

**CITY OF PHILLIPSBURG
CITY COUNCIL MEETING
August 5, 2019**

The Phillipsburg City Council met in regular session on August 5, 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 R. Munyon.

ATTENDANCE

PRESENT: Council members Mike James; Pete Rogers; Lynette Voorhees; Michael Wisner.

ABSENT: Terry McConnell; Bret Miles.

ALSO PRESENT: Minni Davis; Larry Fahrenbruch, MASA; Denis Miller, Mapes & Miller LLP; Shawn Ellenberger; 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.

CITY PARK REDESIGN PRESENTATION

Minni Davis, summer intern, presented the Phillipsburg City Park redesign. She described the design with detailed maps and diagrams of the proposed additions of a splash pad, dog park, pavilion, amphitheater, additional parking, walking trail and much more.

Davis left the meeting.

KDHE LOAN PUBLIC HEARING

The public hearing for the Kansas Department of Health and Environment State Revolving Fund loan application was held. Driggs stated the loan proceeds would replace the 30 plus year old water meters throughout the City with AMR water meters in order to improve accuracy, reduce water loss, and improve productivity. The loan amount is for \$667,674 to purchase the hardware, software, and tower that reads the meters along with updated accounting software. The project has a seven-year payout. Utility rates will not be increased to cover project costs. James pointed out, there will be 20-year warranties on the new meters and batteries. No comments were received from the public.

KDHE LOAN APPLICATION RESOLUTION

The following resolution was introduced:

WHEREAS, the City of Phillipsburg Kansas (the “City”) is a duly incorporated city of the second class organized under the laws of the state of Kansas (the “State”) which operates a public water supply and distribution system (the ”System”); and

WHEREAS, the City Council (the “Governing Body”) of the City has heretofore determined in to be in the best needs of the customers of the System to undertake certain modifications and improvements (the “Project”) to the System; and

WHEREAS, the pursuant to K.S.A. 65-163c *et seq.* (the “Act”), the Kansas Department of Health and Environment (“KDHE”) administers the Kansas Public Water Supply Loan Fund (the “Fund”) from which loans are made to certain qualified Municipalities (as said term is defined in the Act) to finance modification and improvements to public water supply systems; and

WHEREAS, the City has heretofore made an application to KDHE for a loan in an amount not to exceed \$667,674 (the “Loan”) to finance the Project; and

WHEREAS, the Governing Body has conducted a public hearing this date on the advisability of proceeding with the completion of the application for the Loan and desires to authorize the appropriate officials of the City to accomplish the completion process.

BE IT RESOLVED BY THE GOVERNING BODY OF PHILLIPSBURG, KANSAS, AS FOLLOWS:

Section 1. Loan Application. The Mayor and City Clerk of the City are hereby authorized to cause to be prepared and to execute a Loan Application, including all attachments thereto (jointly, the “Application”); in substantially the form presented to the Governing Body this date, in order to provide financing for the Project. The Application shall be forwarded to KDHE as soon as possible.

Section 2. Further Proceedings. The Mayor, City Clerk and the other officers and representatives of the City are hereby authorized and directed to take such other action as may be necessary to complete the Application and to coordinate processing of a loan agreement for the Loan (the “Loan Agreement”); provided that the authorization to execute the Loan Agreement shall be subject to further resolution of the Governing Body.

Section 3. Further Authority. This Resolution shall be in full force and effect from and after its adoption.

Moved by Rogers, seconded by Voorhees, to adopt the resolution and authorize the Mayor to execute the loan application and sign the resolution. Voting Aye: ALL. Opposed: NONE. The City Clerk assigned it Resolution #271.

2018 AUDIT REPORT
ACCEPTED

Denis Miller, Mapes & Miller LLP, reviewed the audit report of the financial statements for the year 2018. Moved by Wisner, seconded by James, to accept the 2018 audit report. Voting Aye: ALL. Opposed: NONE.

2020 BUDGET

Miller reviewed the 2020 budget with the Council. Moved by James, seconded by Voorhees, to publish the notice of budget hearing. Voting Aye: ALL. Opposed: NONE. The public budget hearing will be held on August 19, 2019 at 6:15 P.M.

Miller left meeting.

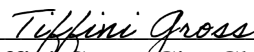
MINUTES APPROVED

Moved by Wisner, seconded by Miles, to approve the July 15, 2019 minutes as written. Voting Aye: ALL. Opposed: NONE.

