

**CITY OF PHILLIPSBURG  
CITY COUNCIL MEETING  
February 6, 2017**

The Phillipsburg City Council met in regular session on February 6, 2017, 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; Lynette Voorhees; Travis Stites; Pete Rogers.  
  
ABSENT: Council members Rod Innes; Donna Speake.  
  
ALSO PRESENT: Scott Sage, City Attorney; Tim Driggs, Public Works Supervisor; Shawn Ellenberger; Kirby Ross, reporter Phillips County Review; Tiffini Gross, Utility Billing Clerk II.
- MINUTES APPROVED** Moved by Stites, seconded by Voorhees, to approve the minutes of the January 16, 2017 meeting as written. Voting Aye: ALL. Opposed: NONE.  
  
Angie Wells arrived at 6:02 p.m.
- APPROPRIATION ORDINANCE #1055-01-17B** Moved by Vorhees, seconded by Rogers, 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 #1055-01-17B.
- CHAMBER MEMEBERSHIP** Angie Wells invited City of Phillipsburg to renew their membership with Phillipsburg Chamber and Main Street. Discussion was held regarding membership dues. Wells will report back to city clerk regarding what was paid last year. Mayor Hewitt recommended membership with Phillipsburg Chamber and Main Street. Rogers added that the membership would continue upon understanding of amount of dues paid last year. Seconded by Vorhees. Voting Aye: ALL. Opposed: NONE.  
  
Wells left at 6:07 p.m.
- CITY ATTORNEY** Sage reported that he has been working with the city clerk to amend an Ordinance that applies to the date of filing for elections.
- KLINK** Driggs requested a motion for the mayor to sign a final change order for the resurfacing 2<sup>nd</sup> Street KLINK project that was completed in October 2016, which showed a \$30,000 decrease in contract price and would final out the project. Moved by James, seconded by Stites for the mayor to sign the change order. Voting Aye: ALL. Opposed: NONE.
- KDOT TRAFFIC STUDY & CCLIP PROGRAM** Driggs reported that he received a notice from KDOT applications are due by March 17 for the City Connecting Link Improvement Program (CCLIP). Requested the Council consider or authorize the preparation of an engineering estimate for the project design of reconstructing Hwy 36 on State Street east of the concrete .

James relayed updated Council on recent meetings regarding Connecting LINK funding. Driggs reported KDOT also sent the city a request to allow them to do a traffic study with no cost to the city. It was the consensus of the Council to do a study for a push button cross walk at State and 7<sup>th</sup> Street. Moved by Rogers, seconded by Vorhees to prepare engineering survey for project on State Street. Voting Aye: ALL. Opposed: NONE. James indicated he would update Legislators on Council's directions.

NWKS	NWKS Planning & Development Commission offers a program to match funds up to 50 percent to update buildings for ADA compliance. The Council directed Driggs to obtain an estimate from engineers to do an assessment on the city office and check on the time limit for the program.
PUBLIC WORKS	Driggs reported actions of public works crews.
WATER TIRE GRANT	Driggs reported an application was submitted to obtain 4 park benches and 4 tables to be utilized at the old pool.
SEMS	Driggs reported staff has been working on the SEMS program to get the asset management program up and running and will be setting up a training session with the SEMS staff for the employees.
SLUDGE , TIER II, & DWR	Driggs reported staff has been working on the Annual Sludge report, Tier II report, and DWR Annual Water report and all are about ready to be submitted.
METER INSULATION	It was the consensus of the Council to bill customers for missing water meter insulator pads as Driggs reported that crews indicated in 2014 that every meter pit had a city provided insulation pad.
PUBLIC WORKS POLICIES	Driggs presented to the Council an updated policy handbook for Ice & Snow Removal Policy and Preventative Maintenance Program which describes in writing the current procedures that the public works crews follow. Driggs is also currently working on developing an Airport Emergency Plan policy. He requested the Council review both policies and provide a recommendation on adopting the policies next meeting.
RADIO EQUIP UPGRADE	There was discussion regarding the city's current radio system and options for upgrading for daily use and in emergency situations. It was the consensus of the Council to update the city's radio license, allow Driggs to purchase a repeater, and purchase 2 emergency 800 radios.
COMMUNITY BLDG	Driggs reported that new doors for the community building have been purchased and picked up and will be installed soon.
WATER CONFERENCE	Driggs asked for a list of those who want to go to the Water Conference on March 28 <sup>th</sup> -30 <sup>th</sup> . Registration must be submitted by February 10 <sup>th</sup> .
KDEM DISASTER UPDATE	Driggs reported the city has received approximately \$55,000 from KDEM in recouped funding for the expenses during the recent flood. All of the debris has been cleaned up and city is working on repairs of well 35 including waiting for purchased wire to be delivered. Approximately \$14,000 worth of expenses from the recent snow storm have been submitted to KDEM to request disaster relief funding.

WATERPLANT  
BID Driggs relayed information received from a bid on painting the waterplant's recarbonation tank. Moved by Vorhees, seconded by James to accept option 3 on the bid in the amount of \$29,800. Voting Aye: ALL. Opposed: NONE.

AQUATIC  
CENTER BID Driggs relayed information on a bid to repaint the Aquatic center outdoor pool with 2 coats of each color. The project would be done before April 1<sup>st</sup> and included a touchup of paint once a year. Moved by James, seconded by Vorhees to accept the bid as written in the amount of \$29,900. Voting Aye: James, Vorhees, Rogers. Opposed: Stites.

HAIL DAMAGE Driggs reported EMC insurance examined damage of various city buildings for hail damage. A check was received today for the skylight at the fire station. Hail damage to the library roof does not qualify due to pre-existing damage to the roof. The claim information for the library will be forwarded to the library board.

MITIGATION Driggs discussed applying for 2 mitigation funds program options, one to bypass Quanz or one to replace Quanz reservoir. It was the consensus of the Council to submit application for mitigation funds to replace Quanz reservoir.

PUB WORKS  
PROMOTION Driggs recommended that the city move Dustin Kendall and Nathan Schwenn from Maintenance I to Maintenance II, with the pay scale they would both stay on the existing step and move up on range from 14 to 15. Moved by Stites, seconded by Vorhees to promote both employees . Voting Aye: ALL. Opposed: NONE.

SPEED LIMIT  
SIGNS Hewitt requested a speed limit sign be moved. Driggs will send an email to KDOT regarding the change.

MAYOR ABSENT Hewitt reported he will be absent next meeting on February 20<sup>th</sup>.

ADJOURN Moved by Stites, seconded by Vorhees, to adjourn time – 7:30 p.m. Voting Aye: ALL. Opposed: NONE.

  
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Tiffini Gross, Utility Billing Clerk II