

**CITY COUNCIL CHAMBERS**  
**JANUARY 12, 2013**  
**6:00 P.M.**

**A. CALL TO ORDER:**

**B. ROLL CALL:** Members present were Councilmembers Kirk Clawson, Irlan Fullbright, Kathy Hines, Gaila Nielsen, Rick Wilson and Mayor Frank Koelsch. Also present was Mary Jo Cunningham, representing the Ellinwood Leader.

**C. APPROVAL OF MINUTES:** A motion was made by Councilmember Rick Wilson to approve minutes for the December 11, 2012 regular council meeting, seconded by Councilmember Kirk Clawson. Motion carried. All voting in favor.

**D. APPROPRIATIONS:** A motion was made by Councilmember Gaila Nielsen to authorize payment of bills and claims processed, seconded by Councilmember Kathy Hines. Motion carried. All voting in favor.

**E. OLD BUSINESS:**

1. Commission on Aging Van: Staff reported the Ellinwood Commission on Aging is a non-profit corporation and is not connected to the City as any type of affiliated entity. The Commission on Aging does not have a sales tax exemption, therefore sales tax had to be paid on the van. The Commission on Aging paid the sales tax of \$2,624 and is requesting reimbursement from the City.

A motion was made by Councilmember Rick Wilson to reimburse the Commission on Aging for the sales tax paid on the van in the amount of \$2,624, seconded by Councilmember Irlan Fullbright. Motion carried. All voting in favor.

**F. VISITORS:** Ron and Mary Jo Cunningham, Kevin Clair, Art Keffer, Chris Komarek, Bob Zollinger and Gordon Eggers.

Mr. Eggers addressed council regarding the residential trash containers. He expressed concerns about individuals leaving the containers curbside and not moving them back to the house after trash pickup.

**G. NEW BUSINESS:**

1. Lions Club Request: Presented to council was a letter from the Ellinwood Lions Club regarding the "Yellow Dot Program." Bob Zollinger, a representative from the Lions Club was present to explain this program to the council. Mr. Zollinger explained the program is designed to help first responders give proper medical care to individuals with health issues in the case of an auto accident. The council was in agreement that this was a beneficial program for both the public and the first responders.

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2. City Audit – Waiver of GAAP Reporting: The City is required to conduct an audit each year in accordance with state statute. State statute specifies that audits are to be conducted according to Generally Accepted Accounting Principles (GAAP).

State statute authorizes a municipality to pass a resolution to adopt the cash basis method of accounting and audit control. A motion was made by Councilmember Kirk Clawson to adopt Resolution 11513-A authorizing the cash basis audit for 2013, seconded by Councilmember Gaila Nielsen. Motion carried. All voting in favor.

3. Employee Salaries: The budget for 2013 allowed for a 3% increase in employee’s wages. A motion was made by Councilmember Rick Wilson to approve a 2.5% or \$.40 per hour raise (whichever is larger) for all full-time employees, including the City Administrator salary and City attorney salary to be effective on the January 29<sup>th</sup> payroll, seconded by Councilmember Gaila Nielsen. Motion carried. Councilmembers Kirk Clawson, Irlan Fullbright, Gaila Nielsen and Rick Wilson voting aye and Councilmember Kathy Hines voting nay.

4. Capital Improvement Plan: Presented to council was an updated Capital Improvement Plan (CIP) through 2018. The CIP is a plan of purchases and improvements for a specific period of time.

A motion was made by Councilmember Kirk Clawson to approve the Capital Improvement Plan as presented, seconded by Councilmember Irlan Fullbright. Motion carried. All voting in favor.

5. Resolution Supporting Resolution for Creation of Recreation Commission : Presented to council was Resolution 1-15-13, a joint resolution of Unified School District 355 and the City of Ellinwood to create a joint recreation system. U.S.D 355 approved the resolution at their January 14, 2013 meeting.

A motion was made by Councilmember Irlan Fullbright to approve Resolution 1-15-13, seconded by Councilmember Kirk Clawson. Motion carried. All voting in favor.

6. Mower Quotes: Presented to council was a quote from Pro-Green Total Lawn Care for 3 Hustler mowers. The quotes were as follows:

31/72 Super Z 31hp Kawasaki 72” rear-discharge	\$10,400.00
31/72 Super Z HD 37hp Kawasaki 72” side discharge	10,500.00
25/72 Hustler Z, diesel 25hp Shibaura VX4 deck	11,800.00

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Staff recommends purchase of the 31/72 Super Z with the 37hp engine and also recommends the old mower be retained for mowing of rough areas such as the railroad right of way.

