

CITY COUNCIL CHAMBERS
AUGUST 9, 2016
7:00 P.M.

A. CALL TO ORDER:

B. ROLL CALL: Members present were Councilmembers Kirk Clawson, Ken Lebbin, Alan Brauer, James McCormick, Gaila Nielsen and Mayor Irlan Fullbright. Also present was Mary Jo Cunningham, representing the Ellinwood Leader and Veronica Coons, representing the Great Bend Tribune. City Attorney Robert Peter was also present.

C. APPROVAL OF MINUTES: A motion was made by Councilmember Gaila Nielsen to approve minutes for the July 12, 2016 regular council meeting and the July 18, 2016 and July 25, 2016 special city council meetings, seconded by Councilmember Kirk Clawson. Motion carried. All voting in favor.

D. APPROPRIATIONS: A motion was made by Councilmember Kirk Clawson to authorize payment of bills and claims processed, seconded by Councilmember Ken Lebbin. Motion carried. All voting in favor.

E. OLD BUSINESS: NONE

F. VISITORS: Ron and Mary Jo Cunningham, Josh Komarek, Judy Hayes, Sheri Holmes, Joe Schulte, Chelsey & Dexter Doll

G. NEW BUSINESS:

1. Service Award: A service award was presented to Chelsey Doll for her 10 years of service to the Ellinwood EMS Department.
2. Public Hearing on 2017 Budget: As part of the adoption of each year's budget, a Public Hearing is required. Notice has been given pursuant to statute to hold this year's hearing at 7:00 p.m.

Mayor, Irlan Fullbright opened the public hearing on the proposed 2017 budget at 7:05 p.m. There were no comments from the public. Mayor Fullbright declared the public hearing closed at 7:08 p.m.

3. Consideration of Budget for Approval: At the conclusion of the public hearing, the Council considers adoption of the proposed budget. An ordinance must be passed adopting the budget. Adoption of the proposed budget does not require spending the amounts adopted; however, the adopted budget allows those amounts to be utilized when necessary.

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A motion was made by Councilmember Ken Lebbin to adopt the 2017 proposed budget and adopt Ordinance 2016-3, an ordinance approving, adopting and appropriating, by fund the budget of the City of Ellinwood, Kansas for the year beginning January 1, 2017, seconded by Councilmember Kirk Clawson. Motion carried. All voting in favor.

4. Library Update: Sheri Holmes, Library Director with the Ellinwood School/Community Library was present to give an informational presentation about library funding and new and available services at the Library.
5. Pitney Bowes Lease Agreement: The city's lease on the postage machine is due to expire. Presented to council for review was a proposed lease for a period of 60 months at a cost of \$1188 per year, which remains unchanged from the previous lease.

A motion was made by Councilmember Gaila Nielsen to approve the Pitney Bowes lease of a postage machine for a period of 60 months at \$1188 per year, seconded by Councilmember James McCormick. Motion carried. All voting in favor.

6. Ambulance Lease Purchase Agreement: Presented to council was a resolution and letter agreement with Community Bank of the Midwest for a lease purchase agreement for the 2016 Horton ambulance. The lease amount is \$40,000 for a period of four years with an interest rate of 2.995% and an estimated monthly payment of \$890.

A motion was made by Councilmember Kirk Clawson to accept the lease purchase agreement with Community Bank of the Midwest, and approve Resolution 080916, seconded by Councilmember Alan Brauer. Motion carried. All voting in favor.

7. Amendment to KDOT Utility Agreement: Presented to council was an amendment to Utility Agreement No. 006162007, regarding relocation of sewer and water lines. The bid work to be performed has changed to include only preliminary and construction engineering, and to pre-purchase lift station equipment. The remainder of the original agreement will be handled as part of the construction of Project 56-5 KA 2051-02. The estimated total amount is being changed from \$2,507,449 to \$658,200.

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A motion was made by Councilmember Gaila Nielsen to approve the amendment to Utility Agreement No. 006162007, seconded by Councilmember Ken Lebbin. Motion carried. All voting in favor.

8. Delinquent Accounts Review – Executive Session: The auditors recommend the City annually review delinquent accounts and write off those accounts which are becoming aged. A review and write-off of older accounts provides the City with a more accurate amount of collectible accounts receivable at year end. Although the accounts are written off, the City will continue with collection efforts including referral of the accounts to the State of Kansas Setoff Program to offset against tax refunds or funds. The city's percentage of bad debts is very low.

An executive session is requested to review the list of delinquent accounts. A motion was made by Councilmember Ken Lebbin to adjourn into executive session for ten (10) minutes for review of delinquent accounts, with Robert Peter, city attorney, Chris Komarek, interim city administrator and Kim Schartz, city clerk present and that the council meeting will reconvene in the council chambers. Councilmember Alan Brauer seconded the motion. Motion carried. All voting in favor. The governing body recessed into executive session at 7:40 p.m.

Meeting reconvened into regular session at 7:50 p.m. No action taken.

After some discussion, a motion was made by Councilmember Alan Brauer to approve the list of delinquent accounts as presented for write off, seconded by Councilmember Gaila Nielsen. Motion carried. All voting in favor.

9. Executive Session for the Acquisition of Property: An executive session is requested for discussion of acquisition of property. A motion was made by Councilmember Gaila Nielsen to adjourn into executive session for (20) twenty minutes for discussion of acquisition of property with Robert Peter, city attorney, Chris Komarek, interim city administrator and Kim Schartz, city clerk present and that the council meeting will reconvene in the council chambers, seconded by Councilmember James McCormick. Motion carried. All voting in favor. The governing body recessed into executive session at 7:53 p.m.

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Meeting reconvened at 8:13 p.m. No action taken. A motion was made by Councilmember Ken Lebbin to adjourn into executive session for an additional 20 (twenty) minutes for discussion of acquisition of property with Robert Peter, city attorney, Chris Komarek, interim 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 8:13 p.m.

Meeting reconvened into regular session at 8:33 pm. No action taken.

There was a brief discussion regarding utility easement with Great Bend Coop.

H. REPORTS: (These reports were given prior to executive sessions)

1. Municipal Court Report: Presented to Council was the Municipal Court Report for July, 2016.
2. Utilities Production Report: Presented to Council was the Utilities Production Report.
3. Staff Reports:
 - a) Staff gave an update on the KDOT project. Project contractors and KDOT representatives will be in town Wednesday morning for a pre-construction conference. City staff will also be present at the meeting. Plans are to begin work on the detention pond and water main east of Annie Mae's.
 - b) Staff reported work has begun on the splash pad. The last day for the swimming pool will be Saturday August 20th.
 - c) Staff reported weed notices continue to be mailed out. The city has mowed more lawns this year as compared to previous years.
 - d) Staff reported the EMS department received a perfect inspection from the Board of EMS. Staff also reported an EMT class will be starting August 22nd. The proposed delivery date for the new ambulance is sometime before the end of September.

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- 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 Scharz, City Clerk