

**CITY OF PHILLIPSBURG
CITY COUNCIL MEETING
May 2, 2016**

The Phillipsburg City Council met in regular session on May 2, 2016, 6:00 P.M., at the Phillipsburg City Office, 945 Second Street.

- CALL TO ORDER** The meeting was called to order by Mayor Patrick Hewitt.
- ATTENDANCE** **PRESENT:** Council members Mike James; Rod Innes; Lynette Voorhees; Pete Rogers; Donna Speake.
- ABSENT:** Council member Travis Stites.
- ALSO PRESENT:** Scott Sage, City Attorney; Tim Driggs, Public Works Supervisor; Shawn Ellenberger; Kirby Ross, Phillips County Review; Jesse Rhea, KKAN/KQMA; Lisa Schmidt; Brenda Chance, City Clerk.
- MINUTES APPROVED** Moved by James, seconded by Voorhees, to approve the minutes of the April 18, 2016 meeting as written. Voting Aye: ALL. Opposed: NONE.
- APPROPRIATION ORDINANCE #1055-04-16B** Moved by Rogers, seconded by Voorhees, to approve an ordinance to pay the bills for the month of April. Voting Aye: ALL. Opposed: NONE. Statutory majority having voted for this ordinance; the city clerk assigned it ordinance #1055-04-16B.
- CITY ATTORNEY** Sage reported he is working on the charter ordinance concerning the engineer's estimate requirement. Work on the election ordinances will begin shortly.
- CDBG SURVEY** Chance presented information concerning the Community Development Block Grant (CDBG) program. Chance will use summer help to assist with the survey. It was the consensus of the Council to complete a Low to Moderate Income (LMI) survey. If the city has 51% LMI population, the city would be eligible to apply for CDBG funding.
- STAFF UPDATE** Chance reported Tiffini Gross has been promoted to Utility Billing Clerk II. Besides her current duties, Gross will work with transportation program grant.
- CITY OFFICE ROOF/UPGRADES** Driggs reported the city office building roof has been repaired by city staff. The roof is out of warranty. Mayor Hewitt suggested the insurance company be contacted to see if there is any coverage. It was the consensus of the Council to obtain bids for a new roof on the city building. Driggs reported the design and construction of updates to the city building including a new drive up window, windows, elevator, roof, and ADA compliance is estimated to be \$479,000.
- COMMUNITY BUILDING** Driggs reported the design and construction of updates to the community building including roof, windows, elevator, ADA restrooms would cost \$1.7 million. The repair of walls at the community building damaged by rain is being completed.
- MILLER PARKING** Dr. Miller's office staff had requested a handicap parking space be marked near their office. It was the consensus of the Council to establish the parking space.

TAMKO EASEMENT VACATION	Driggs reported to the Council, due to Kansas Department of Health & Environment (KDHE) requirements, TAMKO is in need of the city to release the easements that were kept when Ordinance #1394 was passed. Sage has asked TAMKO representatives to prepare the necessary documents and get KDHE approval prior to the City approving.
PUBLIC WORKS	Driggs updated the Council concerning work being done by Public Works Department. Fire hydrant flushing has been completed. Storm sewer maintenance has been done at 9 th & F and 9 th & Kansas. Nineteen fire hydrants are in need of repair or replacement.
MOSQUITOES SPRAYING	It was the consensus of the Council to have World Pest Control spray the parks and ball fields for mosquitoes during the month of May for a cost of \$575.
WATER PLANT	The city has a job opening for a Water Plant Operator I.
AQUATIC CENTER	Job descriptions and Policy and Procedures for the Aquatic Center were reviewed. Moved by Voorhees, seconded by Rogers, to accept the Aquatic Center policies and procedures. Voting Aye: ALL. Opposed: NONE. Discussion was held concerning the work needed before the outdoor pool can open.
PLANNING COMMISSION	The Planning Commission will be meeting and having a public hearing in the future for proposed changes to the zoning ordinance.
AIRPORT	The Airport Advisory Board will be meeting on Tuesday, May 3 rd .
HOUSING AUTHORITY	Mayor Hewitt recommended Kelly Wolters be reappointed to the Housing Authority Board. Moved by Innes, seconded by James, to reappoint Kelly Wolters to the Housing Authority Board. Voting Aye: ALL. Opposed: NONE.
EXECUTIVE SESSION	Moved by Speake, seconded by Rogers, to recess into executive session to discuss personnel matters of non-elected personnel to protect confidentiality with Tim Driggs until 7:02 p.m. Voting Aye: ALL. Opposed: NONE.
	Ross, Rhea, Schmidt, Ellenberger, Sage, and Chance left the meeting at 6:52 p.m.
EXECUTIVE SESSION	Moved by Speake, seconded by Rogers, to recess into executive session to discuss personnel matters of non-elected personnel to protect confidentiality with Tim Driggs until 7:07 p.m. Voting Aye: ALL. Opposed: NONE.
ADJOURN	Moved by Speake, seconded by Voorhees, to adjourn – time 7:08 P.M. Voting Aye: ALL. Opposed: NONE.

Brenda L. Chance
Brenda L. Chance, City Clerk