

**CITY COUNCIL CHAMBERS**  
**MARCH 12, 2019**  
**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, Jacque Isern, Ken Lebbin, Steve Oelke and Mayor Irlan Fullbright. Councilmember Jon Prescott was absent. Also present was Mary Jo Cunningham, representing the Ellinwood Leader, Russ Edem representing the Great Bend Tribune and City Attorney Jane Isern.
- C. **APPROVAL OF MINUTES:** A motion was made by Councilmember Kirk Clawson to approve minutes for the February 12, 2019 regular council meeting, seconded by Councilmember Ken Lebbin. Motion carried. All present voting in favor.
- D. **APPROPRIATIONS:** A motion was made by Councilmember Steve Oelke to authorize payment of bills and claims processed, seconded by Councilmember Jacque Isern. Motion carried. All present voting in favor.
- E. **OLD BUSINESS:**
1. Cereal Malt Beverage Ordinance: This issue was tabled from the February 12, 2019 meeting, in which legal counsel was requested to make a change in the ordinance. Presented to council was the updated Ordinance 2019-2, an ordinance regulating the sale of cereal malt beverage and beer containing not more than 6% alcohol by volume, with the requested changes and Ordinance 2019-3, an ordinance authorizing Sunday sales of alcoholic liquor and enhanced cereal malt beverages in the original package.  
  
A motion was made by Councilmember Kirk Clawson to adopt Ordinance 2019-2, seconded by Councilmember Steve Oelke. Motion carried. All present voting in favor.  
  
A motion was made by Councilmember Ken Lebbin to adopt Ordinance 2019-3, seconded by Councilmember Jacque Isern. Motion carried. All present voting in favor.
- F. **VISITORS:** Cody Clair, Jim McMullen, Blake Wornkey, Brittney Glenn, Kevin Clair, Spencer Proffitt, Jon Perron, Joe Schulte

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**G. NEW BUSINESS:**

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

James McMullen – 25 years – Electric Department  
Ryan Wirtz – 15 years – Fire Department  
Jon Perron – 10 years – Ambulance Department

2. Discussion of City Web Site: Staff has been advised by Civic Plus, the City's current web-site provider, that the current design of the web-site will no longer be available at the end of the current year. Staff has researched other web site options and has received the following quotes to create and maintain a new web-site:

	Start up Fee	Annual Cost
Civic Plus	\$5,625	\$2,106
Revive	\$5,400	\$1,800
Konza Digital	\$3,650	\$1,540
KRWA	\$ 500	\$ 100

City staff expressed concern that the KRWA website would not provide the flexibility to customize the website to meet the needs of the city. Cody Clair, representing Konza Digital was present at the meeting to present his website to city council.

A motion was made by Councilmember Kirk Clawson to approve the quote from Konza Digital with a start-up fee of \$3650 and an annual cost of \$1540, seconded by Councilmember Steve Oelke. Motion carried. All present voting in favor.

3. General Liability, Property, and Casualty Insurance Renewal: The City's general liability, property and casualty and worker's compensation insurance is up for renewal. This year's premium is \$122,837 compared to \$118,292 for last year which is an increase of 3.8%.

A motion was made by Councilmember Ken Lebbin to approve the general liability, property and casualty, and worker's compensation insurance renewal as presented, seconded by Councilmember Kirk Clawson. Motion carried. All present voting in favor.

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4. Request Use of Wolf Park: St. John LCMS Board of Evangelism is requesting the use of Wolf Park and the bandshell for an open to the public Christian band concert on June 8<sup>th</sup>, 2019 from 5:00 pm. to 10:00 pm.

A motion was made by Councilmember Steve Oelke to allow the St. John LCMS Board of Evangelism use of Wolf Park and the bandshell for an open to the public Christian band concert on June 8<sup>th</sup>, 2019 from 5:00 pm. to 10:00 pm., seconded by Councilmember Jacquie Isern. Motion carried. All present voting in favor.

5. Sale of Used Equipment: The city advertised the sale of the 1997 street department pickup and a pick-up bed that was removed from the 2011 pick-up that was recently purchased. The sale was by sealed bids that were to be submitted by 10:00 a.m. on March 11, 2019. The bids received were as follows:

1997 Street Department Pickup:

Aaron McCaffery	\$1,200
Kirk Day	975
Greg Manning	812
Darrin Moran	750
Larry Hauser	600

2011 Ford F-250 Super Duty Truck Bed:

George Sailing	\$ 350
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A motion was made by Councilmember Jacquie Isern to approve the sale of the 1997 street department pickup to Aaron McCaffery for \$1,200 and the sale of the 2011 Ford F-250 super duty truck bed to George Sailing for \$350. Motion seconded by Councilmember Ken Lebbin. Motion carried. All present voting in favor.

6. Executive Session for Non-Elected Personnel: An executive session is requested for discussion of non-elected personnel. A motion was made by Councilmember Ken Lebbin to recess into executive session for the discussion of non-elected personnel. Executive session will be for twenty (20) minutes beginning at 7:45 p.m. and council will reconvene in the council chambers at 8:05 p.m. Persons to remain in executive session are the governing body, city administrator and city attorney, seconded by Councilmember Kirk Clawson. Motion carried. All present voting in favor. The governing body recessed into executive session at 7:45 pm.

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Meeting reconvened at 8:05 p.m. No action taken.

7. Appointment of Solid Waste Director: Staff explained with the recent retirement of Larry Clair, a solid waste director needs to be appointed. As provided by City Code, the Mayor, with the consent of council, may appoint a solid waste director. Mayor Irlan Fullbright recommended the appointment of Brad Helfrich as solid waste director.

A motion was made by Councilmember Kirk Clawson, to approve the appointment of Brad Helfrich as solid waste director, seconded by Councilmember Ken Lebbin. Motion carried. All present voting in favor.

8. Appointment of Street Superintendent: At the September, 2018 council meeting, Spencer Proffitt was appointed interim street department superintendent for six months, to be reviewed at the March, 2019 meeting. As provided by City Code, the Mayor, with the consent of council, may appoint the street superintendent. Mayor Irlan Fullbright recommended the appointment of Kevin Clair as street superintendent.

A motion was made by Councilmember Jacque Isern to approve the appointment of Kevin Clair as street superintendent, seconded by Councilmember Kirk Clawson. Motion carried. All present voting in favor.

**H. REPORTS:**

1. Municipal Court Report: Presented to Council was the Municipal Court Report for February, 2019.
2. Utilities Production Report: Presented to Council was the Utilities Production Report.
3. Staff Reports:
  - a) Staff reported that demolition bid documents for the 2 houses which were approved for demolition are being worked on and will be submitted to local demolition contractors and will be advertised in the paper.
  - b) Staff reported that Bryant Construction has begun work on the city roofing project from last year's hail storm and has completed work at the water shop and the swimming pool.

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- c) Staff reported city staff has been finishing up miscellaneous winter work, including truck maintenance, working on a remodel project at the police station, and removing some trees. Staff also reported several employees have and will be attending training in the next few weeks.
- d) Staff reported Craig Merritt completed the police academy training.
- e) Staff reported the zoning ordinance has been sent out to the planning commission for their review and the plan is to schedule a meeting with the planning commission in mid to late April.

- 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 Steve Oelke. Motion carried. All present voting in favor.

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Irlan Fullbright, Mayor

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Kim Schartz, City Clerk