



City of Towanda Council Meeting April 12th, 2023





The City of Towanda

City Council Regular Meeting Agenda

Wednesday, April 12, 2023, 7:00 PM

City Hall – 110 S 3rd St.

REGULAR COUNCIL

MEETING

1. CALL TO ORDER

2. ROLL CALL

3. APPROVAL OF MINUTES & CLAIMS

- Minutes of March 8th, 2023, Regular Meeting
- **Treasurer's Report**
 - Fund Balance Report
 - Budget Execution Report
 - Claims
 - Appropriations Ordinance 03-2023

4. POLICE & COURT REPORTS

- Sheriff Office Report
- Rachel Cain, Court Report

5. PRESENTATIONS AND GUEST SPEAKERS

- None Scheduled

6. PUBLIC COMMENT

7. PLANNING/ZONING

Lisa Long, Department Report

- **Dilapidation Hearing for 214 N 3rd**
- **Proposed Zoning Revisions for Downtown District**

8. FIRE DEPARTMENT

T.C. Pyle, Department Report

9. MAINTENANCE

Department Report

10. ADMINISTRATION

Andy Newbrey, City Administrator

- Lend-A-Truck Program - Update
- New Accounting System -Update
- Auditor Issue -Update
- Pool Progress
 - i. Town Opinion Poll Results
- Radio Read Meters -Update
- Pine Ridge Meter - Update

- Pool Pass Price
- Banners Downtown
- Potential New Development

11. EXECUTIVE SESSION

- 20 Min. to Discuss Personnel Matters

12. ITEMS TO CONSIDER FOR THE FUTURE

- 2024 Budget Coming Up Soon
 - i. June 29th, 2023, target date for finalizing
- ARPA Funds
- Lead & Copper Plan

13. ADJOURN

**The City of Towanda, Kansas
City Council Meeting Minutes**

**Towanda City Hall
110 S 3rd St.
March 8, 2023 at 7:00 PM**

Governing Body

Present

Mayor – Jennifer Shaults
Council President – Mike Hayes
Council Member – Darrell White
Council Member – Bill Wolf
Council Member – Jeff Banks

Absent

Council Member – Kendall Pierce

Staff

Present

City Administrator – Andy Newbrey
Planning/Zoning Administrator – Lisa Long
Fire Chief – T.C. Pyle
Court Administrator – Rachel Cain

1. Call To Order

- Mayor Jennifer Shaults, 7:04pm

2. Roll Call

3. Approval of Minutes & Claims

- *Motion by Bill Wolf to approve the minutes from the February 8, 2023 regular council meeting. Second by Mike Hayes. Motion carried (4-0).*
- City Administrator Andy Newbrey presented the monthly treasurer's report, budget execution report, and claims report. Mayor Shaults inquired into the maintenance superintendent's name still on a business credit card.
- *Motion by Mike Hayes to approve Appropriations Ordinance 02-2023 for the period of February 1, 2023 through February 28, 2023 in the total amount of \$189,765.38. Second by Bill Wolf. Motion carried (4-0).*

4. Police & Court Reports

- Deferred until after the Planning/Zoning items, no representative from the Sheriff's Department appeared before council in reference to the monthly activity report for the Sheriff's Department. Council discussed the current contract with the Sheriff's Department. City Administrator Andy Newbrey to contact the Sheriff's Department for a meeting to voice the city's concerns and desires with the contract in place.

- Deferred until after the Planning/Zoning items, Court Administrator Rachel Cain presented the monthly activity report for the Municipal Court.
- Mr. Newbrey noted that a study had been conducted in 2010 for the school zones within the city and that the recommendations therein were almost exactly what Fire Chief T.C. Pyle had previously proposed, though no changes were made in response to the study. Mr. Newbrey, Mr. Pyle, and Zoning Administrator Lisa Long to draft a proposal for school zone changes and present it to council next month.
- Mr. Newbrey proposed changing the stop light at Main St. and 3rd St. to a flashing yellow light for East-bound and West-bound traffic. No action taken.

5. Presentations and Guest Speakers

- None

6. Public Comment

- None

7. Planning/Zoning

- Planning and Zoning Administrator Lisa Long presented the monthly activity report for the Planning and Zoning Department, updating council on current permits and construction underway within the city.
- Ms. Long informed council of the recent inspection of the animal pound, items found in need of correction, and plans to correct each.
- Ms. Long requested council grant permission for the curb cut required for the lot split and construction at 630 Main St.
- *Motion by Darrell White to allow a curb cut for the new driveway for 628 Main St. Second by Mike Hayes. Motion carried (4-0).*
- Ms. Long updated council regarding the hold of the insurance lien from the Coble garage fire. With the deadline approaching to return the lien to the property owner or have it forfeited to the city, Ms. Long presented Resolution No. 2023-06 granting city staff authority to clean up debris from the fire-damaged garage located at 514 N 10th if not removed by the March 15, 2023 deadline.
- *Motion by Darrell White to pass Resolution No. 2023-06 as written. Second by Mike Hayes. Motion carried (4-0).*
- As directed by the Planning Commission Board, Ms. Long requested council appoint Christina Englett as a Planning Commission Board alternate.
- *Motion by Darrell white to appoint Christina Englett as a Planning Board alternate. Second by Bill Wolf. Motion carried (4-0).*
- Ms. Long updated council regarding the property on N 4th set for hearing next month.
- Ms. Long reminded council of the April 22, 2023 citywide cleanup day and that the seasonal code enforcement would begin thereafter. Ms. Long and City Administrator Andy Newbrey presented a proposed Land a Truck program to council. Discussion ensued. Darrell White objected upon the program possibly being used by landlords to clean out rental properties (ie their line of business). Mayor Shaults agreed and noted that a clause could be added to exclude that use of the program. Mike Hayes asked about potential liability, if the city's

insurance company would have any issue with the program, and what the actual cost to the city would be. City staff to research those items and bring information back to council.

8. Fire Department

- Fire Chief T.C. Pyle presented the monthly activity report for the Fire Department.
- Mr. Pyle noted that he is still trying to schedule a meeting with Jeff Reddin.
- Mr. Pyle noted that since the fire department does not have a vehicle to run errands for the department, he has used a personal vehicle for hundreds or thousands of miles per year for the last several years to do so. Mr. Pyle would like to consider adding a command vehicle soon for such purposes.
- Mr. Pyle noted that Pumper 6 has been out of service for over a year, and after failed attempts to repair and obtaining bids for repairs, he noted the department will likely rebuild it from scratch.
- Mr. Pyle submitted a bid for additional radios and requested permission to purchase.
- *Mike Hayes authorized Chief Pyle to spend no more than \$11,000 on two APX 6000 radios with all the necessary extras for city and county communication. Second by Jeff Banks. Motion carried (4-0).*
- Mr. Pyle noted his address to the Planning Commission earlier this month concerning certain bottlenecks in the city and his request that board avoid them with any future development.
- Mayor Shaults inquired into the part time staff members. Mr. Pyle replied that he had hired two part time firefighters, both of whom serve on the El Dorado Public Safety Department.

