

**CITY COUNCIL CHAMBERS**  
**NOVEMBER 10, 2020**  
**7:00 P.M.**

- A. **CALL TO ORDER:** Mayor Irlan Fullbright called the meeting to order at 7:00 p.m. Due to the COVID-19 pandemic, the meeting was moved from City council chambers to the Ellinwood Community Library to comply with social distancing guidelines.
- B. **ROLL CALL:** Members present were Councilmembers Kirk Clawson, Ken Lebbin, Steve Oelke, Jon Prescott and Mayor Irlan Fullbright. Councilmember Jacque Isern was present via Zoom. City attorney Jane Isern was present. Also present via Zoom was Becky Gillette representing the Ellinwood Leader.
- C. **RECITATION OF THE PLEDGE OF ALLEGIANCE:**
- D. **APPROVAL OF AGENDA:** A motion was made by Councilmember Jon Prescott to approve the agenda as presented, seconded by Councilmember Steve Oelke. Motion carried. All voting in favor.
- E. **APPROVAL OF MINUTES:** A motion was made by Councilmember Ken Lebbin to approve minutes for the October 13, 2020 regular council meeting, seconded by Councilmember Kirk Clawson. Motion carried. All voting in favor.
- F. **APPROPRIATIONS:** A motion was made by Councilmember Kirk Clawson to authorize payment of bills and claims processed, seconded by Councilmember Jon Prescott. Motion carried. All voting in favor.
- G. **OLD BUSINESS:**
1. Automated Meter Infrastructure: As discussed at the October 13, 2020 meeting, Kansas Power Pool has put together a study of AMI for several member cities. Kansas Power Pool is in the process of obtaining financing for this project to allow them to provide up front financing of the initial set up costs for electric AMI costs to member cities. Kansas Power Pool would then bill the AMI costs to each member city on their monthly bill for a 10-year period. Brooke Carroll and James Ging representing the Kansas Power Pool were present at the meeting to provide council with more information regarding the financing of the project.

A motion was made by Councilmember Ken Lebbin to approve participating in the AMI project and approve financing through Kansas Power Pool, seconded by Councilmember Jon Prescott. Motion carried. All voting in favor.

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2. Housing Study: At the October 13, 2020 meeting, Justin Joiner explained a housing study is a tool necessary to apply for a Moderate Income Housing (MIH) grant. Presented to council were three proposals to do a housing study for the City of Ellinwood. One proposal is for an analysis of the rental housing need/demand of Ellinwood and would touch on the need for moderate income rental housing but does not analyze any owner-occupied housing. The other two proposals are a more complex study that would include a larger overview of the community that includes all housing with a market analysis for the community and an overview of housing challenges and assets. The proposals were as follows:

Novogradac Consulting LLP (rental housing only)	\$ 6,500
RDG Planning & Design	\$ 9,000
Novogradac Consulting LLP	\$10,500

A motion was made by Councilmember Jon Prescott to approve the housing study from RDG Planning & Design in the amount of \$9000 seconded by Councilmember Steve Oelke. Motion carried. All voting in favor.

H. **VISITORS**: Chance Bailey, Brittney Bailey, Jon Perron, Jordan Waite, Aaron Birzer, Justin Joiner, JR Robl, Kevin Clair

I. **NEW BUSINESS**:

1. Chamber of Commerce Request: Jordan Waite, representing the Ellinwood Chamber of Commerce was present at the meeting to request use of Wolf Park, including the bandshell for the annual Christkindlmarket on Sunday, December 6, 2020.

A motion was made by Councilmember Steve Oelke to allow the Ellinwood Chamber of Commerce to utilize Wolf Park, including the bandshell for the Christkindlmarket on Sunday, December 6, 2020, seconded by Councilmember Jon Prescott. Motion carried. All voting in favor.

2. Fire Department Equipment and Building Replacement: Chris Komarek, city administrator reviewed with council the damages from the October 6, 2020 accident. He explained the building and two vehicles are a complete loss, two other vehicles that were parked in the building are damaged but operable. The settlement received was \$92,120.57 less a \$1000 deductible leaving a net settlement of \$91,120.57. Staff is requesting council to

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consider replacing the damaged building with a building twice the size with an estimated cost of \$146,000. The increased size will allow for additional storage area for other city equipment. Staff explained settlements on the vehicles have not been determined at this point.

A motion was made by Councilmember Ken Lebbin to approve replacing the damaged building with a building twice the size and authorize staff to request a proposal from Joiner Construction who originally constructed the building, seconded by Councilmember Kirk Clawson. Motion carried. All voting in favor.

Staff also reported a northwest Kansas fire department has been in contact with the City regarding a brush truck that they would be willing to lease to the City to fill the need during this interim time. The consensus of council was to allow staff to pursue the leasing of this brush truck.

A special council meeting was set for November 19, 2020 at 6:00 p.m. to review the building quote and possible truck replacement.

3. Executive Session for Non-Elected Personnel: An executive session is requested for discussion of personnel matters of non-elected personnel related to individual employees' performance. A motion was made by Councilmember Ken Lebbin to recess into executive session for the purpose of discussion of individual employees' performance pursuant to KSA 75-4319(b)(1). Executive session will be for ten (10) minutes beginning at 9:05 p.m. until 9:15 p.m. and council will reconvene in the library at that time. Persons to remain in executive session are the governing body, city administrator and city attorney, seconded by Councilmember Jon Prescott. Motion carried. All voting in favor. The governing body recessed into executive session at 9:05 p.m.

Meeting reconvened at 9:15 p.m. No action taken. A motion was made by Councilmember Ken Lebbin to recess into executive session for an additional ten (10) minutes to discuss individual employees' performance pursuant to KSA 75-4319(b)(1). The open meeting will reconvene in the library at 9:25 p.m. Persons to remain in executive session are the governing body, city administrator and city attorney. Motion seconded by Councilmember Jon Prescott. Motion carried. All voting in favor. The governing body recessed into executive session at 9:15 p.m.

Meeting reconvened at 9:25 p.m. No action taken.

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**J. REPORTS:**

1. Municipal Court Report: Presented to Council was the Municipal Court Report for October 2020.
2. Utilities Production Report: Presented to Council was the Utilities Production Report.
3. Staff Reports:
  - a) Staff reported the community was without gas service a couple of weeks ago, and city staff was volunteered to assist Kansas Gas Service as a citizen contact.
  - b) Staff reported tree trimming is completed
  - c) Staff reported city crews will begin putting up Christmas decorations.

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

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Irlan Fullbright, Mayor

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Kim Schartz, City Clerk