2104120 · Gen. Property Tax / Delinquent	3.71
2104130 · Motor Vehicle Tax	562.63
<b>Total 210I · LIBRARY COUNTY TAX INCOME</b>	<b>578.83</b>
<b>210X · LIBRARY BLDG COUNTY TAX DIS</b>	
2105610 · Appropriations	578.83
<b>Total 210X · LIBRARY BLDG COUNTY TAX DIS</b>	<b>578.83</b>

<b>220I · FIRE INCOME</b>	
2204331 · Fire Protection Services	50.00
<b>Total 220I · FIRE INCOME</b>	<b>50.00</b>
<b>220X · FIRE RESCUE EXPENSE</b>	
2205100 · Staff Expense Fire Rescue	
2205110 · Salaries	1,113.09
2205140 · PR Tax Expense City Share	92.93
<b>Total 2205100 · Staff Expense Fire Rescue</b>	<b>1,206.02</b>
2205213 · Lodging / Meals	201.22
2205227 · Audit Fees	1,500.00
2205241 · Vehicle / Mobile Equip. R/M	3,594.90
2205242 · Building / Facilities R&M	131.97
2205244 · Other Repair / Maintenance	536.97
2205251 · Utilities	457.12
2205253 · Insurance	950.00
2205314 · Office Supplies	2,739.93
2205319 · Misc. Supplies	190.00
2205325 · Tools	30.08
2205326 · Medical	375.46
2205542 · Grant Eligible Items	1,130.00
<b>Total 220X · FIRE RESCUE EXPENSE</b>	<b>13,043.67</b>

<b>240X · EQUIPMENT RESERVE</b>	
2405227 · Audit Fees	200.00
<b>Total 240X · EQUIPMENT RESERVE</b>	<b>200.00</b>

<b>250I · STREETS INCOME</b>	
2504230 · City / County Highway Fund	9,905.21
2504690 · Misc. Revenues	108.73
<b>Total 250I · STREETS INCOME</b>	<b>10,013.94</b>
<b>250X · STREETS OM FUND EXPENSE</b>	
2505100 · Staff Expense Streets	
2505110 · Salaries	1,782.98
2505140 · PR Tax Expense City Share	135.77
2505150 · KPERs City Share	146.76
2505160 · Health Ins. - City Share	546.85
<b>Total 2505100 · Staff Expense Streets</b>	<b>2,612.36</b>
2505227 · Audit Fees	500.00
2505251 · Utilities	41.46
2505254 · Printing / Publications	38.28
2505311 · Gasoline/ Fuel/ Lubricants	442.87
<b>Total 250X · STREETS OM FUND EXPENSE</b>	<b>3,634.97</b>

City of Towanda, KS  
**Statement of Activity**  
 October 2023

Oct 23

<b>251I · STREET RESERVE INCOME</b>	
2514690 · Misc. Rev. / Street Impact Fee	5,146.00
<b>Total 251I · STREET RESERVE INCOME</b>	<b>5,146.00</b>
<b>251X · STREET RESERVE</b>	
2515227 · Audit Fees	1,000.00
<b>Total 251X · STREET RESERVE</b>	<b>1,000.00</b>

<b>260I · COMMUNITY CENTER INCOME</b>	
2604640 · Rents and Royalties	450.00
<b>Total 260I · COMMUNITY CENTER INCOME</b>	<b>450.00</b>
<b>260X · COMMUNITY CENTER EXPENSE</b>	
2605227 · Audit Fees	200.00
2605251 · Utilities	130.90
2605319 · Misc. Supplies	58.18
<b>Total 260X · COMMUNITY CENTER EXPENSE</b>	<b>389.08</b>

<b>410X · CAPITAL IMPROVEMENT</b>	
4105227 · Audit Fees	500.00
<b>Total 410X · CAPITAL IMPROVEMENT</b>	<b>500.00</b>

<b>611I · WATER INCOME</b>	
6114349 · Bad Debt Collected Post JH	54.42
6114350 · Water Revenue	38,082.89
6114355 · Late Payment Charge	738.91
6114356 · Disconnect Fees	125.00
6114357 · Water Tap Fee	750.00
<b>Total 611I · WATER INCOME</b>	<b>39,751.22</b>
<b>611X · WATER FUND EXPENSE</b>	
6115100 · Staff Expense Water	
6115110 · Salaries	7,972.90
6115140 · PR Tax Expense City Share	605.87
6115150 · KPERS City Share	673.46
6115160 · Health Ins. - City Share	2,428.48
<b>Total 6115100 · Staff Expense Water</b>	<b>11,680.71</b>
6115200 · Non- Material Expenditures	17.15
6115212 · Transportation / Mileage	73.48
6115222 · Intergovernment / Permit Fees	556.88
6115227 · Audit Fees	800.00
6115244 · Other Repair / Maintenance	844.00
6115251 · Utilities	165.37
6115253 · Insurance	899.98
6115254 · Printing / Publications	38.28
6115311 · Gasoline / Fuel / Lubricants	442.88
6115315 · Operating Supplies	698.49
6115334 · Materials / Supplies Stock	26.24
6115341 · Water For Resale	39,840.34
6115420 · Contractual Services	52.80
<b>Total 611X · WATER FUND EXPENSE</b>	<b>56,136.60</b>

City of Towanda, KS  
**Statement of Activity**  
 October 2023

Oct 23

<b>612X · WATER RESERVE EXPENSE</b>	
6125227 · Audit Fees	800.00
6125319 · Water Infrastructure Parts	6,209.90
<b>Total 612X · WATER RESERVE EXPENSE</b>	<b>7,009.90</b>

<b>613I · WATER TOWER INCOME</b>	
6134691 · Water Tower Rental Fees	2,238.61
<b>Total 613I · WATER TOWER INCOME</b>	<b>2,238.61</b>
<b>613X · WATER TOWER EXPENSE</b>	
6135227 · Audit Fees	200.00
<b>Total 613X · WATER TOWER EXPENSE</b>	<b>200.00</b>

<b>621I · SEWER INCOME</b>	
6214350 · Sewer Revenue	502.28
6214355 · Late Payment Charge	432.70
6214357 · Service Tapping Fees	200.00
6214685 · Sewer Lagoon Fee	7,878.96
<b>Total 621I · SEWER INCOME</b>	<b>9,013.94</b>
<b>621X · SEWER FUND EXPENSE</b>	
<b>6215100 · Staff Expense Sewer</b>	
6215110 · Salaries	1,782.98
6215140 · PR Tax Expense City Share	135.77
6215150 · KPERs City Share	146.76
6215160 · Health Ins. - City Share	546.85
<b>Total 6215100 · Staff Expense Sewer</b>	<b>2,612.36</b>
6215200 · Non-Material Expenditures	17.15
6215227 · Audit Fees	800.00
6215251 · Utilities	747.88
6215253 · Insurance	900.00
6215254 · Printing / Publications	38.28
6215311 · Gasoline / Fuel / Lubricants	442.88
6215312 · Chemicals	115.81
<b>Total 621X · SEWER FUND EXPENSE</b>	<b>5,674.36</b>

<b>622I · SEWER RESERVE INCOME</b>	
6224690 · Misc.. Revenues	10,815.98
<b>Total 622I · SEWER RESERVE INCOME</b>	<b>10,815.98</b>

<b>622X · SEWER RESERVE</b>	
6225227 · Audit Fees	1,000.00
<b>Total 622X · SEWER RESERVE</b>	<b>1,000.00</b>

<b>624X · Sewer Debt Service</b>	
6245227 · Audit Fees	800.00
<b>Total 624X · Sewer Debt Service</b>	<b>800.00</b>

**City of Towanda, KS**  
**Statement of Activity**  
 October 2023

**Oct 23**

<b>630I · TRASH REVENUE</b>	
6304350 · Trash Service Revenue	10,036.75
6304355 · Late Payment Charge	222.62
<b>Total 630I · TRASH REVENUE</b>	<b>10,259.37</b>
<b>630X · TRASH FUND EXPENSE</b>	
6305225 · Cleaning / Disposal Service	7,989.28
6305227 · Audit Fees	900.00
6305254 · Printing / Publications	38.28
<b>Total 630X · TRASH FUND EXPENSE</b>	<b>8,927.56</b>
<b>720I · CEMETERY INCOME</b>	
7204687 · Deed Fees	90.00
7204689 · Cemetery Plot Income	2,200.00
<b>Total 720I · CEMETERY INCOME</b>	<b>2,290.00</b>
<b>720X · CEMETERY FUND EXPENSE</b>	
7205200 · Funds Sent to Towanda Township	3,150.00
<b>Total 720X · CEMETERY FUND EXPENSE</b>	<b>3,150.00</b>
<b>750I · Donated Funds</b>	
7504001 · Donations	200.00
<b>Total 750I · Donated Funds</b>	<b>200.00</b>
<b>800X · ARPA Funds Expense</b>	<b>950.00</b>



**City of Towanda, KS**  
**Fund Balance Report**  
 As of October 31, 2023

	Oct 31, 23
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
1000 · Vintage Bank	
100B · General Fund	
100PC · Change Fund	450.00
100B · General Fund - Other	232,462.41
<b>Total 100B · General Fund</b>	232,912.41
210B · Library Fund	204.74
220B · Fire Rescue Fund	127,223.50
221B · Fire Reserve Fund	356,501.53
230B · OLD Rec Fund	200.00
240B · Equipment Reserve Fund	18,789.90
250B · Streets O/M Fund	12,484.03
251B · Street Reserve Fund	179,416.35
260B · Community Center Fund	25,963.20
310B · Bond Fund	36,140.22
410B · Capitol Improvemnet Fund	76,490.62
611B · Water O/M Fund	21,224.43
612B · Water Reserve Fund	49,919.89
613B · Tower Fund	71,591.71
614B · Water Surcharge Fund	-5,674.36
621B · Sewer O/M Fund	62,205.47
622B · Sewer Reserve Fund	182,353.17
624B · Sewer Debt Service Fund	11,037.77
630B · Trash and Refuse Fund	24,982.57
720B · Cemetery Fund	2,290.00
750B · Donated Funds	200.00
800B · ARPA Fund	212,706.83
1000 · Vintage Bank - Other	-7,591.21
<b>Total 1000 · Vintage Bank</b>	1,691,572.77
<b>Total Checking/Savings</b>	1,691,572.77
<b>Total Current Assets</b>	1,691,572.77
<b>TOTAL ASSETS</b>	<b>1,691,572.77</b>
<b>LIABILITIES &amp; EQUITY</b>	0.00