9. Maintenance

- No representative from the Maintenance Department appeared before council in reference to the monthly activity report for the Maintenance Department.
- City Administrator Andy Newbrey presented additional bids for a new mower. Council discussed which fund(s) would provide the finances for the mower.
- *Motion by Bill Wolf to approve the funding of a mower up to \$15,000 with Hoover/Scag in Benton. Second by Mike Hayes. Motion carried (4-0).*
- Mr. Newbrey presented updates on the city pool options for this and upcoming seasons. Discussion ensued. Council directed Mr. Newbrey to keep researching the best option for the upcoming season.

10. Administration

- City Administrator Andy Newbrey presented bids for the installation of the main meter for Pine Ridge Estates Mobile Home Park.
- *Motion by Mike Hayes to approve an amount not to exceed \$15,000 to install one master meter for the Pine Ridge Mobile Home Park. Second by Jeff Banks. Motion carried (4-0).*
- Mr. Newbrey updated council on the status of the city auditor.
- Mr. Newbrey presented a proposal and bids for new city software and a request for two new computers and a new server.
- *Motion by Mike Hayes to authorize the spending of an amount not to exceed \$14,000 to Jayhawk software for utility billing and court software to hopefully be split into three annual*

payments with each billing entity paying its share based on its percentage of revenue. Second by Jeff Banks. Motion carried (4-0).

- *Motion by Mike Hayes to approve the bid from The Computer Guy out of Benton, KS not to exceed \$4,110 to replace two city computers and one server. Second by Darrell White. Motion carried (4-0).*

11. Executive Session

- *Motion by Darrell White to recess into executive session to discuss non-elected personnel matters for a length of twenty minutes. The session to include the Governing Body and City Administrator. Second by Bill Wolf. Motion carried (4-0).*
- *Entered into executive session at 10:09pm.*
- *Resumed open meeting at 10:29pm.*
- *Motion by Darrell White to hire Sam French as City Superintendent for \$54,000. Second by Mike Hayes. Motion carried (4-0).*

12. Items To Consider

- *No action taken.*

13. Adjourn

- *Motion by Darrell White to adjourn at 10:30pm. Second by Bill Wolf. Motion carried (4-0).*

Andrew Newbrey
City Clerk

Approved the 12th day of April 2023 by the City Council, City of Towanda, Kansas.

TREASURER'S REPORT
CALENDAR 3/2023, FISCAL 3/2023

ACCOUNT TITLE	LAST REPORT ON HAND	DISBURSED	RECEIVED	BALANCE
TOTAL GENERAL FUND	210,465.85	72,618.89	58,743.81	196,590.77
TOTAL LIBRARY FUND	.00	2,358.76	2,358.76	.00
TOTAL FIRE/RESCUE FUND	113,299.91	19,312.92	.00	93,986.99
TOTAL FIRE/RESCUE RESRV FU	356,701.53	.00	.00	356,701.53
TOTAL SPCL RECREATION FUND	250.00	.00	.00	250.00
TOTAL EQUIPMENT RESERVE FU	18,789.90	.00	.00	18,789.90
TOTAL CONSOLID STREETS FUN	22,080.15	2,553.96	1,557.56	21,083.75
TOTAL STREET RESERVE FUND	142,415.52	333.41	3,358.45	145,440.56
TOTAL TOWANDA COMM. CENTER	15,467.92	371.59	225.00	15,321.33
TOTAL BOND & INTEREST FUND	50,142.85	.00	2,873.74	53,016.59
TOTAL CAPITOL IMPROVE FUND	87,732.62	.00	.00	87,732.62
TOTAL WATER O/M FUND	33,820.36	41,806.59	48,757.37	40,771.14
TOTAL WATER RESERVE FUND	63,189.28	.00	.00	63,189.28
TOTAL CELL TOWER RESERVE	56,496.99	.00	.00	56,496.99
TOTAL WATER SURCHRG RESERV	.00	.00	.00	.00
TOTAL SEWER O/M FUND	20,721.24	6,765.82	12,726.28	26,681.70
TOTAL SEWER RESERVE FUND	159,135.58	852.93	8,785.75	167,068.40
TOTAL SEWER PLANT RESERVE	.00	.00	.00	.00
TOTAL SEWER DEBT SERV FUND	1,856.92	.00	.00	1,856.92
TOTAL REFUSE FUND	15,161.41	9,419.01	10,919.72	16,662.12
TOTAL TOWANDA CEMETERY FUN	60.00	.00	50.00	110.00
TOTAL FORFEITURE PEND FUND	2,276.10	2,276.10	.00	.00
TOTAL SENIOR CITIZENS FUND	.00	.00	.00	.00
TOTAL POLICE DRUG FUND	.00	.00	.00	.00
TOTAL ARPA FUND	221,238.55	.00	.00	221,238.55
TOTAL CASH ALL FUNDS	1,591,302.68	158,669.98	150,356.44	1,582,989.14
CERTIFICATES OF DEPOSIT	.00	.00	.00	.00
MUNICIPAL INVESTMENTS POOL	.00	.00	.00	.00
CASH IN BANK	1,590,852.68	158,669.98	150,356.44	1,582,539.14
CHANGE FUND	450.00	.00	.00	450.00
TOTAL CASH ALL FUNDS	1,591,302.68	158,669.98	150,356.44	1,582,989.14

Budget Execution Report

Date	Friday, March 31, 2023
Period	Mar-23

% of year that
has transpired 24.66%

Fund		Budget	YTD	% Expended	%w/oTransfers	Projected Transfers	YTD w/Transfers	Remaining
General	100	\$827,001.00	\$183,063.54	22.14%	22.14%		\$183,063.54	\$643,937.46
Loan Pmt	310	\$81,805.00	\$1,163.75	1.42%	1.42%		\$1,163.75	\$80,641.25
Library	210	\$57,030.00	\$28,269.54	49.57%	49.57%		\$28,269.54	\$28,760.46
Streets	250	\$71,739.00	\$9,164.19	12.77%	12.77%		\$9,164.19	\$62,574.81
Fire	220	\$232,850.00	\$29,652.44	12.73%	12.73%		\$29,652.44	\$203,197.56
Water	611	\$453,184.00	\$83,706.42	18.47%	18.47%		\$83,706.42	\$369,477.58
Sewer	621	\$162,271.00	\$18,629.70	11.48%	11.48%		\$18,629.70	\$143,641.30
Trash	630	\$132,313.00	\$25,456.41	19.24%	19.24%		\$25,456.41	\$106,856.59
Rec	230	\$73,717.00	\$13,935.66	18.90%	18.90%		\$13,935.66	\$59,781.34

