

CITY OF SILVER LAKE COUNCIL MEETING

CITY HALL

March 3, 2025

5:30 P.M.

ORDER OF BUSINESS MEETING

Pledge of Allegiance

Public Comments

Minutes

Financial Report

Appropriation Ordinance

Business Items:

1. Silver Lake Easter Egg Hunt Donation Request
2. Old Police Department Update
3. Monthly Public Works Report
4. Monthly Police Report

****PLEASE NOTE: This agenda is subject to additions or changes as may be necessary.

DRAFT
City of Silver Lake Regular Session Minutes
Monday, February 17, 2025

The Governing Body of the City of Silver Lake met in regular session at City Hall on February 17, 2025, at 5:30 PM with Mayor Jonah Bishop conducting the meeting and the following Councilmembers present: Joe Blubaugh, Brad Bryant, Jake Fisher, Michael Hamilton and Kenneth Wade (5) absent: (0). Also present was City Attorney Todd Luckman, Police Chief Doug Ashcraft, City Clerk Marie Beam and Assistant Clerk Sarah Glenn.

For public comment Mr. Wayne Kellner, representing the Silver Lake Lions Club was present to remind everyone about the Legislative Forum with Senator Titus and Representative McNorton to be held at the community center on March 1, 2025 at 10 AM.

Keenan Kruger representing the Silver Lake Education Foundation requested the use of City property next to the community center to host a street dance type fundraiser on June 15, 2025. Council will take the request into consideration and respond at a future Council meeting.

Local resident Pat Luthi asked for information on the overflowing dumpsters at the Silver Valley Apartments. Mayor Bishop let Mr. Luthi know the City is in the processes of having the nuisance abated in accordance with City Code.

Mayor Bishop responded to a complaint from the previous Council meeting by resident Ed Kohake. He stated that the Public Works department is taking steps to improve snow removal in the future, including fixing broken equipment and working with the school to help with trouble spots.

A motion was made by Councilmember Bryant to approve the minutes of the February 3, 2025 meeting as amended. The motion was seconded by Councilmember Blubaugh and carried.

Claim vouchers in the amount of \$7,517.47 were submitted to Council for appropriation. A motion was made by Councilmember Bryant and seconded by Councilmember Fisher that said Appropriation Ordinance be accepted as read and passed by a roll call vote of Aye: Joe Blubaugh, Brad Bryant, Jake Fisher, Michael Hamilton and Kenneth Wade (5) Nay: (0). The Ordinance was declared passed and numbered 2627.

Mayor Bishop made a request to remove business item #2 Public Works spending request – generator from the agenda. Councilmember Bryant made the motion which was seconded by Councilmember Wade and passed with all ayes.

After research, Councilmember Blubaugh made a recommendation to reinvest a Certificate of Deposit with Stockgrowers State Bank for a 12-month term at 4.10% APY. After discussion Councilmember Blubaugh amended his recommendation to a 24-month term for 4.00% APY. Councilmember Fisher made the motion to accept Blubaugh's amended recommendation. The motion was seconded by Councilmember Bryant and the motion passed with all ayes.

With no further business to come before Council, Councilmember Blubaugh made a motion to adjourn the meeting at 5:42 PM. Councilmember Hamilton seconded the motion, and with no further discussion, the meeting was adjourned.

Marie Beam, City Clerk

City of Silver Lake
Record of Ordinance #2628
March 3, 2025

The following is an Ordinance making appropriation for the payment of certain claims. Be it ordained by the Governing Body of the City of Silver Lake, Kansas, that in order to pay the claims hereinafter stated which have been properly audited and approved, there is hereby appropriated out of the respective funds in the City Treasury the sum required for each claim.

