

REVISED
CITY OF SILVER LAKE COUNCIL MEETING

CITY HALL

Meeting moved from Monday January 6, to **Wednesday, January 8, 2025 5:30 P.M.**
(Due to Inclement weather)

ORDER OF BUSINESS MEETING:

Pledge of Allegiance

Public Comments

Minutes

Financial Report

Appropriation Ordinance

Business Items:

1. 4th Quarter and 2024 Financial Statement
2. League of Municipalities Renewal
3. Councilmember & Mayor Donation of Salaries
4. Capital Improvement Transfer Resolution
5. Utility Reserve Transfer Resolution
6. Insurance Renewal Discussion
7. Police Department Spending Requests Vehicle MDT's and Cages
8. Public Works Spending Request Generator
9. Monthly Public Works Report
10. 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, December 16, 2024

The Governing Body of the City of Silver Lake met in regular session at City Hall on December 16, 2024, at 5:30 PM with Councilmember Kenneth Wade conducting the meeting and the following Councilmembers also present: Joe Blubaugh, Brad Bryant, Jake Fisher, Michael Hamilton: (5) absent: (0). Also present was City Attorney Todd Luckman, Public Works Superintendent Cary Deiter, Police Chief Doug Ashcraft, City Clerk Marie Beam and Assistant Clerk Sarah Glenn.

A motion was made by Councilmember Bryant to approve the minutes of the December 2, 2024 meeting as written. The motion was seconded by Councilmember Fisher and carried.

Claim vouchers in the amount of \$37,835.53 were submitted to Council for appropriation. A motion was made by Councilmember Fisher and seconded by Councilmember Blubaugh 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 2622.

A counter offer from Verizon regarding tower rent was discussed. Councilmember Blubaugh made a motion to accept the offer pending a final contract approved by Attorney Luckman. The motion was seconded by Councilmember Hamilton and the motion carried.

Council reviewed a transfer recommendation from Clerk Beam. Councilmember Bryant made a motion to proceed with the recommended transfer of \$75,000.00 from the General Fund to the Capital Improvement Fund and a transfer of \$30,000.00 from the Waterworks Fund to the Utility Reserve Fund. The motion was seconded by Councilmember Fisher and passed with all ayes. Councilmember Bryant requested that the Capital Improvement Plan be reviewed at the next meeting.

Clerk Beam reported the success of the *Small-Town Christmas* event held on December 7th at the Community Center to Council. Councilmember Blubaugh asked about any feed back that was received from the public. Superintendent Deiter reported that he had received a lot of very positive feedback. Councilmember Blubaugh thanked everyone who worked to make the event a success. Council directed the clerks to schedule the event for December 6, 2025 to coincide with the PTO Santa Breakfast. Superintendent Deiter discussed ways to improve the decorations for the next event. He also stated that he would wear a grinch costume to the event if one was purchased.

Due to several full-time employees being unable to use the vacation they had earned in 2024 Councilmember Blubaugh made a motion to make a one-time exception and allow the employees to roll an additional 25 hours of unused vacation to 2025. The motion was seconded by Councilmember Fisher and the motion carried.

Superintendent Deiter let Council know he passed his Water Operator Certification Test. He plans to begin training to take his Wastewater Operator Test in March. Deiter plans to present Council with a quote for a vehicle lift and the concrete work needed to install the lift in 2025. Deiter discussed the work they have been doing to improve drainage on Lake Street and the department's plans to improve drainage in Little Lake Park as the weather permits.

With no further business to come before Council, Councilmember Fisher made a motion to adjourn the meeting at 6:01 PM. Councilmember Bryant seconded the motion, and with no further discussion, the meeting was adjourned.

