

CITY COUNCIL CHAMBERS
OCTOBER 9, 2018
7:00 P.M.

- A. **CALL TO ORDER:** Mayor Irlan Fullbright called the meeting to order at 7:00 p.m. and the Pledge of Allegiance was recited.
- B. **ROLL CALL:** Members present were Councilmembers Kirk Clawson, Ken Lebbin, James McCormick, Jon Prescott and Mayor Irlan Fullbright. City attorney Robert Peter was present. Also present was Mary Jo Cunningham, representing the Ellinwood Leader and Veronica Coons representing the Great Bend Tribune.
- C. **APPROVAL OF MINUTES:** A motion was made by Councilmember Jon Prescott to approve minutes for the September 11, 2018 regular council meeting, seconded by Councilmember Ken Lebbin. Motion carried. All voting in favor.
- D. **APPROPRIATIONS:** A motion was made by Councilmember James McCormick to authorize payment of bills and claims processed, seconded by Councilmember Jon Prescott. Motion carried. All voting in favor.
- E. **VISITORS:** Jon Perron, Steve Oelke, Judy Hayes, Ron Cunningham, Jordan Waite, Brittney Glenn, Chance Bailey, Sheri Holmes, Spencer Proffitt, Jacque Isern, Joe Schulte

Sheri Holmes with the Ellinwood Community Library gave an update on library events during the last year. She also said the Library has been recognized as a five star library. In November, 2018 the library will celebrate their 50th anniversary as a school/community library.

F. **OLD BUSINESS: NONE**

G. **NEW BUSINESS:**

1. Swearing in of Newly Appointed Council Member: At the September 11, 2018 council meeting, Steve Oelke was appointed and approved to fill the vacant council position. Steve Oelke was sworn into office by Kim Schartz, City Clerk.
2. Chamber of Commerce Request: Jordan Waite representing the Ellinwood Chamber was present to request the use of Wolf Park, including the bandshell for the annual Christkindlmarket on Sunday, December 2nd, 2018.

CITY COUNCIL CHAMBERS
OCTOBER 9, 2018
7:00 P.M.

A motion was made by Councilmember Jon Prescott to allow the Ellinwood Chamber of Commerce to utilize Wolf Park, including the bandshell for the Christkindlmarket on Sunday, December 2nd, 2018, seconded by councilmember Kirk Clawson. Motion carried. All voting in favor.

3. Vision Service Plan Renewal: Presented to council is the renewal of the Vision Service Plan. The renewal premium per employee had a slight increase per month from \$17.93 to \$18.47. The total annual increase of cost to the City would be \$149.04

A motion was made by Councilmember Ken Lebbin to approve the renewal of the Vision Service Plan at \$18.47 per employee, per month, seconded by Councilmember Steve Oelke. Motion carried. All voting in favor.

4. Adopt Updated Cafeteria Plan Document: The City's Premium Only Plan (POP) Cafeteria Plan is administered by TASC, a third-party administrator and it is recommended to download and adopt the Plan Document annually at renewal to ensure the document contains the most current regulations and plan eligibility or benefit changes. Presented to council was the updated plan document for the City's Premium Only Plan (POP) Cafeteria Plan for the plan year November 1, 2018 through October 31, 2019.

A motion was made by Councilmember Jon Prescott to approve the Plan Document as presented above, seconded by Councilmember Kirk Clawson. Motion carried. All voting in favor.

5. Roofing Bids: Staff presented to council a copy of the Request for Proposal for Roofing Bids which was sent out to local contractors in response to the hail storm which occurred on May 29, 2018. The city buildings have been inspected by insurance adjusters. Two sealed bids were received and they are as follows:

Lyle Bryant Construction	\$ 29,147
Joiner Construction	\$ 35,885

A motion was made by Councilmember Ken Lebbin to approve the bid from Lyle Bryant Construction in the amount of \$29,147 with a completion date prior to March 1, 2019, seconded by Councilmember Kirk Clawson. Motion carried. All voting in favor.

CITY COUNCIL CHAMBERS
OCTOBER 9, 2018
7:00 P.M.

