



# City Of Towanda, KS

*Lovin' the Small Town Life!*

Regular Council Meeting May 8<sup>th</sup>, 2024  
7 pm at City Hall, 110 S. 3<sup>rd</sup>, Towanda, KS

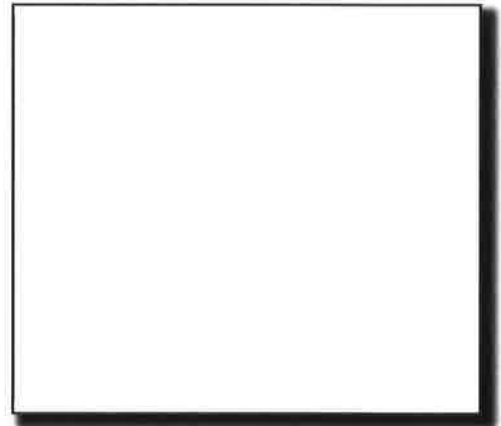
# The City of Towanda

## City Council Regular Meeting Agenda

Wednesday, May 8<sup>th</sup>, 2024, 7:00 PM, City Hall – 110 S 3<sup>rd</sup> St., Towanda, KS

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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 April 10<sup>th</sup>, 2024, Regular City Council Meeting**
  - **TREASURER’S INFORMATION REPORTS**
    - i. Statement of Activities
    - ii. Fund Balance Report
    - iii. Budget Execution Report
    - iv. Water Loss Report
  - **Claims**
    - i. Claims Report
      1. Appropriations Ordinance 03-2024
  - **STAFF/DEPARTMENT INFORMATION REPORTS**
    - i. Sheriff Office Report
    - ii. Court Clerk’s Report
    - iii. Planning and Zoning
    - iv. Towanda Fire Rescue
    - v. Towanda Maintenance Department
4. **PRESENTATIONS AND GUEST SPEAKERS**
  - .
5. **OLD BUSINESS**
  - Water Loss Update
    - i. Meeting with JEO Consultants
  - Search for Compliance Officer Update
  - Lead and Copper survey Update – JEO to take this over for us.
6. **NEW BUSINESS**
  - Resolution for House Demolition
7. **OTHER BUSINESS**
  - .
8. **PUBLIC COMMENT TIME**
9. **EXECUTIVE SESSION**
  - Personnel Matters



**Council Packet**

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

**10. 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:**

(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;

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

- (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**

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

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

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.
- 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.

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

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

- (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.

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

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.

Consent  
Agenda  
Items  
5.8.2024





# The City of Towanda

City Council Meeting Minutes  
Towanda City Hall – 110 S 3<sup>rd</sup> St.  
Wednesday, April 10, 2024, 7:00 PM

## Governing Body

Present Not Present

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

## 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 type="checkbox"/>	<input type="checkbox"/>	City Superintendent – Sam French
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Fire Chief – TC Pyle
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Planning/Zoning Administrator -Lisa Long
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Court Administrator – Emelia Toney

## REGULAR COUNCIL MEETING:

### 1 Call To Order

- 7:02pm by Mayor Jennifer Shaults

### 2 Roll Call

### 3 Consent Agenda

- Minutes of the March 13, 2024 Regular Council Meeting
- Treasure's Information Reports
  - Statement of Activities
  - Fund Balance Report
  - Budget Execution Report
  - Water Loss Report
- Claims
  - Claims Report
- Staff/Development Information Reports
  - Sheriff Office Report
  - Court Clerk's Report
  - Planning and Zoning
  - Towanda Fire and Rescue
  - Towanda Maintenance Department
- *Motion by Kendall Pierce to approve the consent agenda from March 13, 2024 in its entirety. Second by Bill Wolf. Motion carried (3-0).*

### 4 Presentation and Guest Speakers

- **Nikolas Herrmann, Towanda Lions Club**

- The Lions Club wants to do an event to bring the Towanda community together this spring. The idea is to have a downtown summer bash on June 1<sup>st</sup>, 2024. They are hoping to have approximately 700 people and are want to block off Main St. from 5pm to 10pm with the event taking place from 6pm to 9pm. Mr. Herrmann asked if the City would also donate \$500 to the program.
- *Motion by Bill Wolf to donate \$200 from the donation fund account and \$300 from the Mayor/Council fund for a total of \$500. Second by Jeff Banks. Motion carried (3-0)*

## 5 Old Business

- Water Loss Update
  - A sonic listening device that purchased last month has helped the maintenance staff to identify fire hydrants that are leaking. M Newbrey said tat the cost of replacing the fire hydrants would be approximately \$5000 to \$7000 a piece to replace. Council moved to approve \$47,000 from the ARPA fund for the fire hydrants and an additional \$5,000 for a r TTFM.61 water meter to be placed on the outflow line of the water tower.
  - *Motion by Kendall Pierce to approve \$47,000 funds from ARPA for fixing/replacing fire hydrants and approve funds of \$5,000 from ARPA for the TTFM.61 sonic meter. Second by Bill Wolf. Motion carried (3-0)*
- Comprehensive Development Plan Review
  - **Ordinance No. 713-Adoption of Updates to the Towanda, KS Comprehensive Development Plan:** A workshop was held at 6 pm,. Just prior to this meeting to discuss new updates to the Plan. The Towanda Planning and Zoning Board has presented these changes to the City Council to be adopted.
  - *Motion by Kendall Pierce to approve the Ordinance No.-716 To Adopt the 2022-2024 Addendum to the Comprehensive Development Plan for the Towanda Area, Kansas: 2009-2013. Second by Jeff Banks. Motion carried (3-0)*
- Search for Compliance Officer Update
  - There have not been very many applicants for this positions and a proposal is made to wait until 2025 to fill the position. The proposal is also made to combine this position for code compliance officer with maintenance support.

## 6 New Business

- Ordinance for Disposing of City Property-Discussion of Procedures
  - There has never been any clear directive for the disposal of surplus or outdated City property. An example from Gerard, Kansas was presented. Andy will seek more information on this topic. Attorney Rob Lane and Andy will discuss issues to address further.

## 7 Other Business

- Towanda Hometown Action Commission Update

- This should be a community thing not a city thing and right now things are just getting started.

## 8 Public Comment

- **Nicole Mandina (Towanda Business and Property Owner)**- notes she was on the Facebook page for Towanda Hometown Account and there were very detailed notes/information to be found there.
- **Peggy Windler (Towanda Resident)** – Shared with the Council her frustrations with her neighbor’s noise levels and people riding “four-wheelers” on City streets. The Counsel took note of this complaint and stated that she needs to continue with what she is doing and trust law enforcement to do their jobs.
- **Kit Williams (Towanda Resident)**- asked a question regarding the Fire Department’s Crawfish Boil and how it turned out. The Towanda Fire Rescue volunteers present reported that everything went very well and that the weather probably kept some people away.
- **TC Pyle (Towanda Resident)**– notes that the Fire Department is trying to clean up the station and have run out of room from their current Conex box. They have more equipment than ever before and more storage is needed. A Conex box may be a good short-term solution. Tom Pyle restated that if the Department’s water tanker could be kept inside a building it would improve their ISO rating.

## 9 Executive Session

- **20 minutes to discuss consultation with an attorney on matters deemed to be of attorney-client privilege, pursuant to the justification listed in K.S.A. 75-4319(b)(2)**
- *Motion by Kendall Pierce to start the executive session for a length of 20 minutes. Second by Bill Wolf. Motion carried (3-0).*
- Entered into executive session at 8:19 pm
- Resumed open meeting at 8:48 pm.

## 10 Adjourn

- *Motion by Kendal Pierce to adjourn at 8:50pm. Second by Jeff Banks. Motion carried (3-0).*

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Andrew Newbrey  
City Clerk

*Approved the 8th day of May, 2024 by the City Council, City of Towanda, Kansas.*

**City of Towanda, KS**  
**Statement of Activity**  
**April 2024**

	<u>Apr 24</u>
<b>100I · GENERAL FUND INCOME</b>	
1004140 · Franchise Fees	17,495.65
1004150 · Sales Tax Income	15,385.14
1004413 · Business / Contractor Licenses	75.00
1004421 · Building / Remodeling Permit	638.25
1004422 · Dog Tag Income	20.00
1004501 · Court Fines	25.00
1004610 · Interest Revenue	211.43
1004690 · Misc. Revenues	1,342.03
1004693 · Colletions Fee	-159.84
1004695 · Donations for Banners	-818.00
<b>Total 100I · GENERAL FUND INCOME</b>	<u>34,214.66</u>
<b>Total Income</b>	34,214.66
<b>Expense</b>	
<b>100X · GENERAL FUND EXPENSES</b>	
<b>11 · Mayor &amp; Council Fund</b>	
11-5440 · Donations from Mayor / Council	300.00
<b>Total 11 · Mayor &amp; Council Fund</b>	<u>300.00</u>
<b>12 · ADMINISTRATION EXPENSES</b>	
<b>12-Administration/Finance</b>	
12-5200 · Non-Material Expenditures	14.50
12-5207 · Fees Paid to Collection Agency	103.05
12-5210 · Training / Meetings	56.19
12-5254 · Printing / Publications	38.66
12-5255 · Postage & Shipping Charges	250.00
12-5259 · Miscellaneous Services	96.90
12-5314 · Office Supplies	143.16
12-5319 · Misc. Supplies	71.98
12-5320 · Website and Related Fees	433.00
12-5400 · Computer Software	615.48
12-5440 · Donations from the City	200.00
<b>Total 12-Administration/Finance</b>	<u>2,022.92</u>
<b>12-5100 · Staff Expense Administration</b>	
12-5110 · Salaries	12,863.57
12-5140 · PR Tax Expense City Share	995.45
12-5150 · KPERS City Share	1,225.09
12-5160 · Health Ins. - City Share	2,850.60
<b>Total 12-5100 · Staff Expense Administration</b>	<u>17,934.71</u>
12-5251 · Utilities	3,063.59
12-5253 · Insurance	8,013.29
<b>12 · ADMINISTRATION EXPENSES - Other</b>	41.45
<b>Total 12 · ADMINISTRATION EXPENSES</b>	<u>31,075.96</u>
<b>13 · COURT</b>	
<b>13-Court General Expenses</b>	
13-5251 · Utilities	81.46
<b>Total 13-Court General Expenses</b>	<u>81.46</u>
<b>13-5100 · Staff Expense Court</b>	
13-5110 · Salaries	749.73
13-5140 · PR Tax Expense City Share	62.60
13-5150 · KPERS City Share	0.00

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

April 2024

	<u>Apr 24</u>
13-5160 · Health Ins. - City Share	0.00
<b>Total 13-5100 · Staff Expense Court</b>	<u>812.33</u>
<b>Total 13 · COURT</b>	893.79
<b>14 · LEGAL</b>	
14-5110 · Salaries / Permanent	1,200.00
<b>Total 14 · LEGAL</b>	<u>1,200.00</u>
<b>15 · PLANNING &amp; ZONING</b>	
15-5210 · Training / Meetings	33.63
15-5252 · Communications	59.71
15-5254 · Printing / Publications	87.96
15-5255 · Shipping Charges	153.06
<b>Total 15 · PLANNING &amp; ZONING</b>	<u>334.36</u>
<b>21 · PARKS</b>	
21-5251 · Utilities	28.55
21-5253 · Insurance	119.08
21-5319 · MISC SUPPLIES	18.03
21-5332 · Building / Facility Parts	75.99
<b>Total 21 · PARKS</b>	<u>241.65</u>
<b>22 · POOL</b>	
<b>22-Pool General Expenses</b>	
22-5251 · Utilities	159.29
22-5253 · Insurance	273.07
<b>Total 22-Pool General Expenses</b>	<u>432.36</u>
<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>	<u>0.00</u>
<b>Total 22 · POOL</b>	432.36
<b>24 · LIBRARY-BILLING</b>	
24-5251 · Utilities	186.64
24-5253 · Insurance	276.45
<b>Total 24 · LIBRARY-BILLING</b>	<u>463.09</u>
<b>25 · SENIOR CENTER</b>	
25-5251 · Utilities	545.99
25-5253 · Insurance	237.51
<b>Total 25 · SENIOR CENTER</b>	<u>783.50</u>
<b>26 · MUSEUM</b>	
26-5253 · Insurance	679.22
<b>Total 26 · MUSEUM</b>	<u>679.22</u>
<b>31 · SHERIFF DEPARTMENT CONTRACT</b>	
<b>31-Police Genral Expenditures</b>	
31-5200 · Non-Material Expenditures	14.50
31-5251 · Utilities	465.70
31-5253 · Insurance	276.45
31-5327 · Law Enforcement Housing	35.00
<b>Total 31-Police Genral Expenditures</b>	<u>791.65</u>
31-5243 · Contractural Services	8,359.68
<b>Total 31 · SHERIFF DEPARTMENT CONTRACT</b>	<u>9,151.33</u>
<b>50 · PUBLIC WORKS SHOP</b>	
50-Public Works General	

