

**CITY COUNCIL CHAMBERS**  
**FEBRUARY 11, 2014**  
**7:00 P.M.**

**A. CALL TO ORDER:**

**ROLL CALL:** Members present were Councilmembers Irlan Fullbright, Kathy Hines, Alan Brauer, Rick Wilson and Mayor Frank Koelsch. Councilmember Kirk Clawson was absent. Also present was Mary Jo Cunningham and Karen LaPierre, representing the Ellinwood Leader and the Great Bend Tribune.

**C. APPROVAL OF MINUTES:** A motion was made by Councilmember Rick Wilson to approve minutes for the January 14, 2014 council meeting, seconded by Councilmember Kathy Hines. Motion carried. All present voting in favor.

**D. APPROPRIATIONS:** A motion was made by Councilmember Irlan Fullbright to authorize payment of bills and claims processed, seconded by Councilmember Alan Brauer. Motion carried. All present voting in favor.

**E. OLD BUSINESS: NONE**

**F. VISITORS:** Ron and Mary Jo Cunningham, Ken Lebbin, Chris Komarek, Art Keffer, Dale Masden, Leon Reichuber, Basil Dannebohm, Mitch Menges, John Hughes, Curtis Wolf, Kevin Clair and Karen LaPierre.

**G. NEW BUSINESS:**

1. Service Award: Service awards were presented to the following city employees for their years of service to the City of Ellinwood. The awards were presented to:

Erica Perron – 5 years – Ambulance Department  
Larry Clair – 15 years – Solid Waste Department

2. 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 and to request a 10,000' waiver from the FAA for these events. The dates requested are March 8<sup>th</sup>, 2014 and September 6, 2014, with alternate dates of March 22, 2014 and September 20, 2014 in case of bad weather. A motion was made by Councilmember Kathy Hines to use the airport area for the rocket launches on the dates requested above, seconded by Council Irlan Fullbright. Motion carried. All present voting in favor.

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3. Kansas Wetlands Education Center Report: Curtis Wolf, Site Manager of the Kansas Wetlands Education Center (KWEC) was present to give an update on the KWEC. The center continued to offer a wide range of programs to the public and schools. The KWEC offered a total of 474 programs, servicing a total of 12,386 participants. One of the main goals for 2014 is to continue to offer at least 1 public program per month and host various special events.
4. Chamber of Commerce AHF Update: J Basil Dannebohm, John Hughes and Mitch Menges, representing the Ellinwood Chamber of Commerce, were present to provide an update on this year's After Harvest Festival. There will be several new events, including a craft market on Friday and a KC sanctioned BBQ event on Friday. There will be a return of the 3 on 3 basketball tournament on the tennis courts at the City park on Saturday afternoon. Robert Peter, city administrator reminded the Chamber they will need to provide a list of city facilities needed, a list of events, and duration of events during the After Harvest Festival and request the use of those facilities.
5. AT&T Contract Review: Presented to council was the most recent revision of the AT&T contract that has been negotiated the last several months. There is some concern over parts of the contract and that language has been hi-lighted for review purposes. The primary concern is that the original contract was very specific as to the amount of equipment and type of alterations that could be placed on the water tower and the new agreement is not specific. After some discussion, the consensus of the council was to stay with the same language in the original contract as to the amount of equipment that could be placed on the water tower.
6. Sewer Line Cleaning: Presented to council was a proposal from Mayer Specialty Services to clean a portion of the City's sewer lines not to exceed a cost of \$10,000. The portion to clean is the main outfall line extending from West 7<sup>th</sup> Street to the sewer treatment plant. Bids were not solicited for the reason that this firm has done prior high quality work for the city.

A motion was made by Councilmember Kathy Hines to approve the proposal as submitted by Mayer Specialty Services to clean the main sewer outfall line extending from West 7<sup>th</sup> Street to the sewer treatment plant at a cost not to exceed \$10,000, seconded by Councilmember Alan Brauer. Motion carried. All present voting in favor.

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7. Solid Waste Truck Engine Repairs: Presented to council was the bill, including a narrative description of work performed, from Doonan Peterbilt for the replacement engine on the 2007 Peterbilt side loader solid waste truck in the amount of \$28,136.90. A motion was made by Councilmember Alan Brauer to approve the engine repairs at a cost of \$28,136.90, seconded by Councilmember Kathy Hines. Motion carried. All present voting in favor.

