

**CITY OF PHILLIPSBURG  
CITY COUNCIL MEETING  
September 8, 2020**

The Phillipsburg City Council met in regular session on September 8, 2020, 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:** Councilmembers Terry McConnell; Bret Miles; Vickie Gibbs; Pete Rogers; Tracy Sanson.

**ABSENT:** Mike James.

**ALSO PRESENT:** Shawn and Rebecca Merklein; Shawn Ellenberger; S. Scott Sage, City Attorney; Rachel Martin, My Phillips County Online; Tiffini Gross, City Clerk.

**PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance to the United States was led by Mayor Munyon.

**CHINESE PAPER LANTERNS**

Shawn and Rebecca Merklein requested the Council's permission to release Chinese paper lanterns on October 19<sup>th</sup> at the High School in honor of their son Matt's birthday. It was the consensus of the Council to allow as long as there is no county burn ban. McConnell will visit with the fire chief to discuss the event further.

Merkleins left meeting- time 6:03 p.m.

**2019 AUDIT REPORT**

Denis Miller, Mapes and Miller, LLP, reviewed the 2019 Audit Report with the Council.

Pete Rogers arrived at 6:05 p.m.

Moved by Miles, seconded by Sanson to accept the 2019 Audit Report. Voting Aye: ALL. Opposed: NONE.

**2019 MANAGEMENT REPORT**

Miller reviewed the Management Report with the council. Miller directed that a copy of all documents for grants and projects should be maintained by the clerk in order to be prepared for an audit. Miller expressed appreciation for working with the Council.

Miller left meeting- time 6:24 p.m.

**MINUTES APPROVED**

Moved by Rogers, seconded by McConnell to approve the August 17, 2020 minutes as written. Voting Aye: ALL. Opposed: NONE. Moved by Rogers, seconded by Sanson to approve the August 24, 2020 minutes as written with the correction that Pete Rogers was not in attendance. Voting Aye: ALL. Opposed: NONE.

**APPROPRIATION  
ORD #1055-08-20B**

Moved by Miles, seconded by McConnell to approve ordinance #1055-08-20B, to pay the bills for the month of August. Voting Aye: ALL. Opposed: NONE.

PARKS & REC COMMITTEE	Sanson reported the Parks and Recreation Committee met with community members representing kids ball teams. It was the consensus of the Council to approve the setup of a Parks and Recreation Advisory Board to help make recommendations to Council regarding the Parks and Recreation Fund expenditures.
CITY-WIDE FALL CLEANUP	It was the consensus of the Council to have a city-wide fall cleanup in October. After checking with Driggs and the County Landfill, the dates will be determined.
SEPTEMBER DECLARED SUICIDE PREVENTION & AWARENESS MONTH	Sanson announced September is suicide prevention and awareness month. Mayor Munyon has agreed to sign a proclamation for the month of September and Gross will post information on suicide prevention and awareness on the city's social media sites. Sanson thanked the Council for the support.
CODE VIOLATION PROCESS PROPOSED CHANGES	Mayor Munyon reported the Law Committee met and would like to introduce changes for the code violation process including reducing the response time from ten days to five days and having councilmembers address issues personally with residents of their ward if they wish. He said Driggs is drafting the changes for Council's review.
ECONOMIC STIMULUS GIFT CARD PROGRAM ENDED	Mayor Munyon reported the final results of a 70% response to the Economic Stimulus Gift Card Program and 29 businesses benefited. He thanked the Council and the City Office staff for their extra work in implementing the program.
YEARBOOK AD APPROVED	Moved by Miles, seconded by McConnell to approve sponsoring a full-page ad in the Phillipsburg School Yearbook for \$170. Voting Aye: ALL. Opposed: NONE.
COMMUNITY DEVELOPMENT	Mayor Munyon reported Aust has been working on grants and the VISION 2030 brochures were sent out to all Phillipsburg residences and businesses.
PUBLIC WORKS COMPLIMENT	Gross reported Pam Heller complimented on how fast a bent water meter pit lid was fixed.
CITY OPTS OUT OF DEFERRAL OF PAYROLL TAXES	Gross stated a Presidential Memorandum on Deferral of Payroll Taxes was issued which would postpone the 6.2 % employee only social security portion from now until December and then the employee would pay double, 12.4% from January through April. Moved by Miles, seconded by Rogers to opt out of the deferral of payroll taxes. Voting Aye: ALL. Opposed: NONE.
LKM CONFERENCE	Gross invited the Council to participate in the virtual League Annual Conference. Gross reported she has signed up to attend.
GROSS TO ATTEND IIMC INSTITUTE	It was the consensus of the Council to allow Gross to participate in the Kansas IIMC Certification Institute for year two that is being held virtually this year.
EXECUTIVE SESSION	Moved by Miles, seconded by Rogers for the Council to recess into executive session to discuss an individual employee's performance pursuant to the non-elected personnel matter exception, K.S.A. 75-4319 (b)(1) with Gross in attendance and the open meeting to resume in the city council chamber at 7:00 p.m. Voting Aye: ALL. Opposed: NONE

Martin, Ellenberger, and Sage left meeting- time 6:50 p.m.

Martin returned to meeting.

PART-TIME OFFICE  
ASSISTANT APPROVED

Moved by Miles, seconded by Rogers to hire a part-time office assistant. Voting  
Aye: ALL. Opposed: NONE

ADJOURN

Moved by Gibbs, seconded by McConnell to adjourn- time 7:02 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