

ELLINWOOD, KANSAS
CITY COUNCIL MEETING
July 13, 2021, 7:00 P.M.
Ellinwood City Office

AGENDA

A. CALL TO ORDER

B. ROLL CALL

_____ Mayor Fullbright	_____ CM Prescott	_____ CM Clawson
_____ CM Isern	_____ CM Oelke	_____ CM Lebbin
_____ Administrator	_____ Clerk	_____ Attorney

C. RECITATION OF THE PLEDGE OF ALLEGIANCE

D. APPROVAL OF AGENDA

E. APPROVAL OF MINUTES

Attached you will find minutes from the June 8, 2021 meeting. If there are no corrections, the minutes will need to be approved as written.

F. APPROPRIATIONS

Attached is a listing of appropriations and encumbrances. Adoption of the appropriations ordinance authorizing payment of the bills is requested.

G. OLD BUSINESS

H. VISITORS

I. NEW BUSINESS

1. Service Awards
2. Review Property Clean-up at 211 East E
3. Discussion of Municipal Water Wells
4. Sale of Lot at 400 East 4th
5. Dilapidated Structure at 307 W 2nd
6. Power Plant Switch Gear Relays
7. Power Plant Engine Catalyst Testing
8. ARPA Funding
9. Library Budget and Board Approval

10. Set Date for Work Study Session for 2022 Budget Review
11. Notice to Exceed Revenue Neutral Rate
12. Discussion of City Sales Tax
13. Executive Session for Non-Elected Personnel
14. Executive Session for Acquisition of Property

J. REPORTS

1. Municipal Court Report for December is attached
2. Utilities Production Report is attached
3. Staff Report

K ADJOURNMENT

L: "2021 Council Agendas"

MEETING DATE: July 13, 2021

ITEM NO. 11

AGENDA ITEM SUMMARY

SUBJECT: Service Award

SUMMARY:

Service award will be presented to the following city employee for his years of service to the City of Ellinwood. The award will be presented to:

Nathan White – 5 years – Water Department

MEETING DATE: July 13, 2021

ITEM NO. 12

AGENDA ITEM SUMMARY

SUBJECT: Review Progress of Property Clean-up at 211 East E

SUMMARY:

Staff will give an update on the clean-up of the property located at 211 East E.

MEETING DATE: July 13, 2021

ITEM NO. 13

AGENDA ITEM SUMMARY

SUBJECT: Discussion of Municipal Water Wells

SUMMARY:

Over the last year manganese levels have increased in several of the city's water wells. Levels in Well 5 increased enough that we quit using it in February and brought in Ned Marks from Terrane Resources to help evaluate the cause. Enclosed is a detailed report from Mr. Marks with his findings and recommendations. He will be present at the meeting to further explain his findings and answer any questions. After reading his report you may question the cost of working over the current well vs drilling a new well. It is my understanding the cost to repair the existing well may be around \$70,000 vs drilling a new well with possible costs up to \$200,000. It will be staff's recommendation to retain Terrane Resources for further work on Well #5 relating to bidding specifications and inspections.

Also include here is the invoice of \$10,500 for the work done to date. This will need to be approved by council for payment.

MEETING DATE: July 13, 2021

ITEM NO. 14

AGENDA ITEM SUMMARY

SUBJECT: Sale of Lot at 400 East 4th

SUMMARY:

Enclosed is an offer for the property at 400 East 4th. Mr. Davis has family in the Ellinwood community and is moving to Ellinwood from Arizona and is planning to begin construction of a new home in the very near future. Staff will have more information at the meeting.

Staff's recommendation: Approve the offer for the sale of the lot with the rebate program in place.

MEETING DATE: July 13, 2021

ITEM NO. 15

AGENDA ITEM SUMMARY

SUBJECT: Dilapidated Structure at 307 W 2nd

SUMMARY:

Police Chief Chance Bailey, acting as the Code Enforcement Officer, will give council details relating to the condition of the structure and some recent history involving this structure located at 307 West 2nd. Following his report council will need to decide if they wish to move forward with condemnation of this property. If so, enclosed is a resolution that will need to be adopted setting a date for a public hearing. Staff will have more details and a review of the procedures for condemnation at the meeting.