**City of Towanda, KS**  
**Statement of Activity**  
**April 2024**

	<u>Apr 24</u>
50-5200 · Non-Material Expenditures	14.50
50-5210 · Training / Meetings	1,600.00
50-5213 · Lodging / Meals	28.41
50-5241 · Vehicle / Mobile Equipment R/M	1,235.19
50-5251 · Utilities	653.50
50-5311 · Gasoline / Fuel / Lubricants	209.68
50-5315 · Operating / Shop Supplies	791.45
50-5319 · Misc. Supplies	424.72
50-5325 · Tools	221.00
<b>Total 50-Public Works General</b>	<u>5,178.45</u>
<b>50-5100 · Staff Expense Public Works</b>	
50-5110 · Salaries	1,745.28
50-5140 · PR Tax Expense City Share	134.63
50-5150 · KPERS City Share	161.93
50-5160 · Health Ins. - City Share	580.27
50-6000 · Payroll Reallocation Adj	8,162.63
<b>Total 50-5100 · Staff Expense Public Works</b>	<u>10,784.74</u>
<b>Total 50 · PUBLIC WORKS SHOP</b>	<u>15,963.19</u>
<b>Total 100X · GENERAL FUND EXPENSES</b>	61,518.45
66000 · Payroll Expenses	0.00
<b>Total Expense</b>	<u>61,518.45</u>

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

April 2024

Apr 24

200 · DESIGNATED FUND INCOME

<b>220I · FIRE INCOME</b>	
2204331 · Fire Protection Services	50.00
<b>Total 220I · FIRE INCOME</b>	<u>50.00</u>
<b>220X · FIRE RESCUE EXPENSE</b>	
2205100 · Staff Expense Fire Rescue	
2205110 · Salaries	862.37
2205140 · PR Tax Expense City Share	72.00
<b>Total 2205100 · Staff Expense Fire Rescue</b>	<u>934.37</u>
2205210 · Training / Meetings	59.06
2205241 · Vehicle / Mobile Equip. R/M	311.49
2205251 · Utilities	614.39
2205253 · Insurance	1,851.42
2205259 · Misc. Services	486.00
2205311 · Gasoline / Fuel / Lubricants	255.33
2205314 · Office Supplies	612.72
2205321 · Uniforms	450.82
2205325 · Tools	64.28
2205326 · Medical	167.23
<b>Total 220X · FIRE RESCUE EXPENSE</b>	<u>5,807.11</u>

<b>250I · STREETS INCOME</b>	
2504230 · City/County/State Highway Fund	9,114.43
2504690 · Misc. Revenues	79.43
<b>Total 250I · STREETS INCOME</b>	<u>9,193.86</u>
<b>250X · STREETS OM FUND EXPENSE</b>	
2505100 · Staff Expense Streets	
2505110 · Salaries	1,745.28
2505140 · PR Tax Expense City Share	134.64
2505150 · KPERS City Share	161.93
2505160 · Health Ins. - City Share	580.27
<b>Total 2505100 · Staff Expense Streets</b>	<u>2,622.12</u>
2505241 · Vehicle / Mobile Equip R&M	1,853.75
2505251 · Utilities	41.45
2505253 · Insurance (WC)	177.46
2505254 · Printing / Publications	38.66
2505310 · Fuel for Township-Exch for Rock	211.11
2505311 · Gasoline/ Fuel/ Lubricants	209.68
2505334 · Materials / Supplies Stock	961.76
<b>Total 250X · STREETS OM FUND EXPENSE</b>	<u>6,115.99</u>

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

April 2024

Apr 24

<b>251I · STREET RESERVE INCOME</b>	
2514690 · Misc. Rev. / Street Impact Fee	5,336.79
<b>Total 251I · STREET RESERVE INCOME</b>	<b>5,336.79</b>

<b>260I · COMMUNITY CENTER INCOME</b>	
2604640 · Rents and Royalties	300.00
<b>Total 260I · COMMUNITY CENTER INCOME</b>	<b>300.00</b>

<b>260X · COMMUNITY CENTER EXPENSE</b>	
2605225 · Cleaning / Disposal Service	400.00
2605251 · Utilities	202.41
2605253 · Insurance	495.30
<b>Total 260X · COMMUNITY CENTER EXPENSE</b>	<b>1,097.71</b>

<b>611I · WATER INCOME</b>	
6114349 · Bad Debt Collected Post JH	-82.67
6114350 · Water Revenue	25,602.79
6114351 · Water Bulk Sales	643.68
6114355 · Late Payment Charge	434.69
6114356 · Disconnect Fees	370.41
<b>Total 611I · WATER INCOME</b>	<b>26,968.90</b>

<b>611X · WATER FUND EXPENSE</b>	
<b>6115100 · Staff Expense Water</b>	
6115110 · Salaries	7,864.28
6115140 · PR Tax Expense City Share	607.22
6115150 · KPERS City Share	744.06
6115160 · Health Ins. - City Share	2,590.82
6116000 · Payroll Reallocation Adj.	-10,281.30
<b>Total 6115100 · Staff Expense Water</b>	<b>1,525.08</b>
<b>6115200 · Non- Material Expenditures</b>	
6115212 · Transportation / Mileage	54.22
6115222 · Intergovernment / Permit Fees	470.33
6115226 · Testing Services	247.00
6115241 · Vehicle / Mobile Equip R&M	1,235.19
6115251 · Utilities	96.05
6115253 · Insurance	473.22
6115254 · Printing / Publications	288.66
6115311 · Gaoline / Fuel / Lubricants	209.68
6115315 · Operating Supplies	1,091.13
6115319 · Misc. Supplies	982.29
6115334 · Materials / Supplies Stock	13.40
6115341 · Water For Resale	20,263.50
<b>Total 611X · WATER FUND EXPENSE</b>	<b>26,968.90</b>



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

April 2024

Apr 24

<b>612X · WATER RESERVE EXPENSE</b>	
6125319 · Water Infrastructure Parts	2,974.39
<b>Total 612X · WATER RESERVE EXPENSE</b>	<u>2,974.39</u>

<b>613I · WATER TOWER INCOME</b>	
6134691 · Water Tower Rental Fees	2,238.61
<b>Total 613I · WATER TOWER INCOME</b>	<u>2,238.61</u>

<b>613X · WATER TOWER EXPENSE</b>	
6135253 · Insurance	336.30
<b>Total 613X · WATER TOWER EXPENSE</b>	<u>336.30</u>

<b>621I · SEWER INCOME</b>	
6214350 · Sewer Revenue	3,543.14
6214355 · Late Payment Charge	321.30
6214685 · Sewer Lagoon Fee	8,055.28
<b>Total 621I · SEWER INCOME</b>	<u>11,919.72</u>

<b>621X · SEWER FUND EXPENSE</b>	
<b>6215100 · Staff Expense Sewer</b>	
6215110 · Salaries	1,745.28
6215140 · PR Tax Expense City Share	134.64
6215150 · KPERs City Share	161.93
6215160 · Health Ins. - City Share	580.27
6216000 · Payroll Reallocation Adj.	2,118.67
<b>Total 6215100 · Staff Expense Sewer</b>	<u>4,740.79</u>
6215200 · Non-Material Expenditures	19.16
6215222 · Intergovernment / Permit Fees	185.00
6215241 · Vehicle / Mobile Equip. R&M	1,235.21
6215251 · Utilities	776.14
6215253 · Insurance	189.53
6215254 · Printing / Publications	288.66
6215259 · Misc. Services	1,424.17
6215311 · Gasoline / Fuel / Lubricants	209.68
6215312 · Chemicals	2,732.03
6215315 · Operating Supplies	105.95
6215334 · Materials / Supplies Stock	13.40
<b>Total 621X · SEWER FUND EXPENSE</b>	<u>11,919.72</u>

<b>622I · SEWER RESERVE INCOME</b>	
6224690 · Misc.. Revenues	8,286.94
<b>Total 622I · SEWER RESERVE INCOME</b>	<u>8,286.94</u>

**City of Towanda, KS**  
**Statement of Activity**  
April 2024

Apr 24

<b>630I · TRASH REVENUE</b>	
6304350 · Trash Service Revenue	13,261.32
6304355 · Late Payment Charge	205.47
<b>Total 630I · TRASH REVENUE</b>	<b>13,466.79</b>
<b>630X · TRASH FUND EXPENSE</b>	
6305225 · Cleaning / Disposal Service	10,830.00
6305254 · Printing / Publications	288.65
<b>Total 630X · TRASH FUND EXPENSE</b>	<b>11,118.65</b>

<b>720I · CEMETERY INCOME</b>	
7204690 · Misc. Revenues	300.00
<b>Total 720I · CEMETERY INCOME</b>	<b>300.00</b>
<b>720X · CEMETERY FUND EXPENSE</b>	
7205200 · Funds Sent to Towanda Township	330.00
<b>Total 720X · CEMETERY FUND EXPENSE</b>	<b>330.00</b>

<b>800X · ARPA Funds Expense</b>	<b>11,321.63</b>
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**City of Towanda, KS**  
**Fund Balance Report**  
 As of April 30, 2024

Apr 30, 24

<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
1000 · Vintage Bank	
100B · General Fund	450.00
100PC · Change Fund	252,026.62
100B · General Fund - Other	<u>252,026.62</u>
<b>Total 100B · General Fund</b>	252,476.62
220B · Fire Rescue Fund	139,382.53
221B · Fire Reserve Fund	430,501.53
230B · OLD Rec Fund	200.00
240B · Equipment Reserve Fund	23,341.96
250B · Streets O/M Fund	3,988.43
251B · Street Reserve Fund	191,825.35
260B · Community Center Fund	33,770.59
310B · Bond Fund	38,428.22
410B · Capitol Improvemnet Fund	81,095.66
611B · Water O/M Fund	208.48
612B · Water Reserve Fund	41,243.96
613B · Tower Fund	70,285.02
621B · Sewer O/M Fund	47,128.34
622B · Sewer Reserve Fund	199,985.93
624B · Sewer Debt Service Fund	10,984.27
630B · Trash and Refuse Fund	8,569.52
720B · Cemetery Fund	300.00
800B · ARPA Fund	41,524.18
1000 · Vintage Bank - Other	<u>-8,880.49</u>
<b>Total 1000 · Vintage Bank</b>	<u>1,606,360.10</u>
<b>Total Checking/Savings</b>	<u>1,606,360.10</u>
<b>Total Current Assets</b>	<u>1,606,360.10</u>
<b>TOTAL ASSETS</b>	<u><u>1,606,360.10</u></u>
<b>LIABILITIES &amp; EQUITY</b>	0.00

# Budget Execution Report 2024

Date Tuesday, April 30, 2024

120 Days

33% % of year that has transpired

Fund		Budget	YTD	% Expended	%w/oTransfers	Transfers	YTD w/Transfers	Remaining
General	100	\$822,268.00	\$220,863.98	26.86%	26.86%		\$220,863.98	\$601,404.02
Streets	250	\$63,373.00	\$23,439.59	36.99%	36.99%		\$23,439.59	\$39,933.41
Fire	220	\$258,484.00	\$33,438.83	12.94%	12.94%		\$33,438.83	\$225,045.17
Comm Cntr	260	\$27,846.00	\$4,019.78	14.44%	14.44%		\$4,019.78	\$23,826.22
Water	611	\$419,470.00	\$117,852.71	28.10%	28.10%		\$117,852.71	\$301,617.29
Sewer	621	\$209,849.00	\$62,051.45	29.57%	29.57%		\$62,051.45	\$147,797.55
Trash	630	\$138,808.00	\$44,746.48	32.24%	32.24%		\$44,746.48	\$94,061.52
Rec	230	\$130,503.00	\$24,121.26	18.48%	18.48%		\$24,121.26	\$106,381.74
Cemetery	720	\$7,860.00	\$2,620.00	33.33%	33.33%		\$2,620.00	\$5,240.00
Loan Pmt	310	\$72,616.00	\$702.50	0.97%	0.97%		\$702.50	\$71,913.50
Library	210	\$57,200.00	\$25,603.20	44.76%	44.76%		\$57,030.00	\$170.00
		\$2,208,277.00	\$559,459.78				\$0.00	



