

**CITY OF PHILLIPSBURG
CITY COUNCIL MEETING
February 2, 2026**

The Phillipsburg City Council met in regular session on February 2, 2026, 6:00 P.M, at 945 2nd Street, Phillipsburg, KS.

CALL TO ORDER

The meeting was called to order by Mayor Lance Munyon.

ATTENDANCE

PRESENT: Councilmembers Brian Shrader; Kenneth Craig; Don Roberts; Jerry Voorhees; Lauren Weinert.

ABSENT: McConnell.

ALSO PRESENT: Shawn and Tim Ellenberger; Kelly Bertholf; Tami Sauer; Gale Brown; Kirby Ross, Phillips County Review; Rachel Martin, Accounts Payable Clerk; Brandi Spray, City Clerk; Kent Footh, Utilities Director.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance to the United States was led by Mayor Lance Munyon.

MINUTES APPROVED

Moved by Shrader, seconded by Craig to approve the January 19, 2026 minutes as written. Voting Aye: ALL. Opposed: NONE.

APP ORD 1055-01-26B APPROVED

Moved by Shrader, seconded by Craig to approve ordinance #1055-01-26B to pay the bills. Voting Aye: ALL. Opposed: NONE.

VETERAN FLAGS & PARTY IN THE PARK

Tami Sauer, Phillipsburg Chamber and Main Street, thanked the council for being a member of the Phillipsburg Chamber & Main Street. Sauer asked the council asked if they would provide help with the putting up and taking down of the veteran banners this year. Moved by Roberts, seconded by Weinert to provide help with setting up and taking down the banners and allowing the Chamber to host the Party in the Park event this year. Voting Aye: ALL. Opposed: NONE.

CHAMBER MEMBERSHIP

Moved by Shrader, seconded by Craig to remain a member of Phillipsburg Chamber and Main Street for \$895. Voting Aye: ALL. Opposed: NONE.

Sauer left the meeting at 6:09pm.

MOWING FEES

Shrader let the council know that he had members of the community asking if their mowing fees would be waived from last year as Northwest Kansas Planning had at the last meeting. No other comments were made.

APPRECIATION

Roberts thanked the crews for fixing the light that was mentioned at the last meeting and for the snow removal.

PWD SALARY DISCUSSION

Voorhees asked if a salary could be added to the Public Works Director job description ad. There was a lot of discussion held about the amount of the salary that could be posted.

APPRECIATION

Munyon stated that Stacy Vankooten called to express her appreciation to Deveony Coomes for being compassionate and giving and how well the pool is kept along with the locker rooms.

Munyon thanked the crews for getting out early and making the streets safe during the last snow storm, Stan Munyon for helping coach him through fixing the heater in the education room at the EMS building over the weekend, and Rachel Martin for working with CivicPlus to get the live-stream up and running on the website.

PLANNING
COMMISSION
APPOINTMENTS

Moved by Voorhees, seconded by Shrader to appoint Mike Erhart, Terry Redinger, and Caleb Breon to the Planning Commission. Voting Aye: ALL. Opposed: NONE.

BZA APPOINTMENTS

Moved by Shrader, seconded by Voorhees to appoint Doug Vahle to the Board of Zoning Appeals. Voting Aye: ALL. Opposed: NONE.

HOUSING AUTHORITY
APPOINTMENTS

Moved by Voorhees, seconded by Roberts to appoint Karen Patton and Chris Hugunin to the Housing Authority Board. Voting Aye: ALL. Opposed: NONE.

AIRPORT BOARD
APPOINTMENTS

Moved by Roberts, seconded by Craig to appoint Jay Mulder, and Bill Prochazka to the Airport Board. Voting Aye: ALL. Opposed: NONE.

Bertholf left the meeting at 6:22pm.

PUBLIC COMMENT
GUIDELINES

Munyon discussed the Public Comment Guidelines that were approved by the previous council. He stated that number 7 on that list should be removed. It reads "Members of the public can submit written comments or concerns regarding specific non-elected personnel to the city office prior to a council meeting. These written comments will be given to the council for consideration in executive session. Anonymous written comments will not be accepted." Moved by Shader, seconded by Voorhees to remove number 7 from the Guidelines for Public Comment. Voting Aye: ALL. Opposed: NONE.