# Budget Execution Report 2023

Date **Tuesday, October 31, 2023**

303 Days

83% % of year that has transpired

Fund	Budget	YTD	% Expended	%w/oTransfers	Projected Transfers	YTD w/Transfers	Remaining
General	100	\$827,001.00	66.11%	66.11%		\$546,709.19	\$280,291.81
Streets	250	\$71,739.00	56.03%	56.03%		\$40,197.08	\$31,541.92
Fire	220	\$232,850.00	45.10%	45.10%		\$105,006.50	\$127,843.50
Comm Cntr	260	\$29,825.00	13.20%	13.20%		\$3,936.12	\$25,888.88
Water	611	\$453,184.00	80.24%	80.24%		\$363,650.05	\$89,533.95
Sewer	621	\$162,271.00	38.00%	38.00%		\$61,663.41	\$100,607.59
Trash	630	\$132,313.00	61.93%	61.93%		\$81,934.94	\$50,378.06
Rec	230	\$73,717.00	124.14%	124.14%		\$91,512.45	(\$17,795.45)
Cemetery	720	\$10,899.00	64.32%	64.32%		\$7,010.00	\$3,889.00
Loan Pmt	310	\$81,805.00	27.29%	27.29%		\$22,327.50	\$59,477.50
Library	210	\$57,030.00	96.81%	96.81%		\$55,213.47	\$1,816.53
		\$2,132,634.00					

City of Towanda, KS  
**Claims Report**  
 October 2023

Ordinary Income/Expense	Date	Num	Name	Memo	Balance
<b>General Fund Expense</b>					
<b>100X · GENERAL FUND EXPENSES</b>					
<b>12 · ADMINISTRATION EXPENSES</b>					
<b>12-Administration/Finance</b>					
<b>12-5200 · Non-Material Expenditures</b>					
	10/16/2023	38854	Culligan	CULLIGAN POTABLE WATER	16.09
Total 12-5200 · Non-Material Expenditures					16.09
<b>12-5215 · Food For Meetings</b>					
	10/17/2023	38860	Bank of America	GAMBINOS	49.37
Total 12-5215 · Food For Meetings					49.37
<b>12-5221 · Membership Fees</b>					
	10/04/2023	38819	Kansas Rural Water Association	2023 MEMBERSHIP KRWA	591.50
Total 12-5221 · Membership Fees					591.50
<b>12-5227 · Audit Fees</b>					
	10/30/2023	38882	VARNEY & ASSOCIATES	AUDIT FOR 2021 AND 2022	9,000.00
Total 12-5227 · Audit Fees					9,000.00
<b>12-5254 · Printing / Publications</b>					
	10/10/2023	AUTO	Nexbill Pay	Paperless E-Bill Oct 2023	2.90
	10/17/2023	38860	Bank of America	DOOR DIRECT FOR INCREASE IN TRASH PRICING	137.11
	10/24/2023	38869	CANON FINANCIAL SERVICES		175.44
Total 12-5254 · Printing / Publications					175.44
<b>12-5255 · Postage &amp; Shipping Charges</b>					
	10/17/2023	38860	Bank of America	STAMPS	660.00
Total 12-5255 · Postage & Shipping Charges					660.00
<b>12-5259 · Miscellaneous Services</b>					
	10/23/2023	38866	TYLER STAFFORD	REPAIRS ON VEHICLE AFTER DRIVING THROUGH OIL ON STREETS	547.63
Total 12-5259 · Miscellaneous Services					547.63
<b>12-5314 · Office Supplies</b>					
	10/10/2023	38842	BUTLER COUNTY PRINTING	1000 Window Envelopes	158.00
	10/10/2023	38842	BUTLER COUNTY PRINTING	1000 Regular Envelopes	289.00
	10/15/2023	45707922	Bank of America	Refund from Rick Kearney Credit Card	172.37
	10/17/2023	38860	Bank of America	CARDSTOCK, PAPER, PENS	367.29
Total 12-5314 · Office Supplies					367.29
<b>12-5315 · Operating Supplies</b>					
	10/17/2023	38860	Bank of America	WORK ORDER BOOKS	39.76
	10/17/2023	38860	Bank of America	DIGITAL TIME CARDS	212.56
Total 12-5315 · Operating Supplies					212.56
<b>12-5319 · Misc. Supplies</b>					
	10/17/2023	38860	Bank of America	IMAGES	12.00
	10/30/2023	38881	Seven K Company	NAME PLATE FOR EMELIA TONEY	25.90
Total 12-5319 · Misc. Supplies					25.90

**City of Towanda, KS**  
**Claims Report**  
 October 2023

<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Balance</u>
<b>12-5320 · Website and Related Fees</b>				
10/17/2023	38860	Bank of America	ONE YEAR FOR ZOOM	161.14
Total 12-5320 · Website and Related Fees				161.14
<b>12-5400 · Computer Software</b>				
10/17/2023	38860	Bank of America	QUICKBOOKS	254.40
Total 12-5400 · Computer Software				254.40
<b>66900 · Reconciliation Discrepancies</b>				
10/31/2023	ADJ	Various		133.41
Total 66900 · Reconciliation Discrepancies				133.41
Total 12-Administration/Finance				12,194.73
<b>12-5100 · Staff Expense Administration</b>				
<b>12-5110 · Salaries</b>				
10/31/2023	EOMPRADJ			12,545.79
Total 12-5110 · Salaries				12,545.79
<b>12-5140 · PR Tax Expense City Share</b>				
10/31/2023	EOMPRADJ			961.70
Total 12-5140 · PR Tax Expense City Share				961.70
<b>12-5150 · KPERS City Share</b>				
10/31/2023	EOMPRADJ			1,058.30
Total 12-5150 · KPERS City Share				1,058.30
<b>12-5160 · Health Ins. - City Share</b>				
10/31/2023	EOMPRADJ			2,622.45
Total 12-5160 · Health Ins. - City Share				2,622.45
Total 12-5100 · Staff Expense Administration				17,188.24
<b>12-5251 · Utilities</b>				
10/04/2023	38818	EVERGY	EVERGY UTILITY	1,152.08
10/04/2023	38824	Butler Electric Cooperative	ELECTRIC UTILITY	1,214.95
10/04/2023	38825	EVERGY	EVERGY UTILITY	2,523.37
10/09/2023	38835	COX	COX UTILITY	2,694.70
10/09/2023	38838	COX	COX UTILITY	2,699.68
10/16/2023	38851	VERIZON WIRELESS	VERIZON UTILITY	2,741.14
10/23/2023	38865	EVERGY	EVERGY UTILITY	2,766.80
10/24/2023	38871	KANSAS GAS SERVICE	GAS UTILITY	2,873.46
10/30/2023	38884	EVERGY	EVERGY UTILITY	3,411.50
Total 12-5251 · Utilities				3,411.50
<b>12-5253 · Insurance</b>				
10/16/2023	38849	EMC INSURANCE	COMMERCIAL INSURANCE	1,235.37
Total 12-5253 · Insurance				1,235.37
Total 12 · ADMINISTRATION EXPENSES				34,029.84
<b>13 · COURT</b>				
<b>13-Court General Expenses</b>				
<b>13-5251 · Utilities</b>				
10/16/2023	38851	VERIZON WIRELESS	VERIZON UTILITY	81.47
Total 13-5251 · Utilities				81.47
Total 13-Court General Expenses				81.47
<b>13-5100 · Staff Expense Court</b>				
<b>13-5110 · Salaries</b>				
10/31/2023	EOMPRADJ			671.87
Total 13-5110 · Salaries				671.87
<b>13-5140 · PR Tax Expense City Share</b>				
10/31/2023	EOMPRADJ			56.10
Total 13-5140 · PR Tax Expense City Share				56.10
<b>13-5150 · KPERS City Share</b>				
10/31/2023	EOMPRADJ			0.00
Total 13-5150 · KPERS City Share				0.00

**City of Towanda, KS**  
**Claims Report**  
 October 2023

<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Balance</u>
<b>13-5160 · Health Ins. - City Share</b>				
10/31/2023	EOMPRADJ			0.00
Total 13-5160 · Health Ins. - City Share				<u>0.00</u>
Total 13-5100 · Staff Expense Court				<u>727.97</u>
Total 13 · COURT				<u>809.44</u>
<b>14 · LEGAL</b>				
<b>14-5110 · Salaries / Permanent</b>				
10/23/2023	38863	Robert Lane	ATTORNEY NOV 2023	1,000.00
Total 14-5110 · Salaries / Permanent				<u>1,000.00</u>
Total 14 · LEGAL				<u>1,000.00</u>
<b>15 · PLANNING &amp; ZONING</b>				
<b>15-5252 · Communications</b>				
10/23/2023	38864	LISA HAMILTON	LISA PHONE NOVEMBER 2023	59.71
Total 15-5252 · Communications				<u>59.71</u>
<b>15-5254 · Printing / Publications</b>				
10/17/2023	38860	Bank of America	COLUMN PUBLIC NOTICE	596.10
10/24/2023	38869	CANON FINANCIAL SERVICES		634.38
Total 15-5254 · Printing / Publications				<u>634.38</u>
Total 15 · PLANNING & ZONING				<u>694.09</u>
<b>21 · PARKS</b>				
<b>21-5251 · Utilities</b>				
10/24/2023	38875	EVERGY	EVERGY UTILITY	25.66
Total 21-5251 · Utilities				<u>25.66</u>
Total 21 · PARKS				<u>25.66</u>
<b>22 · POOL</b>				
<b>22-Pool General Expenses</b>				
<b>22-5251 · Utilities</b>				
10/04/2023	38826	VERIZON WIRELESS	VERIZON UTILITY	64.45
10/30/2023	38884	EVERGY	EVERGY UTILITY	150.48
Total 22-5251 · Utilities				<u>150.48</u>
<b>22-5253 · Insurance</b>				
10/16/2023	38849	EMC INSURANCE	COMMERCIAL INSURANCE	350.00
Total 22-5253 · Insurance				<u>350.00</u>
Total 22-Pool General Expenses				<u>500.48</u>
<b>22-5100 · Staff Expense Pool</b>				
<b>22-5110 · Salaries</b>				
10/31/2023	EOMPRADJ			0.00
Total 22-5110 · Salaries				<u>0.00</u>
<b>22-5140 · PR Tax Expense City Share</b>				
10/31/2023	EOMPRADJ			0.00
Total 22-5140 · PR Tax Expense City Share				<u>0.00</u>
Total 22-5100 · Staff Expense Pool				<u>0.00</u>
Total 22 · POOL				<u>500.48</u>
<b>24 · LIBRARY-BILLING</b>				
<b>24-5251 · Utilities</b>				
10/24/2023	38871	KANSAS GAS SERVICE	GAS UTILITY	56.65
10/24/2023	38875	EVERGY	EVERGY UTILITY	228.03
Total 24-5251 · Utilities				<u>228.03</u>
<b>24-5253 · Insurance</b>				
10/16/2023	38849	EMC INSURANCE	COMMERCIAL INSURANCE	350.00
Total 24-5253 · Insurance				<u>350.00</u>
Total 24 · LIBRARY-BILLING				<u>578.03</u>