City of Towanda, KS  
**Claims Report**  
 April 2024

Ordinary Income/Expense	Date	Num	Name	Memo	Debit	Credit	Balance
<b>100X · GENERAL FUND EXPENSES</b>							
Expense							
<b>11 · Mayor &amp; Council Fund</b>							
<b>11-5440 · Donations from Mayor / Council</b>							
	04/11/2024	39245	TOWANDA LIONS CLUB	DONATION TO LIONS CLUB FOR PROGRAM THEY ARE PUTTING ON SUMMER 2024	\$300.00		\$300.00
Total 11-5440 · Donations from Mayor / Council					\$300.00	\$0.00	\$300.00
<b>12 · ADMINISTRATION EXPENSES</b>							
<b>12-Administration/Finance</b>							
<b>12-5200 · Non-Material Expenditures</b>							
	04/07/2024	39235	Culligan	Potable Water	\$14.50		\$14.50
Total 12-5200 · Non-Material Expenditures					\$14.50	\$0.00	\$14.50
<b>12-5207 · Fees Paid to Collection Agency</b>							
	04/15/2024	39252	CBK	COLLECTION FEES FOR MARK ITHONGO	\$103.05		\$103.05
Total 12-5207 · Fees Paid to Collection Agency					\$103.05	\$0.00	\$103.05
<b>12-5210 · Training / Meetings</b>							
	04/15/2024	39251	Bank of America	FOOD FOR COUNCIL MEETING	\$56.19		\$56.19
Total 12-5210 · Training / Meetings					\$56.19	\$0.00	\$56.19
<b>12-5254 · Printing / Publications</b>							
	04/21/2024	39261	CANON FINANCIAL SERVICES	CANNON PRINTER	\$38.66		\$38.66
Total 12-5254 · Printing / Publications					\$38.66	\$0.00	\$38.66
<b>12-5255 · Postage &amp; Shipping Charges</b>							
	04/12/2024	39250	TOWANDA POST OFFICE	POSTAGE FOR UTILITY BILLS	\$250.00		\$250.00
Total 12-5255 · Postage & Shipping Charges					\$250.00	\$0.00	\$250.00
<b>12-5259 · Miscellaneous Services</b>							
	04/02/2024	39217	NATIONAL SCREENING BUREAU	BACKGROUND CHECK ON EMPLOYEE FOR COMPLIANCE OFFICER	\$92.70		\$92.70
	04/09/2024	ACH	Nextbill Pay	Paperless E-Bill x42	\$4.20		\$96.90
Total 12-5259 · Miscellaneous Services					\$96.90	\$0.00	\$96.90
<b>12-5314 · Office Supplies</b>							
	04/07/2024	39232	STAPLES	Paper and Thumb Drives	\$109.53		\$109.53
	04/15/2024	39251	Bank of America	STAPLER AND STAPLES	\$33.63		\$143.16
Total 12-5314 · Office Supplies					\$143.16	\$0.00	\$143.16
<b>12-5319 · Misc. Supplies</b>							
	04/26/2024	39273	STAPLES	PAPER TOWELS	\$71.98		\$71.98
Total 12-5319 · Misc. Supplies					\$71.98	\$0.00	\$71.98
<b>12-5320 · Website and Related Fees</b>							
	04/15/2024	39251	Bank of America	1ST EDITION OF HERALD NEWSLETTER	\$420.00		\$420.00
	04/15/2024	39251	Bank of America	MAILCHIMP FOR EMAILING NEWS LETTER	\$13.00		\$433.00
Total 12-5320 · Website and Related Fees					\$433.00	\$0.00	\$433.00

City of Towanda, KS  
**Claims Report**  
 April 2024

Date	Num	Name	Memo	Debit	Credit	Balance
<b>12-5400 - Computer Software</b>						
04/15/2024	39251	Bank of America	MICROSOFT, QUICKBOOKS, GRAMMERY AND ADOBE	\$615.48		\$615.48
Total 12-5400 - Computer Software						
<b>12-5440 - Donations from the City</b>						
04/11/2024	39245	TOWANDA LIONS CLUB	DONATION TO LIONS CLUB FOR PROGRAM THEY ARE PUTTING ON SUMMER 2024	\$200.00		\$200.00
Total 12-5440 - Donations from the City						
Total 12-Administration/Finance						
<b>12-5100 - Staff Expense Administration</b>						
<b>12-5110 - Salaries</b>						
04/30/2024	1			\$12,863.57		\$12,863.57
Total 12-5110 - Salaries						
<b>12-5140 - PR Tax Expense City Share</b>						
04/30/2024	1			\$995.45		\$995.45
Total 12-5140 - PR Tax Expense City Share						
<b>12-5150 - KPERS City Share</b>						
04/30/2024	1			\$1,225.09		\$1,225.09
Total 12-5150 - KPERS City Share						
<b>12-5160 - Health Ins. - City Share</b>						
04/30/2024	1			\$2,850.60		\$2,850.60
Total 12-5160 - Health Ins. - City Share						
Total 12-5100 - Staff Expense Administration						
<b>12-5251 - Utilities</b>						
04/02/2024	39212	COX	COX UTILITY	\$172.92		\$172.92
04/02/2024	39213	EVERGY	EVERGY UTILITY	\$2,114.37		\$2,287.29
04/04/2024	39227	BUTLER RURAL ELECTRIC	ELECTRIC UTILITY	\$62.30		\$2,349.59
04/21/2024	39260	KANSAS GAS SERVICE	KS GAS UTILITY	\$101.52		\$2,451.11
04/26/2024	39274	EVERGY	EVERGY UTILITY	\$32.87		\$2,483.98
04/26/2024	39277	EVERGY	EVERGY UTILITY	\$579.61		\$3,063.59
Total 12-5251 - Utilities						
<b>12-5253 - Insurance</b>						
04/12/2024	39247	EMC INSURANCE	COMMERCIAL INSURANCE POLICY	\$6,007.99		\$6,007.99
04/24/2024	39269	ICI	BOND RENEWAL	\$100.00		\$6,107.99
04/24/2024	39271	ICI	CYBER INSURANCE	\$1,905.30		\$8,013.29
Total 12-5253 - Insurance						
<b>12 - ADMINISTRATION EXPENSES - Other</b>						
04/12/2024	39246	VERIZON WIRELESS	VERIZON UTILITY	\$41.45		\$41.45
Total 12 - ADMINISTRATION EXPENSES - Other						
Total 12 - ADMINISTRATION EXPENSES						
<b>13 - COURT</b>						
Total 13 - COURT						
<b>13-Court General Expenses</b>						
Total 13 - COURT						

City of Towanda, KS  
**Claims Report**  
 April 2024

Date	Num	Name	Memo	Debit	Credit	Balance
<b>13-5251 - Utilities</b>						
04/12/2024	39246	VERIZON WIRELESS	VERIZON UTILITY	\$81.46		\$81.46
Total 13-5251 - Utilities				\$81.46	\$0.00	\$81.46
Total 13-Court General Expenses				\$81.46	\$0.00	\$81.46
<b>13-5100 - Staff Expense Court</b>						
<b>13-5110 - Salaries</b>						
04/30/2024	1			\$749.73		\$749.73
Total 13-5110 - Salaries				\$749.73	\$0.00	\$749.73
<b>13-5140 - PR Tax Expense City Share</b>						
04/30/2024	1			\$62.60		\$62.60
Total 13-5140 - PR Tax Expense City Share				\$62.60	\$0.00	\$62.60
<b>13-5150 - KPERS City Share</b>						
04/30/2024	1			\$0.00		\$0.00
Total 13-5150 - KPERS City Share				\$0.00	\$0.00	\$0.00
<b>13-5160 - Health Ins. - City Share</b>						
04/30/2024	1			\$0.00		\$0.00
Total 13-5160 - Health Ins. - City Share				\$0.00	\$0.00	\$0.00
Total 13-5100 - Staff Expense Court				\$812.33	\$0.00	\$812.33
Total 13 - COURT				\$893.79	\$0.00	\$893.79
<b>14 - LEGAL</b>						
<b>14-5110 - Salaries / Permanent</b>						
04/24/2024	39266	Robert Lane	Attorney for May 2024	\$1,200.00		\$1,200.00
Total 14-5110 - Salaries / Permanent				\$1,200.00	\$0.00	\$1,200.00
Total 14 - LEGAL				\$1,200.00	\$0.00	\$1,200.00
<b>15 - PLANNING &amp; ZONING</b>						
<b>15-5210 - Training / Meetings</b>						
04/15/2024	39251	Bank of America	FOOD FOR PLANNING AND ZONING MEETING	\$33.63		\$33.63
Total 15-5210 - Training / Meetings				\$33.63	\$0.00	\$33.63
<b>15-5252 - Communications</b>						
04/24/2024	39267	LISA HAMILTON	Phone Bill	\$59.71		\$59.71
Total 15-5252 - Communications				\$59.71	\$0.00	\$59.71
<b>15-5254 - Printing / Publications</b>						
04/15/2024	39251	Bank of America	COLUMN PUBLIC NOTICE	\$49.30		\$49.30
04/21/2024	39261	CANON FINANCIAL SERVICES	CANNON PRINTER	\$38.66		\$87.96
Total 15-5254 - Printing / Publications				\$87.96	\$0.00	\$87.96
<b>15-5255 - Shipping Charges</b>						
04/15/2024	39251	Bank of America	EVERY DOOR DIRECT	\$153.06		\$153.06
Total 15-5255 - Shipping Charges				\$153.06	\$0.00	\$153.06
Total 15 - PLANNING & ZONING				\$334.36	\$0.00	\$334.36
<b>21 - PARKS</b>						
<b>21-5251 - Utilities</b>						



City of Towanda, KS  
**Claims Report**  
 April 2024

Date	Num	Name	Memo	Debit	Credit	Balance
04/24/2024	39270	EVERGY	EVERGY UTILITY	\$28.55		\$28.55
Total 21-5251 - Utilities						
21-5253 - Insurance				\$28.55	\$0.00	\$28.55
04/12/2024	39247	EMC INSURANCE	COMMERCIAL INSURANE POLICY	\$119.08		\$119.08
Total 21-5253 - Insurance						
21-5319 - MISC SUPPLIES				\$119.08	\$0.00	\$119.08
04/15/2024	39253	SUTHERLANDS CREDIT	FASTNERS AND REBAR	\$18.03		\$18.03
Total 21-5319 - MISC SUPPLIES						
21-5332 - Building / Facility Parts				\$18.03	\$0.00	\$18.03
04/15/2024	39253	SUTHERLANDS CREDIT	ENTRANCE KNOB	\$75.99		\$75.99
Total 21-5332 - Building / Facility Parts						
21 - PARKS				\$75.99	\$0.00	\$75.99
22 - POOL				\$241.65	\$0.00	\$241.65
<b>22-Pool General Expenses</b>						
<b>22-5251 - Utilities</b>						
04/02/2024	39211	VERIZON WIRELESS	VERIZON UTILITY	\$64.85		\$64.85
04/02/2024	39213	EVERGY	EVERGY UTILITY	\$38.08		\$102.93
04/26/2024	39274	EVERGY	EVERGY UTILITY	\$56.36		\$159.29
Total 22-5251 - Utilities						
22-5253 - Insurance				\$159.29	\$0.00	\$159.29
04/12/2024	39247	EMC INSURANCE	COMMERCIAL INSURANE POLICY	\$273.07		\$273.07
Total 22-5253 - Insurance						
22-Pool General Expenses				\$273.07	\$0.00	\$273.07
22-5100 - Staff Expense Pool				\$432.36	\$0.00	\$432.36
22-5110 - Salaries						\$0.00
04/30/2024	1			\$0.00	\$0.00	\$0.00
Total 22-5110 - Salaries						
22-5140 - PR Tax Expense City Share						\$0.00
04/30/2024	1			\$0.00	\$0.00	\$0.00
Total 22-5140 - PR Tax Expense City Share						
22-5100 - Staff Expense Pool				\$0.00	\$0.00	\$0.00
Total 22 - POOL						
<b>24 - LIBRARY-BILLING</b>						
<b>24-5251 - Utilities</b>						
04/21/2024	39258	EVERGY	EVERGY UTILITY	\$79.00		\$79.00
04/21/2024	39260	KANSAS GAS SERVICE	KS GAS UTILITY	\$107.64		\$186.64
Total 24-5251 - Utilities						
24-5253 - Insurance				\$186.64	\$0.00	\$186.64
04/12/2024	39247	EMC INSURANCE	COMMERCIAL INSURANE POLICY	\$276.45		\$276.45
Total 24-5253 - Insurance						
24 - LIBRARY-BILLING				\$276.45	\$0.00	\$276.45
25 - SENIOR CENTER				\$463.09	\$0.00	\$463.09

City of Towanda, KS  
**Claims Report**  
 April 2024

Date	Num	Name	Memo	Debit	Credit	Balance
<b>25-5251 - Utilities</b>						
04/02/2024	39213	EVERGY	EVERGY UTILITY	\$89.34		\$89.34
04/07/2024	39238	COX	COX UTILITY	\$286.74		\$376.08
04/21/2024	39260	KANSAS GAS SERVICE	KS GAS UTILITY	\$80.30		\$456.38
04/26/2024	39277	EVERGY	EVERGY UTILITY	\$89.61		\$545.99
				\$545.99	\$0.00	\$545.99
Total 25-5251 - Utilities						
<b>25-5253 - Insurance</b>						
04/12/2024	39247	EMC INSURANCE	COMMERCIAL INSURANCE POLICY	\$237.51		\$237.51
				\$237.51	\$0.00	\$237.51
				\$783.50	\$0.00	\$783.50
Total 25-5253 - Insurance						
Total 25 - SENIOR CENTER						
<b>26 - MUSEUM</b>						
<b>26-5253 - Insurance</b>						
04/12/2024	39247	EMC INSURANCE	COMMERCIAL INSURANCE POLICY	\$679.22		\$679.22
				\$679.22	\$0.00	\$679.22
				\$679.22	\$0.00	\$679.22
Total 26 - MUSEUM						
<b>31 - SHERIFF DEPARTMENT CONTRACT</b>						
<b>31-Police General Expenditures</b>						
<b>31-5200 - Non-Material Expenditures</b>						
04/07/2024	39235	Culligan	Potable Water	\$14.50		\$14.50
				\$14.50	\$0.00	\$14.50
Total 31-5200 - Non-Material Expenditures						
<b>31-5251 - Utilities</b>						
04/02/2024	39213	EVERGY	EVERGY UTILITY	\$93.95		\$93.95
04/21/2024	39260	KANSAS GAS SERVICE	KS GAS UTILITY	\$89.43		\$183.38
04/26/2024	39277	EVERGY	EVERGY UTILITY	\$90.83		\$274.21
04/26/2024	39278	COX	Cox Utility	\$191.49		\$465.70
				\$465.70	\$0.00	\$465.70
Total 31-5251 - Utilities						
<b>31-5253 - Insurance</b>						
04/12/2024	39247	EMC INSURANCE	COMMERCIAL INSURANCE POLICY	\$276.45		\$276.45
				\$276.45	\$0.00	\$276.45
Total 31-5253 - Insurance						
<b>31-5327 - Law Enforcement Housing</b>						
04/02/2024	39216	Butler County Sheriff Inmate Housing	03/01/2024 TO 03/31/2024 INMATE HOUSING	\$35.00		\$35.00
				\$35.00	\$0.00	\$35.00
				\$791.65	\$0.00	\$791.65
Total 31-5327 - Law Enforcement Housing						
Total 31-Police General Expenditures						
<b>31-5243 - Contractual Services</b>						
04/02/2024	39210	BUTLER COUNTY SHERIFF LE	APRIL 2024 FOR ANOTHER DEPUTY	\$3,963.48		\$3,963.48
04/04/2024	39230	BUTLER COUNTY SHERIFF LE	March 2024 Deputy Garrett Hinz	\$4,396.20		\$8,359.68
				\$8,359.68	\$0.00	\$8,359.68
Total 31-5243 - Contractual Services						
Total 31 - SHERIFF DEPARTMENT CONTRACT						
<b>50 - PUBLIC WORKS SHOP</b>						
<b>50-Public Works General</b>						
<b>50-5200 - Non-Material Expenditures</b>						
				\$9,151.33	\$0.00	\$9,151.33

