

**CITY OF PHILLIPSBURG  
CITY COUNCIL MEETING  
May 2, 2022**

The Phillipsburg City Council met in regular session on May 2, 2022, 6:00 P.M, at 945 2<sup>nd</sup> Street, Phillipsburg, KS.

CALL TO ORDER	The meeting was called to order by Mayor Bret Miles.
ATTENDANCE	PRESENT: Councilmembers Vickie Gibbs; Mike James; Terry McConnell; Tracy Sanson; Angie Wells.  ABSENT: Pete Rogers.  ALSO PRESENT: Tim Ellenberger; Ron Jansonius; Lauren Weinert; Kirby Ross, Phillips County Review; S. Scott Sage, City Attorney; Rachel Martin; Tim Driggs, Director of Public Works; Tiffini Gross, City Clerk.
PLEDGE OF ALLEGIANCE	The Pledge of Allegiance to the United States was led by Mayor Miles.
PUBLIC COMMENT	There was no public comment.
MINUTES APPROVED	Moved by James, seconded by Wells to approve the April 18, 2022 minutes as written. Voting Aye: ALL. Opposed: NONE.  Daryl Clark joined the meeting- time 6:02 p.m.
APP ORD 1055-04-22B APPROVED	Moved by Gibbs, seconded by Sanson to approve ordinance #1055-04-22B, to pay the bills for the month of April. Voting Aye: ALL. Opposed: NONE.
CITY WIDE CLEANUP	Gibbs said crews did a good job with city-wide cleanup. James agreed and added crews are doing a good job with the City Park cleanup.
BALL FIELD CLEANUP	Gibbs acknowledged thanked all the volunteers who helped clean up the ball fields.
TRAILER PARK CLEANUP	McConnell presented a photo of a property at the trailer park and expressed concern about the progress. Driggs will attempt to contact owners to follow up.
CREWS THANKED	Sanson extended her thanks to the public works staff for their work.
CHICKENS	Wells reported the Planning Commission discussed chickens at the last meeting and will discuss them again at the next meeting.  Ruth Ellenberger joined the meeting-time 6:06 p.m.
7 <sup>TH</sup> ST DANGEROUS STRUCTURE	Discussion was held regarding the dangerous structure on 7 <sup>th</sup> Street. The property is for sale and the owner continues to make progress on fixing it.
OFFICE STAFF APPRECIATION	Wells thanked the public works crew for city wide cleanup and the city office staff for everything they do.

CHARTER ORD #16 PASSED	Sage presented a draft charter ordinance exempting the City of Phillipsburg, Kansas from the provisions of K.S.A. 12-2222, authorizing the mayor, with the approval of the governing body, to appoint library board members residing outside of the municipality, but within USD 325 school district to the library board and repealing Charter Ordinance #15. Moved by James, seconded by McConnell to pass Charter Ordinance #16 as presented by Sage. Voting Aye: ALL. Opposed: NONE.
LIBRARY BOARD REAPPOINTMENTS	Mayor Miles recommended the reappointment of Alissa Kirchhoff, Cheryl Biggs, and Nick Poels to the Library Board. Moved by Gibbs, seconded by Wells to approve the reappointments. Voting Aye: ALL. Opposed: NONE.
KOMA/KORA TRAINING TO BE HELD	Driggs asked Council to let him know dates that Councilmembers can attend a Kansas Open Meetings Act/Kansas Open Records Act training in Phillipsburg in late May or early June.
MTI TRAININGS	Driggs encouraged Council to consider participating in MTI trainings.
CITY PARK CLOSED	Driggs said the City Park is closed after about three and a half feet of water from the last storm flooded the playground, concession stand and bathrooms. He said most of the debris is cleaned up but the playground will need to be sanitized as weather allows before reopening.
SCHOOL ZONE SIGNS	Driggs said the school zone signs were put up on the west side of the middle school.
CODE ENFORCEMENT TRAINING	Driggs reported he attended the Heart of America ICC Training and it was great to gather information from other cities regarding code enforcement.
ZONING ORDINANCE #1442 ADOPTED	Driggs said the Planning Commission has spent the last three years revising the zoning ordinance, created a final draft, held a public hearing last meeting, and moved that the City Council considered approving the zoning ordinance. Moved by James, seconded by McConnell to pass Ordinance #1442 adopting the revised Municipal Zoning Ordinance for the City of Phillipsburg. Voting Aye: ALL. Opposed: NONE.
STATE STREET PHASE II BIDS REJECTED	Driggs reported the bids for State Street Phase II project came in over the engineer's estimate. Driggs recommended the Council reject the bids as per legal obligation, and to ask KDOT to rebid the project and ask for additional funding for the current inflated materials market. Moved by James, seconded by Gibbs to authorize the mayor to sign letter to KDOT to rebid the project. Voting Aye: ALL. Opposed: NONE.
CITY WIDE CLEANUP	Driggs reported during citywide cleanup there was an estimated 68.45 ton of debris taken to the landfill.
PRAIRIELAND AGREEMENTS AUTHORIZED	Driggs presented bids from Prairieland Electric to install new services for the current campground, the extension to the south side of campground, and new campground by armory lane and recommended paying the \$29,043 as a lump sum. Moved by Sanson, seconded by Wells, to authorize the mayor to sign the agreements with Prairieland and pay the fees upfront. Voting Aye: ALL. Opposed: NONE.