**City of Towanda, KS**  
**Claims Report**  
 October 2023

	<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Balance</u>
<b>25 · SENIOR CENTER</b>					
<b>25-5251 · Utilities</b>					
	10/04/2023	38818	EVERGY	EVERGY UTILITY	137.12
	10/11/2023	38845	COX	COX UTILITY	417.96
			KANSAS GAS SERVICE	GAS UTILITY	
	10/24/2023	38871			463.69
	10/30/2023	38884	EVERGY	EVERGY UTILITY	550.81
Total 25-5251 · Utilities					<u>550.81</u>
<b>25-5253 · Insurance</b>					
	10/16/2023	38849	EMC INSURANCE	COMMERCIAL INSURANCE	275.00
Total 25-5253 · Insurance					<u>275.00</u>
Total 25 · SENIOR CENTER					<u>825.81</u>
<b>31 · SHERIFF DEPARTMENT CONTRACT</b>					
<b>31-Police Genral Expenditures</b>					
<b>31-5200 · Non-Material Expenditures</b>					
	10/16/2023	38854	Culligan	CULLIGAN POTABLE WATER	16.08
Total 31-5200 · Non-Material Expenditures					<u>16.08</u>
<b>31-5251 · Utilities</b>					
	10/04/2023	38818	EVERGY	EVERGY UTILITY	133.00
	10/04/2023	38821	COX	COX UTILITY	324.07
			KANSAS GAS SERVICE	GAS UTILITY	
	10/24/2023	38871			370.64
	10/30/2023	38884	EVERGY	EVERGY UTILITY	465.69
Total 31-5251 · Utilities					<u>465.69</u>
<b>31-5253 · Insurance</b>					
	10/16/2023	38849	EMC INSURANCE	COMMERCIAL INSURANCE	650.00
Total 31-5253 · Insurance					<u>650.00</u>
Total 31-Police Genral Expenditures					<u>1,131.77</u>
<b>31-5243 · Contractural Services</b>					
	10/04/2023	38823	BUTLER COUNTY SHERIFF LE	OCTOBER 2023 X2 DEPUTIES WALKER AND DANNINGER	9,325.32
	10/04/2023	38823	BUTLER COUNTY SHERIFF LE		9,325.32
Total 31-5243 · Contractural Services					<u>9,325.32</u>
Total 31 · SHERIFF DEPARTMENT CONTRACT					<u>10,457.09</u>
<b>50 · PUBLIC WORKS SHOP</b>					
<b>50-Public Works General</b>					
<b>50-5200 · Non-Material Expenditures</b>					
	10/16/2023	38854	Culligan	CULLIGAN POTABLE WATER	16.08
Total 50-5200 · Non-Material Expenditures					<u>16.08</u>
<b>50-5241 · Vehicle / Mobile Equipment R/M</b>					
	10/10/2023	38841	TOWANDA BATTERY COMPANY	Battery MT58	185.00
Total 50-5241 · Vehicle / Mobile Equipment R/M					<u>185.00</u>
<b>50-5242 · Building / Facilities R&amp;M</b>					
	10/18/2023	38862	SUTHERLAND S CREDIT	PAINT AND PAINT SUPPLIES FOR GAS STATION	314.49
Total 50-5242 · Building / Facilities R&M					<u>314.49</u>
<b>50-5244 · Other Repair / Maintenance</b>					
	10/30/2023	21163	EMC INSURANCE	claim Y00006116 light pole damage from vehicle	(3,583.75)
Total 50-5244 · Other Repair / Maintenance					<u>(3,583.75)</u>
<b>50-5251 · Utilities</b>					
	10/04/2023	38818	EVERGY	EVERGY UTILITY	199.99
	10/09/2023	38835	COX	COX UTILITY	371.31
	10/30/2023	38884	EVERGY	EVERGY UTILITY	444.25
Total 50-5251 · Utilities					<u>444.25</u>

**City of Towanda, KS**  
**Claims Report**  
 October 2023

<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Balance</u>
<b>50-5311 · Gasoline / Fuel / Lubricants</b>				
		SOUTHWIND		
		OIL	230 Gallons Unleaded	
		CORPORATIO	Gasoline	
10/16/2023	38847	N		442.87
Total 50-5311 · Gasoline / Fuel / Lubricants				442.87
<b>50-5315 · Operating / Shop Supplies</b>				
		ROSE,	EXTENSION CORD	
		MICHAEL R	W/PIN	
10/29/2023	38876			169.99
Total 50-5315 · Operating / Shop Supplies				169.99
<b>50-5319 · Misc. Supplies</b>				
		O'REILLY	OREILLY PURCHASE	
		AUTO PARTS		15.72
		USA BLUE	HYDRANT "NOT IN	
		BOOK	SERVICE" BAGS X8	85.32
		Bank of	TRAC/EQUIP	
		America		112.07
		Bank of	ACE HARDWARE	
		America		172.27
			BOLTS, PROPANE	
			TORCH KIT, PROPANE	
		SUTHERLAND	CYLINDER, HEAD	
		S CREDIT	TORCH, BLADES,	
			BLADE METAL	
			CUTTING, MEASURE	
			WHE...	559.48
		WALMART		
		COMMUNITY	WALMART PURCHASE	
		BRC		656.40
10/30/2023	38883			656.40
Total 50-5319 · Misc. Supplies				656.40
Total 50-Public Works General				(1,354.67)
<b>50-5100 · Staff Expense Public Works</b>				
<b>50-5110 · Salaries</b>				
		EOMPRADJ		1,782.98
10/31/2023				1,782.98
Total 50-5110 · Salaries				1,782.98
<b>50-5140 · PR Tax Expense City Share</b>				
		EOMPRADJ		135.77
10/31/2023				135.77
Total 50-5140 · PR Tax Expense City Share				135.77
<b>50-5150 · KPERs City Share</b>				
		EOMPRADJ		146.76
10/31/2023				146.76
Total 50-5150 · KPERs City Share				146.76
<b>50-5160 · Health Ins. - City Share</b>				
		EOMPRADJ		546.85
10/31/2023				546.85
Total 50-5160 · Health Ins. - City Share				546.85
Total 50-5100 · Staff Expense Public Works				2,612.36
Total 50 · PUBLIC WORKS SHOP				1,257.69
<b>Total 100X · GENERAL FUND EXPENSES</b>				<b>50,178.13</b>

**City of Towanda, KS**  
**Claims Report**  
 October 2023

<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Balance</u>
<b>DESIGNATED FUND EXPENDITURES</b>				
<b>210X · LIBRARY BLDG COUNTY TAX DIS</b>				
<b>2105610 · Appropriations</b>				
		TOWANDA LIBRARY BOARD	BUTER COUNTY TAX DISTRIBUTION	
10/23/2023	38867		10/20/2023	578.83
Total 2105610 · Appropriations				<u>578.83</u>
Total 210X · LIBRARY BLDG COUNTY TAX DIS				<u>578.83</u>
<b>220X · FIRE RESCUE EXPENSE</b>				
<b>2205100 · Staff Expense Fire Rescue</b>				
<b>2205110 · Salaries</b>				
10/31/2023	EOMPRADJ			1,113.09
Total 2205110 · Salaries				<u>1,113.09</u>
<b>2205140 · PR Tax Expense City Share</b>				
10/31/2023	EOMPRADJ			92.93
Total 2205140 · PR Tax Expense City Share				<u>92.93</u>
Total 2205100 · Staff Expense Fire Rescue				<u>1,206.02</u>
<b>2205213 · Lodging / Meals</b>				
10/17/2023	38861	Bank of America	FOOD FOR MEETINGS	201.22
Total 2205213 · Lodging / Meals				<u>201.22</u>
<b>2205227 · Audit Fees</b>				
10/30/2023	38882	VARNEY & ASSOCIATES	AUDIT FOR 2021 AND 2022	1,500.00
Total 2205227 · Audit Fees				<u>1,500.00</u>
<b>2205241 · Vehicle / Mobile Equip. R/M</b>				
10/04/2023	38829	MYERS AUTOMOTIVE	FLAT TIRE REPAIR	29.00
10/04/2023	38829	MYERS AUTOMOTIVE	OIL CHANGE	109.13
10/04/2023	38829	MYERS AUTOMOTIVE	OIL CHANGE	187.22
10/09/2023	38837	DAVES TOWING	03/31/2023 FIRE ENGINE 3 TOWED	537.22
10/09/2023	38837	DAVES TOWING	09/06/2023 FIRE ENGINE 4 TOWED	905.22
10/16/2023	38853	R&S PARTS PLUS	GRO CAR LIGHT AND WIX AIR FILTER	937.10
10/17/2023	38861	Bank of America TOWANDA BATTERY COMPANY	TIRES	2,855.10
10/29/2023	38877		4X 31-MHD BATTERIES	3,454.90
10/30/2023	38880	PYLE, THOMAS C	FOR A CONTROL ASSY HVAC AND INSTALL FROM FREIGHTLINER TRUCK CENTER	3,594.90
Total 2205241 · Vehicle / Mobile Equip. R/M				<u>3,594.90</u>
<b>2205242 · Building / Facilities R&amp;M</b>				
10/18/2023	38862	SUTHERLAND S CREDIT	MISQUITO KILLER AND FOGGER AND OTHER SUPPLIES	131.97
Total 2205242 · Building / Facilities R&M				<u>131.97</u>



**City of Towanda, KS**  
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	<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Balance</u>
<b>2205244 · Other Repair / Maintenance</b>					
	10/04/2023	38828	MAXIMUM OUTDOOR EQUIPMENT	SPARK PLUG, PICKUP BODY, AIR FILTER, CARBURETOR	123.67
	10/16/2023	38848	WEIS FIRE AND SAFETY	FLOW CONTROL VALVE REPAIR KIT	202.47
	10/29/2023	38879	FELD FIRE	COUPLING #4 JIC FEMALE SWIVEL, FUEL SURCHARGE, HOSE 6000 PSI THERMO, AND LABOR	536.97
Total 2205244 · Other Repair / Maintenance					<u>536.97</u>
<b>2205251 · Utilities</b>					
	10/09/2023	38835	COX	COX UTILITY	171.33
	10/16/2023	38851	VERIZON WIRELESS	VERIZON UTILITY	212.79
	10/30/2023	38884	EVERGY	EVERGY UTILITY	457.12
Total 2205251 · Utilities					<u>457.12</u>
<b>2205253 · Insurance</b>					
	10/16/2023	38849	EMC INSURANCE	COMMERCIAL INSURANCE	950.00
Total 2205253 · Insurance					<u>950.00</u>
<b>2205314 · Office Supplies</b>					
	10/11/2023	38844	ULINE	2x MOBILE CABINETS	1,460.00
	10/11/2023	38844	ULINE	TAN WARDROBE CABINET	2,337.43
	10/17/2023	38859	Sam's Club	PAPER, PRINTER INK, PINE SOLE, GLASS CLEANER, ALCOHOL, BRAKE PARTS CLEANER, TOILET PAPER, FAN, TAPE	2,664.69
	10/17/2023	38861	Bank of America	MICROSOFT 360	2,739.93
Total 2205314 · Office Supplies					<u>2,739.93</u>
<b>2205319 · Misc. Supplies</b>					
	10/07/2023	38833	MID- CONTINENT SAFETY	GRAIN DRIVERS W/KEY THUMB	190.00
	10/24/2023	VOID	ULINE	5X 3M COBAN 3" WRAP-BLUE	190.00
	10/24/2023	County Dist	ULINE	For CHK VOID voided on 10/26/2023	214.00
	10/26/2023	County DisR	ULINE	Reverse of GJE County Dist -- For CHK VOID voided on 10/26/2023	190.00
Total 2205319 · Misc. Supplies					<u>190.00</u>
<b>2205325 · Tools</b>					
	10/17/2023	38861	Bank of America	TOOL REPAIR MATERIALS	30.08
Total 2205325 · Tools					<u>30.08</u>
<b>2205326 · Medical</b>					
	10/17/2023	38861	Bank of America	MEDICAL EQUIP	375.46
Total 2205326 · Medical					<u>375.46</u>
<b>2205542 · Grant Eligible Items</b>					
	10/07/2023	38833	MID- CONTINENT SAFETY	GRANT ELIGIBLE ITEMS	1,130.00
Total 2205542 · Grant Eligible Items					<u>1,130.00</u>
Total 220X · FIRE RESCUE EXPENSE					<u>13,043.67</u>