Marie Beam, City Clerk

City of Silver Lake
Record of Ordinance #2623
January 8, 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				
EFT	Evergy	Electricity	General Fund:General Operating	-953.75
8991	Kansas Gas Service	Gas Service	General Fund:General Operating	-252.39
8993	Stumbo Hanson LLP	Legal Services	General Fund:General Operating	-1,124.38
EFT	Shawnee County Solid Waste Department	Trash Service	General Fund:General Operating	-95.00
EFT	Cox Business	Telephone & Internet Service	General Fund:General Operating	-393.45
8995	Rossville Market	Supplies	General Fund:General Operating	-22.98
8997	TARC, INC.	Shred Service	General Fund:General Operating	-10.00
Total General Operating				-2,851.95
Law Enforcement				
EFT	Evergy	Electricity	General Fund:Law Enforcement	-156.78
8991	Kansas Gas Service	Gas Service	General Fund:Law Enforcement	-244.35
EFT	Casey's Business Mastercard	Fuel	General Fund:Law Enforcement	-222.36
EFT	Cox Business	Telephone & Internet Service	General Fund:Law Enforcement	-186.25
Total Law Enforcement				-809.74
Street				
EFT	Evergy	Electricity	General Fund:Street	-1,144.92
Total Street				-1,144.92
Street Lighting				
EFT	Evergy	Electricity	General Fund:Street Lighting	-490.67
Total Street Lighting				-490.67
Total General Fund				-5,297.28
Waterworks Fund				
EFT	Brad Kirk	Cell Phone Reimbursement	Waterworks Fund	-41.34
EFT	Evergy	Electricity	Waterworks Fund	-901.30
8991	Kansas Gas Service	Gas Service	Waterworks Fund	-390.15
8992	Kansas One-Call System, Inc.	Locate Fee	Waterworks Fund	-19.20
8990	Gary Taylor	12-24 Water Operator Fee	Waterworks Fund	-759.21
EFT	Casey's Business Mastercard	Fuel	Waterworks Fund	-493.73
EFT	Cox Business	Telephone & Internet Service	Waterworks Fund	-114.61
8994	Rossville Auto Supply	Vehicle Maintenance Supplies	Waterworks Fund	-113.63
8996	Schulte Supply, Inc.	6' Neptune Antennas	Waterworks Fund	-318.00
Total Waterworks Fund				-3,151.17
				-8,448.45

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

Passed this 8th day of January, 2025

Signed or Approved this 8th day of January, 2025

Attest:

City Clerk

Mayor

**FORTH QUARTER FINANCIAL STATEMENT
OCTOBER 01, 2024-DECEMBER 31, 2024**

FUNDS	10/01/24	DEPOSITS	WARRANTS	12/31/24
GENERAL OPERATING	395277.34	128430.29	258405.99	265301.64
SPECIAL HIGHWAY	77374.42	9098.71	0.00	86473.13
WATER/SEWER UTILITY	385434.93	160337.90	166190.51	379582.32
SPECIAL PARKS & REC.	18684.13	243.10	0.00	18927.23
D.A.R.E.	559.52	0.00	337.15	222.37
UTILITY RESERVE FUND	435764.90	30000.00	0.00	465764.90
CAPITAL IMPROVEMENT	397010.07	86132.32	19400.34	463742.05
ARPA	4678.48	0.00	4678.48	0.00
TOTALS	1714783.79	414242.32	449012.47	1680013.64

BANK ACCOUNTS	BALANCE	DEPOSITS	WARRANTS	BALANCE
MONEY MARKET 1%	287008.70	176082.21	0.00	463090.91
CD #9 24 mo@3.7% 10/8/2026	0.00	131250.00	0.00	131250.00
CD #8 18 mo@3.96% 4/8/2026	0.00	131250.00	0.00	131250.00
CD #7 12 mo@4.67% 10/8/2025	0.00	131250.00	0.00	131250.00
CD #6 6 mo@4.69% 4/8/2025	0.00	131250.00	0.00	131250.00
CD #5 18 mo@4.33% 2/20/2026	200666.36	2190.07	0.00	202856.43
CD #4	0.00	0.00	0.00	0.00
CD #3 12 mo@4.67% 9/18/2025	72946.16	858.65	0.00	73804.81
CD #2 12 mo@4.91% 2/22/2025	68442.26	847.03	0.00	69289.29
CD #1W 48 mo@4.18% 11/17/2028	145661.50	1534.67	0.00	147196.17
D.A.R.E.	559.52	0.00	337.15	222.37
CASH ACCOUNT	934820.81	302729.69	1038996.84	198553.66
ARPA	4678.48	0.00	4678.48	0.00
ACCOUNT TRANSFER	0.00	-700000.00	-700000.00	0.00
FUNDS TRANSFER	0.00	105000.00	105000.00	0.00
TOTALS	1714783.79	414242.32	449012.47	1680013.64

I certify that the above information is true and correct to the best of my knowledge.