| Num | Name | Memo | Class | Amount |
|-------------------------------------|-------------------------------------|-----------------------------------|--------------------------------|-------------------|
| General Fund | | | | |
| General Operating | | | | |
| 9037 | Stumbo Hanson LLP | Legal Fees | General Fund:General Operating | -488.00 |
| 9035 | Kansas Gas Service | Gas Service | General Fund:General Operating | -504.68 |
| EFT | Evergy | Electricity | General Fund:General Operating | -1,039.32 |
| 9034 | Jayhawk Software | Microsoft 365 | General Fund:General Operating | -201.60 |
| EFT | Shawnee County Solid Waste Departme | Trash Service | General Fund:General Operating | -98.00 |
| Total General Operating | | | | -2,331.60 |
| Law Enforcement | | | | |
| 9037 | Stumbo Hanson LLP | Legal Fees | General Fund:Law Enforcement | -120.00 |
| 9035 | Kansas Gas Service | Gas Service | General Fund:Law Enforcement | -448.19 |
| EFT | Evergy | Electricity | General Fund:Law Enforcement | -184.65 |
| 9034 | Jayhawk Software | Microsoft 365 | General Fund:Law Enforcement | -201.60 |
| Total Law Enforcement | | | | -954.44 |
| Street | | | | |
| EFT | Evergy | Electricity | General Fund:Street | -1,606.28 |
| 9031 | Browns Mobile Welding | Snow Plow Repair | General Fund:Street | -388.14 |
| Total Street | | | | -1,994.42 |
| Total General Fund | | | | -5,280.46 |
| Waterworks Fund | | | | |
| EFT | Brad Kirk | Cell Phone Reimbursement | Waterworks Fund | -41.34 |
| 9036 | Kansas One-Call System, Inc. | Locate Fee | Waterworks Fund | -18.62 |
| 9035 | Kansas Gas Service | Gas Service | Waterworks Fund | -522.77 |
| 9032 | D-G Auto Electric Remanufactures | Alternator Repair 2014 Ford F-250 | Waterworks Fund | -66.85 |
| EFT | Evergy | Electricity | Waterworks Fund | -1,137.09 |
| 9033 | Department of Health & Environment | Semi-Annual Loan C20 1710-01 | Waterworks Fund | -11,150.37 |
| 9033 | Department of Health & Environment | Semi-Annual Loan C20 1934-01 | Waterworks Fund | -21,322.49 |
| 9034 | Jayhawk Software | Microsoft 365 | Waterworks Fund | -100.80 |
| Total Waterworks Fund | | | | -34,360.33 |
| Total Operating Expenditures | | | | -39,640.79 |

That this Ordinance shall take effect and be in force from and after its passage.

Passed this 3rd day of March, 2025

Signed or Approved this 3rd day of March, 2025

Attest:

City Clerk

Mayor

City of Silver Lake

Po Box 92
218 W Railroad
Silver Lake, KS 66539



Donation Request Form

Name of
Organization SL Easter Egg Hunt

Contact
Name Josie Hanson

Phone (785) 220-3350

Email Josielynnhanson@gmail.com

Requested
Amount \$500.00

Date
Needed 4/1/25

Brief Explanation of money raised and current
need _____

Donations are currently coming in from
local businesses and community members.
- We are requesting to use the City land
near the SL Community Center. We are
also seeking monetary donations to help with
purchasing prizes. The Easter Egg hunt
will be held at SLGS on April 12th at 3:00 pm.

Phone: (785) 582-4280
Fax: (785) 319-6009
City@SilverLakeKS.gov

City of Silver Lake

Transaction Detail Donations

| Name | Memo | Amount |
|----------------------------------|--------------------------------------|---------------------|
| 2023 Donations | | |
| Lake Days Committee | 2023 Donation | \$ 4,500.00 |
| Silver Lake Education Foundation | Breakfast Table | \$ 225.00 |
| Silver Lake Easter Fund | 2023 Easter Egg Hunt | \$ 275.00 |
| Silver Lake After Prom | Donation | \$ 500.00 |
| Silver Lake Ball Association | 2023 Donation | \$ 5,000.00 |
| We Are Silver Lake | Spring Community Clean-Up Donation | \$ 300.00 |
| American Cancer Society | Relay for Life Donation | \$ 500.00 |
| Card Service Center | Gift Basket Back to School Bash | \$ 70.87 |
| Silver Lake High School Dance | Thanksgiving Day Parade Support | \$ 100.00 |
| Wehner's Thriftway | Community Tailgate-Pegram | \$ 285.52 |
| Steve Pegram | Community Tailgate Reimbursement | \$ 56.88 |
| Silver Lake After Prom | Council Approved After-Prom Donation | \$ 500.00 |
| | Total Donations | \$ 12,313.27 |