VENDOR NAME	REFERENCE	AMOUNT	VENDOR TOTAL	CHECK#	CHECK DATE
GENERAL FUND					
BANK OF AMERICA	JOB ADS		756.66	38370	3/15/23
BUTLER COUNTY LANDFILL	SOLID WASTE MIXED TO LANDFILL		26.18	38343	3/08/23
BUTLER COUNTY SHERIFF LE	DEPUTIES X2 MARCH 2023	9,475.53		38333	3/01/23
BUTLER COUNTY SHERIFF LE	MARCH 2023 X2 DEPUTIES	9,475.53	18,951.06	38421	3/29/23
BUTLER RURAL ELECTRIC	ELECTRIC UTILITY		61.93	38334	3/01/23
CANON SOLUTIONS AMERICA	CANON PRINTER		51.50	38391	3/22/23
COLONIAL LIFE	COLONIAL LIFE		145.24	38417	3/23/23
COWBELL CYBER	CYBER SECURITY INSURANCE		2,008.00	38399	3/22/23
COX COMMUNICATION	COX UTILITY		534.97	38345	3/08/23
CULLIGAN	PORTABLE WATER		21.40	38346	3/08/23
HEALTH CARE PREMIUMS	BCBS		3,858.94	2262367	3/23/23
EVERGY	EVERGY UTILITY	150.38		38335	3/01/23
EVERGY	COX UTILITY STREET LIGHTS	2,305.82		38347	3/08/23
EVERGY	EVERGY UTILITY	129.18	2,585.38	38423	3/29/23
FEDERAL WITHHOLDING PR TAXES	FED/FICA TAX	1,915.03		38368	3/09/23
FEDERAL WITHHOLDING PR TAXES	FED/FICA TAX	1,906.58	3,821.61	38416	3/23/23
HOOVER MOWER SALES	2023 SCZII-61V-38CV-EF1 S/NV94		13,634.00	38385	3/20/23
JAYHAWK SOFTWARE	JAYHAWK SOFTWARE YEAR ONE		2,699.00	38373	3/15/23
KANSAS GAS SERVICE	GAS UTILITY	265.93		38336	3/01/23
KANSAS GAS SERVICE	GAS UTILITY	959.99	1,225.92	38425	3/29/23
KIMBALL MIDWEST	10X 1/2" SCREW, 50X CABLE TIE		12.50	38337	3/01/23
KMJA-GREG NICKEL	MEMBERSHIP KS MUNIC JUDGE 2023		25.00	38393	3/22/23
KPERS	KPERS TIER 2	1,008.07		2262365	3/09/23
KPERS	KPERS TIER 2	957.79	1,965.86	2262366	3/23/23
KPERS	KPERS-LIFE		38.36	38413	3/23/23
KS DEPT OF AGRICULTURE	FOOD ESTABLISHMENT LICENSE		262.50	38374	3/15/23
KS DEPT OF REVENUE, DIV OF TAX	STATE TAX	343.27		38366	3/09/23
KS DEPT OF REVENUE, DIV OF TAX	STATE TAX	282.35	625.62	38414	3/23/23
LEAGUE OF KS MUNICIPALITIES	2021 CITY OFFICIALS MANUAL		60.75	38426	3/29/23
LISA HAMILTON	LISA PHONE FOR MARCH 2023	59.71		38387	3/20/23
LISA HAMILTON	LISA PHONE APRIL 2023	59.71	119.42	38427	3/29/23
MYERS AUTOMOTIVE	OIL FILTER FOR 2010 SKID STEER		17.14	38396	3/22/23
ORKIN	ANNUAL COVERAGE TERMITE INSPEC		127.20	38351	3/08/23
ORSCHELN	FUEL NOZZLES X 2		119.98	38339	3/01/23
TOWANDA POST OFFICE	PERMIT FEES	580.00		38340	3/01/23
TOWANDA POST OFFICE	PERMIT 10	220.00	800.00	38397	3/22/23
ROBERT J. LANE	ATTORNEY MARCH 2023	1,000.00		38388	3/20/23
ROBERT J. LANE	ATTORNEY APRIL 2023	1,000.00	2,000.00	38431	3/29/23
SAM'S CLUB	OFFICE SUPPLIES		59.92	38380	3/15/23
SOUTHWIND OIL. CORP.	256 GAL DIESEL FUEL		391.75	38341	3/01/23
SYNCHRONY BANK	POOL FENCE		152.55	38381	3/15/23
THE COMPUTER GUY	FRONT & CAMI COMPUTER		4,110.00	38382	3/15/23
VERIZON WIRELESS	VERIZON UTILITY	64.58		38353	3/08/23
VERIZON WIRELESS	VERIZON UTILITY	122.75	187.33	38383	3/15/23
	100 GENERAL FUND TOTAL		61,457.67		
LIBRARY FUND					
TOWANDA LIBRARY BOARD	COUNTY TAX DISTRIB 3-22-2023		2,358.76	38398	3/22/23
	210 LIBRARY FUND TOTAL		2,358.76		