MEETING DATE: July 13, 2021

ITEM NO. 16

AGENDA ITEM SUMMARY

SUBJECT: Power Plant Switch Gear Relays

SUMMARY:

The power plant switch gear was installed in 2001. We have learned that the electronic relays on the eight circuits feeding the town have served their useful life and we could begin to experience problems in the future. Staff recommends starting to replace these over the next several years. Enclosed are quotes to replace two of the relays this year. Staff will share more information at the meeting.

Recommendation: Approve replacing two relays from Utility HelpNet Inc. for \$11,980.00

MEETING DATE: July 13, 2021

ITEM NO. 17

AGENDA ITEM SUMMARY

SUBJECT: Power Plant Engine Testing – RICE NESHAP

SUMMARY:

RICE NESHAP is an acronym for Reciprocating Internal Combustion Engines National Emissions Standards for Hazardous Air Pollutants. Regulations require compliance testing of all engines that have a catalyst system. We have two engines with catalyst and they must be tested every five years. To stay current with regulations our testing must be completed before February 2022 so staff would like to get this scheduled for possibly later this fall. The expected costs will be \$12,200.00. Staff will have more information available at the meeting.

MEETING DATE: July 13, 2021

ITEM NO. 18

AGENDA ITEM SUMMARY

SUBJECT: ARPA Funding

SUMMARY:

The city has been awarded \$294,000.00 from American Rescue Plan Act funding. We will receive \$147,000.00 (50%) within the next few weeks and the remaining amount in July of 2022. Staff will briefly explain how this program works and what the eligible uses are. Staff will also share with council a list of projects that they could consider in the future for uses of this funding. Staff is not asking for any action to be taken at this time, this will only be an informational item.

MEETING DATE: July 13, 2021

ITEM NO. 19

AGENDA ITEM SUMMARY

SUBJECT: Library Budget and Board Approval

SUMMARY:

Our local library is a combined school/community library. The city is responsible for a portion of the funding and operation the library which is overseen by an appointed library board. Enclosed is a list of Library board members for approval along with the funding request for 2022.

MEETING DATE: July 13, 2021

ITEM NO. I 10

AGENDA ITEM SUMMARY

SUBJECT: Set Work Study Session for Review of 2022 Budget

SUMMARY:

A work study session to review the 2022 budget is being recommended by staff for one of the following 3 dates, July 26th, 27th, or 28th.

MEETING DATE: July 13, 2021

ITEM NO. I 11

AGENDA ITEM SUMMARY

SUBJECT: Notice to Exceed Revenue Neutral Rate

SUMMARY:

It has been recommended by the State Municipal Services Office, the County Clerk, and our auditors to hold a special public hearing to allow the city to exceed the RNR. In doing so council must approve to notify the County Clerk by July 20th of such action. Enclosed is the request that staff wishes to send to the Clerk and requires council approval to do so. The mil levy amount shown of 53.589 exceeds the RNR of 53.579 mils and allows us to be compliant with SB 13 in case the property valuations increase in November. The 53.589 mil levy is a 0.01 increase resulting in an increase of tax revenue of \$104.00 at the current estimated valuation. It is our understanding that the mil levy submitted here to the county clerk cannot be increased from this point forward.

MEETING DATE: July 13, 2021

ITEM NO. I 12

AGENDA ITEM SUMMARY

SUBJECT: Discussion of City Sales Tax

SUMMARY:

There has been some discussion in the recent past of looking into increasing our city sales tax revenue as an attempt to keep from increasing property taxes and accomplish more infrastructure improvements at the same time. Staff will share with council the procedures to do this and the probable need to hold a special meeting to discuss this in greater detail. This meeting will need to be in the immediate future as the county clerk will need to be notified by early September if council wishes to have it on the November ballot.

MEETING DATE: July 13, 2021

ITEM NO. I 13

AGENDA ITEM SUMMARY

SUBJECT: Executive Session for the Discussion of Non-Elected Personnel

SUMMARY:

MEETING DATE: July 13, 2021

ITEM NO. I 14

AGENDA ITEM SUMMARY

SUBJECT: Executive Session for Acquisition of Property

SUMMARY:

This executive Session will be for discussion of the acquisition of property to improve storm water drainage in the 500 blk of South Kennedy.