6. Electric Pole Quotes: Staff explained the City needs to purchase a partial load of poles for use in the maintenance of the electric system. Presented to council for consideration were the following 3 bids:

McFarland Cascade	\$ 8148.00 (plus sales tax)
Bell Lumber & Pole Company	\$ 8600.00 (plus sales tax)
Thomasson Company	\$10163.75 (plus sales tax)

A motion was made by Councilmember James McCormick to approve the purchase of electric poles from McFarland Cascade in the amount of \$8148 plus applicable sales tax, seconded by Councilmember Jon Prescott. Motion carried. All voting in favor.

7. Hydraulic Power Unit Quote: Staff explained the City currently owns a portable hydraulic power unit and a hydraulic driven 3” trash pump. The power unit is used to power other equipment and it is staff ‘s desire to purchase a second unit to have available for powering multiple pieces of equipment. Presented to council were the following quotes:

HP28B02 Power Unit (runs two tools):

Steffen Truck Equipment	\$7189
National Tool Rental	\$7347
Truck Utilities	\$7505

HP88D Power Unit (runs one tool)

Steffen Truck Equipment	\$6087
National Tool Rental	\$6621
Truck Utilities Inc	\$6355

TP03 3”Trash Pump

Steffen Truck Equipment	\$2020.50
-------------------------	-----------

A motion was made by Councilmember Jon Prescott to approve the purchase of the HP28BO2 Power Unit (runs two tools) from Steffen Truck Equipment in the amount of \$7189 and the purchase of a TPO3 3” Trash Pump from Steffen Truck Equipment in the amount of \$2020.50. Motion seconded by Councilmember Steve Oelke. Motion carried. All voting in favor.

CITY COUNCIL CHAMBERS
OCTOBER 9, 2018
7:00 P.M.

8. Consider Purchase of Used Truck for Sewer Department: Presented to council was a quote from Hoyt's Truck Sales for a 1997 Ford L8501 single axle dump truck for \$21,500. The truck has 190,000 miles. This truck would replace a 1977 street department dump truck that has been used solely by the sewer department to transport sludge and is in very bad condition. The new truck would be able to be used for other purposes within the water and street departments.

A motion was made by Councilmember Kirk Clawson to approve the purchase of the 1997 Ford L8501 single axle dump truck from Hoyt's Truck Sales in the amount of \$21,500, seconded by Councilmember James McCormick. Motion carried. All voting in favor.

9. Executive Session for the Acquisition of Property: An executive session is requested for preliminary discussion of the acquisition of real property. A motion was made by Councilmember Ken Lebbin to adjourn into executive session for (15) fifteen minutes for the purpose of preliminary discussion of the acquisition of real property, with Robert Peter, city attorney, Chris Komarek, city administrator and Kim Schartz, city clerk present and that the council meeting will reconvene in the council chambers, seconded by Councilmember Kirk Clawson. Motion carried. All voting in favor. The governing body recessed into executive session at 8:25 p.m.

Meeting reconvened at 8:40 p.m. No action taken.

H. REPORTS:

1. Municipal Court Report: Presented to Council was the Municipal Court Report for September, 2018.
2. Utilities Production Report: Presented to Council was the Utilities Production Report.
3. Staff Reports:
 - a) Staff informed council that the gentleman from Ryder Brick said it could be another two weeks before he could get to Ellinwood.
 - b) Staff reported the KDOT project engineers, Kirkham and Michael submitted the highway project for an award through the American Council of Engineering Companies and the project won the award for cities with population of 5,000 and under.

CITY COUNCIL CHAMBERS
OCTOBER 9, 2018
7:00 P.M.

- c) Staff reported the Long driveway project is approximately 99% complete.
- d) Staff reported city crews are trimming trees, doing concrete work at the pool, replacing curb and gutter and the power plant staff is winterizing engines
- e) Staff reported the EMS had a surprise inspection of an AEMT class and received a perfect inspection.

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 Ken Lebbin. Motion carried. All voting in favor.

Irlan Fullbright, Mayor

Kim Schartz, City Clerk