VENDOR NAME	REFERENCE	AMOUNT	VENDOR TOTAL	CHECK#	CHECK DATE
FIRE/RESCUE FUND					
BANK OF AMERICA	WPSG INC.		1,009.07	38384	3/20/23
CASCO	FOAM CLASS A PLUS 5 GALXS		350.00	38422	3/29/23
COX COMMUNICATION	COX UTILITY		174.54	38345	3/08/23
EMERGENCY FIRE EQUIP	ENGINE 1 REPAIRS		8,655.97	38372	3/15/23
FEDERAL WITHHOLDING PR TAXES	FED/FICA TAX	117.66		38368	3/09/23
FEDERAL WITHHOLDING PR TAXES	FED/FICA TAX	149.90		38416	3/23/23
FEDERAL WITHHOLDING PR TAXES	FED/FICA TAX	55.84	323.40	38420	3/27/23
FLINT HILLS FIRE AND RESCUE	1 1/2 HOSE FOR ENGINE 3		365.67	38424	3/29/23
KANSAS GAS SERVICE	GAS UTILITY		480.18	38425	3/29/23
KS DEPT OF REVENUE, DIV OF TAX	STATE TAX	6.93		38366	3/09/23
KS DEPT OF REVENUE, DIV OF TAX	STATE TAX	3.76		38414	3/23/23
KS DEPT OF REVENUE, DIV OF TAX	STATE TAX	4.46	15.15	38419	3/27/23
MAXIMUM OUTDOOR EQUIPMENT	MOTOMIX ENG OIL X 6		62.76	38375	3/15/23
MEARS FERTILIZER, INC.	24.06 GALLONS DIESEL FUEL		92.87	38349	3/08/23
MYERS AUTOMOTIVE	FIRE TRUCK REPAIRS		862.14	38378	3/15/23
NORRIS SERVICE CENTER	SHOCKS #E3		1,981.39	38430	3/29/23
PLYE, LINDA	FS212 EMERGENCY MED. TECH.REIM		2,374.89	38379	3/15/23
SAM'S CLUB	FIRE DEPT SUPPLIES		245.66	38380	3/15/23
SYNCHRONY BANK	FIRE STATION SHELF		358.85	38381	3/15/23
VERIZON WIRELESS	VERIZON UTILITY		41.37	38383	3/15/23
	220 FIRE/RESCUE FUND TOTAL		17,393.91		
SPECIAL RECREATION FUND					
BRETT JACOBSON	WEEK 6&7	140.00		5070	3/01/23
BRETT JACOBSON	WEEKS 8&9	120.00	260.00	5086	3/20/23
CHADWELL, CONNER	WEEK 6&7		145.00	5071	3/01/23
COBLE, KATHRYN	WEEK 6&7	137.00		5072	3/01/23
COBLE, KATHRYN	WEEKS 8&9	71.00	208.00	5087	3/20/23
DENNISON, DELAYNIE	WEEK 6&7	71.00		5073	3/01/23
DENNISON, DELAYNIE	WEEKS 8&9	105.00	176.00	5088	3/20/23
DENNISON, KYLIE	WEEK 6&7	139.00		5074	3/01/23
DENNISON, KYLIE	WEEKS 8&9	101.00	240.00	5089	3/20/23
ELLA DALE MATTERN	WEEK 6&7	120.00		5075	3/01/23
ELLA DALE MATTERN	WEEKS 8&9	75.00	195.00	5090	3/20/23
EMC INSURANCE COMPANIES	INS. POLICY REC.DEPT. 3-2023		69.33	5085	3/15/23
EVERGY	EVERGY UTILITY		38.50	5076	3/01/23
FOES, DYLAN G.	WEEKS 8&9		170.00	5091	3/20/23
HELMER, ANDERSON	WEEKS 8&9		75.00	5092	3/20/23
ISABEL MARLEY	WEEK 6&7	75.00		5077	3/01/23
ISABEL MARLEY	WEEKS 8&9	90.00	165.00	5093	3/20/23
JOHNSON, EMMA LOU	WEEK 6&7		80.00	5078	3/01/23
LAUREN SWILLEY	WEEK 6&7	50.00		5079	3/01/23
LAUREN SWILLEY	WEEKS 8&9	75.00	125.00	5094	3/20/23
PATTY, BROOKELYN N.	WEEK 6&7		50.00	5080	3/01/23
PAXTON HALL	WEEKS 8&9		170.00	5095	3/20/23
SAWYER, DOMINIC J	WEEK 6&7	50.00		5081	3/01/23
SAWYER, DOMINIC J	WEEKS 8&9	150.00	200.00	5096	3/20/23
SAWYER, KIRA G	WEEK 6&7	125.00		5082	3/01/23
SAWYER, KIRA G	WEEKS 8&9	60.00	185.00	5097	3/20/23
SMITH, EASTON	WEEKS 8&9		150.00	5098	3/20/23
THORNTON, MAKYA	WEEK 6&7	125.00		5083	3/01/23
THORNTON, MAKYA	WEEK 8&9	65.00	190.00	5103	3/20/23

VENDOR NAME	REFERENCE	AMOUNT	VENDOR TOTAL	CHECK#	CHECK DATE
TYRUS SMITH	WEEK 8&9		146.00	5104	3/20/23
WHITNEY WILBUR	WEEK 8&9		60.00	5105	3/20/23
WILLIAM K WOLF	WEEK 6&7	216.00		5084	3/01/23
WILLIAM K WOLF	WEEK 8&9	168.00	384.00	5106	3/20/23
230 SPECIAL RECREATION FUND TOTAL			3,481.83		
CONSOLIDATED STREETS FUND					
CANON SOLUTIONS AMERICA	CANON PRINTER		25.75	38391	3/22/23
EVERGY	EVERGY UTILITY		90.93	38347	3/08/23
FEDERAL WITHHOLDING PR TAXES	FED/FICA TAX	52.86		38368	3/09/23
FEDERAL WITHHOLDING PR TAXES	FED/FICA TAX	55.58	108.44	38416	3/23/23
JAYHAWK SOFTWARE	UTILITY BILLING CARDS		255.00	38386	3/20/23
KS DEPT OF REVENUE, DIV OF TAX	STATE TAX	10.49		38366	3/09/23
KS DEPT OF REVENUE, DIV OF TAX	STATE TAX	10.94	21.43	38414	3/23/23
MCCONNELL & ASSOCIATES	56X BAGS OF COLD PATCH 50LB		812.00	38377	3/15/23
TOWANDA POST OFFICE	PERMIT 10		220.00	38397	3/22/23
SOUTHWIND OIL. CORP.	256 GAL DIESEL FUEL		391.74	38341	3/01/23
250 CONSOLIDATED STREETS FUND TOTAL			1,925.29		
STREET RESERVE FUND					
JAYHAWK SOFTWARE	JAYHAWK SOFTWARE YEAR ONE		328.05	38373	3/15/23
251 STREET RESERVE FUND TOTAL			328.05		
TOWANDA COMMUNITY CENTER					
COX COMMUNICATION	COX UTILITY		79.96	38392	3/22/23
KANSAS GAS SERVICE	GAS UTILITY		291.63	38425	3/29/23
260 TOWANDA COMMUNITY CENTER TOTAL			371.59		
WATER O/M FUND					
AMERICAN MESSAGING	SEWER ALARM CALL		11.72	38342	3/08/23
CANON SOLUTIONS AMERICA	CANON PRINTER		25.75	38391	3/22/23
EMC INSURANCE COMPANIES	COMMERCIAL INSURANCE		249.00	38371	3/15/23
EVERGY	EVERGY UTILITY		118.28	38347	3/08/23
FEDERAL WITHHOLDING PR TAXES	FED/FICA TAX	193.72		38368	3/09/23
FEDERAL WITHHOLDING PR TAXES	FED/FICA TAX	203.78	397.50	38416	3/23/23
JAYHAWK SOFTWARE	JAYHAWK SOFTWARE YEAR ONE	3,149.28		38373	3/15/23
JAYHAWK SOFTWARE	UTILITY BILLING CARDS	255.00	3,404.28	38386	3/20/23
KS DEPT OF REVENUE, DIV OF TAX	STATE TAX	38.46		38366	3/09/23
KS DEPT OF REVENUE, DIV OF TAX	STATE TAX	40.11	78.57	38414	3/23/23
LAMPTON WELDING SUPPLY	WEDING SUPPLIES	11.85		38348	3/08/23
LAMPTON WELDING SUPPLY	WELDING SUPPLIES	238.67	250.52	38394	3/22/23
METRO COURIER	WATER SAMPLES 2-1-23 TO 2-15	21.90		38338	3/01/23
METRO COURIER	WATER SAMPLE 2-16 TO 2-28-23	21.90		38350	3/08/23
METRO COURIER	3/1-3/15/2023 WATER SAMPLE	21.72	65.52	38428	3/29/23
TOWANDA POST OFFICE	PERMIT 10		225.00	38397	3/22/23
RURAL WATER DIST. NO. 5	WATER FOR RESALE	17,195.12		38352	3/08/23
RURAL WATER DIST. NO. 5	CUSTOMER MONTHLY CHARGE	40.00	17,235.12	38355	3/08/23
SOUTHWIND OIL. CORP.	244 GAL REG UNLEADED		391.74	38341	3/01/23
VERIZON WIRELESS	VERIZON UTILITY		9.65	38383	3/15/23

