

**CITY OF PHILLIPSBURG  
CITY COUNCIL MEETING  
February 5, 2018**

The Phillipsburg City Council met in regular session on February 5, 2018, 6:00 P.M., 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 Bret Miles; Terry McConnell; Lynette Voorhees; Pete Rogers; Mike James; Travis Stites.
- ABSENT:** NONE.
- ALSO PRESENT:** Scott Sage, City Attorney; Tim Driggs, Public Works Supervisor; Kirby Ross, reporter Phillips County Review; Shawn Ellenberger; Todd Muir; Michael Wisner; Nick Poels; Dan Price; Sarah Beckman; Shanea Wyatt; Shelly Johnson; Craig Ralston; Members of Boy Scout Troop #123 Preston Beckman, Landon Wyatt, Benjamin Bennight, Kevin Jameson, Jackson Irwin, Luke Hoover, Layton Wyatt, Jon Prewitt, Jerry Carver, Isaac Ralston; Brenda Chance, City Clerk.
- PLEDGE OF ALLEGIANCE** Mayor Munyon welcomed the members of Boy Scout Troop #123 who led the Pledge of Allegiance to the United States of America.
- NUISANCE ANIMALS** Todd Muir voiced concern about dogs and cats running loose at South Village Estates. Mayor Munyon will talk with Sheriff Radabaugh concerning the complaints which have been received.
- Muir and Ellenberger left the meeting at 6:04 p.m.
- 366 STATE ST** Nick Poels, PCED executive director, requested the City Council extend the time for the building located at 366 State Street to be demolished. Poels is working with potential buyers. Poels reported the owner is willing to work with the community to make the building a viable structure. Poels will return to the March 5 City Council meeting to provide an update concerning the property.
- Ellenberger returned to the meeting at 6:12 p.m.
- MINUTES APPROVED** Moved by Miles, seconded by Voorhees, to approve the January 15, 2018 meeting minutes as written. Voting Aye: ALL. Opposed: NONE.
- APPROPRIATION ORDINANCE #1055-01-18B** Moved by Voorhees, seconded by James, to approve an ordinance to pay the bills for the month of January. Voting Aye: ALL. Opposed: NONE. Statutory majority having voted for this ordinance; the city clerk assigned it ordinance #1055-01-18B.
- NEX-TECH FRANCHISE** Mayor Munyon reported on the meeting with Jessica Morris, representative for Nex-Tech, concerning the city franchise agreement. Moved by Miles, seconded by James, to

AGREEMENT authorize the Mayor to sign the document to negotiate the franchise agreement with Nex-Tech. Voting Aye: ALL. Opposed: NONE.

FEES & RATES Discussion was held concerning existing city fees and rate information provided. Driggs provided some information concerning upcoming infrastructure needs. The Council Committees will work with Supervisors to approve work plans prior to rate setting. It was the consensus of the Council to discuss rates in March.

Mike Rose arrived at 6:30 p.m.

376 6<sup>th</sup> ST. A dangerous structure hearing for the property at 376 6<sup>th</sup> Street and owned by Mike Rose. DANGEROUS Rose reported the sale of the property is under contract to Josh Gonzales of Franklin, STRUCTURE Nebraska. The sale is to close on March 31<sup>st</sup>. Discussion was held about continuing the HEARING public hearing. The Council determined the hearing would continue since the sale of the property is not complete at this time.

Sage asked Driggs to review November 7, 2017 findings reports. Driggs reported the structure had been damaged by fire. The structure has not been occupied for a year. Driggs stated windows have been boarded up and access can be gained through the front door. Driggs did not know the value of the property but believed it could be renovated but there had been no activity to do so. Driggs stated the structure is a dangerous structure and requested the City Council give the owner 60 days to start construction and 60 day thereafter to complete the construction.

Rose said the fire was isolated and the property has been secured. He purchased it in September of 2017 because it can be saved. He has done some work such as fixing the roof vents and there was no hole in the roof. Rose paid \$5,000 plus the back taxes for the property and is selling it for \$10,000 to Mr. Gonzales. The contract for the sale was signed on February 5, 2018 at about 2:30 p.m. and the signatures were notarized.

After hearing the evidence, it was the consensus of the City Council to continue with the dangerous structure process. Moved by Miles, seconded by James, to have Sage prepare a resolution to begin the 60 day notice to start construction. Voting Aye: ALL. Opposed: NONE.

Rose left the meeting at 6:47 p.m.

DEPARTMENT OF A copy of the proposed City Council committees was reviewed. A new Department of ECONOMIC DEV. Economic Development and Chamber of Commerce Representative had been added. & CHAMBER OF Mayor Munyon provided information on the new Economic Development Advisory COMMERCE Board he has proposed. This Advisory Board will provide recommendations to the City REPRESENTATIVE Council Department of Economic Development and Chamber of Commerce ECONOMIC DEV. Representative who will then present the information to the City Council. Moved by ADVISORY James, seconded by Stites, to establish the Department of Economic Development and BOARD Chamber of Commerce Representative and the Economic Development Advisory Board.

COUNCIL Moved by Miles, seconded by McConnell, to approve the City Council Committees. COMMITTEES Voting Aye: ALL. Opposed: NONE.

