

**City of Quinter**  
**Monday, May 8th, 2023 7:00PM**  
**Regular Council Meeting**  
**City Hall, 202 Gove Street**

**Governing Body/City Staff Present**

X	Jeremy Blackwill, Mayor
X	Sue Machen, Council President
X	Kirk Zerr, Council Member
X	Dan Chupp, Council Member
X	Giovani Caasi, Council Member
X	Matt Havlas, Council Member
	Steve Hirsch, City Attorney
	Jim Meyers, CPA

	Greg Thomas, City Administrator
	Daryl Havlas, Rec Director
	Michael Haldeman, Public Works Director
	Garret Press, Water/Sewer Operator
	David Stuenkel, Public Works
X	Marissa Haffner, Administrative Assistant
X	Kelly Rummel, City Marshal

Meeting called to order by Mayor Blackwill at 7:00PM.

**Pledge of Allegiance**

**Agenda:**

**MOTION:** Machen moves Caasi seconds to approve the amended meeting agenda. Motion carried 5-0.

**Guests:**

Deana Zerr, Quinter Community Development – Fourth of July Event (Saturday, July 1<sup>st</sup>)

- Gave a brief update on where everything is going to be and what is needed from the city. Asked the Council for donations to help cover the costs of fireworks and the band.

**MOTION:** Machen moves Zerr seconds to approve \$2000.00 of Transient Guest Tax funds be paid to Quinter Community Development for the purchase of fireworks and the band, at the Fourth of July event on July 1st.

Motion carries 5-0.

Roetta Mann, Quinter Community Development – Depot & Beautification Update

- QCD is currently working towards writing grants for the improvements to the Depot. The goal is to call it the Quinter Community Cultural Center with the purpose of using it as an event center, historical site, and more. They will have a “work-day” at the Depot on Saturday, May 20<sup>th</sup>.
- Asked about the City’s vs. QCD’s responsibilities and ownership of the depot moving forward. Concerns right now about landscaping around the Depot, Community Garden, and “Mayor’s Tree/Corner, as far as beautification, maintenance, and management.

Steve Nicholson – Present for RLF Application Review

**Minutes**

Approval of minutes from the regular meeting – April 24<sup>th</sup>

**MOTION:** Havlas moves Caasi seconds to approve the presented meeting minutes. Motion carried 5-0.

Approval of minutes from the special meeting – May 2<sup>nd</sup>

**MOTION:** Machen moves Caasi seconds to approve the presented meeting minutes. Motion carried 3-0. Havlas and Chupp abstained.

**Department Reports:**

Police - City Marshal Oath of Office

- Kelly J. Rummel took his Oath of Office given by Mayor Blackwill, as the Quinter City Marshal.

Public Works - Emergency Water Supply Plan

- Marissa presented the Emergency Water Supply Plan on behalf of Garret Press, required by the state to renew each year, notable changes are in Emergency Contacts as city staff has changed.

**MOTION:** Zerr moves Machen seconds to approve the presented May 2023 City of Quinter Emergency Water Supply Plan. Motion carried 5-0.

**New Business:**

Pay Bills - new bills numbered 10737 to 10769, including all automatic payments.

**MOTION:** Zerr moves Caasi seconds to pay vouchers 10737 through 10769, all listed automatic payments. Motion carries 5-0.

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RLF Application – Center Pivot

*Tabled to another date, the Council will discuss if they will call for a special meeting or continue at the next regularly scheduled meeting, so all members can review the current balances and open loans in both Revolving Loan Funds.*

Quinter Water Supply System Improvements Engineering Services Agreement

- Mayor Blackwill gave an overview of the agreement with Wilson and Company, Inc. Engineers & Architects, regarding the development of the new water well.

**MOTION:** Chupp moves Zerr seconds to accept the \$75,100.00 Quinter Water Supply System Improvements Engineering Services Agreement between the City of Quinter and Wilson and Company, Inc. Engineers & Architects. Motion carries 5-0

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Generators

- Blackwill presented a bid from Duane’s Diesel for 3 generators designated for the City Shop, City Hall, and the Fire Station.

**MOTION:** Zerr moves Chupp seconds to accept the \$45,825.00 bid from Duane’s Diesel Service, LLC for 3 Kohler generators, labor and installation, freight, and necessary tools and supplies to complete each installation. Motion carries 5-0

Denali Software Training

**MOTION:** Zerr moves Havlas seconds to accept the \$1,500.00 quote from Advantage Computer for Denali remote training for city staff and/or elected city officials. Motion carries 5-0.

**Executive Session:**

**MOTION:** Machen moves Caasi seconds to begin an executive session at 8:40 for 10 minutes to discuss non-elected personnel. Motion carries 5-0.

*Out of Executive at 8:50PM – No actions taken.*

**MOTION:** Machen moves Caasi seconds to continue in executive session at 9:22PM for 28 minutes to discuss non-elected personnel. Motion carries 5-0.

*Out of Executive at 9:50PM – No actions taken.*

**Adjournment:**

**MOTION:** There being no further business, Havlas moves Caasi seconds to adjourn the meeting at 9:52PM. Motion carries 5-0.

ATTEST:

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Mayor, Jeremy Blackwill

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Greg Thomas, City Administrator/Clerk