City of Towanda, KS  
**Claims Report**  
 April 2024

Date	Num	Name	Memo	Debit	Credit	Balance
04/07/2024	39235	Culligan	Potable Water	\$14.50		\$14.50
Total 50-5200 - Non-Material Expenditures						
<b>50-5210 - Training / Meetings</b>						
04/21/2024	39264	KANSAS MUNICIPAL UTILITIES	CDL CALSS FOR RYLAN ROSE AND CHRISTOPHER RAGLAND	\$1,600.00		\$1,600.00
Total 50-5210 - Training / Meetings						
<b>50-5213 - Lodging / Meals</b>						
04/26/2024	39276	WALMART COMMUNITY BRC	FRIED CHICKEN , POTATO SALAD, BAKED BEANS	\$28.41		\$28.41
Total 50-5213 - Lodging / Meals						
<b>50-5241 - Vehicle / Mobile Equipment R/M</b>						
04/07/2024	39236	FOLEY EQUIPMENT INDUSTRIES	REPLACE FUEL PUMP AND GOVERNOR DRIVE ON GENERATOR AT SEWER PLANT	\$1,235.19		\$1,235.19
Total 50-5241 - Vehicle / Mobile Equipment R/M						
<b>50-5251 - Utilities</b>						
04/02/2024	39212	COX	COX UTILITY	\$172.92		\$172.92
04/02/2024	39213	EVERGY	EVERGY UTILITY	\$263.59		\$436.51
04/26/2024	39277	EVERGY	EVERGY UTILITY	\$215.99		\$653.50
Total 50-5251 - Utilities						
<b>50-5311 - Gasoline / Fuel / Lubricants</b>						
04/07/2024	39231	JUMPFSTART	Fuel for Shop 03/2024	\$209.68		\$209.68
Total 50-5311 - Gasoline / Fuel / Lubricants						
<b>50-5315 - Operating / Shop Supplies</b>						
04/04/2024	39225	HIZEY SERVICE AND SUPPLY	20X HOSE 3" 150# SUCTION, HOSE ADPT, HOSE STRAINER, 2X COUPLER, 2 HOSE CLAMPS	\$389.52		\$389.52
04/04/2024	39226	USA BLUE BOOK	5 PC DEEP WELL SOCKET SET IN CANVAS BAG	\$203.10		\$592.62
04/07/2024	39233	HIZEY SERVICE AND SUPPLY	6X QUICK COUPLER, 2" STEEL HOSE, BUSHING, 2X HOSE CLAMPS, 2X SNAP PIN	\$161.81		\$754.43
04/15/2024	39253	SUTHERLANDS CREDIT	3X ANTI-SIPHON, PICK HANDLE	\$37.02		\$791.45
Total 50-5315 - Operating / Shop Supplies						
<b>50-5319 - Misc. Supplies</b>						
04/07/2024	39239	O'REILLY AUTO PARTS	2X GORILLA GLUE, HYDROLIC OIL, 3X CARB CLEANER	\$104.94		\$104.94
04/15/2024	39253	SUTHERLANDS CREDIT	GLASS 16X20, GLASS 12X16 WINDOW DOOR, NOZZLE, COUPLER, COUPLING, BUSHING, BALL VALVE X4, FUNNEL,...	\$319.78		\$424.72
Total 50-5319 - Misc. Supplies						
<b>50-5325 - Tools</b>						
04/15/2024	39251	Bank of America	CHAIN AND CABLE SAW	\$105.14		\$105.14
04/21/2024	39256	BOMGAARS SUPPLY	Chain precut pass link 2J0 X20, link quick bulk 1/4 in zinc, coupling, 3x adapter male sharkbite,...	\$115.86		\$221.00
Total 50-5325 - Tools						

City of Towanda, KS  
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 April 2024

Date	Num	Name	Memo	Debit	Credit	Balance
Total 50-Public Works General						
50-5100 - Staff Expense Public Works				\$5,178.45	\$0.00	\$5,178.45
50-5110 - Salaries						
04/30/2024	1			\$1,745.28		\$1,745.28
Total 50-5110 - Salaries				\$1,745.28	\$0.00	\$1,745.28
50-5140 - PR Tax Expense City Share						
04/30/2024	1			\$134.63		\$134.63
Total 50-5140 - PR Tax Expense City Share				\$134.63	\$0.00	\$134.63
50-5150 - KPERs City Share						
04/30/2024	1			\$161.93		\$161.93
Total 50-5150 - KPERs City Share				\$161.93	\$0.00	\$161.93
50-5160 - Health Ins. - City Share						
04/30/2024	1			\$580.27		\$580.27
Total 50-5160 - Health Ins. - City Share				\$580.27	\$0.00	\$580.27
50-6000 - Payroll Reallocation Adj						
04/30/2024	EXPTFR			\$8,162.63		\$8,162.63
Total 50-6000 - Payroll Reallocation Adj				\$8,162.63	\$0.00	\$8,162.63
Total 50-5100 - Staff Expense Public Works				\$10,784.74	\$0.00	\$10,784.74
Total 50 - PUBLIC WORKS SHOP				\$15,963.19	\$0.00	\$15,963.19
Total 100X - GENERAL FUND EXPENSES				\$61,518.45	\$0.00	\$61,518.45
Total Expense				\$100,872.59	\$39,354.14	\$61,518.45
DESIGNATED FUND EXPENDITURES						
220X - FIRE RESCUE EXPENSE						
2205100 - Staff Expense Fire Rescue						
2205110 - Salaries						
04/30/2024	1			\$862.37		\$862.37
Total 2205110 - Salaries				\$862.37	\$0.00	\$862.37
2205140 - PR Tax Expense City Share						
04/30/2024	1			\$72.00		\$72.00
Total 2205140 - PR Tax Expense City Share				\$72.00	\$0.00	\$72.00
Total 2205100 - Staff Expense Fire Rescue				\$934.37	\$0.00	\$934.37
2205210 - Training / Meetings						
04/17/2024	39255	Bank of America	GAMBINOS	\$59.06		\$59.06
Total 2205210 - Training / Meetings				\$59.06	\$0.00	\$59.06
2205241 - Vehicle / Mobile Equip. R/M						
04/09/2024	39242	R&S PARTS PLUS	2X WIX AIR FILTERS	\$55.50		\$55.50
04/17/2024	39255	Bank of America	NOCO GENIUS 3 BANK	\$195.99		\$251.49
04/21/2024	39265	T&D TIRE AND AUTO REPAIR	4 NEW VALVE STEM	\$60.00		\$311.49
Total 2205241 - Vehicle / Mobile Equip. R/M				\$311.49	\$0.00	\$311.49
2205251 - Utilities						

City of Towanda, KS  
**Claims Report**  
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Date	Num	Name	Memo	Debit	Credit	Balance
04/02/2024	39212	COX	COX UTILITY	\$172.94		\$172.94
04/12/2024	39246	VERIZON WIRELESS	VERIZON UTILITY	\$41.45		\$214.39
04/21/2024	39260	KANSAS GAS SERVICE	KS GAS UTILITY	\$400.00		\$614.39
Total 2205251 - Utilities				\$614.39	\$0.00	\$614.39
<b>2205253 - Insurance</b>						
04/12/2024	39247	EMC INSURANCE	COMMERCIAL INSURANCE POLICY	\$1,851.42		\$1,851.42
Total 2205253 - Insurance				\$1,851.42	\$0.00	\$1,851.42
<b>2205259 - Misc. Services</b>						
04/17/2024	8441	Thomas Pyle	Tom Accidentally used City Card meant to use Personal Card		\$87.00	-\$87.00
04/17/2024	39255	Bank of America	COURTYARD BY MARRIOTT	\$99.00		\$12.00
04/17/2024	39255	Bank of America	AGASSERVICE MARRIOTT	\$474.00		\$486.00
Total 2205259 - Misc. Services				\$573.00	\$87.00	\$486.00
<b>2205311 - Gasoline / Fuel / Lubricants</b>						
04/07/2024	39231	JUMPSTART	Fuel for Fire Dept 03/2024	\$116.86		\$116.86
04/07/2024	39237	MEARS FERTILIZER	40.02 GALLONS OF DIESEL FUEL	\$138.47		\$255.33
Total 2205311 - Gasoline / Fuel / Lubricants				\$255.33	\$0.00	\$255.33
<b>2205314 - Office Supplies</b>						
04/17/2024	39255	Bank of America	3X CHAIRS	\$612.72		\$612.72
Total 2205314 - Office Supplies				\$612.72	\$0.00	\$612.72
<b>2205321 - Uniforms</b>						
04/26/2024	39275	F5 IMPRINT	17X HATS	\$450.82		\$450.82
Total 2205321 - Uniforms				\$450.82	\$0.00	\$450.82
<b>2205325 - Tools</b>						
04/17/2024	39255	Bank of America	D-RING SHACKLE MOUNT	\$64.28		\$64.28
Total 2205325 - Tools				\$64.28	\$0.00	\$64.28
<b>2205326 - Medical</b>						
04/17/2024	39255	Bank of America	BLOOD PRESSURE CUFF KIT, TEST STRIPS	\$167.23		\$167.23
Total 2205326 - Medical				\$167.23	\$0.00	\$167.23
Total 2205326 - Medical				\$5,894.11	\$87.00	\$5,807.11
<b>250X - STREETS OM FUND EXPENSE</b>						
04/30/2024	1	Salaries		\$1,745.28		\$1,745.28
Total 2505110 - Salaries				\$1,745.28	\$0.00	\$1,745.28
<b>2505140 - PR Tax Expense City Share</b>						
04/30/2024	1	PR Tax Expense City Share		\$134.64		\$134.64
Total 2505140 - PR Tax Expense City Share				\$134.64	\$0.00	\$134.64
<b>2505150 - KPERS City Share</b>						
04/30/2024	1	KPERS City Share		\$161.93		\$161.93
Total 2505150 - KPERS City Share				\$161.93	\$0.00	\$161.93

City of Towanda, KS  
**Claims Report**  
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Date	Num	Name	Memo	Debit	Credit	Balance
<b>2505160 - Health Ins. - City Share</b>						
04/30/2024	1			\$580.27		\$580.27
Total 2505160 - Health Ins. - City Share						
Total 2505100 - Staff Expense Streets						
<b>2505241 - Vehicle / Mobile Equip R&amp;M</b>						
04/03/2024	39219	MAXIMUM OUTDOOR EQUIPMENT	AIR FILTER, OIL FILTER, FUEL FILTER, SAFETY FILTER ELEMENT, BLADE 18 X 5/8 FOR MOWER	\$70.26		\$70.26
Total 2505241 - Vehicle / Mobile Equip R&M						
<b>2505251 - Utilities</b>						
04/12/2024	39246	VERIZON WIRELESS	VERIZON UTILITY	\$41.45		\$41.45
Total 2505251 - Utilities						
<b>2505253 - Insurance (WC)</b>						
04/12/2024	39247	EMC INSURANCE	COMMERCIAL INSURANCE POLICY	\$177.46		\$177.46
Total 2505253 - Insurance (WC)						
<b>2505254 - Printing / Publications</b>						
04/21/2024	39261	CANON FINANCIAL SERVICES	CANNON PRINTER	\$38.66		\$38.66
Total 2505254 - Printing / Publications						
<b>2505310 - Fuel for Township-Exch for Rock</b>						
04/07/2024	39231	JUMPFSTART	Fuel for Township 03/2024	\$211.11		\$211.11
Total 2505310 - Fuel for Township-Exch for Rock						
<b>2505311 - Gasoline/ Fuel/ Lubricants</b>						
04/07/2024	39231	JUMPFSTART	Fuel for Shop 03/2024	\$209.68		\$209.68
Total 2505311 - Gasoline/ Fuel/ Lubricants						
<b>2505334 - Materials / Supplies Stock</b>						
04/04/2024	39228	PEARSON CONSTRUCTION	11.68 TON SC-1 15% RAP 64-22	\$961.76		\$961.76
Total 2505334 - Materials / Supplies Stock						
Total 250X - STREETS OM FUND EXPENSE						
<b>260X - COMMUNITY CENTER EXPENSE</b>						
<b>2605225 - Cleaning / Disposal Service</b>						
04/24/2024	39268	Lisa K. Hamilton	Cleaning Community Building April 2024	\$400.00		\$400.00
Total 2605225 - Cleaning / Disposal Service						
<b>2605251 - Utilities</b>						
04/21/2024	39260	KANSAS GAS SERVICE	KS GAS UTILITY	\$122.07		\$122.07
04/21/2024	39263	COX	COX UTILITY	\$80.34		\$202.41
Total 2605251 - Utilities						
<b>2605253 - Insurance</b>						
04/12/2024	39247	EMC INSURANCE	COMMERCIAL INSURANCE POLICY	\$495.30		\$495.30
Total 2605253 - Insurance						

