

**CITY OF PHILLIPSBURG  
CITY COUNCIL MEETING  
November 1, 2021**

The Phillipsburg City Council met in regular session on November 1, 2021, 6:00 P.M, at 945 2<sup>nd</sup> Street, Phillipsburg, KS.

- CALL TO ORDER                   The meeting was called to order by Council President Mike James.
- ATTENDANCE                    PRESENT: Councilmembers Vickie Gibbs; Mike James; Terry McConnell; Pete Rogers; Tracy Sanson; Angie Wells.
- ABSENT: NONE.
- ALSO PRESENT: Mayor Bret Miles via Zoom; S. Scott Sage, City Attorney; Rachel Martin, My Phillips County Online; Kirby Ross, Phillips County Review; Shawn Ellenberger; Tim Driggs, Director of Public Works; Tiffini Gross, City Clerk.
- PLEDGE OF ALLEGIANCE           The Pledge of Allegiance to the United States was led by President Mike James.
- 2022 EMPLOYEE HEALTH INS RENEWAL           Scott Day, Day Insurance, presented the proposed City of Phillipsburg employees health insurance policy for 2022. He explained the renewal will have the same coverages as the current policy, the health insurance will have no premium increase to the city or employees; however, the dental will increase 2.78%. Day gave an overview of the three-tier plan and the three plan options. Moved by Rogers, seconded by Sanson to renew the health insurance policy with Day Insurance for 2022. Voting Aye: ALL. Opposed: NONE.
- MINUTES APPROVED           Moved by Wells, seconded by McConnell to approve the October 18, 2021 minutes as written. Voting Aye: ALL. Opposed: NONE.
- APP ORD 1055-10-21B APPROVED   Moved by Rogers, seconded by Wells to approve ordinance #1055-10-21B, to pay the bills for the month of October. Voting Aye: ALL. Opposed: NONE.
- ELECTION DAY                   James reminded the public tomorrow is Election Day.
- COVID                            Rogers reported Phillips County currently has 22 active COVID cases. He reported the wastewater testing showed a considerable spike on Monday 25<sup>th</sup> which corresponds with the peak in cases. Driggs will visit more with Rogers to discuss other factors that may affect the data. Rogers explained that a person's antibodies from getting COVID or the vaccine reduces the severity of the illness when a person gets it subsequent times, but it doesn't prevent you from contracting it. Rogers said all three vaccines are available for the booster shot and call the health department.
- CODE ENFORCEMENT           Sanson reported the code enforcement committee has put together a survey to gather the public's view of how code enforcement should be handled. Councilmembers requested to review the questions before it is sent out.

