

**CITY OF PHILLIPSBURG  
CITY COUNCIL MEETING  
March 5, 2018**

The Phillipsburg City Council met in regular session on March 5, 2018, 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 Bret Miles; Terry McConnell; Lynette Voorhees; Pete Rogers; Michael Wisner.

**ABSENT:** Council member Mike James.

**ALSO PRESENT:** Scott Sage, City Attorney; Tim Driggs, Public Works Supervisor; Kirby Ross, reporter Phillips County Review; Jesse Rhea, reporter KKAN/KQMA; Shawn & Tim Ellenberger; Travis Stites; Mark Lowry; Jane Harger; Kim Beach; Brett Biggs; Nick Poels; Doug Isernhagen; Vicki Constable; Tava Cunningham; Rachel Martin; Brenda Chance, City Clerk.

**PLEDGE OF ALLEGIANCE** Mayor Munyon led the Pledge of Allegiance to the United States of America.

**WISNER COUNCIL WARD I** Michael Wisner was sworn into the office of Councilmember Ward I by Mayor Munyon. Wisner will fill the unexpired term of Travis Stites until January 2020.

**STITES RECOGNIZED** Mayor Munyon recognized former Councilmember Ward I Travis Stites for his service from April 2015 until February 2018. An American flag and a gift were given to Stites.

**LIBRARY INVESTMENTS** Vicki Constable, library treasurer, informed the Council about difficulties working with the Morgan Stanley brokerage company in California who holds library owned stock which was donated by a library supporter. The Library Board wants to transfer the stock to Edward Jones so they can work with the local office when authorization changes need to be made. To make the change in brokerage companies, a letter is needed from the city attorney verifying the funds were donated and not city funds. It was the consensus of the Council to authorize Sage to write the letter.

Constable left at 6:06 p.m.

**366 STATE ST** Nick Poels, PCED executive director, reported to the Council he is working with potential buyers of the 366 State Street building. Poels will return to the April 2 City Council meeting to provide an update concerning the property.

Poels & Isernhagen left at 6:07 p.m.

**INSURANCE 04/01/18** Miles provided information to the Council concerning bids received for the city insurance policies including property, auto, liability, and workers compensation. The following were received:

Rogers & Associates, State National, Bitco, BCS	\$ 91,196.00
Rogers & Associates, Travelers	\$ 99,177.00
Heritage Insurance, Midwest Public Risk & KMIT	\$122,123.10
Biggs Insurance Agency, EMC Ins.	\$124,491.00

Information was provided by the insurance agents. The decision on insurance will be tabled until the March 19 meeting.

Martin left at 6:22 p.m.

**MINUTES  
APPROVED**

Moved by Miles, seconded by Voorhees, to approve the February 19, 2018 meeting minutes as written. Voting Aye: ALL. Opposed: NONE.

Moved by Rogers, seconded by Voorhees, to approve the February 20, 2018 meeting minutes as written. Voting Aye: ALL. Opposed: NONE.

**APPROPRIATION  
ORDINANCE  
#1055-02-18B**

Moved by Voorhees, seconded by Miles, 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 #1055-02-18B.

**COURT CASES  
#16-177 & #11-40**

Moved by Miles, seconded by Wisner, to write off the balance due for municipal court cases #16-177 and #11-40 since the defendants are deceased. Voting Aye: ALL. Opposed: NONE.

**STATE ST.  
2<sup>nd</sup> to CITY LIMITS**

Miles reported an agreement with the Kansas Department of Transportation has been received for the milling and overlaying of State Street from Second Street west to the city limits at a cost of \$2,295.00. Sage will review the agreement for the next meeting.

**CONTRACT  
AUTHORIZATION**

Discussion was held concerning who is authorized to sign contracts. It was the consensus of the Council if the contract is a planned and budgeted item approved by the Council the contract could be signed by the Public Works Supervisor or the City Clerk if it is within their purchase limit as per the purchase policy. New items should be discussed with and approved by the Council.

**CLEANUP WEEKS**

It was the consensus of the Council to schedule the spring clean-up the week of April 23-27 and the fall clean-up week October 22-26.

**WATER PLANT**

The claricone painting at the water plant will begin a couple of days later than originally planned.

**QUANZ RESV.**

Driggs is getting the cost for surveying property lines. Preliminary engineering for the project is estimated to cost approximately \$4,500.

**PRESBYTERIAN  
CHURCH  
PARKING**

Rogers reported the Presbyterian Church wants to add off street parking at the church on the east side to allow for better access for handicapped individuals. The Church will complete a building permit. Driggs and the Department of Planning will work with the Church.

COMMUNITY BUILDING AMERICAN LEGION	Voorhees presented a request from Pat Hewitt, representing the American Legion Post #252, for the city to allow the American Legion to use the community building club rooms and second story. Discussion followed concerning the 1937 lease the American Legion had with the City. Discussion was held concerning the need to have all renovations approved by the city and historical society. Sage will work with the Department of Facilities to develop a lease that would include liability insurance and utilities but with no rental fee.
ARMORY PHS CHEER PRACTICE	Voorhees presented a request from Pam Crist, PHS cheerleading sponsor, to use the armory during April – June for cheerleading practice with the rental fee waived. It was the consensus of the Council to grant the request.
POST PROM	It was the consensus of the Council to provide 2 season single swim passes for the Phillipsburg Post Prom party.
ECONOMIC DEVELOPMENT ADVISORY BOARD	Mayor Munyon recommended Doug Isernhagen, Chairman of Phillips County Economic Development, be appointed to replace Nick Poels on the Economic Development Advisory Board. Moved by Miles, seconded by Rogers, to approve the mayor’s recommendation. Voting Aye: ALL. Opposed: NONE.
EVALUATION	Chance will e-mail each Councilmember an evaluation form for Drigg’s evaluation. The form will be returned to the Mayor.
CITY ATTORNEY	Sage requested an executive session to discuss legal matters later in the meeting with the Council, Chance, Driggs, and Mayor Munyon in attendance.
PUBLIC WORKS	Driggs updated the City Council on work completed by the Public Works Department and upcoming training opportunities.
AQUATIC CENTER	Lifeguard interviews will be held March 13-15 at the Aquatic Center. Approximately 30 people attended the recent open house.
PLANNING	The Planning Commission will meet March 21 <sup>st</sup> .
ARMORY	Armory ceiling repair cost estimates are being obtained by Driggs. A set of white tables will be ordered to view for use at the armory.
SENIOR CLASS PROJECTS	Mayor Munyon will meet with Principal Bowman about the Senior Class community service projects.
EXECUTIVE SESSION	Moved by Rogers, seconded by Miles, to have the City Council recess into executive session for consultation with the attorney for the city for information deemed privileged in the attorney-client relationship exception, K.S.A. 75-4319(b)(2) with Driggs, Chance, and Mayor Munyon in attendance and the open meeting to resume in the City Council chamber at 7:05 p.m. Voting Aye: ALL. Opposed: NONE.

366 STATE ST.  
JETER LAW

Moved by Miles, seconded by Rogers, to respond to the letter from Jeter Law Firm that the City will hold the dangerous structure process off for 366 State Street until May 1<sup>st</sup>.  
Voting Aye: ALL. Opposed: NONE. The City Attorney will write the letter and refer to the information provided by Nick Poels.

ADJOURN

Moved by Wisner, seconded by McConnell, to adjourn time – 7:07 p.m.

*Brenda L. Chance*  
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Brenda L. Chance, City Clerk