

**CITY COUNCIL CHAMBERS  
DECEMBER 10, 2019  
7:00 P.M.**

- A. **CALL TO ORDER:** Mayor Irlan Fullbright called the meeting to order at 7:00 p.m.
- B. **ROLL CALL:** Members present were Councilmembers Jacque Isern, Ken Lebbin, Steve Oelke, Kirk Clawson and Mayor Irlan Fullbright. Councilmember Jon Prescott was absent. City attorney Jane Isern was present. Also present was Mary Jo Cunningham representing the Ellinwood Leader and Veronica Coons representing the Great Bend Tribune.
- C. **RECITATION OF THE PLEDGE OF ALLEGIANCE**
- D. **APPROVAL OF AGENDA:** A motion was made by Councilmember Ken Lebbin to approve the agenda, seconded by Councilmember Steve Oelke. Motion carried. All present voting in favor.
- E. **APPROVAL OF MINUTES:** A motion was made by Councilmember Kirk Clawson to approve minutes for the November 12, 2019 regular council meeting, seconded by Councilmember Jacque Isern. Motion carried. All present voting in favor.
- F. **APPROPRIATIONS:** A motion was made by Councilmember Ken Lebbin to authorize payment of bills and claims processed, seconded by Councilmember Kirk Clawson. Motion carried. All present voting in favor.
- G. **OLD BUSINESS: NONE**
- H. **VISITORS:** Josh Komarek, Joel Krosschell, Donna Williams, RC Williams, Jon Perron, Brittney Bailey, Spencer Proffitt, Kevin Clair
- I. **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:  
  
Darren Beckwith – 5 years – EMS Department  
Josh Komarek – 5 years – EMS Department  
Cody Waite – 5 years – EMS Department  
Donna Williams – 5 years – EMS Department

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2. Recognition of School Awards: Mayor Irlan Fullbright acknowledged two awards for excellence recently received by Ellinwood Public School from the Kansas Department of Education. Ellinwood was one of eight schools in the state to receive a Commissioner’s Award “Highest Distinction”. They also received the Kansans Can Bronze Star Award in recognition of exceptional student success in the area of Postsecondary Effectiveness.
  
3. Zoning Change at 101 East B: Staff explained that Knop Commercial Rentals recently purchased the property at 101 West B, with the intent of installing storage units at this location. The property is currently zoned R-1 and it needs to be zoned C-2 to allow the storage units. A zoning change application has been submitted to the Planning Commission and a public hearing has been held on the zoning change application. After reviewing all the necessary criteria and listening to several of the surrounding property owners at the public hearing, the Planning Commission is making the recommendation to city council to change this property from R-1 to C-2. Presented to council for review is an Ordinance approving the rezoning of certain land from “R1” single family to “C2” heavy commercial.

A motion was made by Councilmember Kirk Clawson to approve Ordinance 2019-15 approving the rezoning of property at 101 East B, seconded by Councilmember Ken Lebbin. Motion carried. All present voting in favor.

4. Cereal Malt Beverage Applications: All cereal malt beverage licenses are due for renewal at the December meeting. The City has received the following applications for license issuance:

**General Retailer**  
Kansas Sidewinders MC

**Container Retailer**  
Ellinwood Family Foods  
Zip Stop, Inc.  
Casey’s General Store

A motion was made by Councilmember Steve Oelke to approve the cereal malt beverage applications and issue licenses for the applicants presented above for 2020, seconded by Councilmember Jacque Isern. Motion carried. All present voting in favor.

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5. 10<sup>th</sup> Street Curb and Gutter Specifications: Presented to council were design drawings, bid specifications and the advertisement for bids for extending 10<sup>th</sup> Street 180 feet going west from Kennedy with new curb and gutter. Joel Krosschell, representing EBH & Associates was present at the meeting to address questions regarding the bid specs. He stated the bid opening would be set for January 9, 2020 at 3:00 p.m. and noted the completion date for the project would be June 12, 2020. Mr. Krosschell explained there are six local contractors that bids would be sent to.