PLANNING COMMISSION	Mayor Munyon recommended the following appointments to the Planning Commission: Jesse Pfortmiller, term expiring 2019; Angie Wells, term expiring 2019; Roger Jackson, term expiring 2019; Jon Weinman, Jr., term expiring 2020; Rhonda Keesee, term expiring 2020. Moved by Stites, seconded by Rogers, to approve the Mayor's recommended appointments to the Planning Commission. Voting Aye: ALL. Opposed: NONE.
HS COMMUNITY SERVICE	Mayor Munyon asked the City Council to provide him with any high school community service opportunities they might know of by Friday, February 9.
ARMORY	Discussion was held concerning replacement of chairs and tables at the armory. Samples and prices will be obtained.
LEGISLATIVE INFORMATION	James reported on the Topeka legislative visit and the proposed law that would allow City Councils to have the Mayor as a voting member of the Council.
SEWER TRUCK TO BE PURCHASED	James reported on the trip with Driggs to Denver to view the sewer cleaning truck available for purchase. It was a well maintained truck and available at a cost of \$70,000.00 delivered to Phillipsburg. Discussion followed. Moved by McConnell, seconded by Rogers, to purchase the truck. Voting Aye: ALL. Opposed: NONE. The purchase will be made with the insurance proceeds from the previous truck with the balance to come from Wastewater Equipment Reserve.
VIDEO RECORDING OF CITY COUNCIL MEETINGS	Miles reported contacting two individuals concerning the videoing of the City Council meetings. Only one individual expressed interest. Rachel Martin, owner of My Phillips County Online, will video the meetings for a cost of \$50 for the first hour to include a 30 minute setup time and \$25 for each additional hour. Live streaming and recording were discussed. Moved by Miles, seconded by James, to approve the My Phillips County Online bid. Voting Aye: ALL. Opposed: NONE. Martin will be asked to work with Chance to use the city's website.
SNOW DAY 01/22/2018	Discussion was held concerning the 01/22/18 snow day when the aquatic center and transportation program were closed and employee leave. Moved by Miles, seconded by Rogers, to not require the use of vacation for those who did not come to work on the snow day but to give an additional 8 hours of vacation to those employees who worked including Driggs and Chance. Voting Aye: ALL. Opposed: NONE.
FACILITY CLOSING WORK POLICY	Moved by Miles, seconded by James, if the Mayor closes the city office or aquatic center employees will be required to come to work and if they do not come to work they will be required to use vacation. Voting Aye: McConnell; Voorhees; Miles; James; Rogers. Opposed: Stites.
MINUTES	Mile requested the unapproved minutes be sent to councilmembers within a couple of days of the meeting.
FINANCE	Miles will setup a Finance Committee meeting. Mayor Munyon requested Driggs be invited to the meeting.

MECHANIC Voorhees asked if the city employs a mechanic. Driggs said the city does not have a mechanic hired but city employees perform simple maintenance.

AUDIT & INS Chance reported the audit request for proposals are due February 15 at 4:00 p.m. The request for proposal was sent to 2 Phillipsburg CPA firms, 2 in Manhattan, 2 in Hays, 1 in McPherson, and 1 in Salina.

Insurance bids are due March 1 at 4:00 p.m. Information was provided to 7 Phillipsburg insurance agencies and 1 from Newton.

STATE ST. DESIGN Driggs reported receiving a design contract from BG Consultants for phase one of the CITY LIMITS TO State Street project. The cost is \$90,300.00. Sage will review the contract for City 8TH ST. Council action at the next meeting.

STATE ST. Driggs reported the City's cost for the milling and overlay of State Street from Second 2<sup>nd</sup> ST. WEST Street west to the city limits will be \$2,295.27.

AIRPORT DBE It was the consensus of the City Council to post the airport Disadvantaged Business Enterprise goal at 2.75.

Driggs reported the airport terminal building is being renovated at this time.

PUBLIC WORKS Driggs reported on activities of the Public Works Department.

SOLID WASTE Driggs will discuss some solid waste policy revisions with the Council Committee. Stites requested employees be asked to place poly karts back where they were original sitting.

WATERPLANT A bid to sandblast and paint the water plant claricone was received from Torrey Brothers CLARICONE Painting, Inc. in the amount of \$68,400.00.

AQUATIC Driggs reported the Aquatic Center has received the two aquatic bikes. Employee plan to CENTER have an open house. Aquatic Center employees are recommending the addition of the following programs: Mommy & Me 5:30 p.m. – 6:00 p.m. Mondays & Wednesday; Water Zumba 3:30 p.m. – 4:00 p.m. and 6:00 p.m. – 6:30 p.m. on Monday & Wednesday; Water Exercise 10:00 a.m. – 10:30 a.m. on Monday & Wednesday, 9:00 a.m. – 9:30 a.m. on Saturday.

COMMITTEES Discussion was held about when City Council Committees will meet.

REALTOR SIGNS Driggs reported the Planning Commission was recommending the removal of a statement in the zoning ordinance that allows only 1 realtor sign per property. Moved by Stites, seconded by James, to approve the recommendation. Voting Aye: ALL. Opposed: NONE. The next meeting of the Planning Commission will be February 21<sup>st</sup>.

SUMMER HELP Discussion was held concerning summer help positions and the rate of pay. The pay range will be provided at the next meeting.

467 6<sup>th</sup> ST.  
DEMOLITION

The following bids for demolition were opened:  
Bohl Construction \$18,200  
Becker Terracing \$21,900.

Discussion was held concerning the county property tax sale to be held in March and this property being listed on the sale information. Moved by James, seconded by Voorhees, to wait until after the county tax sale for further action. Voting Aye: ALL. Opposed: NONE.

ADJOURN

Moved by Stites, seconded by McConnell, to adjourn time – 8:00 p.m.

*Brenda L. Chance*  
Brenda L. Chance, City Clerk