2024 Donations

| | | |
|----------------------------------|---|-----------------|
| Silver Lake Education Foundation | 2024 Education Foundation Breakfast Table | 225.00 |
| Lake Days Committee | Easter Egg Hunt Donation | 275.00 |
| Silver Lake Ball Association | Donation | 2,500.00 |
| American Cancer Society | Relay for Life Donation | 500.00 |
| Silver Lake After Prom | After Prom Donation | 500.00 |
| Card Service Center | Halloween Donation | 414.36 |
| | Total Donations | 4,414.36 |

***\$10,000 for donations in 2025 Budget**



“Serving Topeka and N.E. Kansas since 1982”

February 14, 2025

Proposal #: 62723467

Silver Lake Public Works
RE: Water Tower Fill Station

Project: Replace Plumbing and Heat Trace for Tower Fill Station

SAMCO Plumbing, Heating, and Air Conditioning are pleased to submit this proposal for the above-referenced project. Our scope of work is defined as follows:

Items included in our proposal:

- Remove and properly dispose of failed galvanized, PVC and miscellaneous piping materials back to water meter in building.
- Provide and install new 2" water main consisting of copper and PEX pipe/fittings. Piping will terminate on west end of building with a fitting to accept hose assembly that will be added by others.
- Provide and install new Clayval electric control valve and solenoid assembly for metered operation. *Please Note: Estimated lead time to receive this valve is 3 weeks.*
- Working with subcontractor, provide and install 6-watt/ft. heat trace for 2" water supply in attic and partially in mechanical room.
- Provide and install new controller with ambient sensor for operation. Control will have adjustable set point.
- Once heat trace is installed and operational, insulate lines with 2" thick fiberglass pipe insulation.
- All materials, parts, labor, standard shipping, leak test and check out are included.

Items not included are as follows:

- Overtime – (All work will be performed during normal business hours)
- Applicable taxes are not included and will be added to the invoice.
- Repairs to any other part of system.
- Fabricate, install or brace fill hose assembly.
- This proposal includes only those services and or repairs specified above. Additional services and or repairs, if required will be performed on a time and material basis after customer's approval or will be quoted separately.

Total Net Price Not-to-Exceed \$ 20,900.00

This is our Guaranteed Maximum Price for the scope of work indicated. All work will be performed on a Time and Material basis; any savings will be deducted from the proposal amount.



————— “Serving Topeka and N.E. Kansas since 1982” —————

Thank you for allowing SAMCO Plumbing, Heating, and Air Conditioning to provide this proposal. We are looking forward to this or any other projects you may have in the future. If there are any questions, please do not hesitate to contact us.

Sincerely,

Aaron Bisel

Aaron Bisel
SAMCO, Inc.

Service Manager
785-233-2952
aaron.bisel@samcomc.com

Authorized
by:
Title:
Date:
P.O.:

Customer Acceptance:

NOTE: This proposal may be withdrawn by us if not accepted within 15 days.

February 10, 2025
City of Silver Lake
230 Railroad St.
Silver Lake, Ks 66539

Repair 2 in Water Line

Dear Cary:

I am pleased to submit McElroy's, Inc. proposal for the above reference project. Our scope of work is defined as follows:

Items included in our proposal:

- **Remove the broken pipe that is sticking out of the building**
- **Replace 2 in pipe that is broken**
- **Remove the 1-1/2 in piping in the building.**
- **Reroute the 1-1/2 in pipe with meter and solenoid valve out from in front of A/C unit.**
- **Install a new solenoid valve and route the new pipe up through ceiling and connect to existing 2 in galvanized pipe.**
- **Install new heat trace.**
- **Remove old insulation and reinsulate with 1 in thick fiber glass insulation.**

..... **\$9755.00**
Items not included are as follows:

- **Sales Tax**
- **Premium & Overtime Wages**
- **Any additional work not listed above will be on a Time and Material Basis**

Please don't hesitate to call me if you have any questions. I can be reached at 785-633-2666.

Note: This proposal may be withdrawn by us if not accepted within 30 days.

Sincerely,
McElroy's, Inc.

Craig Tenbrink
Plumbing Consultant
Office: 785-266-4870 Ext. 230
craig.tenbrink@mcelroys.com

Customer Acceptance:
Firm Name:
Accepted by:
Date:

158128

Proposal

LOWER PLUMBING HEATING & AIR, INC.

