

CITY COUNCIL CHAMBERS
DECEMBER 8, 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, Jacque Isern, Ken Lebbin, Steve Oelke, Jon Prescott and Mayor Irlan Fullbright. Also present was Jane Isern, city attorney.
- 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 Jacque Isern to approve minutes for the November 10, 2020 regular council meeting and the November 19, 2020 special council meeting, seconded by Councilmember Jon Prescott. Motion carried. All 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 voting in favor.
- G. **OLD BUSINESS: NONE**
- H. **VISITORS:** Chance Bailey, Brittney Bailey, Kevin Clair, Spencer Proffitt, Jon Perron
- I. **NEW BUSINESS:**
1. 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

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A motion was made by Councilmember Kirk Clawson to approve the cereal malt beverage applications and issue licenses for the applicants presented above for 2020. Seconded by Councilmember Steve Oelke. Motion carried. All voting in favor.

2. Senior Center Request: Presented to council was a letter from Mary Jo Cunningham, President of the Ellinwood Senior Center requesting financial assistance from the City to upgrade their computer and internet service.

Staff explained that city staff has contacted H & B Communications and they are willing to assist the Senior Center and provide them with updated computer equipment. A motion was made by Councilmember Jon Prescott to approve up to \$1000 for a computer upgrade for the Senior Center, seconded by Councilmember Jacque Isern. Motion carried. All voting in favor.

3. Wastewater Treatment Plant Gas Line: Staff explained the sewer treatment plant is served by natural gas for both heating and emergency generator operations. The line that feeds this gas was installed in 1998 and is placed across property owned by Knop Sand Co for which the city has an easement from Knop Sand. Since that time, Knop Sand would like to move the line to allow them to pump sand further south.

Staff has contacted Darin Hall with EBH and was told the surveying costs of the project would be \$2800. Staff anticipates the total estimated cost of installation and materials including the surveying costs could be approximately \$9000. Staff reported that Knop Sand will be responsible for the materials and installation of the gas line.

A motion was made by Councilmember Ken Lebbin to approve contributing up to \$2800 for the surveying costs to move the gas line, seconded by Councilmember Jon Prescott. Motion carried. All voting in favor.

4. Street Department Pick-up Purchase: Staff explained the 2021 budget includes funding to purchase a new pick-up for the street department, however staff is requesting council to consider the purchase this year. City staff has requested a four-wheel drive one-ton chassis which would be useful during weather emergencies and with pulling heavy trailers and pumps.

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Presented to council were 3 bids received from Marmie Motors. Staff noted the bids include a utility box that would be installed on the truck prior to delivery and also noted all vehicles have a 6 to 10 month delivery date.

2021 Dodge Tradesman	\$37,696.00
2021 Chevy Silverado	\$38,510.00
2021 Ford F350	\$42,983.00

A motion was made by Councilmember Kirk Clawson to approve the purchase of the 2021 Chevy Silverado from Marmie Motors in the amount of \$38,010.00 (with a deduction of \$500 from the cost with the deletion of the spare tire) seconded by Councilmember Jacque Isern. Motion carried. All voting in favor.

5. Executive Session for Non-Elected Personnel: An executive session was requested for discussion 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 twenty (20) minutes beginning at 8:10 p.m. until 8:30 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 Steve Oelke. Motion carried. All voting in favor. The governing body recessed into executive session at 8:10 p.m.

Meeting reconvened at 8:30 p.m. No action taken. A motion was made by Councilmember Ken Lebbin to recess into executive session for an additional twenty (20) minutes to discuss individual employees' performance pursuant to KSA 75-4319(b)(1). The open meeting will reconvene in the library at 8:50 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 8:30 p.m.

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Meeting reconvened at 8:50 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 9:00 p.m. Persons to remain in executive session are the governing body and city attorney. Motion seconded by Councilmember Jon Prescott. Motion carried. All voting in favor. The governing body recessed into executive session at 8:50 p.m.

Meeting reconvened at 9:00 p.m. No action taken.

6. Employee Salaries: Staff explained the budget for 2021 allowed for a 3% increase in employee's wages, however due to the increase in the health insurance premium, council approved to use 1.5% of the budgeted wage increase to help fund the increased premium cost, therefore leaving a 1.5% budget for wage increases.

A motion was made by Councilmember Jon Prescott to approve a 1.50% raise for all full-time employees, including the City Administrator, to be effective the first payroll in January, seconded by Kirk Clawson. Motion carried. All voting in favor.

7. Executive Session for Flood Control Property Acquisition: An executive session is requested for discussion of the acquisition of real property related to the flood control project. A motion was made by Councilmember Ken Lebbin to recess into executive session pursuant to KSA 75-4319(b)(6) for the purpose of discussion of the acquisition of real property relating to the flood control project. Executive session will be for ten (10) minutes beginning at 9:10 p.m. until 9:20 p.m. and council will reconvene in the library at that time. Persons to remain for the 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 9:10 p.m.

Meeting reconvened at 9:20 p.m. No action taken.

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J. REPORTS:

1. Municipal Court Report: Presented to Council was the Municipal Court Report for November 2020.
2. Utilities Production Report: Presented to Council was the Utilities Production Report.
3. Staff Reports:
 - a) Staff reported that city crews are finished with Christmas decorations.
 - b) Staff reported the removal of the damaged fire department building is complete.
 - c) Staff reported that Kevin and Spencer picked up the new International Durastar truck from Missouri.
 - d) Staff reported the Kansas Forest Service has notified the city that a 2 ½ ton brush truck is available.
 - e) Staff explained to council that the brush truck totaled out in the accident did not have collision coverage, therefore insurance will not pay the city anything for this truck. The best scenario is to try and get restitution through district court for the value of the truck.
 - f) Staff reported interviews will be done this week for the open lineman position.

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 Steve Oelke. Motion carried. All voting in favor.

Irlan Fullbright, Mayor

Kim Schartz, City Clerk