

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

**April 14, 2026
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, Samantha Brown, Susan Inskeep, William Isom

Council Members Absent:

City Attorney: Dusty Mullin

Also present: City Clerk Josie Jackson, Public Works Director Alan Brown, Ted Maciejewski, RCPD Lieutenant Weiszbrode

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 March 24, 2026, were presented. Council member Samantha Brown motioned to approve the minutes. Council member Karen Brown seconded, and the motion was carried 4-0.

Agenda Item 4 – APPROVAL OF CLAIMS. Claims #1857 were presented for approval, and Council member Samantha Brown motioned to suspend the rules and approve the claims as presented. Council member William Isom seconded the motion, which passed 4-0.

Agenda Item 5 – PUBLIC COMMENT. Lieutenant Weiszbrode shared that RCPD has restarted their citizens academy, and it is going well. They will also be adding a corporal position to the north county again.

Agenda Item 6 – BOARD UPDATES. Karen Brown gave an update on the library attendance numbers so far this year. Susan Inskeep gave a brief update on the last Housing Authority meeting, and that they are having an organization attend the next meeting to discuss resources for residents. Samantha Brown shared that the last planning and zoning meeting went well, and there were two boundary line adjustments approved.

Agenda Item 7 – CITY CLERK REPORT. The clerk shared the financials. The clerk then shared quotes from IT providers, and the council asked for more information to be brought to the next meeting. After a brief discussion, council member Susan Inskeep moved to have the clerk enroll in the EMC On-Call Nurse Program offered for free through the insurance company. Council member Karen Brown seconded, and the motion passed 4-0. Council member Samantha Brown moved to renew the chicken permits as presented. Council member William Isom seconded, and the motion passed 4-0. The clerk then shared the code report, discussion took place. Council member Samantha Brown moved to hire Gracie Scofield as the second co-manager for the 2026 pool season at a rate of \$14 per hour. Council member Susan Inskeep seconded the motion, and it passed 4-0. Council member Samantha Brown then moved to give the city clerk the authority to hire the

remaining lifeguards needed for the 2026 season. Council member Karen Brown seconded, and the motion passed 4-0. Mayor Darci Pottroff then appointed Joel Tagget to fill a planning and zoning commission seat through May of 2029 and Velder Booth to fill a second seat through 2028. The council accepted this appointment. Lastly, the clerk asked if the council would like to have an ordinance requiring solicitors to receive a permit from city hall. The council agreed that they would like one.

Agenda Item 8 – PUBLIC WORKS REPORT. Alan Brown shared that the sign at the community garden has been installed and requested permission to purchase a new garden shed. Council member William Isom approved purchasing an 8x6 shed for a price not to exceed \$450. Council member Samantha Brown seconded the motion, and it passed 4-0. Discussion took place on sewer samples taken at the locker plant; the council would like to have the owner attend the next meeting.

Agenda Item 9 -- ATTORNEY REPORT. Dusty Mullin, with Ryan and Millin, has tendered his resignation as of April 30th, as his case load is no longer manageable without a second attorney at the firm. Ted Maciejewski left the meeting at 8:40 pm. A conversation took place on a possible new attorney; the clerk will ask that they attend the next meeting.

Agenda Item 10 -- NEW BUSINESS. None.

Agenda Item 11 – OLD BUSINESS. City of Riley Comprehensive Plan – The first steering committee meeting will be held on April 21st at 7 pm.

Agenda Item 12 – COMMENTS FROM COUNCIL MEMBERS AND STAFF. The clerk shared that she attended the Randolph City Council meeting to explain the process of starting a city court. Susan shared a reminder that it is not safe to feed wildlife inside city limits. Darci shared that the City of Riley FRA account has been dissolved. She then asked Lieutenant Weiszbrode about animal control, he said he would look into this. William mentioned that state legislative changes are coming, and they will have large impacts on small cities. Alan told Dusty that he would be missed.

Agenda Item 13 – ADJOURNMENT. With no further business, Council Member Samantha Brown motioned to adjourn the meeting at 9:33 p.m. Council Member Susan Inskeep seconded, and the motion passed 4-0.

(Seal)

Meeting adjourned,
Josie Jackson
City Clerk