City of Towanda, KS  
**Claims Report**  
 April 2024

Date	Num	Name	Memo	Debit	Credit	Balance
Total 260X - COMMUNITY CENTER EXPENSE				\$1,097.71	\$0.00	\$1,097.71
<b>611X - WATER FUND EXPENSE</b>						
6115100 - Staff Expense Water						
6115110 - Salaries						
04/30/2024 1				\$7,864.28		\$7,864.28
Total 6115110 - Salaries				\$7,864.28	\$0.00	\$7,864.28
6115140 - PR Tax Expense City Share						
04/30/2024 1				\$607.22		\$607.22
Total 6115140 - PR Tax Expense City Share				\$607.22	\$0.00	\$607.22
6115150 - KPERS City Share						
04/30/2024 1				\$744.06		\$744.06
Total 6115150 - KPERS City Share				\$744.06	\$0.00	\$744.06
6115160 - Health Ins. - City Share						
04/30/2024 1				\$2,590.82		\$2,590.82
Total 6115160 - Health Ins. - City Share				\$2,590.82	\$0.00	\$2,590.82
6116000 - Payroll Reallocation Adj.						
04/30/2024 EXPTFR					\$2,118.67	-\$2,118.67
04/30/2024 EXPTFR					\$8,162.63	-\$10,281.30
Total 6116000 - Payroll Reallocation Adj.					\$10,281.30	-\$10,281.30
Total 6115100 - Staff Expense Water				\$11,806.38	\$10,281.30	\$1,525.08
<b>6115200 - Non-Material Expenditures</b>						
04/03/2024 39222		AMERICAN MESSAGING	SEWER EMERGENCY PHONE	\$19.15		\$19.15
Total 6115200 - Non-Material Expenditures				\$19.15	\$0.00	\$19.15
<b>6115212 - Transportation / Mileage</b>						
04/07/2024 39234		METRO COURIER	Water Sample Delivery 03/16/2024 to 03/31/2024	\$27.00		\$27.00
04/21/2024 39257		METRO COURIER	WATER SAMPLE SHIPPING FROM 04/01/2024 TO 04/15/2024	\$27.22		\$54.22
Total 6115212 - Transportation / Mileage				\$54.22	\$0.00	\$54.22
<b>6115222 - Intergovernment / Permit Fees</b>						
04/04/2024 39229		KDOR MISCELLANEOUS TAX	QTR 1, 2024 WATER PROTECTION AND CLEAN DRINKING WATER FEES	\$470.33		\$470.33
Total 6115222 - Intergovernment / Permit Fees				\$470.33	\$0.00	\$470.33
<b>6115226 - Testing Services</b>						
04/03/2024 39221		KANSAS HEALTH AND ENVIRONMENT	COLLECTION OF CLEAN DRINKING WATER	\$247.00		\$247.00
Total 6115226 - Testing Services				\$247.00	\$0.00	\$247.00
<b>6115241 - Vehicle / Mobile Equip R&amp;M</b>						
04/07/2024 39236		FOLEY EQUIPMENT INDUSTRIES	REPLACE FUEL PUMP AND GOVERNOR DRIVE ON GENERATOR AT SEWER PLANT	\$1,235.19		\$1,235.19
Total 6115241 - Vehicle / Mobile Equip R&M				\$1,235.19	\$0.00	\$1,235.19
<b>6115251 - Utilities</b>						
04/02/2024 39213		EVERGY	EVERGY UTILITY	\$27.34		\$27.34
04/12/2024 39246		VERIZON WIRELESS	VERIZON UTILITY	\$41.45		\$68.79

City of Towanda, KS  
**Claims Report**  
 April 2024

Date	Num	Name	Memo	Debit	Credit	Balance
04/26/2024	39277	EVERGY	EVERGY UTILITY	\$27.26		\$96.05
<b>6115251 - Utilities</b>						
Total 6115251 - Utilities						
04/12/2024	39247	EMC INSURANCE	COMMERCIAL INSURANCE POLICY	\$473.22		\$473.22
<b>6115253 - Insurance</b>						
Total 6115253 - Insurance						
04/12/2024	39250	TOWANDA POST OFFICE	POSTAGE FOR UTILITY BILLS	\$250.00		\$250.00
04/21/2024	39261	CANON FINANCIAL SERVICES	CANNON PRINTER	\$38.66		\$288.66
<b>6115254 - Printing / Publications</b>						
Total 6115254 - Printing / Publications						
04/07/2024	39231	JUMPSTART	Fuel for Shop 03/2024	\$209.68		\$209.68
<b>6115311 - Gasoline / Fuel / Lubricants</b>						
Total 6115311 - Gasoline / Fuel / Lubricants						
<b>6115315 - Operating Supplies</b>						
04/09/2024	39244	MUNICIPAL SUPPLY COMPANY	4" TOP HAT W/ WATER LID, 6" TOP & WATER LID	\$362.12		\$362.12
04/09/2024	39244	MUNICIPAL SUPPLY COMPANY	2"x1" SERVICE SADDLE, 4"x1" SERVICE SADDLE X2	\$249.81		\$611.93
04/21/2024	39262	MUNICIPAL SUPPLY COMPANY	4"X20' GJC900 DR18 CL 150 PV	\$479.20		\$1,091.13
<b>6115315 - Operating Supplies</b>						
Total 6115315 - Operating Supplies						
<b>6115319 - Misc. Supplies</b>						
04/15/2024	39253	SUTHERLANDS CREDIT	3X TATANIUM BITS, SNAPLOCK, GALV COUPLING, ADAPTERS, ROSE CLAMPS, CONNECTORS, METAL WHEEL, PVC P...	\$470.09		\$470.09
04/24/2024	39272	HIZEY SERVICE AND SUPPLY	305.75 TUBING 2 3/8" STRUCTURAL, 20 PIPE CAP 2 3/8" FENCE	\$512.20		\$982.29
<b>6115319 - Misc. Supplies</b>						
Total 6115319 - Misc. Supplies						
<b>6115334 - Materials / Supplies Stock</b>						
04/03/2024	39224	Lampton Welding Supply	OXYGEN AND ARGON	\$982.29		\$982.29
<b>6115341 - Water For Resale</b>						
04/02/2024	39214	RURAL WATER DIST. NO. 5		\$13.40		\$13.40
04/02/2024	39214	RURAL WATER DIST. NO. 5		\$13.40		\$13.40
04/02/2024	39214	RURAL WATER DIST. NO. 5		\$19,999.21		\$19,999.21
<b>6115341 - Water For Resale</b>						
Total 6115341 - Water For Resale						
<b>612X - WATER FUND EXPENSE</b>						
Total 612X - WATER FUND EXPENSE						
<b>6125319 - Water Infrastructure Parts</b>						
04/12/2024	39248	MUNICIPAL SUPPLY COMPANY	GATE VALVE, GRIP RING ACC PACK, FORD	\$1,745.60		\$1,745.60
04/12/2024	39249	MUNICIPAL SUPPLY COMPANY	MEGALUG FOR DI, BOLT AND GASKET KIT	\$1,228.79		\$2,974.39
<b>6125319 - Water Infrastructure Parts</b>						
Total 6125319 - Water Infrastructure Parts						
<b>612X - WATER RESERVE EXPENSE</b>						
Total 612X - WATER RESERVE EXPENSE						
<b>613X - WATER TOWER EXPENSE</b>						
Total 613X - WATER TOWER EXPENSE						
<b>6135253 - Insurance</b>						
Total 6135253 - Insurance						



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**Claims Report**  
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Date	Numb	Name	Memo	Debit	Credit	Balance
04/12/2024	39247	EMC INSURANCE	COMMERCIAL INSURANCE POLICY	\$336.30		\$336.30
Total 6135253 - Insurance						
Total 613X WATER TOWER EXPENSE						
<b>621X - SEWER FUND EXPENSE</b>						
6215100 - Staff Expense Sewer						
6215110 - Salaries						
04/30/2024	1			\$1,745.28		\$1,745.28
Total 6215110 - Salaries						
<b>6215140 - PR Tax Expense City Share</b>						
04/30/2024	1			\$134.64		\$134.64
Total 6215140 - PR Tax Expense City Share						
<b>6215150 - KPERS City Share</b>						
04/30/2024	1			\$161.93		\$161.93
Total 6215150 - KPERS City Share						
<b>6215160 - Health Ins. - City Share</b>						
04/30/2024	1			\$161.93		\$161.93
Total 6215160 - Health Ins. - City Share						
<b>6216000 - Payroll Reallocation Adj.</b>						
04/30/2024	EXPTFR			\$560.27		\$560.27
Total 6216000 - Payroll Reallocation Adj.						
Total 6215100 - Staff Expense Sewer						
<b>6215200 - Non-Material Expenditures</b>						
04/03/2024	39222	AMERICAN MESSAGING	SEWER EMERGENCY PHONE	\$19.16		\$19.16
Total 6215200 - Non-Material Expenditures						
<b>6215222 - Intergovernment / Permit Fees</b>						
04/06/2024	39241	KDHE - BUREAU OF WATER	BOW-INDIVIDUAL WASTEWATER PERMIT FEE 2024 KS0098761	\$185.00		\$185.00
Total 6215222 - Intergovernment / Permit Fees						
<b>6215241 - Vehicle / Mobile Equip. R&amp;M</b>						
04/07/2024	39236	FOLEY EQUIPMENT INDUSTRIES	REPLACE FUEL PUMP AND GOVERNOR DRIVE ON GENERATOR AT SEWER PLANT	\$1,235.21		\$1,235.21
Total 6215241 - Vehicle / Mobile Equip. R&M						
<b>6215251 - Utilities</b>						
04/02/2024	39213	EVERGY	EVERGY UTILITY	\$260.50		\$260.50
04/12/2024	39246	VERIZON WIRELESS	VERIZON UTILITY	\$41.45		\$301.95
04/21/2024	39258	EVERGY	EVERGY UTILITY	\$102.27		\$404.22
04/21/2024	39259	LINGO	EMERGENCY PHONE	\$80.79		\$485.01
04/26/2024	39274	EVERGY	EVERGY UTILITY	\$31.38		\$516.39
04/26/2024	39277	EVERGY	EVERGY UTILITY	\$259.75		\$776.14
Total 6215251 - Utilities						
<b>6215253 - Insurance</b>						
04/12/2024	39247	EMC INSURANCE	COMMERCIAL INSURANCE POLICY	\$189.53		\$189.53