Marie Beam, City Clerk

**CITY OF SILVER LAKE
ANNUAL FINANCIAL STATEMENT
JANUARY 01, 2024-DECEMBER 31, 2024**

FUNDS	01/01/24	DEPOSITS	WARRANTS	12/31/24
GENERAL OPERATING	228110.24	785926.13	748734.73	265301.64
SPECIAL HIGHWAY	36222.49	54450.64	4200.00	86473.13
WATER/SEWER UTILITY	282006.35	663138.17	565562.20	379582.32
SPECIAL PARKS & REC	18189.48	1137.73	399.98	18927.23
D.A.R.E.	875.21	0.00	652.84	222.37
UTILITY RESERVE FUND	435764.90	30000.00	0.00	465764.90
CAPITAL IMPROVEMENT	397010.07	86132.32	19400.34	463742.05
ARPA	14768.48	0.00	14768.48	0.00
TOTALS	1412947.22	1620784.99	1353718.57	1680013.64

BANK ACCOUNTS	BALANCE	DEPOSITS	WARRANTS	BALANCE
MONEY MARKET 1%	284863.13	178227.78	0.00	463090.91
CD #9 24 mo @ 3.7% 10/8/2026	0.00	131250.00	0.00	131250.00
CD #8 18 mo @ 3.96% 4/8/2026	0.00	131250.00	0.00	131250.00
CD #7 12 mo @ 4.67% 10/8/2025	0.00	131250.00	0.00	131250.00
CD #6 6 mo @ 4.69% 4/8/2025	0.00	131250.00	0.00	131250.00
CD #5 18 mo @ 4.33% 2/20/2026	192649.50	10206.93	0.00	202856.43
CD #4	63921.78	2423.30	66345.08	0.00
CD #3 12 mo @ 4.67% 9/18/2025	6359.98	67444.83	0.00	73804.81
CD #2 12 mo @ 4.91% 2/22/2025	66140.05	3149.24	0.00	69289.29
CD #1W 48 mo @ 4.18% 1/17/2028	137904.23	9291.94	0.00	147196.17
D.A.R.E.	875.21	0.00	652.84	222.37
CASH ACCOUNT	645464.86	1486386.05	1933297.25	198553.66
ARPA	14768.48	0.00	14768.48	0.00
ACCOUNT TRANSFER	0.00	-766345.08	-766345.08	0.00
FUNDS TRANSFER	0.00	105000.00	105000.00	0.00
TOTALS	1412947.22	1620784.99	1353718.57	1680013.64

I certify that the above information is true and correct to the best of my knowledge.

Marie Beam, City Clerk

December 2, 2024

Dear Kansas Municipal Leaders,

As we approach the end of another year, we at the League of Kansas Municipalities want to express our deepest thanks for your dedication to your communities. The tireless work you do each day to improve the lives of your citizens is an essential part of what makes our state such a great place to live.

Over the past year, your support has helped us advocate for policy improvements, provide sound legal counsel, deliver professional development opportunities, and build connections among government leaders. Most importantly, your membership has made you part of a community that spans our great state—a community committed to serving our cities and citizens with excellence.

In just a few short weeks, the Kansas Legislature will begin the 2025 Legislative Session. We look forward to working alongside you and on your behalf to help you serve Kansans. In addition to our legislative services, please keep your eyes open for your complimentary copy of the 2025 City Officials Manual, which will be an important resource for your city.

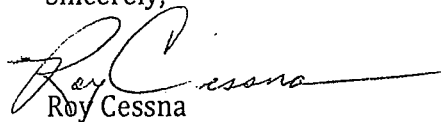
As we look ahead to 2025, we have included your dues-renewal form. Your continued membership is crucial to our mission of serving Kansas cities. By renewing, you'll help us:

- Advocate for policies that benefit your community
- Provide essential resources and tools
- Foster connections with other city leaders

We are committed to serving you, so please let us know if there are ways we can better meet your needs.

Thank you for your continued trust and partnership. We look forward to working with you in 2025 and we are on the ready to help however we can. If you have any questions about the renewal process or the benefits of membership, please do not hesitate to contact us. Thank you again for being a part of the League!

