

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

The Phillipsburg City Council met in regular session on March 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; Pete Rogers.
- ABSENT:** NONE.
- ALSO PRESENT:** S. Scott Sage, City Attorney; Rachel Martin, My Phillips County Online; Kirby Ross, Phillips County Review; Shawn Ellenberger; Tiffini Gross, City Clerk.
- PLEDGE OF ALLEGIANCE** The Pledge of Allegiance to the United States was led by Mayor Munyon.
- MINUTES APPROVED** Moved by James, seconded by Sanson to approve the March 1, 2021 minutes as written. Voting Aye: ALL. Opposed: NONE.
- APPROPRIATION ORD #1055-03-21A** Moved by Miles, seconded by McConnell to approve ordinance #1055-03-21A, to pay the bills for the month of March. Voting Aye: ALL. Opposed: NONE.
- COVID-19** Rogers reported on the state of COVID-19. With two new positive cases today, there are 3-5 active cases in Phillips County. There have been no new positive cases since Wednesday. Rogers reported approximately 1,500 people have had the vaccination in Phillips County. Anyone over eighteen years of age can now call and make an appointment for a vaccination at the clinic, health department, or hospital.
- SUMMER HIRE WAGES INCREASED** Miles reported the Finance Committee met and evaluated summer wages. Moved by Miles, seconded by James to increase the starting Lifeguard wage to \$9.75/hr, which is a \$0.50 raise to all lifeguards, and increase the starting wage for Public Works summer help to \$11.00/hr. Voting Aye: ALL. Opposed: NONE.
- WATER METER RADIO RESOLUTION DRAFT** Sage reported that he reviewed a resolution drafted by Driggs to charge property owners for broken water meter radios and returned the draft with suggestions. The draft may be presented at the next meeting.
- POTHOLE** Munyon and McConnell reported several potholes in town. Miles said he would ask Driggs to evaluate potholes.
- WRITE-OFF MUNICIPAL COURT CASE #2017-43** It was the consensus of the Council to close Municipal Court Case #2017-43 and write-off amount due in response to a report from Collection Bureau of Kansas that the defendant is deceased.

SOFTWARE  
CONVERSION

Gross reported the software conversion data for payroll and general ledger was uploaded to the city's server on Friday. A side-by-side payroll cycle will be processed this week to check for accuracy. Caselle is still working on accounts payable.

OFFICE STAFF  
TRAININGS

Gross reported full-time office staff participated in a Drug & Alcohol Webinar and a CPR/ First Aid class for the transportation program. They also participated in a webinar offered by the Employee Assistance Program. Gross will participate in the City Clerk Virtual Conference this week.

ADJOURN

Moved by Gibbs, seconded by McConnell to adjourn- time 6:09 p.m.  
Voting Aye: ALL. Opposed: NONE.

These minutes are not official until approved by 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.*