

**CITY OF PHILLIPSBURG
CITY COUNCIL MEETING
March 1, 2021**

The Phillipsburg City Council met in regular session on March 1, 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; Mac Martin, My Phillips County Online; Kirby Ross, Phillips County Review; Shawn Ellenberger; 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 15, 2021 minutes as written. Voting Aye: ALL. Opposed: NONE.
- APPROPRIATION ORD #1055-02-21B** Moved by James, seconded by McConnell to approve ordinance #1055-02-21B, to pay the bills for the month of February. Voting Aye: ALL. Opposed: NONE.
- COVID-19** Rogers reported on the state of COVID-19. There is currently one active positive case in Phillips County. There have been no new positive cases since Wednesday. Gibbs stated the health department did an amazing job coordinating the vaccine clinics at the Huck Boyd. Rogers reported over 1,000 people have had at least one shot of the vaccine in Phillips County.
- 2ND CREDIT CARD** Miles reported the Finance Committee met. Due to reports of other cities having issues with credit card fraud, it was the consensus of the Council for the city clerk to apply for a second credit card account to track separate purchases between departments.
- PROPERTY & LIABILITY INSURANCE TO RENEW WITH EMC** Miles stated the Finance Committee reviewed six property and liability policy quotes and recommended the option five policy with EMC Insurance through Insurance Smart. Miles highlighted the main difference as the \$10,000 deductible per event on property insurance. Moved by James, seconded by Sanson to purchase the policy recommended. Voting Aye: ALL. Opposed: NONE.
- PAYROLL CORRECTIONS** Miles reported when the City Clerk and Director of Public Works' evaluations were moved to the first of the year, the timing of their raises resulted in lost wages. He said the city owes Gross approximately \$1,800 and Driggs approximately \$600. He said from now on the City Clerk and the Director of Public Works will have evaluations and raises at the first meeting in January.

PAYROLL CORRECTIONS CONT.	Miles stated that when Gross was promoted, according to the policy, she should have moved up a range and up a step on the payroll scale. It was the consensus of the Council to rectify all of the payroll issues.
SALES TAX	Mayor Munyon reported the sales tax this month was \$86,502.40 which is \$7,014.96 more than received last February. This is December actual, so total year-to-date sales for 2020 were up \$17,192.17 over 2019. Mayor Munyon encouraged residents to keep supporting Phillipsburg businesses.
PUBLIC WORKS ACTIVITIES	Driggs said public works staff worked on snow removal and multiple water leaks, and fixing wells 30 & 32 which froze up.
OLD WATER PLANT	Driggs said there was a large leak at the old water plant and crews will be working on it so water will no longer be going through the old plant.
KDHE INSPECTION	Driggs stated the KDHE inspection of the water systems went well, but will wait for the final letter.
COMMUNITY BUILDING HEATERS	Driggs reported the community building froze up and two heater motors went out. They are fixed, but two are extremely old and will need to be forecasted to be replaced next year.
AIRPORT PROJECT SURVEYS APPROVED	Driggs stated the FAA requested a change order for \$29,509.20 to conduct an archeological survey and a noise impact study be conducted for the Airport Extension Project, which will cost the Kansas Department of Transportation \$28,033.74 and the City \$1,475.46. Moved by James, seconded by McConnell to authorize this change order pending KDOT approval. Voting Aye: ALL. Opposed: NONE.
QUANZ NO COST CHANGE ORDER AUTHORIZED	Driggs described the various delays with the Quanz Reservoir project. Moved by James, seconded by Rogers to authorize Mayor Munyon to sign a no cost change order to amend the contract for Quanz to extend it until August of 2021. Voting Aye: ALL. Opposed: NONE.
INDOOR & OUTDOOR POOL TO BE REPAINTED	Driggs said painting the outdoor pool a year early will save the city approximately \$10,000. The outdoor pool will be done in the next 60 days and the indoor will be done after the outdoor pool is open for the season. It was the consensus of the Council to repaint the therapy pool for \$14,850 and the outdoor pool for \$64,400 this year.
TRANSPORTATION AUDIT	Driggs said there will be a transportation triannual audit on March 23 rd , the City is ready with the exception of completing some training online.
WATER METER RADIOS	Driggs showed the Council a water meter radio and explained the problems with them being torn up during snow removal and some properties are on their 4-6 th replacement. It cost approximately \$112 for the city to replace a meter radio. He said another problem, during the winter, is once one is broken off; air can go into the meter pit and freeze the meter. Driggs recommended charging the property owner for replacing broken radios. Mayor Munyon asked for the council minutes to be reviewed for past discussions on the radios. It was the consensus of the Council for Driggs to work with Attorney Sage to draft a