VENDOR NAME	REFERENCE	AMOUNT	VENDOR TOTAL	CHECK#	CHECK DATE
	611 WATER O/M FUND TOTAL		22,462.65		
SEWER O/M FUND					
AMERICAN MESSAGING	SEWER ALARM CALL		11.73	38342	3/08/23
CANON SOLUTIONS AMERICA	CANON PRINTER		25.75	38391	3/22/23
EVERGY	EVERGY UTILITY	44.08		38335	3/01/23
EVERGY	EVERGY UTILITY	362.32		38347	3/08/23
EVERGY	EVERGY UTILITY	110.81	517.21	38423	3/29/23
FEDERAL WITHHOLDING PR TAXES	FED/FICA TAX	52.75		38368	3/09/23
FEDERAL WITHHOLDING PR TAXES	FED/FICA TAX	55.59	108.34	38416	3/23/23
JAYHAWK SOFTWARE	JAYHAWK SOFTWARE YEAR ONE	1,180.98		38373	3/15/23
JAYHAWK SOFTWARE	UTILITY BILLING CARDS	255.00	1,435.98	38386	3/20/23
KS DEPT OF REVENUE, DIV OF TAX	STATE TAX	10.50		38366	3/09/23
KS DEPT OF REVENUE, DIV OF TAX	STATE TAX	10.94	21.44	38414	3/23/23
LAMPTON WELDING SUPPLY	WEDING SUPPLIES	11.85		38348	3/08/23
LAMPTON WELDING SUPPLY	WELDING SUPPLIES	238.68	250.53	38394	3/22/23
LINGO	GENERATOR PHONE		169.07	38395	3/22/23
MAYER SPECIALTY SERVICES	UNPLUG CLEAN SWR MAHOLE 75-74		1,080.00	38376	3/15/23
MID-AMERICAN RESEARCH CHEMICAL	PURPLE POWER LIFT STA CLEANER		272.68	38429	3/29/23
TOWANDA POST OFFICE	PERMIT 10		225.00	38397	3/22/23
SHILOH INDUSTRIES	6X5 GALLONS ORANGE FLOAT PLUS		1,603.20	38432	3/29/23
SOUTHWIND OIL. CORP.	244 GAL REG UNLEADED		391.74	38341	3/01/23
	621 SEWER O/M FUND TOTAL		6,112.67		
SEWER RESERVE FUND					
JAYHAWK SOFTWARE	JAYHAWK SOFTWARE YEAR ONE		852.93	38373	3/15/23
	622 SEWER RESERVE FUND TOTAL		852.93		
REFUSE FUND					
CANON SOLUTIONS AMERICA	CANON PRINTER		25.80	38391	3/22/23
JAYHAWK SOFTWARE	JAYHAWK SOFTWARE YEAR ONE	1,049.76		38373	3/15/23
JAYHAWK SOFTWARE	UTILITY BILLING CARDS	255.00	1,304.76	38386	3/20/23
TOWANDA POST OFFICE	PERMIT 10		110.00	38397	3/22/23
WASTE CONNECTIONS INC.	TRASH SERVICE FEB 2023		7,967.58	38354	3/08/23
	630 REFUSE FUND TOTAL		9,408.14		
ASSET FOFTEITED					
SUE COBLE	RETURN OF INSURANCE CHECK		2,276.10	38389	3/21/23
	742 ASSET FOFTEITED TOTAL		2,276.10		
	Accounts Payable Total		128,429.59		
Payroll Checks					
	100 GENERAL FUND		5,165.94		
	220 FIRE/RESCUE FUND		685.48		
	250 CONSOLIDATED STREETS FUND		236.63		

CLAIMS REPORT
Vendor Checks: 3/01/2023- 3/31/2023

VENDOR NAME	REFERENCE	AMOUNT	VENDOR TOTAL	CHECK#	CHECK DATE
	611 WATER O/M FUND		867.63		
	621 SEWER O/M FUND		236.61		
	Total Paid On: 3/09/23		7,192.29		
	100 GENERAL FUND		5,845.88		
	220 FIRE/RESCUE FUND		900.91		
	250 CONSOLIDATED STREETS FUND		242.62		
	611 WATER O/M FUND		889.64		
	621 SEWER O/M FUND		242.64		
	Total Paid On: 3/23/23		8,121.69		
	220 FIRE/RESCUE FUND		332.62		
	Total Paid On: 3/27/23		332.62		
	Total Payroll Paid		15,646.60		
	Report Total		144,076.19		

