

**CITY OF PHILLIPSBURG
CITY COUNCIL MEETING
March 4, 2019**

The Phillipsburg City Council met in regular session on March 4, 2019, 6:00 P.M., at the Phillipsburg City Office, 945 Second Street.

CALL TO ORDER

The meeting was called to order by Mayor Lance Munyon.

ATTENDANCE

PRESENT: Council members Mike James; Terry McConnell, Bret Miles; Pete Rogers, Lynette Voorhees, Michael Wisner.

ABSENT:NONE

ALSO PRESENT: Kera Willer; Danielle and Jillian Bohl; Dan Price; Corina Cox; Scott Sage, City Attorney; Kirby Ross, reporter Phillips County Review; Rachel Martin, My Phillips County Online; Shawn Ellenberger; Jesse Rhea, reporter KKAN/KQMA; Tim Driggs, Public Works Supervisor, Tiffini Gross, City Clerk.

PLEDGE OF ALLEGIANCE

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

STRATEGIC DOING COMMITTEE- WALKING TRAIL

Jillian Bohl, representing the Strategic Doing Walking Trail Committee, presented the proposed walking trail around the Phillipsburg park area and discussed the details with the Council. The proposed trail would be a total distance of 1.28 miles. Mayor Munyon encouraged the committee to contact the Frisbee golf committee to discuss the area of the trail that would cross Frisbee golf area and to contact the State of Kansas regarding regulations for the approval of the bridge. Danielle Bohl stated that the committee would be working with the City on applying for a public easement for part of the trail.

Willer and Bohl's left meeting- time 6:10pm.

CDBG LETTER RESOLVING DISCREPANCIES

Corina Cox stated that in the CDBG award letter were conditions required before the grant would be awarded. Moved by Miles, seconded by James to authorize Mayor Munyon to sign a letter to the Department of Commerce resolving the conditions of the discrepancies. Voting Aye: ALL. Opposed: NONE.

STATE OF KANSAS GRANT AGREEMENT

Cox presented the State of Kansas Grant Agreement standard contract, commencing on March 15th, with two years to complete the project, and the total award is \$463,837.00. Moved by Wisner, seconded by McConnell to authorize approval of the contract. Voting Aye: ALL. Opposed: NONE.

CDBG AUTHORIZED SIGNATURE FORM

Cox also presented the authorization signature form stating who is authorized to sign for withdraws for block grant money. It was the consensus of the Council to sign the authorization.

PUBLIC COMMENT

There was no other public comment.

Cox left meeting- time 6:18pm.

MINUTES APPROVED

Moved by Wisner, seconded by Voorhees to approve the February 18, 2019 minutes as written. Voting Aye: ALL. Opposed: NONE.

APPROPRIATION
ORDINANCE
#1055-02-19B

Gross explained that the Mayor, the library, and she met to review library finances and payment to library includes a shortage of payments from 2018 in the amount of \$3,352.00 and first payment of 2019. Mayor Munyon expressed library is concerned about their funding, so the amount of sales tax for the library may be something to reevaluate in the future. Moved by Miles, seconded by James, to approve an Ordinance to pay the bills for the month of February. Voting Aye: ALL. Opposed: NONE. Statutory majority having voted for this Ordinance; the city clerk assigned it Ordinance #1055-02-19B.

SNOW REMOVAL

James commented on the great job the city crews did on snow removal.

NEW TRASH TRUCK

James reviewed the estimates he received from Peterbilt and Kenworth for a new trash truck. James stated that if approved, the soonest it may be done would be mid-October. James recommended the Council trade in the 1996 truck and go with the Kenworth quote for the truck and a solid waste packer from Elliott Equipment with the funds from the equipment reserve. Moved by Miles, seconded by Voorhees to purchase the Kenworth truck and the packer. Voting Aye: ALL. Opposed: NONE.

PROPERTY &
LIABILITY, AVIATION,
AND UNDERGROUND
STORAGE TANK
INSURANCE

Miles reported that the Finance Committee and Driggs discussed the two property insurance quotes they received. Miles stated it was the recommendation of the Finance Committee to go with the Rodgers & Associates quote for property and liability, aviation, and underground storage tank insurance at renewal on April 1st. Miles said the committee has been reevaluating the City's property values to insure it correctly and will implement this process each year. Moved by Miles, seconded by James to change insurance companies to Rodgers and Associates. Voting Aye: ALL. Opposed: NONE.

