

**CITY OF PHILLIPSBURG  
CITY COUNCIL MEETING  
March 16, 2020**

\*These minutes are from March 16, 2020, please check for the latest health advisory at [www.phillipscountyks.org](http://www.phillipscountyks.org).

The Phillipsburg City Council met in regular session on March 16, 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; Jesse Rhea, reporter KKAN/KQMA; Scott Sage, City Attorney; Rachel Martin, My Phillips County Online; Kent Footh; Assistant Director of Public Works; Scott Aust; Community Development Director; 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 Rogers, seconded by Sanson to approve the March 2, 2020 minutes as written. Voting Aye: ALL. Opposed: NONE. Moved by Miles, seconded by Sanson to approve the March 12, 2020 special meeting minutes as written. Voting Aye: ALL. Opposed: NONE.

Kirby Ross, reporter Phillips County Review arrived- time 6:03 p.m.

**APPROPRIATION  
ORDINANCE  
#1055-03-20A**

Moved by Miles, seconded by Sanson to approve Ordinance #1055-03-20A to pay the bills for the month of March. Voting Aye: ALL. Opposed: NONE.

**COMMUNICATION**

Gibbs commended the city leaders for communicating and working together to prepare for the coronavirus.

**2020 CENSUS**

James reminded everyone to fill out the 2020 Census that have now been mailed out.

**COVID-19,  
CORONAVIRUS**

Rogers commented on COVID-19 also known as coronavirus. As the Public Health Officer, he said he has posted a statement on [www.phillipscountyks.org](http://www.phillipscountyks.org) and will continue to post updates on that site moving forward. He said there are no cases currently in Phillips County. Information is changing almost hourly and he is trying to keep everyone informed. There are travel restrictions and the health officials need to know if you have traveled to those areas such as WA, CA, or NY and people should stay out of Butler, Franklin, Wyandotte, and Johnson counties in Kansas. Currently, there are eleven positive cases including

COVID-19,  
CORONAVIRUS CONT.

one death in Kansas. The health officials need to know if you have any symptoms such as a cough, fever above 100.4 degrees, shortness of breath, or if you have had contact with someone who has tested positive in the last 14 days. People need to be diligent to quarantine themselves and call the health department or hospital to get direction on what to do next. Call the health officials and let them know in advance so they can follow proper procedure. In order to maintain safety for healthcare providers and others, there are restricted areas set aside for testing or the healthcare provider can come out to your vehicle to conduct the test. They will take a respiratory virus panel sample to send off to the state, if results are positive then KDHE will determine if a sample for COVID-19 is needed and sent into the state lab for testing. In the meantime, you should quarantine yourself at home. If you are suspected to have the coronavirus, you will be given directions on what to do next. Health officials are mandating gatherings of less than 50 people. You should make your own decision to use social distancing including staying six feet from others and if you have to be near someone then keep it under ten minutes. We are also discouraging travel or ski trips to Eagle, Summit, Pitkin, and Gunnison counties in Colorado. Rogers said to go to credible internet sites for more information including [www.cdc.gov/coronavirus/2019-ncov](http://www.cdc.gov/coronavirus/2019-ncov) or [www.kdhe.ks.gov](http://www.kdhe.ks.gov) - COVID-19 Resource Center. He said these guidelines are a baseline and must be followed as a minimum and as an organization you can make more stringent rules. Visit [www.phillipscountyks.org](http://www.phillipscountyks.org) and sign up for alerts and copy and share the information. Rogers stated the Kansas Corporation Commission issued an executive order that no utilities should be disconnected prior to April 15, 2020 to encourage people to self-quarantine and the city will follow this order. He said it can take up to 14 days from exposure to show signs and symptoms of COVID-19. The illness is worse for those with weak immune systems.

CITY OFFICE LOBBY  
TO CLOSE

It was the consensus of the Council to close the city office lobby and assist customers at the drive thru only starting tomorrow, March 17, 2020, until further notice.

CITY OFFICE  
BASEMENT RENTAL

McConnell stated on April 13, 2020, the Fire Department will have a class on traffic incident management course in the city office basement.

STREET SIGNS

McConnell reported the street signs on State Street that are facing south are very faded and he will discuss replacing them with Driggs.

FACILITY COMMITTEE

McConnell reported the Facility Committee also discussed putting cameras around the city facilities and around town. Discussion was held and he will plan to get more information on options and pricing.

COLLABORATION

Sanson stated she appreciates everyone's collaboration.

FINANCE COMMITTEE

Miles said the Finance Committee is looking into possibly buying down the current one percent wind and hail deductible options and creating a fund in the budget next year to earmark funds to cover insurance claim deductibles.