ANDY NEWBREY


Platinum Plus® for Business

February 08, 2023 - March 07, 2023

Cardholder Statement

Account Information:
 www.bankofamerica.com

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

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

Customer Service:
 1.800.673.1044, 24 Hours

Outside the U.S.:
 1.509.353.6656, 24 Hours

For Lost or Stolen Card:
 1.800.673.1044, 24 Hours

Business Offers:
 www.bankofamerica.com/mybusinesscenter

Payment Information

New Balance Total \$756.66
Minimum Payment Due **\$25.00**
Payment Due Date **04/03/23**
Late Payment Warning: If we do not receive your minimum payment by the date listed above. You may have to pay a fee based on the outstanding balance on the fee assessment date:
 \$0.00 for balance less than \$100.01
 \$29.00 for balance less than \$1,000.01
 \$39.00 for balance less than \$5,000.01
 \$49.00 for balance equal to or greater than \$5,000.01

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

Account Summary

Previous Balance \$138.71
 Payments and Other Credits -\$138.71
 Balance Transfer Activity \$0.00
 Cash Advance Activity \$0.00
 Purchases and Other Charges \$756.66
Fees Charged **\$0.00**
Finance Charge **\$0.00**
 New Balance Total \$756.66
 Credit Limit \$7,500
 Credit Available \$6,743.34
 Statement Closing Date 03/07/23
 Days in Billing Cycle 28


Important Changes to Your Account Terms

Please read about account agreement changes on the 'Important Changes to the Account Terms' page in this statement. If you need assistance reading these revised terms on your ADA reader, please contact Customer Service at the number provided on your statement.

Transactions

Posting Date	Transaction Date	Description	Reference Number	Amount
		Payments and Other Credits		
02/21	02/20	PAYMENT - THANK YOU	0521530000000513390546	- 138.71
		TOTAL PAYMENTS AND OTHER CREDITS FOR THIS PERIOD		-\$138.71
		Purchases and Other Charges		



Account Number: 
 February 08, 2023 - March 07, 2023

New Balance Total \$756.66
Minimum Payment Due **\$25.00**
Payment Due Date **04/03/23**

Enter payment amount

\$

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

**N0004842

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 or make your payment online at
 www.bankofamerica.com



ANDY NEWBREY

February 08, 2023 - March 07, 2023

Page 3 of 6

Transactions

Posting Date	Transaction Date	Description	Reference Number	Amount
02/09	02/08	COLUMN WASHINGTON DC	82305093039000012848511	149.60
02/09	02/08	SQ *GAMBINO'S PIZZA TO Towanda KS	55432863040100192417932	45.14
02/27	02/24	VISTAPRINT 8662074955 MA	55429503055713038810471	61.77
02/27	02/24	HOPPERS GLASS WICHITA KS	75140513056900011700019	135.80
03/01	02/28	GKO*WWW.ISTOCKPHOTO.CO 866-4786251 WA	75418233059168340262492	40.00
03/01	03/01	ONLINE JOB ADS INDEED Austin TX	12302023060000199916825	38.00
03/02	03/01	ONLINE JOB ADS INDEED Austin TX	12302023060000101097425	200.00
03/03	03/01	OFFICE DEPOT #2190 WITCHITA KS	02305373061100149392592	51.01
03/07	03/06	SQ *GAMBINO'S PIZZA TO Towanda KS	55432863066208357072621	35.34
TOTAL PURCHASES AND OTHER CHARGES FOR THIS PERIOD				\$756.66

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	28.74% V	\$0.00	\$0.00

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



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

T C PYLE

Platinum Plus® for Business

February 08, 2023 - March 07, 2023

Cardholder Statement

Account Information:
www.bankofamerica.com

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

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Transactions

Posting Date	Transaction Date	Description	Reference Number	Amount
		Payments and Other Credits		
02/09	02/09	RBT CASEYS #3331 EasySavings NY	0558745304000000190176	- 0.50
02/21	02/20	PAYMENT - THANK YOU	0521530000000513390546	- 199.01

Payment Information

New Balance Total \$1,009.07
Minimum Payment Due **\$25.00**
Payment Due Date **04/03/23**

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

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

Account Summary

Previous Balance \$199.01
 Payments and Other Credits -\$199.77
 Balance Transfer Activity \$0.00
 Cash Advance Activity \$0.00
 Purchases and Other Charges \$1,009.83
Fees Charged **\$0.00**
Finance Charge **\$0.00**
 New Balance Total \$1,009.07
 Credit Limit \$6,000
 Credit Available \$4,990.93
 Statement Closing Date 03/07/23
 Days in Billing Cycle 28


Account Number: [REDACTED]
 February 08, 2023 - March 07, 2023

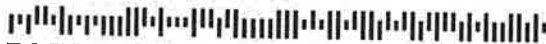
New Balance Total \$1,009.07
Minimum Payment Due **\$25.00**
Payment Due Date **04/03/23**

Enter payment amount

\$

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


 BUSINESS CARD
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 WILMINGTON, DE 19886-5796


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

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 or make your payment online at
 www.bankofamerica.com

T C PYLE

February 08, 2023 - March 07, 2023

Page 3 of 6

Transactions

Posting Date	Transaction Date	Description	Reference Number	Amount
03/01	02/28	RBT CASEYS #3331 EasySavings NY	05587453059000000101866	- 0.26
TOTAL PAYMENTS AND OTHER CREDITS FOR THIS PERIOD				- \$199.77
Purchases and Other Charges				
02/08	02/08	ALLPAK BATTERY SUPPLY WICHITA KS	32712913039000000607714	60.00
02/08	02/07	USPS PO 1989541202 TOWANDA KS	02305373039000562586192	12.60
02/13	02/10	WPSG, INC. 610-8578070 PA	85456673041900019921457	539.15
02/14	02/13	SQ *GAMBINO'S PIZZA TO Towanda KS	55432863044202154406170	25.69
02/20	02/17	COST PLUS WLD #394 WICHITA KS	55548073049091000229205	150.35
02/20	02/17	HOBBY-LOBBY #0009 WICHITA KS	02305373049200088980238	159.71
02/22	02/21	WM SUPERCENTER #186 EL DORADO KS	05436843053400072985389	36.74
02/27	02/25	CASEYS #3331 EL DORADO KS	05436843057300247309281	25.59
TOTAL PURCHASES AND OTHER CHARGES FOR THIS PERIOD				\$1,009.83

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	28.74% V	\$0.00	\$0.00

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

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

SSM-01-22-2806.C | 4019267



CITY OF TOWANDA

APPROPRIATION ORDINANCE NO. 03-2023

For period March 1st, 2023 through, March 31st, 2023

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

<u>Section 1.</u>	Claims paid prior to approval of the City Council, authorized by Ordinance No. 279.	\$128,429.59
<u>Section 2.</u>	Payroll	\$15,646.60
	Total this Ordinance:	\$144,076.19