PLUMBING ★ REFRIGERATION ★ SHEET METAL

| | | | |
|---|---------------|---------------------------------------|------------------------|
| PROPOSAL SUBMITTED TO Cary Deiter | | PHONE | DATE 4/24/25 |
| STREET | | JOB NAME City of SILVERLAKE | |
| CITY, STATE and ZIP CODE | | JOB LOCATION 300 Railroad | |
| ARCHITECT | DATE OF PLANS | JOB PHONE | |
| Public works SILVERLAKE KS. 900 | | | |

We hereby submit specifications and estimates for:

Replace Self Pay Piping with Drain Valve and New Sillcock Valve
 We will Replace Piping from Meter to Sillcock w/ Rigid Piping
 Run wires up and across Ceiling transitioning to 2" Galv Piping
 for last 20'. We will install Heat tape. (No warranty Against
 FREEZE) Price includes Material, Labor to Install, Tax.

We Propose hereby to furnish material and labor – complete in accordance with above specifications, for the sum of:

dollars (\$ **8610⁰⁰**).

Payment to be made as follows:

Payment due upon work completion (Net 30)

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by Workman's Compensation Insurance.

Authorized
Signature

John Carroll

Note: This proposal may be withdrawn by us if not accepted within **30** days.

Acceptance of Proposal – The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Date of Acceptance: _____

Signature _____

Signature _____

SERVING TOPEKA AND NORTHEAST KANSAS SINCE 1971
 501 EAST 17TH ★ ZIP 66607 ★ PO BOX 1693 ★ ZIP 66601 ★ TOPEKA, KANSAS
 PHONE (785) 357-5123 ★ FAX (785) 357-0001 ★ FEDERAL ID# 46-1779291

Month: February 2025

Public Works
Monthly Report

| Activity | Quantity | Remarks |
|--------------------|----------|---------|
| WATER PUMPED | 2161000 | |
| WATER LEAK MAIN | 0 | |
| WATER LEAK SERVICE | 0 | |
| SEWER BACKUP | 0 | |
| LOCATES | 11 | |
| BUILDING PERMITS | 0 | |
| LAGOON REPORT | 0 | |
| PUMPED TO LAGOON | 2354400 | |
| Water samples | 2 | |

**SILVER LAKE POLICE DEPARTMENT
ACTIVITY REPORT FOR: ALL OFFICERS
MONTH AND YEAR: FEBRUARY 2025**

| PATROL ACTIVITIES | | TOTALS |
|--|--------------|--------|
| Alarms - Business: | Residential: | 0 |
| Animal Calls: | | 2 |
| Assist Other Agencies: | | 10 |
| Assist Public: | | 55 |
| Community Outreach Events: | | 10 |
| Council Meeting: | | 2 |
| Civil Standbys: | | 0 |
| Disturbance Calls: | | 2 |
| Domestic Calls: | | 0 |
| Fire/Medical Calls - Fire: 2 | Medical: 2 | 4 |
| Information Received: | | 19 |
| Inspections/Registrations - Golf Cart: | UTV: | 0 |
| Juvenile Calls: | | 0 |
| Mental Health Calls: | | 2 |
| OPEN Residential Doors: | | 6 |
| OPEN Business Doors: | | 1 |
| Service Requests: | | 22 |
| Suspicious Persons: | | 1 |
| Suspicious Vehicles: | | 1 |
| Police Case Reports: | | 4 |
| Off Duty Calls: | | 9 |
| TRAFFIC ENFORCEMENT | | |
| Traffic Stops: | | 10 |
| Verbal Warning: | | 10 |
| Written Warning: | | 0 |
| Tickets: | | 0 |
| WARRANTS | | |
| Served: | | 0 |
| Attempted: | | 0 |
| ACCIDENTS | | |
| Injury: | | 1 |
| Non-Injury: | | 0 |
| ARRESTS | | |
| Felony: | | 0 |
| Misdemeanor: | | 0 |
| DUI | | |
| DUI Arrests: | | 0 |
| TRAINING | | |
| Officer Training Attended | | 1 |
| ADMIN | | |
| Carseat inquiries | | 0 |