

**CITY OF PHILLIPSBURG
CITY COUNCIL MEETING
March 18, 2019**

The Phillipsburg City Council met in regular session on March 18, 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: Rex Walk; Tracy Sanson; 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.

**PCH SENIOR LIFE
SOLUTIONS
TRANSPORTATION
CONTRACT**

Tracy Sanson, program director for Senior Life Solutions program, thanked the Council for working with them to provide transportation for the program. She stated the surrounding communities consented to allow services to the clients in need in their areas. Driggs stated Sage had reviewed and approved the contract. Driggs noted the new contract will automatically renew annually, and extends services to Smith Center and Norton. Moved by Miles, seconded by McConnell to authorize Mayor Munyon to sign the transportation contract with PCH Senior Life Solutions. Voting Aye: ALL. Opposed: NONE.

Sanson left meeting- time 6:04 p.m.

MINUTES APPROVED

Moved by Rogers, seconded by Voorhees to approve the March, 4 2019 minutes as written. Voting Aye: ALL. Opposed: NONE.

**APPROPRIATION
ORDINANCE
#1055-03-19A**

Mayor Munyon explained that there was a \$100,000 transfer from general fund to law enforcement fund that should have been done earlier in the year. He said that the budget includes planned transfers from general fund to law enforcement fund and will be done quarterly from now on. He stated that the auditor, the State, and KLM were notified of the late transfer. Moved by Miles, seconded by James, to approve an Ordinance to pay the bills for the month of March. Voting Aye: ALL. Opposed: NONE. Statutory majority having voted for this Ordinance; the city clerk assigned it Ordinance #1055-03-19A.

**NEW SOFTWARE
PROGRAMS**

Wisner asked for an update on the software upgrade. Gross explained that she has had two utility and financial software demonstrations and is scheduled for demonstrations with two more companies this week. Gross suggested purchasing a document management program within the next month, followed by utility billing software, and once that program is up and running smoothly then look at adding integrated financial software.

INDUSTRIAL DEVELOPMENT FUND	Mayor Munyon stated that the transfer from the general fund to industrial fund, discussed at the last meeting, will have to wait and be added to next year's budget. He said he will continue to do research to see if it is possible and how to properly make the transfer.
LIBRARY BOAD APPOINTMENT	Mayor Munyon recommended Greg Saville be appointed to the library board. Moved by Miles, seconded by James to appoint Greg Saville to the library board. Voting Aye: ALL. Opposed: NONE.
LIBRARY LIGHTS	Driggs pointed out the new LED lights at the library have had a \$2745 reduction in energy costs since lights have been replaced and expect to have savings of about \$5,000 annually.
WATER LEAK 10 TH & PARK STREET	Driggs reported there was a water leak this week at 10 th and Park Street. He said as things start to thaw and the ground shifts, there will probably be more leaks.
POTHOLES	Driggs said there are many potholes right now and asked that citizens report potholes so crews can patch them. He also recognized the long list of alleys in need of repair and asked to avoid using alleys if possible until it dries up. Crews will begin working on alleys as soon as they can get to them.
CODIFICATION	Driggs mentioned the city code book needs updated and adjusted to fit current state statutes and recent city ordinances. It was the consensus of the Council to move forward to find a company to assist with codification.
TRANSPORATION GRANT APPROVED	Driggs announced the 2020 transportation grant from the Kansas Department of Transportation has been approved.
KDHE LEAD AND COPPER TESTS	Driggs said he received a letter stating the City failed to provide lead and copper tests and published on their website that the City was non-compliant. After the City verified the tests were completed and informed KDHE, KDHE sent a letter on March 14 th rescinding the violation and stated it was an error on their part.
KDOT SUPPLEMENTAL AGREEMENT FOR US-36 ROAD IMPROVEMENTS	Driggs stated that Sage had reviewed and approved the Supplemental Agreement to tie up loose ends with the Phase I CCLIP project with the Department of Transportation for the US-36 road improvements. Since the City's population has declined below 2,500, the City qualifies for more funding for the project. Moved by Rogers, seconded by James to authorize the mayor to sign the Supplemental Agreement with the KDOT. Voting Aye: ALL. Opposed: NONE.
DOG POUND INSPECTION	Driggs reported the pound received a passing inspection by the Department of Agriculture, but had minor violations. Driggs stated all of the issues will be corrected by public works staff.
SUMMER POSITIONS INTERVIEWED	Driggs said 42 interviews were conducted for the 27 lifeguard positions and three interviews for the two street shop positions.

HEARINGS
SCHEDULED

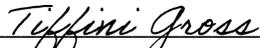
Driggs announced, on April 9th, there will be a change of zoning public hearing, special use public hearing, and a variance public hearing conducted for Planning Commission and Board of Zoning Appeals.

TRAININGS FOR CITY
CLERK

It was the consensus of the Council to allow Gross to attend a CDBG workshop in Salina on April 18th, and a budget workshop in Hays on April 10th.

ADJOURN

Moved by Wisner, seconded by McConnell, to adjourn time- 6:28 p.m. Voting Aye: ALL. Opposed: NONE.



Tiffini Gross, City Clerk