

**CITY OF PHILLIPSBURG  
CITY COUNCIL MEETING  
March 2, 2020**

The Phillipsburg City Council met in regular session on March 2, 2020, 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: Council members Mike James; Pete Rogers; Bret Miles; Vickie Gibbs; Terry McConnell; Tracy Sanson.  ABSENT: NONE.  ALSO PRESENT: Shawn Ellenberger; Scott Sage, City Attorney; Kirby Ross, reporter Phillips County Review; Brittani Gruber, My Phillips County Online; Kent Footh; Assistant Director of Public Works; 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 other public comment.
MINUTES APPROVED	Moved by Miles, seconded by McConnell to approve the February 17, 2020 minutes as written. Voting Aye: ALL. Opposed: NONE.
APPROPRIATION ORDINANCE #1055-02-20B	Moved by Rogers, seconded by Sanson to approve Ordinance #1055-02-20B to pay the bills for the month of February. Voting Aye: ALL. Opposed: NONE.
SNOW REMOVAL	James complimented the snow removal work this week. It was the consensus of the Council to implement a policy, as presented by Miles, to remove the piles of snow downtown within 48 hours.
METER ANTENNAE REPLACEMENT POLICY TO BE DEVELOPED	McConnell reported the Water Committee and city staff are working on a policy regarding meter antennae replacements, which cost \$140 plus installation. Staff will continue to develop a replacement policy.
SOLID WASTE KART INCREASE	Moved by Miles, seconded by James to approve Sanitation Committee's recommendation to increase solid waste poly kart rates from \$18.90 a month to \$19.50 a month effective April 1, 2020. Voting Aye: ALL. Opposed: NONE.
FINANCE COMMITTEE TO REVIEW INSURANCE RENEWAL	Miles reported the Finance Committee has been reviewing the property insurance renewal quote, which increased approximately \$6800 from last year. The committee is waiting for more information on options for hail and wind deductibles and will have a recommendation for the renewal next meeting.
BOARD OF ZONING APPEALS APPOINTMENT	Moved by James, seconded by McConnell to approve Mayor Munyon's appointment of Dan Crist to the Board of Zoning Appeals. Voting Aye: ALL. Opposed: NONE.

PUBLIC WORKS  
PROJECTS UPDATE

Driggs provided an update of public works projects including snow removal, relocating speed radar signs, and city office renovations.

AMR PROJECT

Discussion was held on the AMR project.

AIRPORT RUNWAY  
PROJECT

Driggs stated the airport runway extension design project must be restructured into two phases: Phase I- Environmental Assessment and Phase II- Design.

EXHIBIT F & G OF  
KDHE LOAN

Driggs presented Exhibit F & G of the Kansas Department of Health and Environment Loan Agreement for the AMR project.

FUEL CONTRACT  
DECLINED

Driggs presented a proposed fuel contract with Trinity Ag, LLC. It was the consensus of the Council to not enter into a contract at this time.

RESOLUTION #281  
ESTABLISHING  
AIRPORT ADVISORY  
BOARD

The following resolution was presented:

**RESOLUTION NO 281**

**RESOLUTION ADOPTING CHANGES TO AIRPORT ADVISORY BOARD FOR THE CITY OF PHILLIPSBURG.**

**WHEREAS**, the Code of the City of Phillipsburg, Kansas adopted on July 5, 1977, establishing an Airport Advisory Board, rules and regulations affecting the facilities shall be set by policy of the Governing Body;

**WHEREAS**, the Phillipsburg City Council deems it advisable to establish an Airport Advisory Board; and,

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

**Section 1:** Be it resolved, the Mayor shall appoint, with the approval of the City Council, an Airport Advisory Board for the Municipal Airport of the City of Phillipsburg. The Airport Advisory Board shall consist of five (5) members, residents of the Phillips County, two of which must be licensed operators of aircraft. The Chairman of the Airport Committee of the City Council of Phillipsburg shall appoint a Chairman of the Airport Advisory Board. One shall be appointed for a one year term, two shall be appointed for two year terms, and two shall be appointed for three year terms. Thereafter all Board members shall be appointed for three year terms. Be it further resolved, the Board shall meet at such time as designated by the members. The duties of the Board are to further the progress, planning, and operation of the Airport and to advise the Council of such matters.

**Section 2:** This Resolution will replace resolution No. 1 dated July 5, 1977 and said resolution No. 1 is fully repealed and said replaced resolution No. 281 shall be in full force and effect on March 2, 2020.