Robert Peter, city administrator proposed financing \$25,000 of the cost through a lease purchase from Community Bank of the Midwest. Presented to council was Resolution 21114 approving the lease purchase agreement from Community Bank of the Midwest. The lease would be for a period of 21 months, with an interest rate of 3.025% and a monthly payment of \$1224.08. A motion was made by Councilmember Irlan Fullbright to approve Resolution 21114, seconded by Councilmember Rick Wilson. Motion carried. All present voting in favor.

8. Review of City Water Emergency Plan: The City of Ellinwood Water Emergency Plan was adopted in 2008. The plan needs to be reviewed and approved annually. No changes to the plan are recommended at this time. A motion was made by Councilmember Alan Brauer to approve the City Water Emergency Plan, seconded by Councilmember Irlan Fullbright. Motion carried. All present voting in favor.
9. End of Year Financial Review: Presented to council was a “Summary of Cash Receipts, Cash Disbursements and Unencumbered Cash” by fund for the year ended December 31, 2013. It was noted the total 12/31/13 unencumbered cash stayed consistent with 12/31/12 unencumbered cash.
10. Water Tank Truck: Presented to council was a sales proposal from Southwest Truck Parts, Inc. in the amount of \$13,000 for a 2002 FL170 Freightliner truck to replace the 1970 Ford water tank truck. Southwest Truck Parts would supply a 60 day 50/50 warranty for parts and labor on major components, such as engine, transmission and differential. Southwest Truck Parts also agrees to purchase the 1970 Ford truck for \$1500 after the water tank is removed and mounted on the new truck.

A motion was made by Councilmember Alan Brauer to approve the purchase of the 2002 FL170 Freightliner truck from Southwest Truck Parts, Inc. for \$13,000, seconded by Councilmember Kathy Hines. Motion carried. All present voting in favor.

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11. Executive Session: An executive session is requested for discussion of confidential financial information related to a private business. A motion was made by Councilmember Irlan Fullbright to adjourn into executive session for 20 (twenty) minutes for discussion of confidential financial information related to a private business and that the council meeting will reconvene in the council chambers, seconded by Councilmember Alan Brauer. Motion carried. All present voting in favor. The governing body recessed into executive session at 9:15 p.m..

Meeting reconvened into regular session at 9:35 p.m. No action taken.

**REPORTS:**

1. Municipal Court Report: Presented to Council was the Municipal Court Report for January, 2014.
2. Utilities Production Report: Presented to Council was the Utilities Production Report.
3. Staff Reports:
  - a) Staff reported the rice upgrades at the power plant have been completed and the engineer will test before the end of February.
  - b) Staff reported Kelly Fann, IT consultant, will be working on offsite backup storage for all departments within the city. Jon Perron will be working with her to become familiar with the City's computer set up.
  - c) Staff reported the police department is getting a computer server.
  - d) Staff reported a letter will be sent to Main Street businesses to address the snow removal from sidewalks in front of their business. The snow will be removed from sidewalks when the snow event has ended. Also a request will be made to not park vehicles on the street until Main Street has been cleared of snow.
  - e) Knop Auto Parts contacted the City regarding the repair to the recycle truck that was approved at the January meeting. The repairs are now estimated to be over \$5000. It was determined this repair is not cost effective and will not be done. It has been decided that the recycle trailer can be hauled to Great Bend using a City pickup.
  - f) Staff reported he will attend a flood insurance seminar in Wichita

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- g) Staff reported the legal language on the Benesch contract has been worked out and the contract has been executed. The first phase consisting of data collection for the study of the entire water drainage basin will take approximately 60 days.
- h) Staff reported the grit chain at the sewer treatment plant is being completely rebuilt. Kansas Rural Water association will be testing all the well houses. Staff also reported the police department will be participating in the “SAFE Program” (seat belts are for everyone).
- i) Staff reported Nelson Stone has inspected the Main Street buildings for demolition. He does not feel the south wall of the Batchman property would be compromised during demolition. It was suggested that a certificate of insurance with the City named as additional insured be required for anyone obtaining items within the building.

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

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Frank Koelsch, Mayor

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Kim Schartz, City Clerk