KS CROP CARE AGREEMENT AUTHORIZED	Moved by Gibbs, seconded by McConnell to approve the contract with Kansas Crop Care for mosquito control in the amount of \$14,000 for the season. Voting Aye: ALL. Opposed: NONE.
STRATEGIC DOING LANDBANK	James volunteered to serve on the Strategic Doing Landbank group. Council asked Driggs to also serve.
PETITION TO VACATE APPROVED	Driggs said the Phillips County Attorney, per K.S.A. 68-104, requested a City Council vote be held regarding the Petition to Vacate Santa Fe Road. Discussion was held regarding the options if the petition was denied. Driggs reviewed the process for the County to consider it and Council's option to decide to go through the annexation process, and then vacate it. Moved by James, seconded by Wells to resubmit the Petition to Vacate Santa Fe Rd to Phillips County. Gibbs asked about the time line if it is denied. Driggs explained it would be approximately 60 days. Voting Aye: ALL. Opposed: NONE.
SHADE TREE COMMISSION REAPPOINTMENTS	Moved by Gibbs, seconded by McConnell to approve the reappointment of Howard King, Tracy Beach and Brad Lare to the Shade Tree Commission. Voting Aye: ALL. Opposed: NONE.
PLANNING COMMISSION REAPPOINTMENTS	Moved by Gibbs, seconded by Sanson to approve the reappointment of Caleb Breon, Mike Erhart, and Tad Felts to the Planning Commission. Voting Aye: ALL. Opposed: NONE.
PLANNING COMM. APPOINTMENT	Moved by Gibbs, seconded by McConnell to approve the appointment of Kelly Bertholf to the Planning Commission. Voting Aye: ALL. Opposed: NONE.
BZA REAPPOINTMENT	Moved by Gibbs, seconded by Sanson to approve the reappointment of D.C. Crist and Doug Vahle to the Board of Zoning Appeals. Voting Aye: ALL. Opposed: NONE.
CRACK SEALING	Driggs reported the crack sealing is complete and pointed out the purpose of crack sealing is to seal the cracks and not to fill them.
TRAINING	Driggs said he plans to attend the lead and copper rules meeting on May 24 <sup>th</sup> .
PLANNING COMM.	Planning Commission will meet May 18 <sup>th</sup> at 5:30 p.m. at the City Office.
INSURANCE CREDIT	Gross reported the Property and Liability Insurance premium EMC Insurance rates was miscalculated by EMC and the city received a credit of \$6,682.00.
PART-TIME OFFICE CLERK	Gross reported the part-time office clerk has worked 250 hours this year and is needed through October to fill in for staff extended medical leaves and help with continued efforts on software conversion. It was the consensus of the Council for the part-time office clerk to continue.
SALES TAX RECEIPTS	Gross reported sales tax receipts are \$60,322 more year-to-date than last year.
AUDIT AGREEMENT APPROVED	Gross presented an audit agreement from Mapes & Miller LLP that is an addendum to the agreement from March of 2021 and includes language for a single audit since the city expended federal funds in excess of \$750,000 in 2021. The agreement is for an additional \$9,000 for the single audit.

AUDIT AGREEMENT  
APPROVED CONT.

Moved by McConnell, seconded by Gibbs to authorize the mayor to sign the audit agreement. Voting Aye: ALL. Opposed: NONE.

ADJOURN

Moved by Gibbs, seconded by McConnell to adjourn- time 6:40 p.m. Voting Aye: ALL. Opposed: NONE.

  
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Tiffini Gross, City Clerk

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