Paul Erickson
Treasurer

Jennifer Shaults
Mayor

March, 2023 Towanda Calls For Service

Compiled by LT Kevin McElis, #6099/67

<u>Date</u>	<u>Call Type</u>	<u>Location</u>	<u>Dispatched</u>	<u>Response Time</u>	<u>Call Time</u>	<u>Outcome</u>	<u>Officer</u>
3/3/2023	Traffic Stop	Main Street / 6th Street	N/A	N/A	N/A	Citation	Barakeh
3/3/2023	Sex Offense/ Adult	400 North 9th Street	8:45	50 min	57 min	Report	District
3/3/2023	Traffic Stop	Main Street / 6th Street	N/A	N/A	N/A	Warning	District
3/3/2023	Noise Complaint	500 North 9th Street	23:10	21 min	5 min	HBO	District
3/4/2023	Noise Complaint	600 East Mechanic Street	21:54	19 min	0 min	HBO	District
3/6/2023	Traffic Stop	900 East Main Street	N/A	N/A	N/A	Warning	Barakeh
3/7/2023	Civil Stand By	500 North 8th Street	13:27	40 min	2 min	HBO	District
3/9/2023	CINC	500 North 8th Street	10:18	0 min	1 min	Report	District
3/10/2023	Civil	600 East High Street	17:02	0 min	55 min	HBO	District
3/10/2023	Miscellaneous	River Valley Road / Main Street	20:39	0 min	6 min	HBO	Barakeh
3/10/2023	Traffic Stop	600 East High Street	N/A	N/A	N/A	Warning	Barakeh
3/10/2023	Traffic Stop	6th Street / Cincinnati Street	N/A	N/A	N/A	Warning	Barakeh
3/11/2023	Traffic Stop	900 East Main Street	N/A	N/A	N/A	Warning	Barakeh
3/11/2023	Suspicious Vehicle	Main Street / 2nd Street	2:42	0 min	3 min	HBO	Barakeh
3/11/2023	Arrest/ Traffic	Bever Drive / Pine Ridge Drive	N/A	N/A	N/A	Citation	Barakeh
3/12/2023	Suspicious Activity	300 East Main Street	13:58	28 min	50 min	HBO	Danninger
3/12/2023	Miscellaneous	2nd Street / High Street	16:11	15 min	5 min	HBO	District
3/13/2023	Check Welfare	500 North 9th Street	13:13	6 min	10 min	HBO	District
3/14/2023	Eviction	700 East Wilson Drive	9:00	0 min	9 min	Report	District
3/14/2023	Eviction	600 East Mills Drive	9:09	0 min	10 min	Report	District
3/14/2023	Eviction	600 East Mills Drive	9:19	0 min	19 min	Report	District
3/14/2023	Sex Offense/ Juvenile	600 East Mills Drive	20:11	22 min	35 min	Report	District
3/15/2023	Theft/ Lost/ Tag	400 North 9th Street	11:03	0 min	2 min	Report	District
3/16/2023	Traffic Stop	900 East Main Street	N/A	N/A	N/A	Warning	Barakeh
3/16/2023	Traffic Stop	Main Street / 3rd Street	N/A	N/A	N/A	Warning	Barakeh
3/21/2023	Traffic Stop	100 North 2nd Street	N/A	N/A	N/A	Citation	Barakeh
3/21/2023	Accident/ 10-47/ Deer	2400 SW River Valley Road	6:42	2 min	19 min	Accident	Danninger
3/21/2023	Civil	100 South 2nd Street	11:22	0 min	20 min	HBO	District
3/21/2023	PFS/PFA Service	100 South 2nd Street	13:37	0 min	1 min	HBO	District
3/22/2023	Traffic Stop	5th Street / Main Street	N/A	N/A	N/A	Warning	District
3/22/2023	Animal Bite	600 East Mills Drive	17:05	18 min	36 min	Report	District
3/23/2023	Noise Complaint	600 East Mechanic Street	4:52	10 min	7 min	HBO	District

Date	Abuse/ Elder or Dependent	Address	Time	Duration	Report	District
3/23/2023	Abuse/ Elder or Dependent	2700 SW Hunter Road	14:18	0 min	1 min	District
3/24/2023	Traffic Stop	900 East Main Street	N/A	N/A	N/A	District
3/24/2023	Check Welfare	300 South 6th Street	9:43	6 min	4 min	Danninger
3/24/2023	Check Welfare	Fulton Road / Bever Drive	15:14	3 min	2 hr 4 min	Danninger
3/24/2023	Suspicious Activity	500 North 8th Street	17:26	0 min	5 min	District
3/25/2023	Green Tag	1200 East Clay Hill Road	8:46	0 min	3 min	Danninger
3/25/2023	Traffic Complaint	700 East Mechanic Street	15:58	0 min	5 min	Danninger
3/25/2023	Traffic Stop	6th Street / High Street	N/A	N/A	N/A	Barakeh
3/26/2023	Traffic Complaint	K254 / Hunter Road	14:11	3 min	5 min	Danninger
3/26/2023	Traffic Stop	SW 20th Street / Hunter Road	N/A	N/A	N/A	District
3/27/2023	CINC	500 East Main Street	19:05	9 min	1 hr 27 min	District
3/29/2023	Traffic Stop	Main and River Valley	N/A	N/A	N/A	Danninger
3/29/2023	Accident/ 10-48	Hunter/Clay Hill Rd	7:40	6 min	52 min	Danninger

Call Breakdown by Deputy

	<u>Open</u>	<u>Barakeh</u>	<u>Danninger</u>	<u>Open</u>	<u>District</u>
Total Calls For Service	0	12	9	0	24
Calls Handled by Officer	0	2	6	0	10
Accident Reports	0	0	1	0	0
Criminal Reports	0	0	1	0	10
Traffic Citations	0	3	0	0	0
Traffic Warnings	0	7	1	0	4
Arrests	0	0	0	0	0



TOWANDA DEPARTMENTAL REPORT- Planning/Zoning Adm. Lisa Long

March 2023 Activity April 5th 2023, Report

What we have been doing:

- Coordinating inspections for projects
- Assisting Residents/Contractors daily with Building Code questions
- Following project at Towanda Elementary School
- Issuing Building Permits, Contractor Licensing and Following/Coordinating Inspections
- Cemetery Paperwork and Questions
- Helping with front counter, phones and utility customers
- Working always to make PZ Department more efficient and functional
- Providing Excellent Public Service
- Animal Control Records
- Filing and cleaning out old paperwork and files

