

**CITY COUNCIL CHAMBERS**  
**JANUARY 10, 2017**  
**7:00 P.M.**

**A. CALL TO ORDER:**

**B. ROLL CALL:** Members present were Councilmembers Ken Lebbin, Kirk Clawson, Gaila Nielsen, Alan Brauer, James McCormick and Mayor Irlan Fullbright. Also present was Mary Jo Cunningham, representing the Ellinwood Leader and Veronica Coons, representing the Great Bend Tribune and city attorney Robert Peter.

**C. APPROVAL OF MINUTES:** A motion was made by Councilmember Alan Brauer to approve minutes for the December 13, 2016 regular council meeting, seconded by Councilmember Gaila Nielsen. Motion carried. All voting in favor.

**D. APPROPRIATIONS:** A motion was made by Councilmember Kirk Clawson to authorize payment of bills and claims processed, seconded by Councilmember Ken Lebbin. Motion carried. All voting in favor.

**E. OLD BUSINESS: NONE**

**F. VISITORS:** Ron and Mary Jo Cunningham, Jim McMullen, Rosie Joiner, Brittney Glenn, Judy Hayes

**G. NEW BUSINESS:**

1. 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 Alan Brauer to adopt Resolution 11017, seconded by Councilmember James McCormick. Motion carried. All voting in favor.

2. Splash Pad Additional Features Quote: Staff reminded council when the Splash Pad was approved last year, it was designed so that five additional water features could be added later when funding was in place. The Rotary Club has been successful in raising the remaining funds. Presented to council is a quote from Power Play in the amount of \$20,775 for the remaining features.

A motion was made by Councilmember Ken Lebbin to approve the quote from Power Play in the amount of \$20,775, seconded by Councilmember Gaila Nielsen. Motion carried. All voting in favor

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3. Worman Field Backstop Replacement Quote: The backstop at Worman Field has become very dilapidated and is believed to be unsafe. Staff explained with the return of high school baseball there will be an increased use of the facility this spring. The Ellinwood Community Foundation Board has pledged up to \$25,000 for this project. Presented to council is a quote from Eldridge Fencing in the amount of \$20,240 for the replacement of the backstop. The quoted price is with city staff removing the old backstop and prepping the site for installation of the new backstop.

A motion was made by Councilmember James McCormick to approve the quote from Eldridge Fencing in the amount of \$20,240 subject to the addition of a completion date of February 27, 2017 and a more detailed list of materials, seconded by Councilmember Ken Lebbin. Motion carried. All voting in favor.

4. Fire Department Breathing Air Compressor Quote: Staff explained the Fire Department was awarded the Assistance to Firefighters Grant last July for a maximum of \$23,850. The grant is a 5% matching grant. The grant was awarded for the purchase of a breathing air compressor and three 6000 psi cascade cylinders. Presented to council were the following proposals:

Air & Fire Systems	\$30,034
Emergency Fire Equipment	\$22,414

A motion was made by Councilmember Gaila Nielsen to approve the proposal from Emergency Fire Equipment in the amount of \$22,414 for the purchase of a breathing air compressor and three 6000 psi cascade cylinders, seconded by Councilmember Kirk Clawson. Motion carried. All voting in favor.

5. Discussion of Power Plant Engine Operation Schedule: Staff explained to be compliant with EPA and KDHE standards the city must have an annual schedule for the planned operation of power plant engines outside of an emergency and this schedule must be approved by the city council or someone appointed by the council.

After some discussion a motion was made by Councilmember Alan Brauer, to approve the interim city administrator as the primary individual authorized to approve the operation of the power plant engines, with Mayor Fullbright and Jim McMullen, power plant superintendent designated as alternates, seconded by Gaila Nielsen. Motion carried. All voting in favor.

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6. Employee Salaries: The budget for 2017 allowed for a 3% increase in employee's wages. Staff reminded council that at the October, 2016 council meeting, council approved utilizing 1/3 of those budgeted funds to help offset the increase in health insurance costs. Therefore, council can consider up to a 2% raise.

A motion was made by Councilmember Gaila Nielsen to approve a \$.35 per hour raise for all full time employees, seconded by Councilmember James McCormick. Motion carried. All voting in favor.

7. Discussion of Financial Advisor for Capital Project: Robert Peter, city attorney discussed the possible financing of a capital project for the City of Ellinwood. The amount discussed ranged from \$500,000 to \$1,500,000 and included possible funding for flood control and street improvements. Mr. Peter explained the City would need to hire a financial advisor or firm and a separate bond marketing company along with bond counsel. Mr. Peter provided council with possible financial advisors for the project, including Piper Jaffray & Co., George K Baum and Associates and Citi Code Financial. After some discussion the consensus of council is to gather needed information regarding the costs of the capital projects and develop a financial plan and strategy as far as flood control and the streets to be included in the project.
8. Executive Session for the Acquisition of Property: An executive session is requested for discussion of acquisition of property. A motion was made by Councilmember Kirk Clawson to adjourn into executive session for (10) ten minutes for discussion of acquisition of property with Robert Peter, city attorney, Chris Komarek, interim city administrator and Kim Schartz, city clerk present and that the council meeting will reconvene in the council chambers, seconded by Councilmember Gaila Nielsen. Motion carried. All voting in favor. The governing body recessed into executive session at 8:25 p.m.

Meeting reconvened at 8:35 p.m. No action taken.

**H. REPORTS:** (These reports were given prior to executive sessions)

1. Municipal Court Report: Presented to Council was the Municipal Court Report for December, 2016.
2. Utilities Production Report: Presented to Council was the Utilities Production Report.

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3. Staff Reports:

- a) Staff reported that two representatives from the Tri-Circle organization have expressed concern regarding maintenance on the bandshell. This was a maintenance project that the Tri-Circle organization was a part of in the past. They are requesting the city to continue looking at maintenance work needed on the bandshell.
- b) Staff reported the KDOT project has been hindered by weather problems. He also explained that some of the sanitary sewer work done by the contractors may not be accepted by the city.
- c) Staff reported city year-end financial information will be presented at the next meeting.
- d) Staff invited council to KMU Capitol Day on January 18<sup>th</sup>.
- e) Staff reported the EMS department made 391 runs in 2016 of which 97 were transfers.
- f) Staff reported oil has been purchased for the big OP engine at the power plant.
- g) Staff reported work has begun on a new sewer line at the fire station for the commercial washer that will be installed soon.
- h) Staff reported Jon and Cody will be attending a training class which will address electrical safety codes.
- i) Staff addressed the current power outages that are occurring and explained the outages are happening because a bad batch of insulators are breaking on a transmission line that feeds the city from Midwest Energy.

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

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Irlan Fullbright, Mayor

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Kim Schartz, City Clerk