

**UNAPPROVED MINUTES OF A MEETING  
OF THE GOVERNING BODY OF THE  
CITY OF SYLVIA, KANSAS  
HELD ON DECEMBER 8th, 2025**

The City Council of the City of Sylvia, Kansas met at City Hall, Sylvia, KS at 7:00pm.  
The following Governing Body members were present:

Council members: D. Conrad, Kathi Keesling, J. Davis and Keith Blaske  
Also present: Mayor Conrad, City Clerk, Tina Roelfs, Treasurer, Andi McMillin and City Superintendent, Glen McFann.

Public present:

Judy Young, Karen Walker, Theresa Kraus, Jeff Keesling and Doug Hall, Jonni Labs, Mika Belvin.

The Mayor called the regular session meeting to order at 7pm.

Agenda: Motion to approve with amendments by: J. Davis    Second by: K. Blaske  
Vote    Aye: 4    Nay: 0

Minutes: Motion to approve Minutes from Nov. 12<sup>th</sup> by: D. Conrad  
Second by: K. Keesling  
Vote    Aye: 4            Nay: 0

Treasurers Report: Motion to approve Treasurers Report by: K. Keesling    Seconded by: D. Conrad  
Vote    Aye: 4            Nay: 0

Bills: Motion to approve by: K. Keesling    Seconded by: D. Conrad  
Vote: Aye: 4            Nay: 0

City Maintenance Report: G. McFann briefed the council on updates from the past month i.e.:

- Investigated gas leak complaints.
- Installed new sewer tap.
- Attended KMGa Conference.
- Mutual aid with Abbyville and Preston.
- Repaired gas leaks found during leak survey.
- Read meters.
- More on attached form.

Code Enforcement Report: Nothing at this time.

**Public Forum: 5 minutes to speak per person.**

Jonni Labs: Nothing at this time.

Mika Belvin: Nothing at this time.

Judy Young: Nothing at this time.

Karen Walker: Nothing at this time.

Jeff Keesling: Nothing at this time.

Doug Hall: Inquired about the age of the city's gas lines.

Theresa Kraus: Thanked Glen and Carlyn for helping with hanging the Christmas lights.

### **Old Business:**

- Railroad Ties: Tabled
- Water Project Update:
  - \*Motion to execute Midwest Energy contract to allow service at the new well house by:  
K. Keesling      Seconded by: K. Blaske  
Vote    Aye: 4      Nay: 0
  - \*Motion to execute pay estimate number 1 for MBI as well as sign KDHE paperwork by:  
J. Davis      Second by: D. Conrad  
Vote    Aye: 4      Nay: 0
- Open Council Seat: Will be decided during next month's meeting.

### **New business:**

- City Clerk Payroll: The City Clerk thanked the council for the pay increase approved at last month's meeting, however at this time she declined the raise. At that point the treasurer agreed and declined her increase as well.
- Sylvia Sun printing agreement: Will remain the same.
- Bond recovery update: Final paperwork submitted and the city should be receiving the final \$10,000 payment before the end of the year.
- Electricity at the ball fields: Motion to disconnect electricity at this time with option to reconnect if needed in the future by: D. Conrad      Second by: K. Keesling  
Vote    Aye: 4      Nay: 0
- Sunflower Center management discussion: With the building being exempt beginning 2026 the council would like to have a special council meeting with Marvin McNett regarding the future usage of the Sunflower Center so that both parties are aware of and in agreement of its use. Date to be determined.
- Next Council Meeting: Jan. 12th, 2026 @ 7pm.

Motion to leave regular session and enter executive session for 20 min. for legal matters with the City Clerk invited in by: K. Keesling      Second by: J. Davis

Vote    Aye: 4      Nay: 0

Enter executive session at 8:00 pm.

Motion to leave executive session and reenter regular session by: J. Davis      Second by: D. Conrad

Vote    Aye: 4      Nay: 0

Enter regular session at 8:20 pm.

**No action taken.**

All motions duly made, seconded, and carried; the meeting thereupon adjourned at 8:20 pm

Motion to adjourn by: K. Keesling    Seconded by: J. Davis

Vote Aye: 4    Nay: 0

Meeting adjourned.

Tina Roelfs

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City Clerk