**City of Towanda, KS**  
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<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Balance</u>
<b>240X · EQUIPMENT RESERVE</b>				
<b>2405227 · Audit Fees</b>				
10/30/2023	38882	VARNEY & ASSOCIATES	AUDIT FOR 2021 AND 2022	200.00
Total 2405227 · Audit Fees				<u>200.00</u>
Total 240X · EQUIPMENT RESERVE				<u>200.00</u>
<b>250X · STREETS OM FUND EXPENSE</b>				
<b>2505100 · Staff Expense Streets</b>				
<b>2505110 · Salaries</b>				
10/31/2023	EOMPRADJ			1,782.98
Total 2505110 · Salaries				<u>1,782.98</u>
<b>2505140 · PR Tax Expense City Share</b>				
10/31/2023	EOMPRADJ			135.77
Total 2505140 · PR Tax Expense City Share				<u>135.77</u>
<b>2505150 · KPERS City Share</b>				
10/31/2023	EOMPRADJ			146.76
Total 2505150 · KPERS City Share				<u>146.76</u>
<b>2505160 · Health Ins. - City Share</b>				
10/31/2023	EOMPRADJ			546.85
Total 2505160 · Health Ins. - City Share				<u>546.85</u>
Total 2505100 · Staff Expense Streets				<u>2,612.36</u>
<b>2505227 · Audit Fees</b>				
10/30/2023	38882	VARNEY & ASSOCIATES	AUDIT FOR 2021 AND 2022	500.00
Total 2505227 · Audit Fees				<u>500.00</u>
<b>2505251 · Utilities</b>				
10/16/2023	38851	VERIZON WIRELESS	VERIZON UTILITY	41.46
Total 2505251 · Utilities				<u>41.46</u>
<b>2505254 · Printing / Publications</b>				
10/24/2023	38869	CANON FINANCIAL SERVICES		38.28
Total 2505254 · Printing / Publications				<u>38.28</u>
<b>2505311 · Gasoline/ Fuel/ Lubricants</b>				
10/16/2023	38847	SOUTHWIND OIL CORPORATION	230 Gallons Unleaded Gasoline	442.87
Total 2505311 · Gasoline/ Fuel/ Lubricants				<u>442.87</u>
Total 250X · STREETS OM FUND EXPENSE				<u>3,634.97</u>
<b>251X · STREET RESERVE</b>				
<b>2515227 · Audit Fees</b>				
10/30/2023	38882	VARNEY & ASSOCIATES	AUDIT FOR 2021 AND 2022	1,000.00
Total 2515227 · Audit Fees				<u>1,000.00</u>
Total 251X · STREET RESERVE				<u>1,000.00</u>
<b>260X · COMMUNITY CENTER EXPENSE</b>				
<b>2605227 · Audit Fees</b>				
10/30/2023	38882	VARNEY & ASSOCIATES	AUDIT FOR 2021 AND 2022	200.00
Total 2605227 · Audit Fees				<u>200.00</u>
<b>2605251 · Utilities</b>				
10/24/2023	38870	COX	COX UTILITY	80.12
10/24/2023	38871	KANSAS GAS SERVICE	GAS UTILITY	130.90
Total 2605251 · Utilities				<u>130.90</u>

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<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Balance</u>
<b>2605319 · Misc. Supplies</b>				
		Sam's Club	CLEANER, GLASS CLEANER, SHOWER CLEANER, PLUNGER BRUSH KIT, GLOVES, SPONGES, PAIL	
10/17/2023	38859			58.18
Total 2605319 · Misc. Supplies				<u>58.18</u>
<b>Total 260X · COMMUNITY CENTER EXPENSE</b>				<b>389.08</b>
 <b>410X · CAPITAL IMPROVEMENT</b>				
<b>4105227 · Audit Fees</b>				
		VARNEY & ASSOCIATES	AUDIT FOR 2021 AND 2022	
10/30/2023	38882			500.00
Total 4105227 · Audit Fees				<u>500.00</u>
<b>Total 410X · CAPITAL IMPROVEMENT</b>				<b>500.00</b>
 <b>611X · WATER FUND EXPENSE</b>				
<b>6115100 · Staff Expense Water</b>				
<b>6115110 · Salaries</b>				
10/31/2023	EOMPRADJ			7,972.90
Total 6115110 · Salaries				<u>7,972.90</u>
<b>6115140 · PR Tax Expense City Share</b>				
10/31/2023	EOMPRADJ			605.87
Total 6115140 · PR Tax Expense City Share				<u>605.87</u>
<b>6115150 · KPERS City Share</b>				
10/31/2023	EOMPRADJ			673.46
Total 6115150 · KPERS City Share				<u>673.46</u>
<b>6115160 · Health Ins. - City Share</b>				
10/31/2023	EOMPRADJ			2,428.48
Total 6115160 · Health Ins. - City Share				<u>2,428.48</u>
Total 6115100 · Staff Expense Water				<u>11,680.71</u>
<b>6115200 · Non- Material Expenditures</b>				
		Kansas Rural Water Association		
10/04/2023	38819			0.00
		AMERICAN MESSAGING		
10/09/2023	38836			17.15
Total 6115200 · Non- Material Expenditures				<u>17.15</u>
<b>6115212 · Transportation / Mileage</b>				
		METRO COURIER	WATER SAMPLE TO KDHE	
10/16/2023	38855			45.60
		METRO COURIER	WATER SAMPLE DELIVERY	
10/24/2023	38872			73.48
Total 6115212 · Transportation / Mileage				<u>73.48</u>
<b>6115222 · Intergovernment / Permit Fees</b>				
		KDOR MISCELLANEO US TAX	QTR 3 2023 WATER PROTECTION AND CLEAN DRINKING WATER FEES	
10/09/2023	38840			556.88
Total 6115222 · Intergovernment / Permit Fees				<u>556.88</u>
<b>6115227 · Audit Fees</b>				
		VARNEY & ASSOCIATES	AUDIT FOR 2021 AND 2022	
10/30/2023	38882			800.00
Total 6115227 · Audit Fees				<u>800.00</u>
<b>6115244 · Other Repair / Maintenance</b>				
		MUNICIPAL SUPPLY COMPANY	200X 3/4 CTS POLY TUBING INSERT 100X 1" CTS POLY TUBING INSERT 1X 12" HYD EXT-CL 100X1"CTS 250 P...	
10/29/2023	38878			844.00
Total 6115244 · Other Repair / Maintenance				<u>844.00</u>

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	<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Balance</u>
<b>6115251 · Utilities</b>					
	10/04/2023	38818	EVERGY	EVERGY UTILITY	25.85
	10/16/2023	38851	VERIZON WIRELESS	VERIZON UTILITY	67.31
	10/30/2023	38884	EVERGY	EVERGY UTILITY	165.37
Total 6115251 · Utilities					<u>165.37</u>
<b>6115253 · Insurance</b>					
	10/16/2023	38849	EMC INSURANCE	COMMERCIAL INSURANCE	899.98
Total 6115253 · Insurance					<u>899.98</u>
<b>6115254 · Printing / Publications</b>					
	10/24/2023	38869	CANON FINANCIAL SERVICES		38.28
Total 6115254 · Printing / Publications					<u>38.28</u>
<b>6115311 · Gaoline / Fuel / Lubricants</b>					
	10/16/2023	38847	SOUTHWIND OIL CORPORATION	280 Gallons Diesel Gasoline	442.88
Total 6115311 · Gaoline / Fuel / Lubricants					<u>442.88</u>
<b>6115315 · Operating Supplies</b>					
	10/04/2023	38820	MUNICIPAL SUPPLY COMPANY	6X 5/8 X 3/4 T-10 DIRECT READ METERS	528.00
	10/18/2023	38862	SUTHERLAND S CREDIT	BATTERY M18 2PACK	698.49
Total 6115315 · Operating Supplies					<u>698.49</u>
<b>6115334 · Materials / Supplies Stock</b>					
	10/09/2023	38834	Lampton Welding Supply	WELDING SUPPLIES	26.24
Total 6115334 · Materials / Supplies Stock					<u>26.24</u>
<b>6115341 · Water For Resale</b>					
	10/04/2023	38827	RURAL WATER DIST. NO. 5	WATER CONSUMPTION FROM 8/30/2023 TO 9/28/2023	26,703.53
	10/04/2023	38827	RURAL WATER DIST. NO. 5	WATER CONSUMPTION FROM 8/30/2023 TO 9/28/2023	39,772.83
	10/04/2023	38827	RURAL WATER DIST. NO. 5	CUSTOMER MONTHLY CHARGE	39,840.34
Total 6115341 · Water For Resale					<u>39,840.34</u>
<b>6115420 · Contractual Services</b>					
	10/16/2023	38856	KANSAS ONE CALL SYSTEM	7/31/2023 ONE CALL	27.60
	10/16/2023	38856	KANSAS ONE CALL SYSTEM	8/31/2023 ONE CALL	52.80
Total 6115420 · Contractual Services					<u>52.80</u>
<b>Total 611X · WATER FUND EXPENSE</b>					<u>56,136.60</u>
<b>612X · WATER RESERVE EXPENSE</b>					
<b>6125227 · Audit Fees</b>					
	10/30/2023	38882	VARNEY & ASSOCIATES	AUDIT FOR 2021 AND 2022	800.00
Total 6125227 · Audit Fees					<u>800.00</u>