Sincerely,



Roy Cessna

League President

Vice Mayor, Garden City



300 SW 8th Avenue, Suite 100, Topeka, KS 66603

Bill To

City of Silver Lake
 218 W Railroad
 PO Box 92
 Silver Lake, KS 66539

2025 Dues

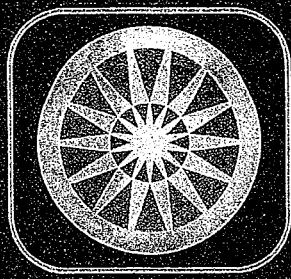
Date	Invoice #
12/2/2024	25-539

Due Date
 2/1/2025

Qty	Description	Rate	Amount
1	2025 City Membership Dues - Assessed Valuation and Per Capita Charge	721.33	721.33
1	2025 City Membership Dues - Base Fee	250.00	250.00
6	2025 Subscription to the Kansas Government Journal	20.00	120.00
1	2025 Complimentary Kansas Government Journal	0.00	0.00

Total	\$1,091.33
Payments/Credits	\$0.00
Balance Due	\$1,091.33

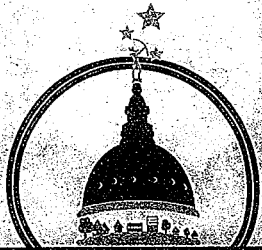
E-mail	Phone #	Web Site
rredd@lkm.org	785-354-9565	www.lkm.org



THE LEAGUE OF KANSAS MUNICIPALITIES

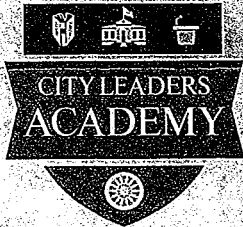
SAVE THE DATE FOR UPCOMING LEAGUE EVENTS IN 2025

ADDITIONAL INFORMATION IS AVAILABLE ON THE LEAGUE'S WEBSITE: WWW.LKM.ORG

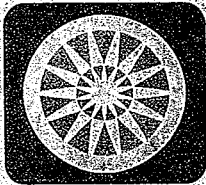


LOCAL GOVERNMENT DAY

LOCAL GOVERNMENT DAY *CO-HOSTED WITH KAC*
JANUARY 22, 2025
TOPEKA



CITY LEADERS ACADEMY - ADVANCED
APRIL 11-12, 2025
LAWRENCE



THE
LEAGUE
OF KANSAS MUNICIPALITIES

LEAGUE ANNUAL CONFERENCE
OCTOBER 9-11, 2025
OVERLAND PARK

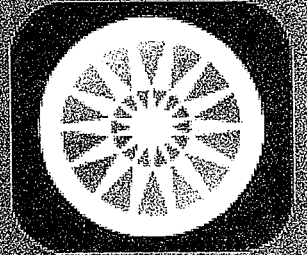
The mission of the League is to serve as the convener, advocate, and trusted voice for Kansas local governments.

MTI

**MUNICIPAL
TRAINING
INSTITUTE**

A Program of The League

**2024-
2025**



2024-25 SCHEDULE*

Classes are open to all elected officials and city staff.

www.lkm.org/MTI

DECEMBER 2024

12 Ethics & Civility, Virtual

JANUARY 2025

9 Legislative Preview Webinar, Virtual

22 Local Government Day, Topeka⁺

30 Cybersecurity, presented by Cox, Virtual

FEBRUARY 2025

11 The First Amendment in Action: Managing Disruptions at Public Meetings, Virtual

APRIL 2025

11-12 City Leaders Academy, Lawrence

**ADDITIONAL TOPICS PLANNED
FOR 2025 INCLUDE:**

- City Official Fundamentals
- Economic Development Incentives
- Effective City Meetings
- Home Rule
- Municipal Finance/Budgeting
- Planning & Zoning 201
- Record Retention
- Plus, City Forum events in spring/summer

*Schedule as of December 2024.

Tentative and subject to change.

Visit the League website for the most current information.

www.lkm.org/MTI

+Attending Local Government Day earns credits in the MTI program.