City of Towanda, KS  
**Claims Report**  
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Date	Num	Name	Memo	Debit	Credit	Balance
Total 6215253 - Insurance				\$189.53	\$0.00	\$189.53
<b>6215254 - Printing / Publications</b>						
04/12/2024	39250	TOWANDA POST OFFICE	POSTAGE FOR UTILITY BILLS	\$250.00		\$250.00
04/21/2024	39261	CANON FINANCIAL SERVICES	CANNON PRINTER	\$38.66		\$288.66
Total 6215254 - Printing / Publications				\$288.66	\$0.00	\$288.66
<b>6215259 - Misc. Services</b>						
04/03/2024	39220	FOLEY EQUIPMENT INDUSTRIES	ANNUAL INSPECTION AND SERVICE GENERATOR SET AT SEWER PLANT	\$1,424.17		\$1,424.17
Total 6215259 - Misc. Services				\$1,424.17	\$0.00	\$1,424.17
<b>6215311 - Gasoline / Fuel / Lubricants</b>						
04/07/2024	39231	JUMPSTART	Fuel for Shop 09/2024	\$209.68		\$209.68
Total 6215311 - Gasoline / Fuel / Lubricants				\$209.68	\$0.00	\$209.68
<b>6215312 - Chemicals</b>						
04/03/2024	39223	MID-AMERICAN RESEARCH CHEMICALS	PUPRLE POWER LIFT STATION CLEANER	\$2,732.03		\$2,732.03
Total 6215312 - Chemicals				\$2,732.03	\$0.00	\$2,732.03
<b>6215315 - Operating Supplies</b>						
04/16/2024	39254	USA BLUE BOOK	PLANTPRO 5LB PREMIUM BIO-BLOCK	\$105.95		\$105.95
Total 6215315 - Operating Supplies				\$105.95	\$0.00	\$105.95
<b>6215334 - Materials / Supplies Stock</b>						
04/03/2024	39224	Lampton Welding Supply	OXYGEN AND ARGON	\$13.40		\$13.40
Total 6215334 - Materials / Supplies Stock				\$13.40	\$0.00	\$13.40
Total 621X - SEWER FUND EXPENSE				\$11,919.72	\$0.00	\$11,919.72
<b>630X - TRASH FUND EXPENSE</b>						
<b>6305225 - Cleaning / Disposal Service</b>						
04/07/2024	39240	WASTE CONNECTIONS OF KANSAS	TRASH PICKUP FOR 09/2024	\$10,830.00		\$10,830.00
Total 6305225 - Cleaning / Disposal Service				\$10,830.00	\$0.00	\$10,830.00
<b>6305254 - Printing / Publications</b>						
04/12/2024	39250	TOWANDA POST OFFICE	POSTAGE FOR UTILITY BILLS	\$250.00		\$250.00
04/21/2024	39261	CANON FINANCIAL SERVICES	CANNON PRINTER	\$38.65		\$288.65
Total 6305254 - Printing / Publications				\$288.65	\$0.00	\$288.65
Total 630X - TRASH FUND EXPENSE				\$11,118.65	\$0.00	\$11,118.65
<b>720X - CEMETERY FUND EXPENSE</b>						
<b>7205200 - Funds Sent to Towanda Township</b>						
04/03/2024	39218	TOWANDA TOWNSHIP	QTR 1 2024 PAYMENTS FOR CEMETERY RECEIVED BULLARD 2-3-79-02 URN BURIAL AND DEED FEE	\$330.00		\$330.00
Total 7205200 - Funds Sent to Towanda Township				\$330.00	\$0.00	\$330.00
Total 720X - CEMETERY FUND EXPENSE				\$330.00	\$0.00	\$330.00
<b>800X - ARPA Funds Expense</b>						
04/12/2024	39248	MUNICIPAL SUPPLY COMPANY	4 1/2" BURY A420 MUELLER SUPER, 4" A423 MUELLER SUPER, 4" GATE VALVE OL, 4" GRIP RING ACC PACK, ...	\$6,273.17		\$6,273.17
04/12/2024	39249	MUNICIPAL SUPPLY COMPANY	4' BURY A423 MUELLER SUPER CEN	\$3,048.46		\$11,321.63
Total 800X - ARPA Funds Expense				\$11,321.63	\$0.00	\$11,321.63

City of Towanda, KS  
**Claims Report**  
 April 2024

Date	Num	Name	Memo	Debit	Credit	Balance
		Total DESIGNATED FUND EXPENDITURES		\$86,356.70	\$10,366.30	\$77,990.40
		General Fund Expenditures				\$61,518.45
		Designated Fund Expenditures				\$77,990.40
		Total Expenditures				\$139,508.85
		Payroll Expenditures				\$39,354.13
		Expenditures Other than Payroll				\$100,154.72

T C PYLE

March 08, 2024 - April 07, 2024

**Business Card**

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 ..... \$1,672.28  
**Minimum Payment Due** ..... **\$25.00**  
**Payment Due Date** ..... **05/02/24**

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

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

**Account Summary**

Previous Balance ..... \$3,702.64  
 Payments and Other Credits ..... -\$3,702.64  
 Balance Transfer Activity ..... \$0.00  
 Cash Advance Activity ..... \$0.00  
 Purchases and Other Charges ..... \$1,672.28  
**Fees Charged** ..... **\$0.00**  
**Finance Charge** ..... **\$0.00**  
 New Balance Total ..... \$1,672.28  
 Credit Limit ..... \$6,000  
 Credit Available ..... \$4,327.72  
 Statement Closing Date ..... 04/07/24  
 Days in Billing Cycle ..... 31

**Transactions**

Posting Date	Transaction Date	Description	Reference Number	Amount
<b>Payments and Other Credits</b>				
03/25	03/24	PAYMENT - THANK YOU	[REDACTED]	- 3,702.64
<b>TOTAL PAYMENTS AND OTHER CREDITS FOR THIS PERIOD</b>				<b>-\$3,702.64</b>
<b>Purchases and Other Charges</b>				
03/11	03/09	AGASERVICECO MAR TT 8042853300 VA misc fire	55429504069745121418236	12.00
03/11	03/09	COURTYARD BY MARRIOTT 9796958111 TX mis fire	55432864070204598719858	87.00
Arr: 03/09/24 Dep: 03/09/24 Inv: 81649				
03/25	03/22	GDP* Reflective Shapes 4804638389 FL Reflective Squares	55436874082180820476056	474.00
03/25	03/23	SP LINE2EMS MENTONE CA Blood Pressure Cuffs	554711164083000003572825	93.98
03/25	03/23	MASTER MEDICAL EQUIPME 7315541223 TN Test strips	85184124083900010526653	73.25

220-5259  
 Tom Paid  
 medical  
 medical

**Transactions**

Posting Date	Transaction Date	Description	Reference Number	Amount
03/25	03/23	OFFICEMAX/DEPOT 6061 WICHITA KS <i>3x chairs</i>	02305374084100185167982	612.72
03/27	03/24	ZORO TOOLS INC 8552899676 IL <i>DRING Shackle mount</i>	55436874086290860411115	64.28
04/01	03/30	SQ *GAMBINO'S PIZZA TO 8774174551 KS <i>Food</i>	55432864090200761331816	59.06
04/01	03/31	AMAZON RETA* FIRE DEPT SEATTLE WA <i>NOCO Genius 3 Bank</i>	005094091000012772490	195.99
<b>TOTAL PURCHASES AND OTHER CHARGES FOR THIS PERIOD</b>				<b>\$1,672.28</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

# The perfect fit for your digital wallet



**Add your small business credit card to your digital wallet for a fast, easy, secure way to pay.**

Use it in stores, online and in apps — all with the convenience of your phone or computer.

Your card number and personal information are not stored, and digital wallet payments cannot be made without your authentication.

Visit [bankofamerica.com/ways2pay](https://bankofamerica.com/ways2pay) for instructions for adding your new card directly to your digital wallet app.



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SSM-11-23-0442 | 6143874



ANDY NEWBREY

Business Card

March 08, 2024 - April 07, 2024

Cardholder Statement

Account Information:
www.bankofamerica.com

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

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

Customer Service:
1.800.673.1044, 24 Hours

Outside the U.S.:
1.509.353.6656, 24 Hours

For Lost or Stolen Card:
1.800.673.1044, 24 Hours

Business Offers:
www.bankofamerica.com/mybusinesscenter

Payment Information

New Balance Total ..... \$2,027.73
Minimum Payment Due ..... \$25.00
Payment Due Date ..... 05/02/24

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

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

Account Summary

Previous Balance ..... \$1,985.22
Payments and Other Credits ..... -\$1,985.22
Balance Transfer Activity ..... \$0.00
Cash Advance Activity ..... \$0.00
Purchases and Other Charges ..... \$2,027.73
Fees Charged ..... \$0.00
Finance Charge ..... \$0.00

New Balance Total ..... \$2,027.73
Credit Limit ..... \$7,500
Credit Available ..... \$5,472.27
Statement Closing Date ..... 04/07/24
Days in Billing Cycle ..... 31

Transactions

Table with columns: Posting Date, Transaction Date, Description, Reference Number, Amount. Includes entries for Payments and Other Credits, Purchases and Other Charges, and various program charges.



Account Number: [Redacted]
March 08, 2024 - April 07, 2024

New Balance Total ..... \$2,027.73
Minimum Payment Due ..... \$25.00
Payment Due Date ..... 05/02/24

Enter payment amount

Payment entry field with dollar sign and a line for input.

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



BUSINESS CARD
PO BOX 15796
WILMINGTON, DE 19886-5796



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

\*\*N0039235

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



ANDY NEWBREY

March 08, 2024 - April 07, 2024

Page 3 of 4

**Transactions**

Posting Date	Transaction Date	Description	Reference Number	Amount
03/25	03/22	FLIPSNACK.COM 5105788284 MI <i>12-5320</i>	82711164082000003841155	<del>Newsletter</del> 420.00
03/25	03/22	PRAIRELAND PARTNERS LL 8002609473 KS <i>250-5241</i>	55417344083730839873986	<del>Streets</del> 548.30
03/27	03/25	OFFICE DEPOT #2190 WITCHITA KS <i>12-5314</i>	02305374086100090718943	<del>Staple Shop</del> 33.63
03/28	03/27	GRAMMARLY COQN6H9U7 8883186146 CA <i>12-6400</i>	55429504087713336834397	<del>program</del> 144.00
03/28	03/28	Mailchimp 6789990141 GA <i>12-5320</i>	12302024088000803573075	<del>program</del> 13.00
04/01	03/29	ACE HARDWARE 3163227500 KS <i>Chain, Cable Saw</i>	55310204090400000570812	<del>50-5325</del> 105.14
04/02	04/01	SQ *GAMBINO'S PIZZA TO 8774174551 KS <i>15-5210</i>	55432864093201399119257	<del>Living Food</del> 33.63
<b>TOTAL PURCHASES AND OTHER CHARGES FOR THIS PERIOD</b>				<b>\$2,027.73</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.

BANK OF AMERICA BUSINESS ADVANTAGE

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**Add your small business credit card to your digital wallet for a fast, easy, secure way to pay.**

Use it in stores, online and in apps — all with the convenience of your phone or computer.

Your card number and personal information are not stored, and digital wallet payments cannot be made without your authentication.

Visit [bankofamerica.com/ways2pay](https://bankofamerica.com/ways2pay) for instructions for adding your new card directly to your digital wallet app.







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R TALLGRASS

ado KS 67042

005978

03-04-2024 09:03:49

Summary of Account Activity		Payment Information										
Previous Balance	\$1,064.78	New Balance	\$920.91									
+ New Purchases	\$920.91	Total Minimum Payment Due	\$33.00									
- Payments	\$1,064.78	Payment Due Date	04/27/2024									
+/- Credits, Fees & Adjustments (net)	\$0.00	PAYMENT DUE BY 5 P.M. EASTERN ON THE DUE DATE.										
+/- Interest Charge (net)	\$0.00	We may convert your payment into an electronic debit. See reverse side.										
<b>New Balance</b>	<b>\$920.91</b>	<b>Late Payment Warning:</b> If we do not receive your Total Minimum Payment Due by the Payment Due Date listed above, you may have to pay a late fee up to \$41.00.										
Credit Limit	\$5,000.00	<b>Minimum Payment Warning:</b> Making only the Total Minimum Payment Due will increase the amount of interest you pay and the time it takes to repay your balance. For example:										
Available Credit	\$4,055.00	<table border="1"> <thead> <tr> <th>If you make no additional charges using this card and each month you pay ...</th> <th>You will pay off the balance shown on this statement in about ...</th> <th>And you will end up paying an estimated total of ...</th> </tr> </thead> <tbody> <tr> <td>Only the minimum payment</td> <td>5 years</td> <td>\$1,727.00</td> </tr> <tr> <td>\$39.00</td> <td>3 years</td> <td>\$1,407.00 (Savings = \$320.00)</td> </tr> </tbody> </table>		If you make no additional charges using this card and each month you pay ...	You will pay off the balance shown on this statement in about ...	And you will end up paying an estimated total of ...	Only the minimum payment	5 years	\$1,727.00	\$39.00	3 years	\$1,407.00 (Savings = \$320.00)
If you make no additional charges using this card and each month you pay ...	You will pay off the balance shown on this statement in about ...	And you will end up paying an estimated total of ...										
Only the minimum payment	5 years	\$1,727.00										
\$39.00	3 years	\$1,407.00 (Savings = \$320.00)										
Days in Billing Period	31	If you would like information about credit counseling services, call 1-877-302-8797.										
Pay online for free at: <a href="http://mysynchrony.com">mysynchrony.com</a> For Synchrony Bank customer service or to report your card lost or stolen, call 1-866-396-8254.												
Best times to call are Wednesday - Friday.												