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<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Balance</u>
<b>6125319 · Water Infrastructure Parts</b>				
10/10/2023	38843	GRIFFIN MAX CONSTRUCTI ON INC	INSTALLATION OF PINE RIDGE METER 10/06/2023	220.00
10/16/2023	38852	MUNICIPAL SUPPLY COMPANY	PVC PIPE COUPLERS AND OTHER PIPES AND PIECES FOR ONE METER AT PINE RIDGE	486.83
10/16/2023	38852	MUNICIPAL SUPPLY COMPANY	6" FLG X FLG MACH 10 WATER METER AT PINE RIDGE	5,250.73
10/23/2023	38868	MUNICIPAL SUPPLY COMPANY	1X -6" MJ TEE L/ACC AND 3X -6" MJ GLAND PACK ACC KIT	5,549.04
10/23/2023	38868	MUNICIPAL SUPPLY COMPANY	6X- 6" GRIP RING ACCESSORY PACK AND 1X - 6" X 13" SWV X SOLID HYD ADAPT	6,209.90
Total 6125319 · Water Infrastructure Parts				<u>6,209.90</u>
Total 612X · WATER RESERVE EXPENSE				<u>7,009.90</u>
<b>613X · WATER TOWER EXPENSE</b>				
<b>6135227 · Audit Fees</b>				
10/30/2023	38882	VARNEY & ASSOCIATES	AUDIT FOR 2021 AND 2022	200.00
Total 6135227 · Audit Fees				<u>200.00</u>
Total 613X · WATER TOWER EXPENSE				<u>200.00</u>
<b>621X · SEWER FUND EXPENSE</b>				
<b>6215100 · Staff Expense Sewer</b>				
<b>6215110 · Salaries</b>				
10/31/2023	EOMPRADJ			1,782.98
Total 6215110 · Salaries				<u>1,782.98</u>
<b>6215140 · PR Tax Expense City Share</b>				
10/31/2023	EOMPRADJ			135.77
Total 6215140 · PR Tax Expense City Share				<u>135.77</u>
<b>6215150 · KPERS City Share</b>				
10/31/2023	EOMPRADJ			146.76
Total 6215150 · KPERS City Share				<u>146.76</u>
<b>6215160 · Health Ins. - City Share</b>				
10/31/2023	EOMPRADJ			546.85
Total 6215160 · Health Ins. - City Share				<u>546.85</u>
Total 6215100 · Staff Expense Sewer				<u>2,612.36</u>
<b>6215200 · Non-Material Expenditures</b>				
10/09/2023	38836	AMERICAN MESSAGING		17.15
Total 6215200 · Non-Material Expenditures				<u>17.15</u>
<b>6215227 · Audit Fees</b>				
10/30/2023	38882	VARNEY & ASSOCIATES	AUDIT FOR 2021 AND 2022	800.00
Total 6215227 · Audit Fees				<u>800.00</u>
<b>6215251 · Utilities</b>				
10/04/2023	38818	EVERGY	EVERGY UTILITY	236.71
10/16/2023	38851	VERIZON WIRELESS	VERIZON UTILITY	278.17
10/24/2023	38874	LINGO	EMERGENCY PHONE SERVICE	356.31
10/24/2023	38875	EVERGY	EVERGY UTILITY	428.40
10/30/2023	38884	EVERGY	EVERGY UTILITY	747.88
Total 6215251 · Utilities				<u>747.88</u>

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<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Balance</u>
<b>6215253 · Insurance</b>				
10/16/2023	38849	EMC INSURANCE	COMMERCIAL INSURANCE	900.00
Total 6215253 · Insurance				<u>900.00</u>
<b>6215254 · Printing / Publications</b>				
10/24/2023	38869	CANON FINANCIAL SERVICES		38.28
Total 6215254 · Printing / Publications				<u>38.28</u>
<b>6215311 · Gasoline / Fuel / Lubricants</b>				
10/16/2023	38847	SOUTHWIND OIL CORPORATIO N	280 Gallons Diesel Gasoline	442.88
Total 6215311 · Gasoline / Fuel / Lubricants				<u>442.88</u>
<b>6215312 · Chemicals</b>				
10/04/2023	38822	USA BLUE BOOK	PLANTPRO 5 LB BIO- BLOCK	115.81
Total 6215312 · Chemicals				<u>115.81</u>
Total 621X · SEWER FUND EXPENSE				<u>5,674.36</u>
<b>622X · SEWER RESERVE</b>				
<b>6225227 · Audit Fees</b>				
10/30/2023	38882	VARNEY & ASSOCIATES	AUDIT FOR 2021 AND 2022	1,000.00
Total 6225227 · Audit Fees				<u>1,000.00</u>
Total 622X · SEWER RESERVE				<u>1,000.00</u>
<b>624X · Sewer Debt Service</b>				
<b>6245227 · Audit Fees</b>				
10/30/2023	38882	VARNEY & ASSOCIATES	AUDIT FOR 2021 AND 2022	800.00
Total 6245227 · Audit Fees				<u>800.00</u>
Total 624X · Sewer Debt Service				<u>800.00</u>
<b>630X · TRASH FUND EXPENSE</b>				
<b>6305225 · Cleaning / Disposal Service</b>				
10/09/2023	38839	WASTE CONNECTION S OF KANSAS	Trash Service from 9/01/2023 to 9/30/2023	7,989.28
Total 6305225 · Cleaning / Disposal Service				<u>7,989.28</u>
<b>6305227 · Audit Fees</b>				
10/30/2023	38882	VARNEY & ASSOCIATES	AUDIT FOR 2021 AND 2022	900.00
Total 6305227 · Audit Fees				<u>900.00</u>
<b>6305254 · Printing / Publications</b>				
10/24/2023	38869	CANON FINANCIAL SERVICES		38.28
Total 6305254 · Printing / Publications				<u>38.28</u>
Total 630X · TRASH FUND EXPENSE				<u>8,927.56</u>
<b>720X · CEMETERY FUND EXPENSE</b>				
<b>7205200 · Funds Sent to Towanda Township</b>				
10/06/2023	38832	TOWANDA TOWNSHIP	QTR 3 Cemetery Plot and Deed Fees collected	3,150.00
Total 7205200 · Funds Sent to Towanda Township				<u>3,150.00</u>
Total 720X · CEMETERY FUND EXPENSE				<u>3,150.00</u>

**City of Towanda, KS**  
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<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Balance</u>
<b>800X · ARPA Funds Expense</b>				
		THE COMPUTER GUY	LENOVO LAPTOP COMPUTER W/ CHARGER AND LAPTOP BAG W/ WIRELESS MOUSE	
10/16/2023	38850			<u>950.00</u>
Total 800X · ARPA Funds Expense				<u>950.00</u>
Total DESIGNATED FUND EXPENDITURES				<u>103,194.97</u>
<b>Total Expenditures</b>				<b><u>(153,373.10)</u></b>
Expenditures				<u>159,097.48</u>
Credits/Refunds				<u>5,724.38</u>
Payroll				<u>36,640.02</u>
Total Expenditures				<u>153,373.10</u>

ANDY NEWBREY

Business Card

September 08, 2023 - October 07, 2023

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 ..... \$2,361.65

Minimum Payment Due ..... **\$25.00**

Payment Due Date ..... **11/02/23**

**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 ..... \$1,377.34

Payments and Other Credits ..... -\$1,392.42

Balance Transfer Activity ..... \$0.00

Cash Advance Activity ..... \$0.00

Purchases and Other Charges ..... \$2,376.73

**Fees Charged ..... \$0.00**

**Finance Charge ..... \$0.00**

New Balance Total ..... \$2,361.65

Credit Limit ..... \$7,500

Credit Available ..... \$5,138.35

Statement Closing Date ..... 10/07/23

Days in Billing Cycle ..... 30

**Transactions**

Posting Date	Transaction Date	Description	Reference Number	Amount
<b>Payments and Other Credits</b>				
09/11	09/08	EL DORADO ACE HDWE 3163227500 KS	55310203252091863000348	- 15.08
10/02	09/30	PAYMENT - THANK YOU	27415300000000563864285	- 1,377.34
<b>TOTAL PAYMENTS AND OTHER CREDITS FOR THIS PERIOD</b>				<b>-\$1,392.42</b>
<b>Purchases and Other Charges</b>				
09/08	09/07	ZOOM.US 888-799-9666 8887999666 CA	82305093250000015901699	161.14
09/11	09/08	BOMGAARS 133 7122265000 KS	55488723251258000163883	26.75
09/11	09/08	EL DORADO ACE HDWE 3163227500 KS	55310203252091863000207	60.20
09/14	09/13	SQ *GAMBINO'S PIZZA TO 8774174551 KS	554328632572024786641611	49.37
09/14	09/14	AMAZON.COM*TR4GV5Y60 8007728574 WA	55310203257083766852946	39.76

Account Number [REDACTED]  
September 08, 2023 - October 07, 2023

New Balance Total ..... \$2,361.65  
Minimum Payment Due ..... **\$25.00**  
Payment Due Date ..... **11/02/23**

Enter payment amount

\$

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

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BUSINESS CARD  
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WILMINGTON, DE 19886-5796



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

\*\*\*N0001727



ANDY NEWBREY

September 08, 2023 - October 07, 2023

Page 3 of 4

**Transactions**

Posting Date	Transaction Date	Description	Reference Number	Amount
09/15	09/14	COLUMN PUBLIC NOTICE WASHINGTON DC <i>Lisa</i>	82305093257000014764000	99.45 -
09/15	09/14	COLUMN PUBLIC NOTICE WASHINGTON DC <i>Lisa</i>	82305093257000014706654	103.95 -
09/15	09/14	COLUMN PUBLIC NOTICE WASHINGTON DC <i>Lisa</i>	82305093257000014742006	75.65 -
09/15	09/14	COLUMN PUBLIC NOTICE WASHINGTON DC <i>Lisa</i>	82305093257000014754365	143.65 -
09/15	09/14	COLUMN PUBLIC NOTICE 2027135613 DC <i>Lisa</i>	82305093257000017249918	173.40 -
09/18	09/14	OFFICE DEPOT #2190 WITCHITA KS <i>Cardstock, Paper</i>	02305373258100186578734	194.92 -
09/18	09/16	USPS PO 1989541202 TOWANDA KS <i>Stamps</i>	02305373260000514665300	660.00 -
09/20	09/20	INTUIT *QuickBooks 8004468848 CA <i>Financial program</i>	55432863263204407078800	254.40 -
09/25	09/25	TIMETRAK SYSTEMS PORT HURON MI <i>Time cards</i>	82711163268000005961496	172.80 -
09/27	09/26	iStockphoto 1866478625 NY <i>Images</i>	02703403269002530565344	12.00 -
09/29	09/28	USPS PO 1989541202 TOWANDA KS <i>Stamps</i>	02305373272000565773231	149.29 -
<b>TOTAL PURCHASES AND OTHER CHARGES FOR THIS PERIOD</b>			<i>Pool Direct</i>	<b>\$2,376.73</b>

**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%	\$0.00	\$0.00
CASH	29.49% V	\$0.00	\$0.00

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

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- 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®
- Easily check your balance and keep tabs on account activity for you and your employees

Manage your account 24/7 with our secure Mobile Banking app or sign in to Business Advantage 360 at [bankofamerica.com/SmallBusiness](https://bankofamerica.com/SmallBusiness).