A motion was made by Councilmember Gaila Nielsen to approve the purchase of the 31/72 Super Z HD 37hp Kawasaki 72" side discharge mower at a cost of \$10,500.00, seconded by Councilmember Kathy Hines. Motion carried. All voting in favor.

7. Review City Water Emergency Plan: The City of Ellinwood Water Emergency Plan was adopted in 2008. The plan needs to be reviewed and updated, if needed, and approved. No changes to the plan are recommended at this time. A motion was made by Councilmember Kirk Clawson to approve the City Water Emergency Plan, seconded by Councilmember Gaila Nielsen. Motion carried. All voting in favor.
8. Kansas Organization for Space Modeling Request: Presented to council was a request from the local Space Modeling club for use of the airport to hold rocket launches on March 9, 2013 and September 7, 2013, with alternate dates of March 23, 2013 and September 21, 2013 in case of bad weather. A motion was made by Councilmember Kathy Hines to use the airport area for the rocket launches to be held on March 9, 2013 and September 7, 2013, with alternate dates of March 23, 2013 and September 21, 2013 in case of bad weather. Motion seconded by Councilmember Irlan Fullbright. Motion carried. All voting in favor.

**REPORTS:**

1. Municipal Court Report: Presented to Council was the Municipal Court Report for December, 2012.
2. Utilities Production Report: Presented to Council was the Utilities Production Report.
3. Staff Reports:
  - a) Staff reported the Ellinwood Chamber Appreciation Dinner will be January 25, 2013, please call the city office if interested in attending.
  - b) Staff reported the EMS department set a record of 343 ambulance runs in 2012.
  - c) The deadline for filing for City Council is noon on January 22nd. The mayor position and two council positions are available.

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- d) Staff reported he will be gone the second week in March to attend a KPP/KMU conference in Washington, D.C.
- e) Staff reviewed with council the end of the year financial condition of the City.
- f) Staff provided details of the Final traffic investigation for US-56/K-96 in Ellinwood. The following recommendations were made:
  - Traffic Signal – Install pedestrian push buttons and countdown pedestrian signals.
  - Speed Zones – Reduce speed limit from Hirsch to SE 115 Avenue from 50 mph to 45 mph.
  - Access Management – Closing the connection of W 1<sup>st</sup> Street to Wilhelm Ave. Also, a cul-de-sac east of Wilhelm could be considered. The council was not interested in the cul-de-sac recommendation.
  - Golf Cart Crossing - At the location where golf carts cross US-56, the crossing must be marked with clearly defined cross-walk pavement markings and appropriate signage. If pedestrians are also crossing the highway at this location, then ADA improvements such as ramps and sidewalks should be considered.
- g) Staff reported Craig Robl would like to install a heavy duty door on his hangar building at the airport. The uninstalled price of the door would be approximately \$13,000. In exchange for this improvement, Mr. Robl has requested a 5 year lease, one year of rent and the City run 220 to the hangar. Council had no objection to the proposal.
- h) Staff reported the Ellinwood Fire Department will be promoting a gun raffle fund raiser to fund the purchase of Jaws for Life at an anticipated cost of \$20,000. Ticket sales will begin around March 1<sup>st</sup>.
- i) Staff reported several diseased trees have been removed at Wolf Park. Jon Perron will be attending an Electric Lineman School February 5<sup>th</sup> and 6<sup>th</sup>. Chris Komarek will be attending the Firemen's Day at the Capitol in February.
- j) Staff reported the following projects for 2013:
  - Water line on East Santa Fe, beginning at Ellinwood Tank and ending at Dicks Engine Service.
  - Work on the sewage outfall line
  - Sewer line cleaning

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- Continued electric pole replacement and underground lines
- Replace south doors on City Park restrooms.
- Fire Department will be hosting a training session in September.
- Swimming pool needs sand blasted and painted and an a ADA compliant lift will be installed.

I. **ADJOURNMENT:** There being no further business at this time, a motion was made by Councilmember Kirk Clawson that the meeting be adjourned, seconded by Councilmember Kathy Hines. Motion carried. All voting in favor.

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Frank Koelsch, Mayor

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Kim Scharz, City Clerk