*Entered*

JKWAVE 17 64
JKWAVE 17 64
JKWAVE 17 64
PLUS MANDREL
X SUBTOTAL 42.34
DISCOUNT 2.11
TOTAL 40.23
ENDER(Store) 40.23
CHANGE DUE 0.00

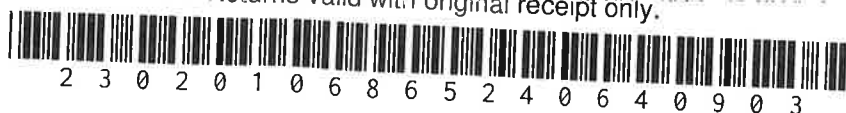
Transaction Summary

Tran Date	Post Date	Reference Number	Description	Amount
03/19/2024	03/19/2024	P912300F1014PG05W	PAYMENT - THANK YOU	\$1,064.78
03/04/2024	03/05/2024	8534812EH010FM9SK	SUTHERLANDS 2302 EL DORADO KS STANDARD PURCHASE HOME IMPROVEMENT	\$40.23 <i>3x Bit Tappers Snaplock (water)</i>
03/05/2024	03/05/2024	8534812EJ0112PN40	SUTHERLANDS 2302 EL DORADO KS STANDARD PURCHASE HOME IMPROVEMENT	\$14.23 <i>Galv Coupling (water)</i>
03/14/2024	03/14/2024	8534812EV011N88DK	SUTHERLANDS 2302 EL DORADO KS STANDARD PURCHASE HOME IMPROVEMENT WATER	\$274.07 <i>Coupling, adaptors, hoseclamps, connectors, metal (water) wheel, PVC pipe</i>
03/15/2024	03/15/2024	8534812EX010T6V84	SUTHERLANDS 2302 EL DORADO KS STANDARD PURCHASE HOME IMPROVEMENT	\$104.54 <i>3x Gate valve, connector Stoprust, clip disconnect (water)</i>
03/18/2024	03/18/2024	8534812EZ011Q99WT	SUTHERLANDS 2302 EL DORADO KS STANDARD PURCHASE HOME IMPROVEMENT	\$37.02 <i>Connectors (water)</i>
03/25/2024	03/25/2024	8534812F6010FMZS1	SUTHERLANDS 2302 EL DORADO KS STANDARD PURCHASE HOME IMPROVEMENT	\$117.77 <i>3x Anti-siphon pick handle shop</i>
03/25/2024	03/25/2024	8534812F60112RB6S	SUTHERLANDS 2302 EL DORADO KS	\$18.03 <i>Fasteners Rebar (porcs)</i>

\* NOTICE: See reverse side and additional pages (if any) for important information concerning your account.

006865

04-2024 09:03:49



Invoice  
005978  
1 of 1



R TALLGRASS

do KS 67042

005978

03-04-2024 09:03:49

3KWAVE	17 64
3KWAVE	17 64
3KWAVE	17 64
PLUS MANDREL	
X SUBTOTAL	42.34
DISCOUNT	2.11
TOTAL	40.23
ENDER(Store)	40.23
CHANGE DUE	0.00



Log in now

Scan with your smartphone for quick access to your account page.

\* The Primary Cardholder will be liable for all purchases made on the Account, including those made by an authorized user.

WLAGEN



Transaction Summary (Continued)

Tran Date	Post Date	Reference Number	Description	Amount
03/26/2024	03/26/2024	8534812F7010TLVE5	STANDARD PURCHASE HOME IMPROVEMENT SUTHERLANDS 2302 EL DORADO KS <i>Glass 11x20 (Shop)</i>	\$9.50
03/26/2024	03/26/2024	8534812F701064V35	STANDARD PURCHASE HOME IMPROVEMENT SUTHERLANDS 2302 EL DORADO KS <i>Glass 12x16 window door nozzle (Shop)</i>	\$34.72
03/26/2024	03/26/2024	8534812F7011MSPF6	STANDARD PURCHASE HOME IMPROVEMENT SUTHERLANDS 2302 EL DORADO KS <i>Coupling (Shop)</i>	\$86.62
04/01/2024	04/01/2024	8534812FD0112RJHF	STANDARD PURCHASE HOME IMPROVEMENT SUTHERLANDS 2302 EL DORADO KS <i>(Shop) Bushing Ball valve</i>	\$75.99
04/02/2024	04/02/2024	8534812FE010FK70V	STANDARD PURCHASE HOME IMPROVEMENT SUTHERLANDS 2302 EL DORADO KS <i>(Ball field) Entrance knob</i>	\$108.19
			STANDARD PURCHASE HOME IMPROVEMENT FEES <i>(Shop) Funnel, Galv part; Coupling, water</i>	\$0.00
			TOTAL FEES FOR THIS PERIOD	\$0.00
			INTEREST CHARGED	
04/04/2024	04/04/2024		INTEREST CHARGE ON PURCHASES	\$0.00
			TOTAL INTEREST FOR THIS PERIOD	\$0.00

2024 Totals Year-to-Date	
Total Fees Charged in 2024	\$41.00
Total Interest Charged in 2024	\$0.00
Total Interest Paid in 2024	\$0.00

Interest Charge Calculation

Type of Balance	Expiration Date	Annual Percentage Rate (APR)	Balance Subject to Interest Rate	Interest Charge
Purchases	NA	29.99%(v)	\$0.00	\$0.00

(v) = Variable rate

New Promotional Financing Plans

Eligible future card purchases may be billed under one of the following promotions: No Interest if Paid in Full within 6, 12, 18, or 24 months. Offer subject to credit review and approval. Offer good while supplies last. Offer ends 12/31/2024. See cardholder agreement for details. Offer cannot be combined with original receipt only.

01-006865  
03-04-2024 09:03:49



2 3 0 2 0 1 0 6 8 6 5 2 4 0 6 4 0 9 0 3

Invoice  
005978  
1 of 1

# CITY OF TOWANDA

## APPROPRIATION ORDINANCE NO. 04-2024

For period April 1<sup>st</sup>, 2024 through, April 30<sup>th</sup>, 2024

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

<b><u>Section 1.</u></b>	<b>Claims paid prior to approval of the City Council, authorized by Ordinance No. 279.</b>	<b>\$100,154.72</b>
<b><u>Section 2.</u></b>	<b>Payroll</b>	<b>\$39,354.14</b>
	<b>Total this Ordinance:</b>	<b>\$139,508.85</b>

---

**Paul Erickson**  
**Treasurer**

---

**Jennifer Shaults**  
**Mayor**

**Report Attestation for the Month of March 2024.**

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

A handwritten signature in blue ink, appearing to read "Paul Erickson", is written over a horizontal line.

Paul Erickson

Treasurer, City of Towanda, KS

## Towanda April, 2024 Calls for Service

## Call Breakdown by Deputy

Date	Call Type	Location	Outcome	Deputy	Total Calls For Service	Hickman	Brown	District	Open
4/1/2024	Miscellaneous	900 blk E Main	HBO	District	12	12	16	39	
4/1/2024	Civil Stand By	600 blk E Mills Dr	HBO	District	5	5	10	25	
4/2/2024	Traffic Stop	800 blk E Main St	Warning	Brown	0	0	0	2	
4/2/2024	Assist Other	500 blk E North St	Report	Brown	4	4	5	2	
4/2/2024	Theft	600 blk E Mills Dr	Report	Brown					
4/2/2024	Miscellaneous	500 blk E North St	HBO	Brown	0	0	0	1	
4/2/2024	Miscellaneous	500 blk N 8th St	HBO	Brown	3	3	1	6	
4/2/2024	Traffic Stop	SW Ohio / HWY 254	Warning	District	0	0	0	3	
4/3/2024	Traffic Stop	900 blk E Main St	Warning	Hickman					
4/4/2024	Traffic Stop	E Main St / N 6th St	Warning	Hickman					
4/4/2024	Suspicious Person	500 blk N 9th St	HBO	Hickman					
4/5/2024	Miscellaneous	200 blk N 3rd St	HBO	District					
4/6/2024	Accident/ 10-48	E Main St / E Kechi Rd	Accident	District					
4/6/2024	Traffic Complaint	Sw Ohio St / HWY 254	HBO	Brown					
4/6/2024	Traffic Stop	Sw Ohio St / HWY 254	Warning	District					
4/6/2024	Arrest/ Other	700 blk E Mechanic	Arrest	District					
4/7/2024	Extra Patrol	500 blk N 3rd St	HBO	Brown					
4/8/2024	Miscellaneous	900 blk E Main St	HBO	District					
4/8/2024	Animal at large/ Domestic	E Circle Dr.	HBO	District					
4/9/2024	Disturbance	600 blk E Main St	HBO	Hickman					
4/10/2024	Miscellaneous	900 blk E Main St	HBO	Brown					
4/11/2024	Arrest/ Traffic	SW HWY 254 / SW Ohio St	Arrest	District					
4/11/2024	Suicidal Threats	600 blk E Mills Dr	HBO	District					
4/11/2024	Suspicious Activity	700 blk E High St	HBO	Brown					
4/12/2024	Accident/ 10-47	SW HWY 254 / SW Ohio St	Accident	District					
4/13/2024	Missing Juvenile	400 blk N 8th St	Report	Hickman					
4/14/2024	Miscellaneous	900 blk E Main ST	HBO	District					
4/14/2024	Miscellaneous	900 blk E Main St	HBO	District					
4/14/2024	Lost Property	500 E High St	HBO	District					
4/14/2024	Check Welfare	400 blk N 10th St	Report	Hickman					
4/14/2024	Miscellaneous	400 blk N 8th St	HBO	Hickman					
4/15/2024	Traffic Complaint	S 3rd ST / E Main St	HBO	District					
4/15/2024	Traffic Complaint	E Pool Rd / S 3rd St	HBO	District					
4/16/2024	Battery	700 blk E Wilson Dr	Report	Brown					
4/16/2024	Miscellaneous	400 blk N 8th ST	HBO	District					
4/16/2024	Criminal Trespass	400 blk N 8th St	Report	Brown					
4/16/2024	Miscellaneous	700 blk E Wilson Dr	HBO	Brown					
4/17/2024	PFS/PFA Service	600 blk E Main St	HBO	District					

Date	Incident Type	Address	Report	District
4/19/2024	Harassment	500 blk E North St		Brown
4/19/2024	Miscellaneous	400 blk N 9th St	HBO	District
4/19/2024	Noise Complaint	300 blk S 3rd St	HBO	District
4/22/2024	Suspicious Activity	SW Hunter Rd/ E Clay Hill Rd	HBO	District
4/22/2024	Miscellaneous	400 blk N 8th St	HBO	District
4/22/2024	Miscellaneous	600 blk E Main St	HBO	District
4/23/2024	Found Property	300 blk S 6th St	HBO	District
4/23/2024	Miscellaneous	1200 blk E Clay Hill Rd	HBO	District
4/23/2024	Missing Juvenile	600 blk E North St	HBO	District
4/23/2024	Miscellaneous	E Main St / N 5th St	Report	District
4/23/2024	Criminal Trespass	300 blk S 3rd St	HBO	Hickman
4/23/2024	Traffic Stop	Sw Ohio St / HWY 254	Warning	District
4/24/2024	Check Welfare	100 blk N 3rd St	HBO	Brown
4/24/2024	Miscellaneous	700 blk E Wilson Dr	HBO	Brown
4/24/2024	Assault	600 blk E Mills Dr	Report	District
4/24/2024	Disturbance	700 blk E Bever Dr	HBO	District
4/26/2024	Assist Other	100 blk N Sunset Ln	HBO	District
4/26/2024	Assist EMS	500 blk N 6th St	Report	Hickman
4/26/2024	Suspicious Person	700 blk E Main St	HBO	District
4/27/2024	Criminal Trespass	400 blk N 9th St	Report	Hickman
4/27/2024	Traffic Hazard	1200 blk E Rainbow Dr	HBO	Hickman
4/28/2024	Traffic Stop	N 4th St / E Main St	Warning	District
4/28/2024	Traffic Stop	700 blk E Main St	Warning	Hickman
4/29/2024	Suspicious Activity	600 blk E Mills Dr	HBO	Brown
4/29/2024	Traffic Stop	N 3rd St / E High St	Warning	District
4/29/2024	Criminal Trespass	700 blk E Main St	HBO	District
4/30/2024	Traffic Stop	E Clay Hill Rd / N 11th St	Warning	District
4/30/2024	Arrest/ Traffic	S 6th St / E Cincinnati	Arrest	District
4/30/2024	Traffic Stop	SW Fulton Rd / E Bever Dr	Citation	District





# TOWANDA DEPARTMENTAL REPORT- Planning/Zoning Adm. Lisa Long

April 2024 Activity    May 2, 2024 Report

### What we have been doing:

- Working on the Housing Study Application
- Monitor and dispatch inspections
- Providing Excellent Public Service
- Processing Licensing/Permits
- Assisting Residents/Contractors daily with building code questions
- Cemetery Lot Sales, Paperwork, and Questions
- Working always to make the PZ Department more efficient and functional

### What we plan to do:

- |  |   |
|--|---|
| Continue Serving Towanda Citizens                | Continue to improve the efficiency of PZ Department |
| Continue Contractor Licensing and Permit Issuing | Cemetery Paperwork                                  |
| Code Enforcement                                 | Continue work to finish the Housing Study           |
| Continue with duties as listed above             | Misc. other work as needed                          |
| Secretary duties for the Planning Board          | Animal Control Records                              |
| Preparing Information for PZ Hearings            |   |

### Permits:

- |   |                    |
|---|--------------------|
| 408 High Plumbing                             | 646 Mills Plumbing |
| 333 N. 9 <sup>th</sup> Foundation Repair      | 710 Bever Plumbing |
| 700 Mechanic Lot 2 Electrical                 | 657 Mills Plumbing |
| 202 S 3 <sup>rd</sup> House Demolition Permit | 629 Mills Plumbing |
| 771 Bever Plumbing                            |                    |

### Statistics and Lists:

#### Inspections Completed

- |   |                                  |
|---|----------------------------------|
| 337 N 8 <sup>th</sup> Water heater            | 700 Mech Lt 12 Electrical        |
| 340 N 10 <sup>th</sup> Foundation Reinforcing | 340 N 10 <sup>th</sup> Roof      |
| 775 Bever HW Heater                           | H2O Church deck stairway consult |
| 416+ Cincinnati Reinforcing                   | 629 Mills Gas Inspection         |
| 717 High Egress Window                        | 657 Mills Gas Inspection         |
| 416 Cincinnati Concrete                       | 710 Bever Gas Inspection         |
| 905 Main Electric                             | 646 Mills Gas Inspection         |
| 303 N 3 <sup>rd</sup> Gazebo                  |                                  |
| 340 N 10 <sup>th</sup> Consult                |                                  |
| 717 High Egress Window                        |                                  |
| 340 N 10 <sup>th</sup> Progress               |                                  |

### New Contractors Licensed & Certificates Issued:

- Free State Electric- El Dorado KS
- Yokes Master Plumbing- Wichita KS

**NTA Citations Issued/ Court:** L. Butler/Violation of Minimum Housing Code, Mighty Dog Roofing/ Violation of Sign Ordinance  
**PZ Board Meeting/BZA March:** Continued from the March Hearing for the oversized garage at 1311 Rainbow Dr.  
**Business Permit for Door-to-Door Sales:** None

# Fire Dept Report

April 2024

**Summary:** The latest kink in FD operations is the “forced” retirement of our 14 Self-Contained Breathing Apparatus (SCBAs). Even if we find donated equipment there will be costs to repair and certify the units. Additionally, training, fit testing and storage brackets will cost.