<p>APPROPRIATION ORDINANCE #1055-07-19B</p>	<p>Mayor Munyon inquired about the multiple repairs of the AAON unit at the Aquatic Center and suggested Driggs conduct an analysis of purchasing a new unit versus continued repairs. Moved by Voorhees, seconded by Wisner, to approve Ordinance #1055-07-19B to pay the bills for the month of July. Voting Aye: ALL. Opposed: NONE.</p>
<p>UTILITY BILL AUTOMATIC PAYMENT OPTIONS</p>	<p>Wisner inquired about ACH options for utility bills. Gross stated the customers have the option to pay their bills automatically on due date out of a checking or savings account. Gross will send out more information about auto pay on social media.</p>
<p>MEDICAL TRANSPORT COVERAGE POLICY WITH MASA</p>	<p>Rogers reported the JPPC committee met and were interested in offering the employees medical transport solutions through MASA. Larry Fahrenbruch, MASA, reviewed the coverage and prices and option for payroll deduction or employer paid coverage. The coverage will be tabled until next meeting.</p>
<p>CITY OFFICE PHONE SYSTEM UPGRADE APPROVED</p>	<p>Voorhees presented a telephone system upgrade for the City Office that the Facilities Committee recommended. The system would include 6 Panasonic phones installed by Paul Gower and would continue with current Nex-Tech service. Moved by Voorhees, seconded by Rogers, to accept the bid from Paul Gower for \$3,400 to be paid out of the general fund. Voting Aye: ALL. Opposed: NONE.</p>
<p>UPCOMING CONFERENCES</p>	<p>Driggs stated he will be attending the KAA Conference August 26-28th. Driggs invited Council members to join him on the tour with legislation on August 29th.</p>
<p>PUBLIC WORKS PROJECTS</p>	<p>Public Works crews have been mowing, working on concrete approaches, fixing the water leak on South 5th Street, and setting up for Rodeo Parade. Mayor Munyon reported the Phillips County Sheriff commended crews on the barricade setup for the parade.</p>
	<p>Other project updates reported by Driggs include: CCLIP Phase I- will be tearing out pavement soon. CCLIP Phase II- Kansas Department of Transportation has allocated \$1,000,000 for the year 2021 street project on US-36 from 5th/6th Street to 8th Street. Airport Taxiway- all dirt work is completed and the north lane is half way poured. City Office Elevator- City staff completed the hoist way shaft and the elevator company should be coming to install elevator soon.</p>
<p>AQUATIC CENTER SPECIAL EVENTS</p>	<p>Aquatic Center will be hosting a lifeguard party on Wednesday, August 7th and a movie night for Junior High and High School students showing “The Meg” on Saturday, August 10th.</p>
<p>CUSTODIAN POSTION</p>	<p>Driggs stated he has hired Levi Werner on a 90-day trial basis in the custodian position.</p>
<p>TRASH TRUCK REPAIRS</p>	<p>Driggs reported the newer trash truck had to be towed and repaired last week and the older trash truck that was used during that time has a lot of mechanical problems. James stated the brand new trash truck should be ready toward the end of October.</p>

CODE ENFORCEMENT	Driggs reported several recent code enforcement complaints. The code violation process was discussed.
GRASS CLIPPINGS PLUGGING DRAIN SYSTEM	Driggs stressed importance of residents not blowing grass clippings into the gutters. This violates city ordinance which is in place to prevent the drain systems from plugging up.
DANGEROUS STRUCTURES	Two properties were discussed that have been in the process of demolition and if not completed will be addressed next meeting as dangerous structures.
PLANNING COMMISSION	Planning Commission to meet August 21 st .
CAMPGROUND ENVELOPE SYSTEM & RATE INCREASE	Driggs reported the Parks Committee met to discuss the camp ground patrons that do not pay. The Committee decided to implement an envelope system to track payment and license plate numbers to increase enforcement of payment. The water plant operators will check license plates and envelopes daily. Moved by Voorhees, seconded by Wisner, to increase campground fees from \$10 to \$15 daily fee effective when the envelopes arrive. Voting Aye: ALL. Opposed: NONE.
2019 TRAFFIC & OFFENSE CODE BOOKS	Moved by Rogers, seconded by James, to authorize City Attorney Sage to draft an ordinance to adopt the 2019 Uniform Public Offense Code and 2019 Standard Traffic Ordinance Books.
SOFTWARE PROGRAM UPDATE	Gross reported Caselle has downloaded the first set of data for the utility billing program and is scheduled to review the data tables with her tomorrow.
ADJOURN	Moved by Wisner, seconded by Vorhees to adjourn- time 7:41 p.m. Voting Aye: ALL. Opposed: NONE.

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



 Tiffini Gross, City Clerk