

**CITY OF PHILLIPSBURG  
CITY COUNCIL MEETING  
February 15, 2021**

The Phillipsburg City Council met in regular session on February 15, 2021, 6:00 P.M, at the Phillipsburg City Office, 945 Second Street.

- CALL TO ORDER** The meeting was called to order by Mayor Lance R. Munyon.
- ATTENDANCE** **PRESENT:** Councilmembers Terry McConnell; Vickie Gibbs; Mike James; Tracy Sanson; Bret Miles.
- ABSENT:** Pete Rogers.
- ALSO PRESENT:** S. Scott Sage, City Attorney; Rachel Martin, My Phillips County Online; Kirby Ross, Phillips County Review; Shawn Ellenberger; Levi Werner; Tim Driggs, Director of Public Works; Tiffini Gross, City Clerk.
- PLEDGE OF ALLEGIANCE** The Pledge of Allegiance to the United States was led by Mayor Munyon.
- PUBLIC COMMENT** There was no public comment.
- MINUTES APPROVED** Moved by Miles, seconded by Sanson to approve the February 1, 2021 minutes as written. Voting Aye: ALL. Opposed: NONE.
- APPROPRIATION ORD #1055-02-21A** Moved by James, seconded by McConnell to approve ordinance #1055-02-21A, to pay the bills for the month of February. Voting Aye: ALL. Opposed: NONE.
- CREWS COMMENDED** James commended the public works crews on snow removal and said Driggs presentation at the airport public meeting was good.
- WATER & SEWER RATES** McConnell reported the Water & Sewer Committee met and reviewed rates. To cover inflation increases, the Committee recommended to keep the sewer rates the same for this year. The Committee plans to draft a resolution next year for the Council's approval to increase water and sewer rates each year by the consumer price index percentage listed in the city's budget.
- In 2018, the Quanz Reservoir project engineer recommended to increase the average monthly water fee per user by \$1.91 to cover the estimated \$460,000 KDHE Loan taken to design and construct Quanz Reservoir. With the Quanz Reservoir project underway, the committee recommends increasing the minimum water rate by \$2.00. Moved by McConnell, seconded by Sanson to have the city clerk draft a resolution to increase all minimum water rates by \$2.00 to be effective April 1, 2021. Voting Aye: ALL. Opposed: NONE.
- AIRPORT PRESENTATION** Sanson thanked Driggs for his presentation at the airport public meeting and encouraged people to reach out with any questions.
- SOLID WASTE RATES** Miles reported the Solid Waste Committee recommended to keep rates the same this year and also plan to draft a resolution next year to increase water and sewer rates each year by the consumer price index.

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| CREWS<br>COMPLIMENTED                      | Mayor Munyon complimented public works crews on snow removal and hanging of the flags today in -20 degrees. Mayor Munyon urged the public to thank the city crew next time you see them.   |
| FACILITY COMMITTEE                         | Mayor Munyon announced the Facility Committee will meet after the council meeting to review and discuss the library memorandum of understanding.   |
| PUBLIC WORKS<br>ACTIVITIES                 | Driggs reported crews repaired a water line leak on Friday north of the City Office, worked on snow removal, and addressed a sewer main back up. He said crews did a fantastic job facing all types of adversities.  |
| AIRPORT PUBLIC<br>MEETINGS HELD            | Driggs reported last Tuesday's airport public meetings had approximately 900 views per recording and received good feedback. He requested the public to continue to send him any questions or comments regarding the project.  |
| ENERGY<br>CONSERVATION<br>RESPONSE EFFORTS | Driggs reported he met with Mayor Munyon and Councilmember Miles to respond to Prairie Land Electric's energy concerns due to high use of electricity during this cold weather. The city took action starting this afternoon to close the Armory and Community Building to renters until Thursday morning. The Armory having been declared an emergency shelter, will be available if and when the Department of Emergency Management deems it necessary. More information will be available at that time. This action does not change operations for the businesses in the Armory and Community building. |
| SOFTWARE<br>CONVERSION UPDATE              | Gross gave an update on the software conversion including running side by side cash receipts program which is going well. The receipt printer is finally working with the new program. Payroll has been at a standstill with the first payroll cycle of the year as technicians determine how transmittals will be sent to general ledger. General ledger and accounts payable data is also being processed. The part-time clerk has been working on fixing errors and checking cemetery data and an updated spreadsheet was sent in last week for Caselle to load into the database.                      |
| FINANCIAL REPORTS                          | Gross presented the financial reports and pointed out Fund 38 Employee Benefit Trust for the claims portion of the new insurance plan. \$9,312.24 was put into the fund and \$1,974.84 was paid out for claims in January.   |
| ADJOURN                                    | Moved by Gibbs, seconded by McConnell to adjourn- time 6:19 p.m.<br>Voting Aye: ALL. Opposed: NONE.  |

These minutes are not official until approved by the Phillipsburg City Council at the next regular meeting.

Please visit [www.cityofphillipsburg.com](http://www.cityofphillipsburg.com) to view a full video recording of the meeting afterwards.