

**MINUTES OF THE COUNCIL MEETING
OF THE CITY OF RILEY, KANSAS
7:00 P.M.**

**December 9, 2025
222 S. Broadway Street in Riley**

The Governing Body of the City of Riley, Kansas, met in regular session at City Hall with Mayor Darci Pottroff presiding.

Council Members Present: Karen Brown, Brian Van Sickle, Samantha Brown

Council Members Absent: William Isom, Miah Howe

City Attorney: Dustin Mullin

Also present: City Clerk Josie Jackson, Public Works Director Alan Brown, Officer Wagonblast, Hannah and Cody Canterbury, Manfred Lagrange Aulich

Agenda Item 1 – CALL TO ORDER. The regular city council meeting was called to order at 7:00 p.m. by Mayor Darci Pottroff.

Agenda Item 2 – PLEDGE OF ALLEGIANCE.

Agenda Item 3 – MINUTES OF PREVIOUS MEETING. The regular city council meeting minutes held on November 25, 2025, were presented. Council member Samantha Brown motioned to approve the minutes as presented. Council member Brian Van Sickle seconded, and the motion was carried 3-0.

Agenda Item 4 – APPROVAL OF CLAIMS. Claims #1848 were presented for approval, and Council member Samantha Brown motioned to suspend the rules and approve the claims as presented. Council member Karen Brown seconded the motion, which passed 3-0.

Agenda Item 5 – PUBLIC COMMENT. Officer Wagonblast had to leave the meeting at 7:03 p.m. Hannah and Cody Canterbury were in attendance to discuss the details of the fitness center and maintenance that is needed. They then shared up-to-date financials for the fitness center and shared that the savings account will be transferred with the change of management. The council expressed its gratitude to Riley Pride for managing the fitness center for all these years and agreed that now that the city has the staff, it will be good to have the city oversee maintenance and memberships. No information on the community garden was available.

Agenda Item 6 – BOARD UPDATES. None.

Agenda Item 7 – CITY CLERK REPORT. The clerk shared updated monthly financials. Then she gave an update about the changes regarding cereal malt beverage license renewals. Council member Samantha Brown motioned to approve the renewal of the Riley Café's CMB license. Brian Van Sickle seconded the motion, and it passed 3-0.

Agenda Item 8 – PUBLIC WORKS REPORT. Alan Brown shared that he would be attending the Riley County Park Board meeting the following evening and shared a list of new park equipment he would be requesting for the west park over the next three years.

Agenda Item 9 -- ATTORNEY REPORT. None.

Agenda Item 10 -- NEW BUSINESS. Permitted Fowl Request. Moved to old business. Council member Samantha Brown moved to approve Ordinance 1849. Council member Karen Brown seconded the motion, and it passed 3-0.

Agenda Item 11 – OLD BUSINESS. Fire Department - Open Burning Resolution. Discussion took place over the resolution and the current city ordinance on open burning. Kalynn Williams and her daughter entered the meeting at 7:30. Council member Samantha Brown motioned to adopt Resolution 2025-5. Council member Brian Van Sickle seconded the motion, and it passed 3-0. Permitted Fowl Request – 202 Bergsten Court. Kalynn Williams was in attendance to discuss a code violation notice she received regarding the keeping of ducks, which is not permitted in the City of Riley code. She requested a change in the ordinance to allow ducks, as they are no louder than chickens. Travis Williams entered the meeting at 7:35. Discussion on the pros and cons of allowing ducks to be kept within city limits took place. Council member Brian Van Sickle moved to allow the Williams to keep their ducks pending the rewrite of ordinance 1480, to formally add ducks to the permitted fowl in the ordinance. Council member Karen Brown seconded the motion, and it passed 3-0. City of Riley Comprehensive Plan with FHRC – Mayor Pottroff shared that the Flint Hills Regional Council had asked her to form a selection committee to interview a consultant to work on the comprehensive plan. Interviews will take place the week of December 15th.

Agenda Item 12 – COMMENTS FROM COUNCIL MEMBERS AND STAFF. Josie shared that she applied for her Kansas Certified Clerks certificate. Brian Van Sickle reminisced on his time on council, as it was his last meeting, and Mayor Pottroff thanked him for his service.

Agenda Item 13 – ADJOURNMENT. With no further business, Council Member Brian Van Sickle motioned to adjourn the meeting at 7:50 p.m. Council Member Samantha Brown seconded, and the motion passed 3-0.

(Seal)

Meeting adjourned,
Josie Jackson
City Clerk