

**CITY OF PHILLIPSBURG
CITY COUNCIL MEETING
May 28, 2019**

The Phillipsburg City Council met in regular session on May 28, 2019, 6:00 P.M that was rescheduled from May 20, 2019, 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, Terry McConnell, Lynette Voorhees, Michael Wisner.

ABSENT: NONE

ALSO PRESENT: Peggy King; Kelly Grismore; Alissa Kirchhoff; Jeff Younger, Secure Energy Consulting; Shawn Ellenberger; Minnie Davis, Summer Intern; Scott Sage, City Attorney; Kirby Ross, reporter Phillips County Review; Rachel Martin, My Phillips County Online; Jesse Rhea, reporter KKAN/KQMA; 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 Munyon.

PUBLIC COMMENT

There was no public comment.

**NATURAL GAS PRICE
LOCKED IN**

Jeff Younger of Secure Energy Consulting presented updated information on locking in Natural Gas prices. Councilman Wisner provided information from his research on supply and prices. He recommended locking in the price at seventy percent for two years at \$3.30. Moved by James, seconded by Voorhees to proceed with Wisner's recommendation. Voting Aye: ALL. Opposed: NONE.

Younger left the meeting at 6:06 p.m.

MINUTES APPROVED

Moved by Miles, seconded by McConnell to approve the May 6, 2019 minutes as written. Voting Aye: ALL. Opposed: NONE.

**APPROPRIATION
ORDINANCE
#1055-05-19A**

Moved by Rogers, seconded by James, to approve Ordinance #1055-05-19A to pay the bills for the month of May. Voting Aye: ALL. Opposed: NONE.

**LAW ENFORCEMENT
CONTRACT**

Mayor Munyon encouraged the Council to report feedback from their constituents regarding three percent increase in the Law Enforcement contract during the roundtable discussion. James said he has heard the increase is in line with inflation and raises and they did not have a problem with the increase. McConnell reported the people he has visited with would like the contract amount to stay where it is. Miles said he has not heard either way.

LIBRARY BUDGET

Miles reported that the Finance Committee met with the Library Board and discussed their budget and their request for increased funds. Moved by Miles,

LIBRARY BUDGET
CONT.

seconded by James to follow the Finance Committee's recommendation for the City to assume the annual property insurance payment and raise the Library's portion of the half percent of city sales tax from seven percent to twelve percent. Voting Aye: ALL. Opposed: NONE.

LAW ENFORCEMENT
CONTRACT

Rogers said $\frac{3}{4}$ are against an increase of the law enforcement contract amount and $\frac{1}{4}$ are for it. Wisner will report feedback from constituents at next meeting.

OFFICE COMPUTER
HARDWARE QUOTE

Wisner reported the results of his research and outlined a quote for the necessary hardware to move forward with software upgrade project including a Power Edge Dell T40 server directly from Dell. He reported the current office desktops are several years old and running Windows 7 which will not be supported by Microsoft in the future and absolutely need replaced. The quote also included three new desktops, a laptop, two document scanners, power supply backup, Microsoft Office for all the PC's and a new switch for an estimated cost of \$17,785.

LAW ENFORCEMENT
CONTRACT

Voorhees stated the few people she has received feedback from feel the law enforcement contract amount needs to stay where it is.

SUMMER INTERN

Mayor Munyon introduced Melinda (Minnie) Davis from Iowa State University that started today as the city's summer intern for the park redesign project.

LAW ENFORCEMENT
CONTRACT

Mayor Munyon directed the Council's attention to the Phillips County Sheriff's budget, supplied to the Council at the May 6th meeting by Sheriff Radabaugh, and pointed out that, per Commissioner Max Dibble, the benefits expense in the amount of \$96,000 is actually paid for out of the county's general budget rather than the Sheriff's budget. The total annual expense of \$312,480 supplied by Sheriff Radabaugh with the \$96,000 deducted would be reduced to \$216,480. Using the 2018 contract amount of \$297,207, the shortfall in their budget becomes an overage.

PUBLIC WORKS
DEPARTMENT
PROJECTS

Driggs reported the Public Works Department worked on mowing the cemetery for Memorial Day this week and plan to work on potholes next week along with seeding grass at completed project sites when the ground dries out. Driggs stated there will be information published for the public about understanding hydrant flushing and about the city's weed ordinance to encourage citizens to take care of their properties and avoid violations. He encouraged citizens to visit the City's website and social media pages to view the information.

AMR WATER METER
AND COMPUTER
SOFTWARE UPGRADE
PROJECT

Driggs summarized the AMR project expenses as a total of \$676,674 including equipment, office hardware, software program, first five years of \$15,000 hosting and analytical fees and additional funds for contingencies. He said he put the loan application in for \$700,000 and if all the money is not used, it can be paid back. It is a 6 year loan and allows it to be paid back early. He stated by year seven, the system will pay for itself from the money saved in increased meter accuracy and staff efficiency. Moved by Miles, seconded by James to approve the AMR water meters, software program, and computer hardware all in one package for approximately \$668,000 with the rural water loan being \$700,000. Until the loan is received, the City will pay for some of the hardware and software that is needed immediately out of the water fund and repay it when loan funds are received. Voting Aye: ALL. Opposed: NONE.

CEMETERY ROAD
MAINTENANCE

Miles asked Tim to begin projecting numbers on a three year project to upgrade roads in the cemetery.

UTILITY RATES

James clarified that utility rates would not need to be adjusted for the AMR water project and Driggs concurred.

SIDEWALK PROJECT
FUNDS

McConnell asked if there are funds remaining for sidewalk projects. Driggs said there has never been a cap on the funds and it comes out of the general fund budget. Driggs clarified that driveways are the owner's responsibility and the city replaces the damaged ADA ramps. Driggs recommended placing a cap on sidewalk projects during the next budget process. Mayor Munyon recommended adding certain sidewalk replacement projects to the Capital Improvement Plan.

CITY CLERK REPORTS

Gross encouraged all committees to begin preparing for next year's budget. Gross reported the annual audit is in progress.

ADJOURN

Moved by Wisner, seconded by McConnell to adjourn- time 6:47pm. Voting Aye: ALL. Opposed: NONE.



Tiffini Gross, City Clerk