

**CITY OF PHILLIPSBURG
CITY COUNCIL MEETING
April 1, 2019**

The Phillipsburg City Council met in regular session on April 1, 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; Bret Miles; Pete Rogers, Lynette Voorhees, Michael Wisner.

ABSENT: Terry McConnell

ALSO PRESENT: Conrad Corman; 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.

**PHILLIPSBURG LITTLE
LEAGUE
CONTRIBUTION**

Conrad Corman, on behalf of Phillipsburg Little League, thanked the Council for the past contributions for field maintenance and the extra time public works crews put in on the ballfields. Corman asked for \$3,000 to help with field maintenance expenses again this year. Moved by Miles, seconded by Rogers to give the Phillipsburg Little League \$3,000 from the Parks & Recreation Fund. Voting Aye: ALL. Opposed: NONE.

**PHILLIPSBURG LITTLE
LEAGUE
TOURNAMENT**

Corman complimented city crews on extra work last year prior to a tournament that Phillipsburg hosted and said he received compliments from other towns on the parks. It was the consensus of the Council to allow the Phillipsburg Little League to host a tournament this year. Corman will inform the city when they set a date.

Corman left meeting- time 6:06 p.m.

MINUTES APPROVED

Mayor Munyon pointed out a small correction. Moved by Rogers, seconded by Voorhees to approve the March 18, 2019 minutes as written with said correction. Voting Aye: ALL. Opposed: NONE.

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

Gross reported that an invoice was received from Rodgers & Associates for the city's property and liability insurance policy effective April 1st and a check has been issued in the amount of \$97,626 and will be on the next appropriation ordinance. Moved by Voorhees, seconded by Miles, to approve Ordinance #1055-03-19B to pay the bills for the month of March. Voting Aye: ALL. Opposed: NONE.

**PLANNING
COMMISSION AND
BOARD OF ZONING
APPEALS HEARINGS**

James invited the public and Council to attend the Planning Commission hearing at 5:30 p.m. and the Board of Zoning Appeals hearing at 6:00 p.m. on April 9th at the Phillipsburg City Office.

UNSAFE STRUCTURE STATUS	James inquired on the status of unsafe structure properties. Driggs stated three of the properties are now past the designated timeframe to fix or demolish and he will visit with city attorney to discuss next steps to address the issue.
SPEED RADAR SIGNS	Rogers stated the law committee met and discussed putting up solar powered speed radar signs at entrances to city which shows vehicle's speed, and records data on trends, speeds, and times. Driggs said he is checking on permission from Kansas Department of Transportation to install. Miles suggested if these are purchased that the results should be posted on the city's website. Mayor Munyon said more research will be done and brought to next meeting.
CMB ON CITY PROPERTY	Mayor Munyon announced the law has changed for cereal malt beverages from 3.2 to 6.0 effective April 1 st . He stated Ordinance #1359 & #1393 and City Code 3-103 and 12-209 need to be addressed. Driggs stated that city facilities are rented for upcoming events and current city ordinances conflict with the changes. Moved by Miles, seconded by James to allow up to 6.0 cereal malt beverages on designated city property until city ordinances are rewritten and glass containers are prohibited. Voting Aye: ALL. Opposed: NONE.
OVERSIZED LOADS ALLOWED IN TOWN	Mayor Munyon reported James, Miles, Driggs and he were called to a meeting with the County Commissioners, Sheriff's Department, and KDOT representatives regarding the accidents and near misses of oversized loads on Hwy 383. He said it was decided the 200 foot oversized loads will be allowed, until a longer term solution is available, to pass through Phillipsburg until Hwy 383 is fixed and safer to drive on. Parking spaces at Shelly Ann's and First National Bank and Trust may need to be blocked off so loads can turn at the corner of 2 nd Street and State Street. Mayor Munyon said truckers have been asked to contact Phillips County Sheriff when crossing into Kansas so the Sheriff's Department has time to direct traffic.
PUBLIC WORKS CREW UPDATE	Driggs reported several staff members attended the water conference last week. He reported public works crews have been working on potholes, fixing a sink hole by Subway, and fixing a manhole that had shifted. Driggs described upcoming plans to sweep all streets in town, to work on the Park Street waterline project, and to look at options to fix the road by the old pool.
GLADE RESERVOIR METER	The new meter for Glade Reservoir has been shipped and will replace the old meter. The old meter will be rebuilt and used at the water plant to track water loss from the reservoir to the plant.
CITY OFFICE ELEVATOR FOR ADA COMPLIANCE	Driggs announced that the Leona Morgan Charitable Foundation, Cole Foundation, and Dane G. Hansen Foundation have all graciously awarded funds for the City Office elevator. After the donations, the project is short approximately \$20,000 of the necessary funds to complete the project. Moved by Miles, seconded by James to pay for the remaining \$20,000 of the elevator project out of the General Fund. Voting Aye: ALL. Opposed: NONE.
STATE STREET WATER LINE PROJECT	James inquired about the State Street water line project. Driggs said he received a request from the resident to put in a new line and crews have been working to install it.

HIGH MAINTENANCE
ALLEYS

Council discussed high traffic alleys that need regular maintenance. James specifically brought up the alley immediately south of State Street, between 2nd and 3rd Street. Driggs will look into a longer term solution.

KORA FEE WAIVER
REQUEST

Gross stated she received a KORA request for animal pound records via e-mail, and they requested the fees be waived. It was the consensus of the Council to charge the minimum of \$50 voted by Council earlier this year.

KORA BROCHURE

Gross informed the Council that Kansas statutes state each city should have a brochure available detailing KORA fees and records request procedures. Mayor Munyon suggested Gross develop a brochure for the Council to review.

SOFTWARE
PROGRAMS

Gross stated that she has had two more demonstrations with software program companies and the office staff prefers one program. Gross outlined some of the costs and options. Gross asked Council to move forward with purchasing a document management module. Gross offered for the councilmembers to participate in a demo with the preferred software. Mayor Munyon stated he would look at the technical side of the software. Wisner said he would participate in the demo as well. Discussion was held regarding the proposed software programs, equipment needed, and plans to develop a records retention schedule.

DRIVE-UP WINDOW
PROJECT

Driggs announced that a new drive-up drawer and speaker system has been installed and the city plans to finish renovating the drive up window area.

ADJOURN

Moved by Wisner, seconded by Voorhees, to adjourn time- 7:15 p.m. Voting Aye: ALL. Opposed: NONE.



Tiffini Gross, City Clerk