

CITY COUNCIL CHAMBERS
MARCH 13, 2018
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 Alan Brauer, Jon Prescott, Kirk Clawson, Ken Lebbin, James McCormick and Mayor Irlan Fullbright. Also present was Mary Jo Cunningham, representing the Ellinwood Leader and Veronica Coons, representing the Great Bend Tribune and city attorney Robert Peter.
- C. **APPROVAL OF MINUTES:** A motion was made by Councilmember Alan Brauer to approve minutes for the February 13, 2018 regular council meeting and the February 19, 2018 special city council meeting, seconded by Councilmember Jon Prescott. 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 Jon Prescott. Motion carried. All voting in favor.
- E. **OLD BUSINESS: NONE**
- F. **VISITORS:** Mary Jo Cunningham, Ron Cunningham, Brittney Glenn, Jim McMullen, Art Keffer, Jon Perron, Kevin Clair, Michele Martin, Jordan Waite, Brian Schartz, Sharon Schartz, Rachel Ringering, Justin Nash, Jacque Isern, Kevin Kramp, Colter Dent, Joe Schulte
- 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:

Brian Schartz – 30 years – Fire Department
Kevin Clair – 20 years – Street Department
 2. Discussion of Building Permit Request: Staff explained that Rachel Ringering has requested a building permit to place a building on the lot located on Main Street next to Minnis Funeral Home to house a hair salon. The 16 ft wide and 28 ft long building will be built at a location in Salina on a steel frame and moved to the location and placed on a concrete foundation. Rachel Ringering and the contractor, Colter Dent were present to answer questions and concerns from staff and city council and provided council with pictures, including elevation views of the proposed building.

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Councilmember Jon Prescott commended Ms. Ringering for her desire to bring a business to Ellinwood and feels the city should embrace young entrepreneurs and provide assistance in finding a suitable business location. Council expressed concerns regarding the uniformity of buildings on downtown Main Street. Councilmember Ken Lebbin suggested a better fit for the proposed building could be on First Street, west of Extreme Ice, given the size of the building. Also discussed was the possibility of moving the building closer to Minnis Funeral Home and to possibly put red brick on the front of the building to provide some uniformity with some existing structures on Main Street. Staff explained that the porch cannot extend past the front of the other buildings. Also discussed was the availability of a lot in the 500 block of East 2nd Street. City Council tabled the issue and requested Ms. Ringering to explore the options noted above and contact City staff about a meeting in the future.

3. Chamber of Commerce AHF Request and Review: Michele Martin, Justin Nash and Jacque Isern, representing the Ellinwood Chamber of Commerce were present to request use of city facilities for the After Harvest Festival on July 19th through the 21st. As outlined in her letter to council, facilities requested include the practice football field, swimming pool, City Park, Wolf Park, Wolf Pond, Worman Field and the city streets for the 5K run. Also discussed was security for Friday and Saturday nights at the City Park.

City Attorney, Robert Peter explained the Chamber of Commerce is ultimately responsible for under-age drinking, because it is their event and they are the host. The council consensus is to have the Chamber check ID's at the gate for the dance and wristband anyone 21 and over. The Chamber requested the city provide police officers to check ID's at each gate. City Attorney, Robert Peter suggested this would not be in the best interest of the City, however a police officer could be stationed near a gate to provide a police presence. The Chamber also discussed an incident that happened last year and explained if they could have contacted the police before the incident escalated, it could have possibly been avoided. The Chamber inquired as to the best process to notify the police department in the case of an incident.

A motion was made by Councilmember Jon Prescott to approve 2 additional police officers and provide the Chamber with radios for direct contact with the police department and request the Chamber to check ID's at the dance and wristband anyone 21 years old and over, seconded by Councilmember Ken Lebbin. Motion carried. All voting in favor.

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A motion was made by Councilmember James McCormick to approve the use of the city facilities for the After Harvest Festival as requested above, seconded by Councilmember Kirk Clawson. Motion carried. All present voting in favor.

4. 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 \$116,866 compared to \$118,877 for last year.

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

5. Electrical Wiring Update at Power Plant: Staff explained the wiring inside the power plant has needed updated for many years and staff would like to begin work on updating the wiring and breaker panels. He explained this will be a project that will be done as time allows and will be done with city staff as much as possible. Presented to council was a quote from Stanion Wholesale Electric for a 2000-amp main breaker panel and the wiring to connect to the outside transformer for a cost of \$11,762.46.

A motion was made by Councilmember Jon Prescott to approve the quote from Stanion Wholesale Electric in the amount of \$11,762.46, seconded by Councilmember James McCormick. Motion carried. All voting in favor.

6. End of Year Financial Review: Presented to council was a "Summary of Cash Receipts, Cash Disbursements and Unencumbered Cash" by fund for the year ended December 31, 2017.
7. Discussion of Additional Street Renovations: Staff explained since the street and storm sewer project came in considerably under the amount of funding secured for the project this allows for the possibility of using the remaining funds to do additional street work. Staff has contacted the City's Bond Attorney in regard to additional street improvements. Staff explained at this time the only additional work that can be done is related to the current approved projects and therefore requests council to consider approving additional work at the intersection of First and Kennedy at an estimated cost of \$17,000 to \$20,000 based on the costs of the alternate bids for intersection work.

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Councilmember James McCormick made the motion to approve the additional work at the intersection of First and Kennedy, seconded by Councilmember Jon Prescott. Motion carried. All voting in favor.

8. Executive Session for the Acquisition of Property: An executive session is requested to discuss negotiations for possible acquisition of property relating to the flood control project. A motion was made by Councilmember Alan Brauer to adjourn into executive session for (10) ten minutes to discuss negotiations for possible acquisition of property relating to the flood control project, with Robert Peter, city attorney and Chris Komarek, City Administrator present and that the council meeting will reconvene in the council chambers, seconded by Councilmember Ken Lebbin. 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.

H. REPORTS:

1. Municipal Court Report: Presented to Council was the Municipal Court Report for February, 2018.
2. Utilities Production Report: Presented to Council was the Utilities Production Report.
3. Staff Reports:
 - a) Staff reported the school has changed their timeline for the building at Worman Field. They may revisit it in the fall.
 - b) Staff reported plans to do a spring newsletter to address new procedures for the trash truck, junk vehicles, mowing clippings to street, etc.
 - c) Staff reported Janel Rose from the Barton County Health Department has contacted the City about a grant for high visibility cross walks at the stop light and for design of a sidewalk from the highway to past the railroad tracks.
 - d) Staff reported that city crews are working at the American Legion lot repairing the sprinkler system that was damaged during the highway construction.

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- e) Staff reported the splash pad currently runs 4 features consistently for 4 minutes. Staff explained to reduce the amount of water used by the splash pad, the city can get a new timer where only 2 or 3 features run consistently.
- f) Staff reported the pre-construction meeting with Suchy Construction was held yesterday. The plan is start on the storm sewer project first.
- g) Staff explained the City office remodel is basically completed and there were extra charges of \$553 from Bryant Construction and there will be an extra charge of approximately \$3000 for carpet pad.

I. **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 voting in favor.

Irlan Fullbright, Mayor

Kim Schartz, City Clerk