BUILDING PERMITS

Munyon said that the council needs to authorize someone to approve building permits as there are two that have been submitted already. Footh said that we not have anyone on staff that is trained to do it but that he could see if anyone is willing to train.

CIVICPLUS UPDATES

Munyon stated that the city pays CivicPlus around \$3,184 each year for a redesign of the website every 4 years. The redesign just changes the face of the website; it doesn't change the data. It was agreed upon that this redesign is not needed every 4 years. CivicPlus will remove the \$3,184 and credit what we have already paid towards a future redesign and put that money towards the CivicPlus Media module needed for ADA compliant live-streaming. Moved by Shrader, seconded by Voorhees to remove the 4-year redesign from the CivicPlus renewal. Voting Aye: ALL. Opposed: NONE.

APPRENTICESHIP &
TRAINING

Munyon stated that he and Kent Footh met with the Fort Hays Tech Director of Apprenticeships and Sponsorships. They have classes on plumbing, electrical, HVAC, as well as, heavy equipment and CDL training. Footh stated there are problems with trying to do CDL training with the city's current trucks which is

where this program would be helpful as they provide the vehicles for the training.

PUBLIC WORKS
UPDATES

The concrete replacement contractor took off last week due to the snow storm and cold weather. There is a leak in the roof of the community building. The city has a 15-year warranty on the roof and so a contractor will come out and take a look at that.

SUB COMMITTEE
MEETINGS

Munyon would like to start doing a 3-year work plan again where each sub committee meets and goes over everything they would like done over the next 3 years.

KOMA WEBINAR

There is a KOMA webinar on Thursday, February 26th from 10:00 to 11:30 for elected officials. It is \$75 for members and they send a manual as well for whoever wants to sign up and attend.

TREE FARM

Weinert said that we need to be looking at the trees down at the tree farm to relocate the trees as the roots will start growing together. This will be something the Shade Tree Commission will need to discuss.

KRWA CONF. &
AEROMOD SCHOOL

Footh asked that Russ Beach, Jaime Senske and himself attend the Kansas Rural Water Association annual conference on March 24th-26th. He also asked for permission for Russ Beach and himself to attend a school through Aeromod, which is the company that built our sewer plant, on March 31st-April 1st. The only cost for this school is travel and lodging. Moved by Shrader, seconded by Roberts to allow staff to attend both of these events. Voting Aye: ALL. Opposed: NONE.

PUBLIC WORKS
UPDATES

Footh updated the council on the 1978 International tractor. The council asked that he look into upgrading rather than fixing it and make a decision after that. They also took the 2020 trash truck up to Sahling Kenworth to fix the fuel transfer pump. Athol Coop came to fix the rear tire on the backhoe.

KCPT APPROVED

Spray explained that the Kansas Collateral Pool Transition just takes all of the entity's bonds and pools them together rather than keeping them all separated. This change was approved through the 2025 HB 2152. Moved by Shrader, seconded by Craig to allow the mayor to sign the Kansas Collateral Pool Transition for the city's accounts and the Public Building Commission accounts. Voting Aye: ALL. Opposed: NONE.

EXECUTIVE SESSION

Moved by Shrader, seconded by Voorhees that the city council recess into executive session to discuss a personnel matter pursuant to the non-elected personnel matter exception, K.S.A. 75-4319(b)(1) with the Mayor and City Council in attendance and for the open meeting to resume in the city council chamber at 7:10pm.

Ellenbergers, Brown, Ross, Martin, Spray and Footh left the meeting at 6:55pm.

Ellenbergers, Martin and Spray returned to the meeting at 7:10pm.

STAFF PROMOTION

Moved by Shrader, seconded by Voorhees to promote Jim Knowles to Assistant Foreman of the Public Works Department. Voting Aye: ALL. Opposed: NONE.

STAFF PROMOTION

Moved by Voorhees, seconded by Shrader to promote Deveony Coomes to Aquatic Center Manager. Voting Aye: ALL. Opposed: NONE.

ADJOURN

Moved by Shrader, seconded by Voorhees to adjourn – time 7:12pm. Voting Aye: ALL. Opposed: NONE.

Brandi Spray

Brandi Spray, City Clerk

Please visit www.cityofphillipsburg.com to view a full video recording of the meeting afterwards.