City of Silver Lake



Resolution 2025-01

Be It Resolved, by the undersigned City Council of Silver Lake, Kansas, that a portion of the free and unencumbered balance remaining in the 2024 General Operating Fund of the City of Silver Lake, Kansas after all legal claims, purchase orders, and obligations of whatever nature have been charged against said fund, but not to exceed the amount of **\$75,000.00** shall be transferred into the **Capital Improvement Fund**.

Adopted by the Governing Body of the City of Silver Lake this 6th day of **January, 2025**.

Jonah Bishop, Mayor

Attest:

Marie Beam, City Clerk

City of Silver Lake



Resolution 2025-02

Be It Resolved, by the undersigned City Council of Silver Lake, Kansas, that a portion of the free and unencumbered balance remaining in the 2024 Waterworks Fund of the City of Silver Lake, Kansas after all legal claims, purchase orders, and obligations of whatever nature have been charged against said fund, but not to exceed the amount of **\$30,000**, shall be transferred into the **Utility Reserve Fund**.

Adopted by the Governing Body of the City of Silver Lake this 6th day of **January, 2025**.

Jonah Bishop, Mayor

Attest:

Marie Beam, City Clerk



**Turn-Key
Mobile, Inc.**

TURN-KEY MOBILE, INC.

4510 Country Club Drive
Jefferson City, Missouri 65109

Estimate

Estimate#	: EST-13676	Sales person/ISS	: Frederick Willis
Estimate Date	: 12/19/2024	Created By (ISS)	: Terry Cage
Expiry Date	: 01/18/2025		

Bill To

Silver Lake Police Department
 218 W Railroad Street
 Silver Lake Kansas 66539

#	Item & Description	Qty	Rate	Amount
1	FZ-55J2-01BM Panasonic BSKU, Mk3, Win11 Pro, Intel Core i5-1345U vPro (up to 4.7GHz), AMT, 14.0" FHD 1000 nit Gloved Multi Touch, 16GB, Intel UHD, 512GB OPAL SSD, Intel Wi-Fi 6E, Bluetooth, 4G EM7511, GPS, Dual Pass (Ch1:GPS/Ch2:WWAN), Mic and Infrared 2MP Webcam, Standard Battery, TPM 2.0, Emissive Backlit Keyboard, Flat, CF-SVC512SSD3Y - 3 Year No Return of Defective Drive, CF-SVCLTNF3YR - 3 Year Protection Plus Warranty, CF-SVCPDEP3Y - 3 Year Premier Deployment, FZ-SVCFESGEN10 - Mobility Field Engineering Service	3	3,272.00	9,816.00
2	HA-55LVDLT2L PANASONIC : Havis Lite Vehicle Dock (dual pass) for Panasonic TOUGHBOOK 55 & 54. Includes LIND power supply. USB-A (2), Serial, LAN, Dual RF	3	1,000.00	3,000.00
3	CF-SVCPSY5 Panasonic 4th and 5th years Public Safety Service Bundle Add on (Year 4 & 5 only). Must be purchased in conjunction with PS bundle base unit. Includes Premier, Protection Plus, Customer Portal, Disk Image Management, HDD No Return.	3	600.00	1,800.00
4	SVC-SCLECMESY Panasonic 5 Years of Panasonic Smart Compliance solution for endpoints. Subscription license to provide continuous monitoring of endpoint devices, including TOUGHBOOKS and non-Panasonic desktops and laptops. Support included. One license per device.	3	140.00	420.00
5	C-HDM-204 Havis 8.5" Heavy Duty Telescoping Pole, Side Mount, Short Handle	1	165.00	165.00
6	C-MD-112 Havis 11" Slide Out Locking Swing Arm with Motion Adapter	1	275.00	275.00

Notes	Sub Total	15,476.00
	Total	\$15,476.00

Authorized Acceptance Signature

Looking forward to doing business with you.
 Shipping Charges are not included unless otherwise stated.

Terms & Conditions
 All PO placed orders have net 30 day terms, no discounts. All full/partial invoice payments are due in NET30 terms, unless otherwise stated in contract. If order contains equipment with or without services, payment for all hardware and/or product delivered is expected to be paid upon delivery (to customer and/or service/installation provider). Services will not be invoiced until complete and approved. Credit card payments are accepted with a 3% Service Charge added to the overall invoice price. This Service Charge will be displayed as a separate line item. ACH payments are also accepted with no processing or service fees. An ACH form can be requested by email at AR@turnkeymobile.com.