Mobile Banking requires that you download the Mobile Banking app and is only available for select mobile devices. Message and data rates may apply. QuickBooks is a registered trademark of Intuit Inc.

SSM-10-22-0446C | 5054565

T C PYLE

**Business Card**

September 08, 2023 - October 07, 2023

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 ..... \$2,600.00  
Minimum Payment Due ..... **\$26.00**  
Payment Due Date ..... **11/02/23**

**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 ..... \$2,076.34  
Payments and Other Credits ..... **-\$2,076.34**  
Balance Transfer Activity ..... \$0.00  
Cash Advance Activity ..... \$0.00  
Purchases and Other Charges ..... \$2,600.00  
**Fees Charged ..... \$0.00**  
**Finance Charge ..... \$0.00**  
New Balance Total ..... \$2,600.00  
Credit Limit ..... \$6,000  
Credit Available ..... \$3,400.00  
Statement Closing Date ..... 10/07/23  
Days in Billing Cycle ..... 30

**Transactions**

Posting Date	Transaction Date	Description	Reference Number	Amount
<b>Payments and Other Credits</b>				
10/02	09/30	PAYMENT - THANK YOU	2741530000000563864269	- 2,076.34
<b>TOTAL PAYMENTS AND OTHER CREDITS FOR THIS PERIOD</b>				<b>-\$2,076.34</b>
<b>Purchases and Other Charges</b>				
09/18	09/16	SQ *GAMBINO'S PIZZA TO 8774174551 KS <i>Food</i>	55432863259203324873794	143.62 ✓
09/25	09/23	SQ *T-BIRD GRILL LLC 8774174551 KS <i>Food</i>	55432863266205433717185	57.60 ✓
09/25	09/25	Microsoft*Microsoft 36 8006427676 WA <i>Computer program</i>	12302023268000033226829	75.24
09/27	09/25	EMERGENCY MEDICAL PROD 8005586270 OH <i>medical equip</i>	85353543269700080470200	375.46 ✓
09/28	09/27	KANSASLAND TIRE 9584 3167440401 KS <i>tires</i>	02305373270300325083083	202.10 ✓
09/28	09/27	ROD'S TIRE & SERVICE 6209475789 KS <i>tires</i>	55547503271996283519427	1,715.90

Account Number: [REDACTED]  
September 08, 2023 - October 07, 2023

New Balance Total ..... \$2,600.00  
Minimum Payment Due ..... **\$26.00**  
Payment Due Date ..... **11/02/23**

Enter payment amount

\$

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

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TOWANDA, KS 67144-0160

\*\*N0052397

T C PYLE

September 08, 2023 - October 07, 2023  
Page 3 of 4

**Transactions**

Posting Date	Transaction Date	Description	Reference Number	Amount
10/04	10/03	AMZN Mktp US* T992P48E0 8662161072 WA <i>Amazon</i>	55432863276208419982052	19.34
10/04	10/03	AMZN MKTP US* T99G51870 8007728574 WA <i>Amazon</i>	55310203276083711444044	10.74
<b>TOTAL PURCHASES AND OTHER CHARGES FOR THIS PERIOD</b>				<b>\$2,600.00</b>

**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%	\$0.00	\$0.00
CASH	29.49% V	\$0.00	\$0.00

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

BANK OF AMERICA BUSINESS ADVANTAGE

# 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.

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- 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®
- Easily check your balance and keep tabs on account activity for you and your employees

Manage your account 24/7 with our secure Mobile Banking app or sign in to Business Advantage 360 at [bankofamerica.com/SmallBusiness](http://bankofamerica.com/SmallBusiness).

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SSM-10-22-0446C | 5054565

# CITY OF TOWANDA

## APPROPRIATION ORDINANCE NO. 10-2023

For period October 1<sup>st</sup>, 2023 through, October 31<sup>st</sup>, 2023

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.

<b><u>Section 1.</u></b>	<b>Claims paid prior to approval of the City Council, authorized by Ordinance No. 279.</b>	<b>\$116,733.08</b>
<b><u>Section 2.</u></b>	<b>Payroll</b>	<b>\$36,640.02</b>
	<b>Total this Ordinance:</b>	<b>\$153,373.10</b>

---

**Paul Erickson**  
**Treasurer**

---

**Jennifer Shaults**  
**Mayor**

**MUNICIPAL COURT OF TOWANDA, KS**  
**CASELOAD SUMMARY**  
**For the Period October 1, 2023 through October 31, 2023**

**1. NUMBER OF OFFENSES WRITTEN DURING MONTH**

**FINES + COURT**

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

		<b>COSTS</b>
a. Speeding.....	0	\$0.00
b. No/Invalid Insurance.....	0	\$0.00
c. Invalid/Expired Registration.....	0	\$0.00
d. No/Invalid Driver's License/Improper Use of DL.....	0	\$0.00
e. Driving Under the Influence.....	0	\$0.00
f. FTY or Failure to Stop.....	0	\$0.00
g. Other Traffic Violations.....	0	\$0.00
h. Crimes Against Persons/Property (e.g. assault, battery, theft, criminal damage, vandalism).....	0	\$0.00
i. Other Crimes (e.g. tobacco infractions by minors, crimes against government, public safety, public morals).....	0	\$0.00

[(i. Offense Breakdown)]

**TOTAL THIS MONTH**

0                      \$0.00

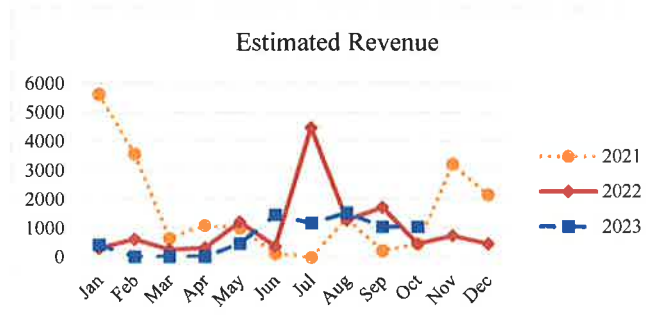
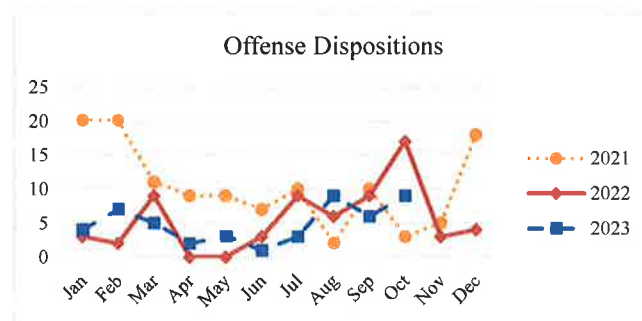
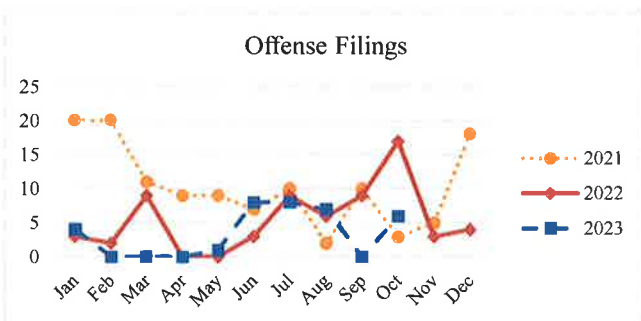
\*YTD: \$5418.00 collected of estimated annual revenue of [Amount]: [%]

**2. NUMBER OF OFFENSES DISPOSED OF DURING MONTH**

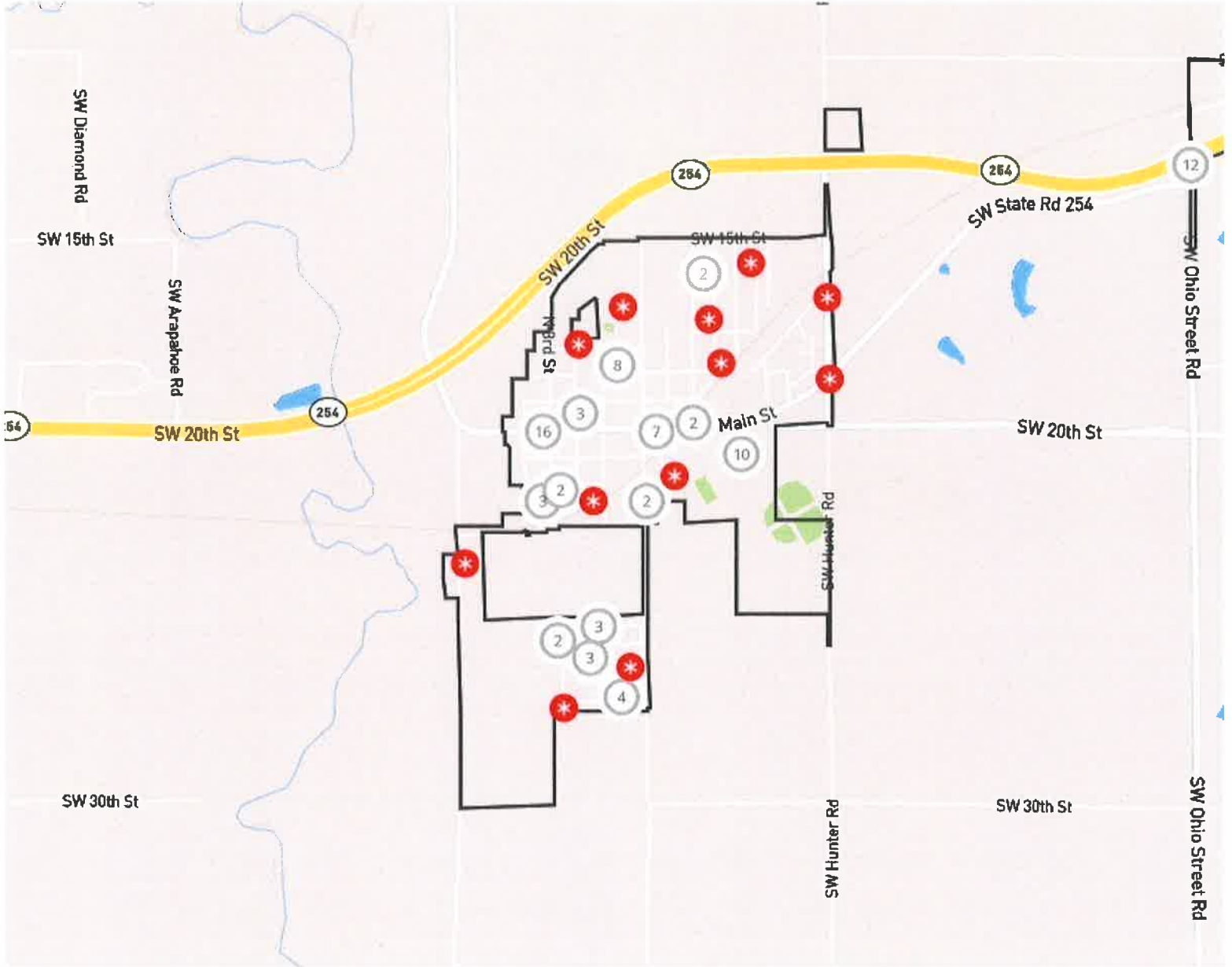
a. Guilty Pleas.....	0
b. Bond Forfeitures.....	0
c. Dismissals.....	0
Reason.....	
Reason.....	
Reason.....	
d. Guilty by Trial (on plea of not guilty).....	0
e. Diversion Agreements.....	0

**TOTAL DISPOSITIONS THIS MONTH**

0



# Is calls



ing calls for service within the specified time range from all agencies.  
for Oct 1, 2023 - Oct 31, 2023. Data last updated November 2, 2023 at 8:56 AM. This visualization contains the following filters. Beat W1.