INDUSTRIAL
DEVELOPMENT FUND

Mayor Munyon directed the Council to review Ordinance #1165 from 1987 which created an Industrial Development Fund used in securing industries or manufacturing institutions. The fund receives tax money of an average of \$11,000 annually. Mayor Munyon summarized some of the expenses out of the fund over the years and pointed out a few expenses that he questioned whether it qualified as industrial development. Mayor Munyon said he would like to see the money moved from the general fund and back into fund 34 for the expenses in question. Miles stated he recommended moving only half at this time and revisit moving the other half in six months. Moved by James, seconded by Miles to move \$57,263.08 from General fund into Fund 34. Voting Aye: ALL. Opposed: NONE.

SUMMER INTERN
HOUSING

Mayor Munyon announced that Melissa Davis, Ohio State University, has accepted the summer intern position. He said that her salary would be paid by K-STATE University, but the City needs to arrange housing by looking for a rental house or someone to be a host family from May to mid-August.

SNOW REMOVAL POLICY	Mayor Munyon noted the snow removal went well the last couple of storms but would like the street committee to review the snow removal policy especially in downtown area. James recommended having contractors in the meeting to provide input as well. Voorhees suggested sending a letter to businesses explaining expectations after 1 st snowfall each year. Munyon also suggested revisiting abilities for City to write tickets for ordinance violations.
KRWA CONFERENCE	Driggs gave a final reminder to sign up for the KRWA Conference March 25-28 th for those who would like to attend.
WATER REPORT	Driggs reviewed the water report. He noted that there was 26% total water loss for last year, and believes it is in inaccurate reading of meters.
SNOW REMOVAL COSTS	Driggs reported as of today there have been 10 storms this season and the total cost for snow removal is at \$58,863.33, compared to last year's under \$20,000.
2019 CITY WIDE CLEANUP	Driggs asked the Council if they wanted to continue fall and spring city wide cleanup weeks with one truckload maximum per household at no additional cost to the customer for the dates of April 22-26 and October 21-25. There were no objections.
TRANSPORTATION CONTRACT	Driggs said he would like the Miscellaneous Committee to meet and review the PCH transportation contract since there have been significant changes.
DBE PUBLIC NOTICE	Driggs stated the public notice for DBE (Disadvantaged Business Enterprise) is in the agenda packet, which is required by FAA every three years. It was the consensus of the Council to authorize the DBE notice to be published in the official newspaper.
GRANTS FOR CITY OFFICE ELEVATOR	Driggs reported that the Dane G. Hansen Foundation was gracious to give the City a \$20,000 grant for an elevator at the City Office for ADA compliance. Moved by Miles, seconded by James to authorize the mayor to sign Albert & Leona Morgan Charitable Foundation and Cole Foundation applications requesting for additional money for the elevator. Voting Aye: ALL. Opposed: NONE.
KDOT SUPPLEMENTAL CONTRACT	Driggs reviewed the supplemental contract in the packet for Kansas Department of Transportation for the US-36 Phase I project. James stated with the approval of Sage, the mayor is authorized to sign the contract.
NEW STAFF	Driggs announce that the Phillipsburg Public Works Department is back to full staff with the hiring of James Elson, Kian Stegmaier and Zach Jacobs. He said the deadline for summer help applications is Friday and interviews will begin over spring break.
PLANNING COMMISSION	Driggs stated planning commission meeting will be moved to accommodate three upcoming hearings. Driggs said one set of applications is for a proposed purchase on a property that is contingent on the zoning and special use property applications being approved. He asked for authorization to accept an application without a name as the applicant wants to remain anonymous until after it is purchased. Attorney Sage said there has to be full transparency and the application must have a name.

ADJOURN

Moved by Wisner, seconded by McConnell, to adjourn time- 7:28 p.m. Voting
Aye: ALL. Opposed: NONE.

Tiffini Gross

Tiffini Gross, City Clerk