Moved by James, seconded by McConnell to adopt Resolution #281. Voting Aye: ALL. Opposed: NONE.

TRANSPORTATION  
GRANT APPROVED

Driggs announced the Kansas Department of Transportation approval of the 2021 transportation grant.

ARMORY LEASE AGREEMENT AMENDMENT	Driggs presented an amendment to the Kansas Department of Revenue lease agreement to include additional office space at the armory. Driggs stated it had been reviewed and approved by the Facilities Committee. Moved by Miles, seconded by McConnell to approve the amendment. Voting Aye: ALL. Opposed: NONE.
NWCC COMMUNITY BUILDING LEASE AGREEMENT	Driggs presented a lease agreement with Northwest Kansas Community Corrections as secondary lessee to Smokey Hill Foundation for office space use at the community building. Driggs stated the Facilities Committee has reviewed and approved the lease agreement. Moved by McConnell, seconded by Sanson to approve the lease agreement as presented. Voting Aye: ALL. Opposed: NONE.
ANNUAL REPORTS SUBMITTED	Driggs reported the Tier II Reports, Annual Water Report and Annual Sludge Report has been submitted. He stated the water report showed high water loss percentage last year due to the leak at the crossing that is now fixed.
WASTEWATER PLANT ROOF LEAK	Driggs reported the wastewater plant roof has a leak. An estimate was received from Roofmaster out of Hays for a 25-year warranty rubber roof for approximately \$12,000.
BUDGET WORKSHOP	Clerk Gross will be attending the Budget Workshop in Hays, KS, in April.
SOFTWARE CONVERSION	Clerk Gross reported the utility bills were printed last month with the old system, and work continues on converting data into the new utility billing software.
SPECIAL MEETING MARCH 10TH	Driggs requested that a Special Council Meeting to be held March 10 <sup>th</sup> at 6:00 p.m. for the awarding of the Quanz Reservoir bid.
ORDINANCE #1425 KDHE LOAN EXECUTION	Moved by Miles, seconded by Rogers to authorize Mayor Munyon, Clerk Gross, and City Attorney Sage to sign an ordinance authorizing the execution of loan agreement with Kansas Department of Health and Environment for the purpose of financing a public water supply project. Voting Aye: ALL. Opposed: NONE. Statutory majority having voted for the ordinance, the city clerk assigned it Ordinance #1425.
EXECUTIVE SESSION	Moved by McConnell, seconded by Rogers, for the City Council to recess into executive session in the executive chamber to discuss an individual employee's performance pursuant to the non-elected personnel matter exception, K.S.A. 78-4319(b)(1) with the City Council, Mayor Munyon, and City Attorney Sage in attendance and the open meeting to resume in the city council chamber at 6:50 p.m. Voting Aye: ALL. Opposed: NONE.
	Ellenberger and Ross left the meeting- time 6:30 p.m.
EXECUTIVE SESSION	Moved by Miles, seconded by Gibbs, for the City Council to recess into executive session in the executive chamber to discuss an individual employee's performance pursuant to the non-elected personnel matter exception, K.S.A. 78-4319(b)(1) with the City Council, Mayor Munyon, and City Attorney Sage in attendance and the open meeting to resume in the city council chamber at 7:05 p.m. Voting Aye: ALL. Opposed: NONE.

Footh left the meeting- time 6:50 p.m.

REGULAR SESSION

Moved by McConnell, seconded by Sanson to resume regular session. Voting Aye: ALL. Opposed: NONE. No action was taken.

EXECUTIVE SESSION

Moved by McConnell, seconded by Miles, for the City Council to recess into executive session in the executive chamber to discuss an individual employee's performance pursuant to the non-elected personnel matter exception, K.S.A. 78-4319(b)(1) with the City Council, Mayor Munyon, City Attorney Sage, and Driggs in attendance and the open meeting to resume in the city council chamber at 7:22 p.m. Voting Aye: ALL. Opposed: NONE.

800 RADIOS  
TRANSFERRED TO  
FIRE DEPARTMENT

Moved by Rogers, seconded by Miles to transfer the two 800 radios and all the equipment that goes with it to the Fire Department. Voting Aye: ALL. Opposed: NONE.

PERSONNEL FILE

It was the consensus of the Council to place a letter in the Director of Public Works personnel file.

ADJOURN

Moved by Gibbs, seconded by McConnell to adjourn time- 7:24 p.m. Voting Aye: ALL. Opposed: NONE.

  
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Tiffini Gross, City Clerk

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