**Towanda October, 2023 Calls for Service**

**Call Breakdown by Deputy**

Date	Call Type	Location	Outcome	Deputy	Total Calls For Service	Open	Walker	Danninger	Open	District
10/1/2023	Traffic Hazard	600 blk E Highland	HBO	District	0	0	14	11	0	34
10/2/2023	Miscellaneous	500 blk E North St	HBO	District	0	0	7	9	0	20
10/2/2023	Noise Complaint	600 blk E Mills dr	HBO	Danninger	0	0	0	0	0	0
10/2/2023	Suspicious Activity	600 blk E Mills dr	HBO	Walker	0	0	1	0	0	5
10/2/2023	Traffic Stop	HWY 254 & Ohio St	Warning	District						
10/3/2023	Traffic Stop	HWY 254 & Ohio St	Warning	District	0	0	0	0	0	1
10/3/2023	Traffic Stop	N 4th St and E Main St	Warning	Danninger						
10/4/2023	Animal at Large	300 blk S 2nd St	HBO	District	0	0	6	2	0	7
10/4/2023	Accident/ 10-47	600 blk E North St	Report	District	0	0	0	0	0	0
10/4/2023	Traffic Hazard	E Main and N 4th St	HBO	District						
10/4/2023	Assist Circle SRO	635 E Main St	HBO	District						
10/4/2023	Traffic Stop	HWY 254 & Ohio St	Warning	District						
10/5/2023	Check Welfare	700 blk E Cincinnati	HBO	District						
10/6/2023	Animal at Large/ Domestic	300 blk N 9th St	HBO	Danninger						
10/7/2023	Motorist Assist	HWY 254 & Ohio St	HBO	District						
10/8/2023	Criminal Damage	600 blk E Highland	HBO	District						
10/10/2023	Death	600 blk E Mills Dr	Report	District						
10/11/2023	Traffic Stop	800 blk E Main St	Warning	Danninger						
10/11/2023	Accident/ 10-47	700 blk E Main St	Report	Walker						
10/12/2023	Traffic Stop	HWY 254 & Ohio St	Warning	District						
10/12/2023	Suspicious Activity	600 blk E Highland	Report	District						
10/14/2023	Check Welfare	700 blk E Bever Dr	HBO	District						
10/14/2023	Traffic Hazard	HWY 254 & Ohio St	HBO	District						
10/14/2023	Missing/ Runaway	E Main St and N 6th St	HBO	District						
10/14/2023	Motorist Assist	River Valley and SW 30th	HBO	District						
10/14/2023	Assault	300 blk S 3rd St	Report	District						
10/15/2023	Suspicious Activity	600 blk E Mills Dr	HBO	District						
10/16/2023	Check Welfare	700 blk E Bever Dr	HBO	District						
10/17/2023	Suspicious Activity	2400 SW River Valley	HBO	Danninger						
10/17/2023	Civil Stand By	700 blk E Mills Dr	HBO	Walker						
10/17/2023	Motorist Assist	HWY 254 & Ohio St	HBO	Walker						
10/18/2023	Traffic Stop	HWY 254 & Ohio St	Warning	District						
10/19/2023	Traffic Stop	HWY 254 & Ohio St	Warning	District						
10/20/2023	Miscellaneous	100 blk N 3rd St	HBO	Danninger						
10/20/2023	Traffic Stop	E Main and N Lions	Warning	Walker						
10/20/2023	Traffic Stop	N 3rd St and E Main St	Warning	Walker						
10/20/2023	Suicide/ Threats	900 blk E Main St	HBO	District						
10/22/2023	Traffic Stop	N 3rd St and E Main St	Warning	Walker						
10/23/2023	Miscellaneous	600 blk E Mills Dr	HBO	District						
10/23/2023	Missing/ Runaway	600 blk E Mills Dr	HBO	District						
10/24/2023	Found Property	300 blk E Mechanic St	HBO	District						
10/24/2023	Accident/ 10-47	400 blk E Cincinnati	Report	District						
10/25/2023	Traffic Stop	Hunter and E Main	Citation	District						
10/25/2023	School Check	500 blk N 6th St	HBO	Danninger						
10/25/2023	School Check	500 blk E North St	HBO	Danninger						

10/25/2023	Extra Patrol	400 blk E Main St	HBO	Danninger
10/25/2023	Traffic Stop	900 blk E Main St	Warning	Walker
10/25/2023	Traffic Stop	900 blk E Main St	Warning	Walker
10/25/2023	Traffic Stop	300 blk E Main St	Warning	Walker
10/26/2023	Suspicious Activity	500 blk N 8th St	HBO	District
10/26/2023	Traffic Stop	N 2nd St and E Main St	Warning	Walker
10/27/2023	Traffic Complaint	300 blk S 3rd St	HBO	District
10/27/2023	Assault	300 blk S 3rd St	HBO	District
10/28/2023	Traffic Stop	HWY 254 & Ohio St	Warning	District
10/28/2023	Traffic Stop	HWY 254 & Ohio St	Warning	District
10/30/2023	Traffic Stop	S 6th St and E Main St	Warning	Walker
10/30/2023	Motorist Assist	100 blk N 3rd St	HBO	Walker
10/30/2023	Extra Patrol	300 blk E Main St	HBO	Walker
10/31/2023	Extra Patrol	400 blk E Main St	HBO	Danninger
10/31/2023	Extra Patrol	300 blk E Main St	HBO	Danninger
10/31/2023	Check Welfare	600 blk E Mills Dr	HBO	Walker
10/31/2023	Motorist Assist	HWY 254 & Ohio St	HBO	Walker



# Fire Dept Report

October 2023

**Summary:** Towanda Fire Rescue is still the busiest (and geographically smallest) volunteer Fire Department in Butler County. TFR responded to 42 calls in October bringing the YTD total to 285. Volunteers continue to work many hours: 633 in October, 6600 YTD. TFR still needs a bigger station that will house reliable fire engines, brush trucks, a squad and tankers, along with a training room, showers, kitchen, and more. Through the efforts of their volunteers TFR has been awarded approximately \$50,000 in grants in the past 18 months. In the past 8 months, about \$16,000 has been collected through fundraising activities and community outreach.

**Membership:** 16. Kelsey Englett is moving to Texas. Two candidates: Mike Rose and Blaine Gilmore

**YTD (as of 10/31/23) Calls:** 285

Response Man Hours: 1362    Training Hours: 1344    Activity/Work Hours: 3890  
Total Volunteer Hours 6596 YTD    Staffed Station hours: 4057

**October Calls:** Number of calls            42 (5-yr avg. for Oct. calls: 35. Avg. Oct. calls since 1985-18.1)

2 – Fire calls: 1 vehicle, 1 fire alarm

1 – CO alarm

23 – Medical

5 – Vehicle accidents

11 – Public Assist (Lift, standby, etc)

Response Man Hours: 181

Training Hours: 181

Activity/Work Hours: 271

Total Volunteer Hours 633 for October

## Training:

- EMT class ongoing Mondays and Wednesdays and some weekends
- Apparatus checks Oct 5
- Grant writing Oct 7
- Wildfire Risk Assessment in Wichita Oct 10
- Communications & Grant writing Oct 17
- Apparatus checks Oct 21
- Response review Oct 24
- Equipment checks Oct 28
- Live fire Oct 28 (postponed)
- Officer Oct 31

# Fire Dept Report

October 2023

## Equipment:

- Engine 1: This truck still has electrical gremlins. Air conditioning (and heating) has also been an on-going intermittent issue.
- Engine 3: **This truck has questionable reliability. It should be replaced.** A good, used truck was located for about \$450,000. Discussed lease purchase with City Admin. Interest rate is 7.5% for 10 years. Unfortunately, the truck sold already. If we want to pursue a used fire engine purchase, we need a plan to spend the money, so if in the future another opportunity arises, we can act BEFORE the truck is sold. With delivery of new trucks being pushed out for 2-3 years, the used market is getting very active.
- Pumper 4:
- Pumper 5: Received grant to get new pump assembly, but the pump will likely go to Pumper 6 since we cannibalized P6 pump to get P5 pump back in service. Several of our wildland equipment pumps (and engines) are near (or over) 30 years old. Tires are out of date. Original military tires (within date) are not available. At this time it appears our best option is to buy 10 new wheels and tires to replace the current tires. Estimate is \$6500.
- Pumper 6 (out of service) Requested quotes for getting the truck back in service: \$64,000.
- Pickups: PU8 & PU9:
- 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.
- KSFM Grant. We received notification of award on Nov 1. The award is for 2 sets of coat and pants at \$5365.42.
- Radios: The 12 new handheld radios acquired in the past 16 months are doing fine, but we have 18 older radios. The older XTS radios are obsolete. They may no longer function in 2 years when new standards come into effect. We currently have 6 portables (handhelds) and 11 mobile (vehicle and base) radios that will need replaced at some time in the fairly near future. Plan on spending about \$150,000. This money is not currently in the budget!

## Building:

**Due to lack of space and dilapidation, the emergency responders serving the Towanda and Fairview communities need a new facility in order to better serve.**

The school district is growing. The highways are more congested. The population is expected to increase. Calls continue to increase.

As has been stated, the contract with Towanda Twp. is a potential roadblock to any improvement of the fire department. The percentages do not reflect the interests of all parties involved—only the City and Towanda Twp. It ignores contributions of:

Fairview Twp

Butler County (communications--radios, communication system, etc.)

Donated equipment: (Federal surplus property, other fire departments)

Monetary donations to the fire department

Furnished Equipment (BuCo Emergency Medical Service supplies, other)

Equipment purchased with grant monies (through the efforts of volunteer firefighters)

Volunteer Firefighter labor (build & maintain trucks and building, training, community support, write grants, submit reports, respond to calls, raise funds, etc., etc.)