**Membership:** 18. Added Kurt Reeves and Nik Herrmann. Eight more candidates

**YTD (as of 4/30/24)** Calls: 141

**April Calls:** Number of calls 36 (5-yr avg. for Apr. calls: 31.0. Avg. Apr. calls since 1985-22.2)  
18 – Fire calls: 4 grass, 1 vehicle, 1 structure, 12 “other”  
14 – Medical  
3 – Vehicle accidents  
1 – Hazardous Condition: Natural gas leak

## Training:

- Medical Apr 9 (Grand Rounds),
- New FF Apr 13,
- RIT Apr 17, SCBAs Apr 23, Officer Apr 30

## Equipment:

- Engine 1 (2002 Luverne): Still awaiting valve replacement.
- Engine 3 (1988 Emergency One): Engine 3 failed a monthly check when it unexpectedly lost power and died on the road on Mar. 20. On December 4, the City Administrator signed a contract to purchase a new, demonstrator model fire engine. This truck should arrive May 2024.
- Pumper 4 (2011 Navistar): Is approaching its 15 year recommended replacement date.
- Pumper 5 (1990 American General):
- Pumper 6 (2003 Stewart Stephenson): No change (out of service)
- Pickups 8 & 9 (2015 GMC Sierra 3500):
- Tanker 12 (1984 American General): Battery charger is suspect as the batteries are not cranking the engine fast enough.
- KSFM Grant. Awaiting confirmation of order for two sets of coat and pants.

## Upcoming:

- Summer Bash on June 1 with Lions Club
- Rib feed September 14



# Fire Dept Report

April 2024

## For Discussion:

### Tanker

- In order to repair the lost hauled water rating (for our out of town citizens and those of neighboring districts) we should acquire a tanker of at least 3000 gallons that will fit inside our small station.

### Command/Utility Vehicle

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

## Building:

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

## Other:

- SCBAs: Are obsolete and should be replaced soon. In a surprise move, Honeywell—the company that owns the rights and responsibility of our SCBAs—has declared it will no longer maintain the NIOSH certifications for its respirator products. We are scrambling to find suitable replacements by the end of the year. New ones are \$8500 ea. times 14, plus spare cylinders (\$140,000). We are looking for used ones that can be certified for use.
- Provided hydrant flow test data to City.
- OSHA is updating their 29CFR 1910.156. This has been the “Fire Brigade” standard for Industrial facilities since 1980. It will be revised and called the “Emergency Response” standard. The new language will pull in nearly ALL fire departments in the USA and make mandatory many more NFPA standards. For instance, certification as a FF will become mandatory. Certification as a driver will become mandatory. Same for Rescue (vehicle, trench, urban, rope, water, etc.) Officer, Wildland, RIT, and more. Also the standard for replacement of fire apparatus will be law, not recommendation. Comprehensive medical programs, and on and on.  
Expect costs to operate a fire department to double and many volunteer fire departments will not survive. Bigger, paid departments will take over, but they, too, will have to comply with the higher costs to operate in compliance.
- Still attempting to close out the 2018 FEMA grant for the 3<sup>rd</sup> time.
- 2 adds to the fd report:
- 1) Picked up 14 used SCBAs yesterday. Working on getting them tested and certified. We hope they work. Still need air cylinders.
- 2) we are “commissioning” a mural on a fire station door of our old fire truck.
- 3) there is no room in the station for more SCBAs!

## Fire Dept Report

April 2024

**Activities:** A glimpse of daily Fire Dept. activities. Included are Firefighter man hours for each day. It would seem that the elected officials expect volunteers to do this work.

Date	Day	Activity	
Apr 1	Mon	Zoning meeting	Total man hours: 1
Apr 2	Tue	Pre-event plan meeting	Total man hours: 13.5
Apr 3	Wed	<b>Very High Fire Danger</b> Work in Station Medical call in City at 5 PM	Total man hours: 10
Apr 4	Thu	<b>High Fire Danger</b> Task Force meeting in Burns Fire call in Fairview Twp at 2:25 PM Mutual aid grass fire at 2:35 PM Out of control burn in Twp at 5 PM Good intent grass fire call in Twp at 6:30 PM Good intent grass fire call in Twp at 6:45 PM	Total man hours: 32.5
Apr 5	Fri	<b>High Fire Danger</b> Staff Station, fuel trucks	Total man hours: 8
Apr 6	Sat	<b>Very High Fire Danger</b> Medical call in Twp at 2 AM Motor Vehicle Accident in City 6 AM Work Day, station prep Mutual Aid grass fire to Potwin at noon Medical call in City at 1: 30 PM Power line in tree in City at 2 PM Heavy smoke investigation in Twp at 2 PM Crawfish Boil	Total man hours: 214
Apr 7	Sun	<b>High Fire Danger</b> Station cleaning	Total man hours: 5
Apr 8	Mon	Low Fire Danger Motor home fire on KTA at 4 AM March KFIRS reports submitted	Total man hours: 24
Apr 9	Tue	Low Fire Danger News release, Occupancy certificate Medical training (Grand Rounds) Gas odor call (walk in) at 2 PM in the City Illegal brush fire in Twp at 7 PM (too late, in April, no permission) Medical call in City at 11:30 PM	Total man hours: 12.5
Apr 10	Wed	Low Fire Danger Work: sweep, fuel, reports, Medical in Twp at 5 PM Council meeting Structure fire call Whitewater district	Total man hours:
Apr 11	Thu	<b>High Fire Danger</b> Smoke investigation in Twp at 2 PM. Found remains of an illegal burn.	Total man hours:

## Fire Dept Report

April 2024

Apr 12	Fri	Moderate Fire Danger Medical call in City at 1:30 AM Fire call in Twp at 10 AM Fire call in Twp (controlled fire out of control) Total man hours:
Apr 13	Sat	<b>High Fire Danger</b> New FF training Dinner at Chief's house Total man hours:
Apr 14	Sun	Low Fire Danger Brush pile fire in Fairview Twp at 3 PM Total man hours:
Apr 15	Mon	Moderate Fire Danger Injury motorcycle accident with deer in Twp at 7 AM Medical call in Twp at 7:30 PM Total man hours:
Apr 16	Tue	Total man hours:
Apr 17	Wed	RIT training with El Dorado Fire Total man hours:
Apr 18	Thu	<b>High Fire Danger</b> Raining Injury vehicle accident on turnpike at 7 AM Total man hours:
Apr 19	Fri	Low Fire Danger Smoke investigation in City at 6 PM: Fire pit Total man hours:
Apr 20	Sat	Total man hours:
Apr 21	Sun	Moderate Fire Danger Medical call in Twp at 8:30 AM Medical call in City at noon Grass fire in Twp at 8:30 PM Total man hours:
Apr 22	Mon	Total man hours:
Apr 23	Tue	Moderate Fire Danger Medical call in City at 4:30 PM Fire training Total man hours:
Apr 24	Wed	Total man hours:
Apr 25	Thu	Grant work Hydrant data updates (new hydrants) and report for City Total man hours:
Apr 26	Fri	<b>High Fire Danger</b> Medical call in City at 11 AM Medical call in City at 2 PM Medical call in City at 9 PM Total man hours:
Apr 27	Sat	Wild weather Work Day/Training Wedding Total man hours:

## Fire Dept Report

April 2024

Apr 28	Sun	Total man hours:
Apr 29	Mon	Paperwork <span style="float: right;">Total man hours:</span>
Apr 30	Tue	Low Fire Danger KSN News interview Medical call in Twp at noon Newsletter for Herald Meet and Greet new candidates Big storm: Hail, severe T-storm, flooding station Trees down: call for a tree on power line FRA/FFA meetings Officer Training <span style="float: right;">Total man hours:</span>
May 1	Wed	Low Fire Danger Storm shelter discussion Reports, wash E1 Rollover accident in Twp at 2:30 PM
May 2	Thu	Low Fire Danger Task Force meeting in Benton
May 3	Fri	

# Fire Dept Report

April 2024

## 2024 Fire Dept Calls by Month

What the Calls Are																	
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Totals	%			
Grass Fire	1	3	5	4									13	9%			
Vehicle Fire				1									1	1%			
Structure Fire	2			1									3	2%			
HazMat			2	1									3	2%			
Carbon Monoxide			1										1	1%			
Other Fire			3	12									15	11%			
Vehicle Accident	5	4	2	3									14	10%			
Medical	22	23	20	14									79	56%			
Rescue														0%			
Public Assist	3	4	4										11	8%			
Storm Watch														0%			
Other			1										1	1%			
<b>Total</b>	<b>33</b>	<b>35</b>	<b>37</b>	<b>36</b>									<b>141</b>				
<b>35% Fire</b>																	
<b>YTD Percentage</b>																	
	Fire		EMS		Other										YTD % per Area		
	23%		56%		21%										Fire	EMS	Other
															28%	48%	24%
															22%	67%	11%
															8%	72%	20%
															10%	50%	40%
															11%	91%	9%
															100%	0%	0%
Where the Calls Are																	
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Totals	%			
Towanda Twp	11	12	14	13									50	36%			
Fairview Twp	1	5	1	2									9	6%			
City	16	14	17	14									61	43%			
KTA	4	3	1	2									10	7%			
Mutual Aid Given	1	1	4	5									11	8%			
<b>Total</b>	<b>33</b>	<b>35</b>	<b>37</b>	<b>36</b>									<b>141</b>				
Mutual Aid Rec'd	1		1	2									4	3%			
															100%	0%	0%

# CITY OF TOWANDA

## MAINTENANCE REPORT



APRIL 2024

## WATER

The staff and I are still scratching and clawing to find some more leaks. We have found a small one out at Lions park on one of the small lines that feeds the frost free hydrant by the little play park area by the small baseball field. What was brought to our attention about that leak that even though that hydrant is on the meter, the meter does not move or show any usage with the hydrant off. The hydrant has to be opened more than  $\frac{1}{4}$  of the way for it to measure any flow through the meter. We have several older 2" meters throughout town that I feel would be beneficial for us to swap out and put new ones in. Ziptility is 100% updated and all mapping has been inputted into the system, including all fire hydrants and isolation valves.

- Fixed and replaced leaking frost free hydrant at Lions park
- Tore out and replaced 4" isolation valve at 2<sup>nd</sup> and Mechanic
- Fixed multiple interior leaks in the bathrooms and storage rooms at the pool
- Found 4 isolation valves that were paved over with asphalt many years ago
- Tore out and replaced leaking fire hydrant on north 9<sup>th</sup> st

## POOL

The pool is 100% up and running. We were lucky and had the ability to have the seniors from Circle High come out and assist with a lot of the painting and were able to get it done in one day! We re-caulked all the way around the top deck and re-painted the top as well. We also tore down the old equipment shack and built an entire new one that looks and functions way better than the old one that was up. Soon within the next couple of years the above ground equipment will need to be upgraded and or replaced. There are a lot of old moving parts and pieces that are just starting to get worn out.

## STREETS

After evaluating Clay Hill road between Hunter and 6<sup>th</sup>, we have decided to bring in Holland Paving to evaluate and to also bid to get an idea of what some major repair would cost and entail.

- Cleaned and jetted multiple ditches throughout town
- Removed storm debris
- Changed out all of the poles for the crosswalk signs along main st
- Fixed and replaced road signs along curve on south 3<sup>rd</sup> st

## FACILITIES

It's the time of year where mowing has picked up and is in full force. All areas that can be sprayed have been. We are really trying to get some grass seed to take and grow at the library and get a lot of the bare spots to fill in. We have looked over and serviced all the a/c units on city properties.

## **EQUIPMENT**

Mostly everything is in good working order. We are starting to have a lot of problems with the sewer truck. Every time it is taken out to be used we have to repair something on it, and or it just wont get the job done. We just got the SCAG mower back from hoover where it had its 100 hour service and fluid changes and is in great working order.



Old  
Business  
5.8.2024

New  
Business  
5.8.2024

Other  
Business  
5.8.2024