WATER METER
RADIO CONT. resolution to charge property owners from this point forward. Driggs will also gather more statistics on the frequency of replacing the meters.

AIRPORT HANGAR
AGREEMENTS Moved by Rogers, seconded by McConnell to authorize the Mayor to sign the Airport Hangar Agreements.

LIFEGUARDS Driggs said the lifeguard positions have been advertised and interviews will be scheduled for March 16th – 19th. He said several returning workers have applied.

DOWNTOWN
PLANTERS Driggs said the city crews will be building new planters for downtown and the supplies have been donated by Phillips County CVB.

FIREHOUSE ICE
MACHINE The firehouse ice machine was discussed. Driggs said it would cost \$3,000 to replace and he does not recommend replacing it at this time.

RESOLUTION #292
WATER RATES
ADOPTED Clerk Gross presented the following resolution:

RESOLUTION ADOPTING WATER RATES FOR THE CITY OF PHILLIPSBURG, KANSAS.

WHEREAS, the Code of the City of Phillipsburg, Kansas adopted on March 15, 2010, states the rates to be charged for water sold from the municipal utility system of the city shall be set by resolution or policy of the Governing Body;

WHEREAS, the Phillipsburg City Council deems it advisable to set rates for the sale of city water;

WHEREAS, the existing water rates set by Resolution #198, adopted on September 15, 2014, are no longer providing adequate income for the water system;

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF PHILLIPSBURG, KANSAS BE AS FOLLOWS:

Section 1: Resolution #198 is hereby repealed.

Section 2: The following will be the water rates for the City of Phillipsburg Water System:

Business & Residential Inside City Limits:

First 1,000 gallons or less per month - \$21.00 minimum charge
1,001 – 8000 gallons per month - \$6.05 per thousand gallons
8,001 – 15,000 gallons per month - \$6.20 per thousand gallons
15,001 gallons and over per month - \$6.30 per thousand gallons

Treated Water for Industrial Use:

First 1,000 gallons or less per month - \$21.00 minimum charge
1,001 – 2,000,000 gallons per month - \$3.65 per thousand gallons
2,000,001 gallons and over per month - \$3.30 per thousand gallons

Untreated (Raw) Water Use:

First 1,000 gallons or less per month - \$21.00 minimum charge

1,001 gallons and over per month - \$2.40 per thousand gallons

Business & Residential Outside City Limits:

First 1,000 gallons or less per month - \$40.00 minimum charge

1,001 – 8000 gallons per month - \$9.10 per thousand gallons

8,001 – 15,000 gallons per month - \$9.30 per thousand gallons

15,001 gallons and over per month - \$9.45 per thousand gallons

Section 2: This Resolution shall be in full force and effect with all water billing after April 1, 2021.

Moved by Miles, seconded by James to authorize Mayor Munyon to sign Resolution #292 adopting water rates for the City of Phillipsburg, with the change of the business & residential outside city limits: first 1,000 gallons or less per month rate to \$42.00 minimum charge. Voting Aye: ALL. Opposed: NONE.

GRANTS

It was the consensus of the Council to allow the grant the Fort Bissell Saddle Club for \$2,000 and the grant the Girls Softball applied for to go through the City.

ADJOURN

Moved by Gibbs, seconded by McConnell to adjourn- time 6:28 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 to view a full video recording of the meeting afterwards.