## Fire Dept Report

October 2023

### Other:

- **Received notification of grant approval from State Fire Marshal \$5365.42.**
- Home School Day at the Museum brought students from the museum to the Fire Station for a lesson and water spraying. All appeared to enjoy the Station activities (Thank you to FF Linda Pyle and Lt. Alecia Darrow).
- Chief Pyle attended the Monthly Chiefs meeting on Oct. 5 in Douglass.
- FFs L. Pyle, K. Ash and Captain Storm presented Fire Prevention training at Towanda Elementary School on Oct 10 multiple times.
- Chief Pyle attended the Forestry Service Wildfire Risk Assessment training on Oct. 10 in Wichita
- Four members attended an After Action Review of a critical event in order to communicate each agency's thought processes. It was interesting to hear the multiple 911 calls reporting the incident and hear how difficult it often is for dispatchers to determine what is happening. (None of the calls matched what we found when we arrived.) All agreed, the agencies worked well together. The patient outcomes were not affected negatively. A few tweaks were recommended to improve efficiency which should be simple to implement (except in CAD. CAD is never easy).
- On October 10, firefighters were in house when paged to a tragic scene. We were proud of our quick response, but in this case we were not able change the outcome.
- Washed trucks and participated in the Homecoming Parade Oct 13
- Chief Pyle attended the Task Force Chiefs meeting on Oct. 16 in Whitewater.
- The Auto Aid agreement with Potwin is awaiting the Mapping Dept. to create a new map to program into CAD.
- Bu Co Communications re-programmed our old radios to conform with the new, state-mandated protocol on Oct 17.
- Chief Pyle attended the Butler County Fire Chiefs meeting on Oct 19 in El Dorado.
- Trunk or Treat on a cold & rainy Oct 28. Lots of kids!
- Firefighter feed and Halloween treats Oct 31. Lots of kids!
- FRA meeting Tuesday, Oct 31
- Monthly Chiefs meeting on Nov. 2 in Rose Hill

## **Fire Dept Report**

October 2023

### **Upcoming:**

- Task Force Chiefs meeting on Nov. 9 in Benton
- Dave Highbarger's retirement recognition Nov. 11 at 6 PM at the Community Building. Please attend.
- Take tanker tractor to have transmission serviced/adjusted.
- Take tanker trailer to rear bumper repaired
- Task Force Chiefs meeting on Dec 7

### **Have you ever wondered? Why are Fire Departments concerned with response times?**

One of the metrics fire departments are graded on is the time it takes to get to a call. The time starts when the call is received and stops when they arrive on the scene. Response time is important because free-burning fires double in size every 30 seconds. Medical emergencies can have dire consequences as well with a delayed response. It always preferable to have trained responders in of near the trucks they respond in to minimize this time.

### **What do volunteer firefighters like to do?**

They like responding to calls, solving problems. They like being around the big trucks. They like to hang around with other emergency responders to tell stories, share what they've learned with others.

A fire station is a great place to do these things.

Volunteer firefighters also like to watch sports. They like to eat. They like to hang out together.

Again, a fire station is a great place to do these things.

### **Wouldn't it be great if the firefighters were in the station all the time? Ready to respond?**

### **Wouldn't it be great if the fire station was a pleasant place to hang out?**

## Fire Dept Report

October 2023

**Activities:** A glimpse of daily Fire Dept. activities. Included are Firefighter man hours for each day. Please consider the immense value of these volunteers to the community.

Date	Day	Activity	
Oct 1	Sun		Total man hours: 0!
Oct 2	Mon	Work on trucks Football standby at Circle High School EMT training	Total man hours: 31
Oct 3	Tue	Prep for Fire Station Tour (part of Museum Home School initiative) Lift assistance in City at 10 AM Station Tour and Fire Safety Lesson Medical call in City at 8:30 PM	Total man hours: 16
Oct 4	Wed	Work resetting medical equipment Medical call in City at 10 AM Workshop September NFIRS reports submitted EMT training	Total man hours: 30
Oct 5	Thu	Task Force Chiefs meeting in Douglass Football standby at Circle High School	Total man hours: 23
Oct 6	Fri	Motor Vehicle Accident on KTA at 7 AM	Total man hours: 2
Oct 7	Sat	Fire School in Herington Medical call in Twp 11:45 AM Medical call in Twp 12:30 PM	Total man hours: 14
Oct 8	Sun	Medical call in Twp at 10:30 AM Medical call on KTA at 11:30 AM Medical call on KTA at 3:30 PM Medical call in City at 8:30 PM	Total man hours: 12
Oct 9	Mon	Football standby at Circle High School EMT Training	Total man hours: 23
Oct 10	Tue	Fire Safety Presentations at Elementary School Wildland Fire Seminar in Wichita After Action Review in El Dorado for all involved agencies for school bus incident Medical call in City 6 PM Diffusion session post call	Total man hours: 45
Oct 11	Wed	Medical call on KTA at 1 PM Medical call in Twp 5:30 PM Council Meeting Bonfire Standby cancelled due to wind EMT Training Vehicle Fire in Twp at 10 PM	Total man hours: 44
Oct 12	Thu	Medical in City at 4:30 PM Football standby at Circle High School	Total man hours: 22.5
Oct 13	Fri	Wash Trucks, Parade Equipment checks Football standby at Circle High School Medical Call in City ay 4:30 PM	Total man hours: 34
Oct 14	Sat	Work Lift Assist in Twp at 7:30 PM	Total man hours: 5
Oct 15	Sun	Correspondence with Doty Belt	Total man hours: 2

## Fire Dept Report

October 2023

Oct 16	Mon	North Task Force meeting in Whitewater Equipment checks	Total man hours: 16
Oct 17	Tue	Radio re-programming Truck checks, tool maintenance, wash truck Potwin Auto Aid CAD programming	Total man hours: 13
Oct 18	Wed	Admin work MVA on KTA at 6:30 PM Medical call in City at 9:30 PM	Total man hours: 17
Oct 19	Thu	LEPC in El Dorado Fire Chiefs meeting at El Dorado	Total man hours: 10
Oct 20	Fri	Football standby at Circle High School Medical call in City 10:30 PM	Total man hours: 20
Oct 21	Sat	Work Day and Training Another bad accident at K254 and River Valley Road at 6 PM	Total man hours: 53
Oct 22	Sun	Lift assist in Twp 9:30 PM	Total man hours: 1.5
Oct 23	Mon	Medical call in City at 11 AM Rollover Vehicle accident in Twp at 5 PM	Total man hours: 26.5
Oct 24 Rain	Tue	Fire training Medical call in City at 8 PM	Total man hours: 25.5
Oct 25 Rain	Wed	Medical call in City at 10 AM Vehicle accident on turnpike at noon Medical call in Twp at 3 PM	Total man hours: 27
Oct 26	Thu	Work Lift assist in City at 2 PM	Total man hours: 9
Oct 27	Fri		Total man hours: 4
Oct 28	Sat	Work Day Trunk or Treat	Total man hours: 23
Oct 29	Sun		Total man hours: 0
Oct 30	Mon	Residential Fire Alarm in Twp at 1:30 PM Medical call in City at 8 PM	Total man hours: 10
Oct 31	Tue	Medical call in Twp 3 AM Work in station, food prep, etc. Medical call in Twp 9 AM Medical call in Twp 11 AM CO call in City 1 PM (malfunction) Halloween dinner FFA/FRA meeting	Total man hours: 46
Nov 1	Wed	Work Vehicle accident on turnpike at noon Medical call in City at 8 PM Medical call in City at 10 PM	Total man hours: 15
Nov 2	Thu	Chiefs Meeting at Rose Hill Staff Station Medical call in City at 2 PM Vehicle accident at City edge 3 PM (School zone)	Total man hours: 21
Nov 3	Fri	Work: Wash trucks, repair equipment	Total man hours:

**Fire Dept Report**

October 2023

**2023 Fire Dept Calls by Month**

What the Calls Are														
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Totals	%
Grass Fire	2	1	4	3	1	1	8	1	3				24	8%
Vehicle Fire	2	1		1	2	1	1			1			9	3%
Structure Fire	5	4	1	4	2	8	2	2	3				31	11%
HazMat	1	1		1	2		1	2	2				10	4%
Carbon Monoxide	1								1	1			3	1%
Other Fire	1	1	1	6	6	4	4	2	1	1			21	7%
Vehicle Accident	1	2	1	1	1	1	5	7	5				23	8%
Medical	7	8	8	11	13	6	16	22	17	22			130	46%
Rescue						1							1	0%
Public Assist	2	2		1	3	2	2	2	8	12			32	11%
Storm Watch														0%
Other									1				1	0%
<b>Total</b>	<b>19</b>	<b>20</b>	<b>16</b>	<b>28</b>	<b>26</b>	<b>24</b>	<b>28</b>	<b>38</b>	<b>44</b>	<b>42</b>			<b>285</b>	
42% Fire														
<b>YTD Percentage</b>													<b>Fire</b>	<b>30%</b>
													<b>EMS</b>	<b>46%</b>
													<b>Other</b>	<b>25%</b>
Where the Calls Are														
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Totals	%
Towanda Twp	3	4	4	5	8	5	8	12	14	16			79	28%
Fairview Twp	3	2	2	5	1	0	2		3				16	6%
City	9	12	7	14	14	13	11	21	20	20			141	49%
KTA	1		2		1	0	4	4	2	6			20	7%
Mutual Aid Given	3	4	1	3	2	6	3	1	5				29	10%
<b>Total</b>	<b>19</b>	<b>20</b>	<b>16</b>	<b>28</b>	<b>26</b>	<b>24</b>	<b>28</b>	<b>38</b>	<b>44</b>	<b>42</b>			<b>285</b>	
Mutual Aid Rec'd	4	1	2	2	1	1	0	0	0	0			11	4%
100% Fire														
<b>YTD % per Area</b>													<b>Fire</b>	<b>100%</b>
													<b>EMS</b>	<b>0%</b>
													<b>Other</b>	<b>0%</b>

City of Towanda Maintenance Department  
Council Report- 10/1/23-10/31/23

October 2023 Report:                      Work Orders completed: 32

**Water Distribution:**

Read Water Meters

Daily water samples completed.

State Samples completed

17 shut offs

Installed main line meter and pit at Pine Ridge

Installed new fire hydrant off of 10" main at Pine Ridge

Tapped 2" main on North st for new water service

Set up new lap top for lead and copper survey

Cleaned up yard at 1322 Willowbrook from sewer main work

Fixed a leaking valve out at Lyons park

**Streets:**

Cleaned all gutters and curbs along Main st

Cleaned up and wired new street light at 254 & River Valley

Prepared for Homecoming parade

Used 10 bags of cold patch

**Facilities:**

Blocked off entrances to the two ball fields at Lyons park

Mowed

Serviced and made sure that all heaters are in working order

**Equipment:**

Implemented numbering system for trucks and equipment

Installed new battery on truck 1

Started work on sand and salt hopper for the dump truck

Installed entire new jet hose on the sewer truck

Clean and greased equipment