ELECTIONS	Wells reminded the public that Councilmembers Mike James and Terry McConnell, Mayor Bret Miles, the City Treasurer, and her own Council position was up for reelection tomorrow.
FALL CLEAN UP	Wells said that clean-up week is over and if residents still have piles out to take it to the landfill. She reminded residents to secure their poly-karts so they don't get blown over with the high winds.
YARD KARTS	Gibbs asked about yard karts. Gross said they would be picked up for the season the week of Nov 29 <sup>th</sup> - Dec 3 <sup>rd</sup> .
PUBLIC WORKS ACTIVITIES	Driggs reported the activities of the public works departments included city wide cleanup, winterization of facilities, cleaning and resurfacing street shop parking lot, correcting items from the Department of Labor Inspection, and replacing bulbs in the Christmas lights and wreaths.
CLEAN UP WEEK	Driggs said during cleanup week, 20.19 tons of solid waste was picked up.
FREE RIDES TO THE POLLS	Driggs announced the public transportation would be giving free rides to the voting polls tomorrow.
TRANSPORTATION GRANT APPLICATION AUTHORIZED	Driggs said the transportation grant is ready to be submitted and includes the requisition of a new van, which typically takes about a year and a half to get after one is ordered. Moved by Rogers, seconded by Gibbs to authorize Mayor Miles to sign the transportation grant application. Voting Aye: ALL. Opposed: NONE.
CAMPGROUND ADDITION	Driggs reported he has been working with supply companies and the electric company to get an estimate soon for the campground addition.
STATE STREET PROJECT	Driggs said the State Street project will bid next year and in preparation will need to get a temporary easement for the southwest corner of 6 <sup>th</sup> Street and southeast corner of 5 <sup>th</sup> Street to be able to build the sidewalk ramps.
AIRPORT ACCESS RD PROJECT CHANGE ORDER AUTHORIZED	Driggs presented Airport Access Road Project Construction Change Order No. 1 for a total decrease of \$16,229.45. Moved by Rogers, seconded by Wells to authorize Mayor Miles to sign Change Order No. 1. Voting Aye: ALL. Opposed: NONE.
AIRPORT ACCESS RD PROJECT AMEND NO.2 AUTHORIZED	Driggs presented Airport Access Road Project Amendment No. 2 to add 16 additional construction days and an increase of \$29,400 in engineering fees. Driggs said the FAA will cover 90% of the amendment. Moved by Gibbs, seconded by Sanson to authorize Mayor Miles to sign Amendment No. 2 Voting Aye: ALL. Opposed: NONE.
AIRPORT EXTENSION PROJECT	Driggs said the Airport Runway Extension Project design kickoff will be tomorrow at 10:00 am with FAA, KDOT, design engineer, and Driggs in attendance. Surveyors have already begun on site and Geotech will begin on Nov 15 <sup>th</sup> & 16 <sup>th</sup> . Driggs said KDOT Cost Share Grant was approved for \$1,557,000 of the project, Dane G. Hansen Foundation has approved to fund \$125,000, and he has also applied for a grant with Phillips County Economic Development as well as Cole and Morgan Foundations.

KDOT AIRPORT GRANT APPLICATION	Driggs said he has also applied for a 90 percent grant with Kansas Department of Transportation for a new AWOS system and updated software at the airport.
KDOL INSPECTION	Driggs presented the inspection report from Kansas Department of Labor and the corrective actions taken for each hazard found.
PLANNING COMMISSION	Driggs said that the Planning Commission will meet on November 17 <sup>th</sup> for a vacation hearing and change of zoning request.
COUNCIL AUTHORIZES BEGINNING ANNEXATION PROCESS	Moved by Wells, seconded by McConnell to add to the Planning Commission's agenda to begin the process of annexation for the airport runway extension project. Voting Aye: ALL. Opposed: NONE. Driggs pointed out that, throughout this process, the Council can decide to wait or table the process if they choose.
BOARD OF ZONING APPEALS	Driggs said the Board of Zoning Appeals will meet November 23 <sup>rd</sup> at 5:30 p.m. for public hearings on two special use permits.
CITY OFFICE TO CLOSE TUES 1-5PM	It was the consensus of the Council to close Phillipsburg City Office and all departments tomorrow from 1:00 p.m. to 5:00 p.m., so employees may attend former employee, Jim Shields' funeral.
USDA GRANT APPLICATIONS	James reported visiting with USDA representative who confirmed they are still reviewing the city's grant applications.
CASELLE CONVERSION	Clerk Gross gave an update on the Caselle Conversion as reviewing and correcting data in the Cemetery module. The Court module is planned to go live in January but the electronic conviction submission to the state will not be ready until March.
2022 CMB LICENSES APPROVED	Moved by Rogers, seconded by Gibbs to approve 2022 Cereal Malt Beverage Licenses for Alta, Pizza Hut, and Love's Travel Stop. Voting Aye: ALL. Opposed: NONE.
SEWER PROJECT	Wells asked for clarification on the residential sewer project. Driggs stated that the Council approved to move forward on the design, which was needed for the USDA grant application.
ADJOURN	Moved by Gibbs, seconded by McConnell to adjourn- time 6:55 p.m. Voting Aye: ALL. Opposed: NONE.

*Tiffini Gross*  


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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.