What we plan to do:

- | | |
|----------------------------------------------------|-----------------------------------------------------|
| Continue Serving Towanda Citizens | |
| Continue Contractor Licensing and Permit Issuing | |
| Code Enforcement processing cases | Continue to improve the efficiency of PZ Department |
| Continue with duties as listed above | Cemetery Paperwork |
| Secretary duties for the Planning Board | Continue work to update Comprehensive Plan |
| Preparing Notices to Publish in official newspaper | Misc. other work as needed |
| Preparing Notices for PZ Hearings | |

Permits:

- 628 Main Concrete/Foundation/Slab/Driveway
- 630 Main Concrete/Foundation/Slab/Driveway
- 516 North ROW Use Ideatek
- 407 N 8th HVAC
- 1110 Rainbow Dr. Garage/Pool House (Est Value 271,480)
- 202 N 6th Roofing
- 1213 WillowBrook Roofing
- 642 North Electrical for Service

Statistics and Lists:

Inspections Completed

- | | |
|--------------------------------------------|----------------------------------|
| 628/630 Main Elect Const Meter | Roofing Deck Consult |
| Occupancy Certificate Towanda Primary PHII | Township Bldg Footing |
| 1201 Main Footing | Jobsite unlicensed roofer |
| 630 Main Footing | 1100 Main project review |
| 1100 Main Electrical | 628/630 Main project review |
| 501 N 6 th Above Ceiling Elect | Township Bldg project review |
| 1100 Main Reinforcing | 628 Main Garage pour reinforcing |
| 628 Main Plumbing | 630 Main Garage pour reinforcing |
| 630 Main Reinforcing | |

New Contractors Licensed & Certificate Issued:

- Garrison Concrete Augusta KS
- Professional Plumbing El Dorado KS
- Whitetail Roofing Augusta KS

Business Permit for Door-to-Door Sales: None

NTA Citations Issued: None

Court Cases in progress: Pending: Brian Wise 447 N 9th Yard Conditions Continued to April 2023

PZ Board Meeting April: No Meeting

Fire Dept Report

March 2023

Membership: 18 Added Andrew Hand and Mindy Runnalls.
 Four candidates: Han Ward, Rylan Rose, Zach Floyd, Isaac Wilson

Activity:

March: Number of calls: 17 (5-yr avg. for Mar. calls: 35.8. Avg. Mar. calls since 1985-24.8)

6 – Fire calls: 1 structure, 4 grass, 1 Trash/debris
 8 – Medical
 1 – Public assist (Lift)
 2 – Motor Vehicle Accidents

Response Man Hours: 181 (doesn't include 100s of mutual aid hours on 3/31)
 Training Hours: 172
 Activity/Work Hours: 161
 Total Volunteer Hours 514 for March

YTD (as of 3/31/23) Calls: 55 Training Hours: 438
 Response Man Hours: 480 Total Volunteer Hours 1368 YTD
 Activity/Work Hours: 450

Day	Date	Time	Dispatched for	Location	Area
Tue	3/7/23	10:42 AM	Brush Pile	Adams Rd	T Twp
Wed	3/8/23	3:46 AM	Stroke	Hunter Rd	T Twp
Wed	3/8/23	2:06 PM	Grass Fire	20th	T Twp
Thu	3/9/23	2:36 PM	MVA	Towanda Service Area	KTA
Wed	3/15/23	6:30 PM	Citizen Assist	9th	City
Thu	3/16/23	2:30 PM	Structure Fire	Hunton Rd	EIDo
Fri	3/17/23	8:55 AM	Fall Victim	3rd	City
Fri	3/17/23	11:24 AM	Sick Call	Highland	City
Tue	3/21/23	5:16 AM	Fall	8th	City
Wed	3/22/23	4:57 PM	Dog Bite	Mills Dr	City
Thu	3/23/23	3:29 PM	Fainting	KTA	KTA
Sat	3/25/23	10:27 AM	Grass Fire	Hunter Rd	T Twp
Mon	3/27/23	4:47 PM	Back Pain	6th	City
Wed	3/29/23	5:52 AM	Sick Call	North St	City
Wed	3/29/23	7:58 AM	MVA	Hunter Rd	City
Fri	3/31/23	12:46 PM	Grass Fire	10th	T Twp
Fri	3/31/23	7:39 AM	Grass Fire	River Valley Rd	F Twp

Equipment:

- Engine 1: To Emergency Fire Equipment in Mayfield on Feb. 13. Repaired leak and valve. Found 2 bad switches—obsolete. Electrical gremlins are multiplying: Seems to be due to faulty electronics. Message center is not working—ordered new readout hoping it will partially work (cannot be programmed). **This truck has questionable reliability. It should be replaced.**
- Engine 3: On Mar 31, after fighting fire all afternoon and into the evening, protecting numerous homes from the intense wildfire, Engine 3 died. She was towed home from just outside El Dorado. Seeking repair estimates, but expect \$80,000+ for engine overhaul.
- Pumper 5: On Mar 31, while fighting fire all afternoon, the water pump seized. Repairs were made by stealing parts from Pumper 6 pump.
- **Formed committee to determine specifications for new fire engines. Both fire engines should be replaced due to age and difficulty in locating parts and getting software support.**

Other:

- Membership voted to again sell fireworks to raise money for a New Building.
- Membership voted to hold a crawfish boil to raise money for a New Building.

City of Towanda Maintenance Department
Council Report 3/1/2023 – 3/31/2023

Water Distribution:

Read Water Meters

Turn off 25 services

Install 1 resetter at 210 S. 5th

Daily water samples completed

State Samples completed

Ordered parts for Pine Ridge Meter install

Streets:

Fixed several pot holes various locations.

Used 40 bags of patch

Cleaned 1200 ft of ditches on South 5th

Fixed street lights at K 254 and River Valley (Photo Cell)

Installed new culvert at Township driveway/ fix erosion issue

Working on drainage from 8th st west to 6th st

Facilities:

Fixed sink plumbing in council room

Install walking path to playground at the library and fix door threshold

Backfilled dirt on West side of the library

Hauled 6 loads of scrap iron from sewer plant

Started on replacing above ground plumbing on pool system

Equipment:

Clean and greased equipment

Purchased lawn mower from Hoover Mower Sales

Items for discussion:

Radio read meter bids

Skid Steer Tires

Pool Progress, Big tree on NW corner of Library