SURVEY AND SIGN  
APPROVED FOR  
FUTURE SPORTS  
COMPLEX

Aust reported the city received a grant for \$8,500 from the Dane G. Hansen Foundation and Phillips County Community Foundation for the future sports complex and thanked the organizations for their support. Moved by Miles, seconded by McConnell to authorize the Mayor to sign moving forward with

SURVEY AND SIGN  
APPROVED FOR  
FUTURE SPORTS  
COMPLEX CONT.

the topographical survey with Driggs Design Group for \$6,000, a concept plan for \$1,500, and a sign for \$1,000 for the sports complex. Voting Aye: ALL.  
Opposed: NONE

EDAB RECONGNITION  
COMMITTEE

Aust said the Economic Development Advisory Board Recognition Committee drafted donation level categories and amounts of donation required to have their name on a project or part of a project.

2020 CENSUS

Mayor Munyon emphasized the importance of the Census numbers which is used to distribute six billion dollars in federal funds to the State of Kansas. He said everyone needs to fill out their Census because for every unaccounted person, the State could miss out in approximately \$2082 in federal funding. The count is used to determine state and local voting districts. Government and businesses for infrastructure, transportation planning, emergency preparedness, disaster relief, education funding, health tracking, disease control, and a multitude of other things. He reiterated that the CENSUS will never ask for a social security number, money or donations, anything on behalf of a political party, bank account numbers, or credit card numbers. If anyone says they are with the CENSUS and asks for this information to report it or visit [www.census.gov](http://www.census.gov) for more information.

LIBRARY BOARD  
APPOINTMENT

Moved by Miles, seconded by Sanson to approve Mayor Munyon's recommendation to appoint Melody Green to the Library Board to fill Peggy King's expiring term.

RESOLUTION #282  
SOLID WASTE RATES

The following resolution was presented:

**RESOLUTION ADOPTING SOLID WASTE RATES FOR THE CITY OF PHILLIPSBURG, KANSAS.**

**WHEREAS**, the Code of the City of Phillipsburg, Kansas adopted on November 18, 2013, states the rates to be charged for solid waste disposal 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 solid waste disposal;

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

**Section 1:** Resolution #268 is hereby repealed.

**Section 2:** The following will be the solid waste disposal rates when collected by the City of Phillipsburg:

Residential Buildings – Kart	\$19.50 per month for one kart with one pickup per week. Each additional kart will be \$9.75 per month for one pickup per week. There will be no per unit charge. A minimum of one kart is required for each water meter when occupied.
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RESOLUTION #282  
SOLID WASTE RATES  
CONT.

Residential Buildings - 2.5 yard Dumpster	\$50.00 per month per dumpster for one pickup per week. There will be no per unit charge. A minimum of one dumpster is required for each water meter when occupied.
Commercial Buildings –Kart	\$19.50 per month for one kart one pickup per week. Each additional kart will be \$9.75 per month for one pickup per week. Additional pickups per week will be at the same rates multiplied by the number of pickups. There will be no per unit charge. A minimum of one kart is required for each water meter when occupied.
Commercial Buildings,– 2.5 yard Dumpster	\$50.00 per dumpster per month for one pickup per week. Additional pickups per week will be at the same rate multiplied by the number of pickups. A minimum of one dumpster is required for each water meter when occupied.
Combination Family Unit with Commercial Business – Kart	\$19.50 per month for one kart one pickup per week. Each additional kart will be \$9.75 per month for one pickup per week. Additional pickups per week will be at the same rates multiplied by the number of pickups. There will be no per unit charge. A minimum of one kart is required for each water meter when occupied.
Combination Family Unit with Commercial Business – 2.5 yard Dumpster	\$50.00 per dumpster each month for one pickup per week. Additional pickups per week will be at the same rate multiplied by the number of pickups. A minimum of one dumpster is required for each water meter when occupied.
Solid Waste Outside City Limits	All solid waste collection outside the corporate limits of the city will be charged at one and one-half times the rate charged inside the city limits.

**Section 2:** This Resolution shall be in full force and effect with all water billing after April 1, 2020.

Moved by James, seconded by McConnell to adopt Resolution #282. Voting Aye: ALL. Opposed: NONE.

SOFTWARE  
CONVERSION

Gross provided an update on the software conversion. Mayor reported some of the software features that we thought were included, Caselle requiring to be purchased separate. Negotiations regarding these features will continue. Miles requested the percentage of meters that are read by the tower once calculated.

ADJOURN

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

These minutes are not official until approved by the Phillipsburg City Council at  
the next regular meeting.

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