A motion was made by Councilmember Ken Lebbin to approve the bid specifications and advertisement for bids for the West 10<sup>th</sup> Street curb and gutter project, seconded by Councilmember Kirk Clawson. Motion carried. All present voting in favor.

6. Easement Agreement for Storm Sewer Improvements: Presented to council for review was an agreement with the property owner of the property on the east side of the Pohlman Addition to provide an easement to the City for the installation of new storm sewer pipe on this property.

A motion was made by Councilmember Ken Lebbin to approve the purchase of a permanent utility easement between Mary Jo and Ron Cunningham and the City of Ellinwood in the amount of \$5000 and allow Mayor Irlan Fullbright to execute the agreement, seconded by Councilmember Steve Oelke. Motion carried. All present voting in favor.

7. Replacement of Water Department Vehicle: Presented to council were quotes to replace the 1999 Ford Pickup in the water department. Staff explained the vehicle will come without a bed as staff intends to install a utility bed on the vehicle. The replacement of the pickup was budgeted for in 2019. The quotes received were as follows:

Trucks

Marmie Ford Inc. – 2020 Ford F250	\$25,209
Marmie Chevrolet – 2020 Chevrolet Silverado 2500HD	\$26,523
Marmie Motors – 2020 Dodge Ram 2500	\$27,693

Beds

Midwest Truck – Knapheide	\$ 7,688
Hays Truck – Knapheide	\$ 7,850
Hays Truck – RKI	\$ 9,050
Kansas Truck – Reading	\$ 8,148

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A motion was made by Councilmember Kirk Clawson to approve the quote from Marmie Ford for a Ford F-250 for \$25,209, seconded by Councilmember Jacque Isern. Motion carried. All present voting in favor. A motion was made by Councilmember Ken Lebbin to approve the quote from Midwest Truck for a Knapheide utility bed for \$7,688 installed, seconded by Councilmember Kirk Clawson. Motion carried. All present voting in favor.

8. Executive Session for Discussion of Non-Elected Personnel: An executive session was requested for discussion of non-elected personnel related to individual employee performance. A motion was made by Councilmember Ken Lebbin to recess into executive session for fifteen (15) minutes to discuss individual employees' performance pursuant to the non-elected personnel matter exception, KSA 75-4319 (b)(1). The open meeting will reconvene in council chambers at 8:05 p.m. Persons to remain in executive session are the governing body, city administrator and city attorney. Motion seconded by Councilmember Kirk Clawson. Motion carried. All present voting in favor. The governing body recessed into executive session at 7:50 p.m.

Meeting reconvened at 8:05 pm. No action taken. A motion was made by Councilmember Jacque Isern to recess into executive session for an additional ten (10) minutes to discuss individual employees' performance pursuant to the non-elected personnel matter exception, KSA 75-4319 (b)(1). The open meeting will reconvene in council chambers at 8:15 p.m. Persons to remain in executive session are the governing body, city administrator and city attorney. Motion seconded by Councilmember Steve Oelke. Motion carried. All present voting in favor. The governing body recessed into executive session at 8:05 p.m.

Meeting reconvened at 8:15 p.m. No action taken.

9. Employee Salaries: The budget for 2020 allowed for a 3% increase in employee's wages.

A motion was made by Councilmember Kirk Clawson to approve a \$.50 per hour raise for all full-time employees, excluding the City Administrator, to be effective the first payroll in January, seconded by Councilmember Steve Oelke. Motion carried. All present voting in favor.

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**J. REPORTS:** (These reports were given prior to executive session)

1. Municipal Court Report: Presented to Council was the Municipal Court Report for November, 2019.
2. Utilities Production Report: Presented to Council was the Utilities Production Report.
3. Staff Reports:
  - a) Staff reported the new lift station will be installed on Thursday
  - b) Staff reported city crews should finish tree trimming this week.
  - c) Staff reported there is an opening for a full-time police officer.
  - d) Staff reported that an atomic clock, which is tied to the switchgear at the Power Plant, has been installed.

**K. 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 present voting in favor.

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Irlan Fullbright, Mayor

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Kim Schartz, City Clerk