Return Policy: All PANASONIC sales are final. ONLY Panasonic can make exceptions for returns. Any items or materials that are approved to be returned by the manufacturer and TKM, are subject to a 20% restocking fee. All return requests must be made within 30 days of delivery to customer.

Estimate



911 Custom

15665 S Keeler St
 Olathe, KS 66062
 Phone: 913-390-8540
 Email: sales@911custom.com

Order #	Date
59162	12/18/2024



Bill To:
Silver Lake PD - KS Silver Lake Police Department 100 Beaubein Ave Silver Lake, KS 66539

Ship To:
Silver Lake PD - KS Silver Lake Police Department 100 Beaubein Ave Silver Lake, KS 66539

Customer: Silver Lake PD - KS

Contact: Silver Lake Police Department

Sales Rep	Payment Terms	FOB Point	Carrier	Ship Service	Date Scheduled
Gavin	Net 30	Origin	UPS		12/16/2024

Item #	Type	Number	Description	Unit Price	Qty Ordered	Total Price
1	Drop Ship	S-1K0574DUR11	2011 - 2021 Dodge Durango - Single Prisoner Transport Partition, #6VS Stationary Window, Coated Polycarbonate, FOR USE WITH; - Full Stock Seat	\$854.00	2.00 ea	\$ 1,708.00
2	Drop Ship	S-PK0123DUR112ND	2011 - 2021 Dodge Durango - Cargo Area Partition, #12VS Stationary Window, Vinyl Coated Expanded Metal, *FOR USE WITH; - 2nd Row Seat	\$440.00	2.00 ea	\$ 880.00
3	Shipping	Shipping and Handling	Shipping and Handling	\$400.00	1.00 ea	\$ 400.00

Subtotal:	\$2,988.00
Sales Tax:	\$0.00
Total:	\$2,988.00
Paid:	\$0.00
Balance Due:	\$2,988.00

All orders are subject to restocking fees.

Estimates are good for 45 days.

Credit card payments are subject to a 3% processing fee.

Approval: _____ Date: _____

Business Item #8 Public Works Spending Request Generator

Pump Station #3

New 60 kw. N/G

\$30,000.00

Exchange

Used Kohler 100 updated

\$10,900.00

Exchange

City Hall

New 20 Kohler N/G

Residential Commercial

\$8,000.00

Exchange

Surplus. Diesel. 20 kw. ATT Surplus

Sound house. Fuel tank.

\$12,500.00

Exchange

Subject to prior sale

Month: December 2024

Public Works
Monthly Report

Activity	Quantity	Remarks
WATER PUMPED	1898000	
WATER LEAK MAIN	0	
WATER LEAK SERVICE	0	
SEWER BACKUP	0	
LOCATES	16	
BUILDING PERMITS	0	
LAGOON REPORT	0	
PUMPED TO LAGOON	1992600	
Water samples	2	

**SILVER LAKE POLICE DEPARTMENT
ACTIVITY REPORT FOR ALL OFFICERS
MONTH AND YEAR: NOVEMBER 2024**

PATROL ACTIVITIES		TOTALS
Alarms - Business:	Residential:	0
Animal Calls:		3
Assist Other Agencies:		6
Assist Public:		38
Community Outreach Events:		0
Council Meeting:		2
Civil Standbys:		0
Disturbance Calls:		4
Domestic Calls:		2
Fire/Medical Calls - Fire:	Medical: 1	1
Information Received:		16
Inspections/Registrations - Golf Cart:	UTV: 1	1
Juvenile Calls:		4
Mental Health Calls:		2
OPEN Residential Doors:		1
OPEN Business Doors:		1
Service Requests:		41
Suspicious Persons:		4
Suspicious Vehicles:		11
Police Case Reports:		10
Off Duty Calls:		10
TRAFFIC ENFORCEMENT		
Traffic Stops:		22
Verbal Warning:		24
Written Warning:		
Tickets:		2
WARRANTS		
Served:		
Attempted:		
ACCIDENTS		
Injury:		
Non-Injury:		2
ARRESTS		
Felony:		
Misdemeanor:		
DUI INVESTIGATIONS		
DUI Arrests:		
ADMIN		
Carseat inquiries		2