

CITY COUNCIL CHAMBERS
OCTOBER 13, 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 and Mayor Irlan Fullbright. Councilmember Jon Prescott was absent. City attorney Jane Isern was present. Also present was Becky Gillette representing the Ellinwood Leader.
- C. **RECITATION OF THE PLEDGE OF ALLEGIANCE:**
- D. **APPROVAL OF AGENDA:** A motion was made by Councilmember Ken Lebbin to approve the agenda as presented, seconded by Councilmember Kirk Clawson. Motion carried. All present voting in favor.
- E. **APPROVAL OF MINUTES:** A motion was made by Councilmember Steve Oelke to approve minutes for the September 8, 2020 regular council meeting and the September 22, 2020 special council meeting, seconded by Councilmember Jacque Isern. Motion carried. All present voting in favor.
- F. **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 present voting in favor.
- G. **OLD BUSINESS:** NONE
- H. **VISITORS:** Brittney Bailey, Jon Perron, Kevin Clair, Gordon Eggers, Tyson Revell, Justin Joiner
- Mr. Gordon Eggers expressed appreciation to the city council for their efforts in cleaning up vacant lots around town.
- I. **NEW BUSINESS:**
1. Public Hearing for USDA Grant: The USDA grant provides funding for cyber security computer upgrades. The next step in the process for finalizing the USDA grant requires the city to hold a public hearing to allow the public to comment on the use of the funding.

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Mayor, Irlan Fullbright opened the public hearing for public comment on the USDA grant funding at 7:08 p.m. After hearing no comments from the public, Mayor Irlan Fullbright declared the public hearing closed at 7:09 p.m.

2. USDA Grant: Presented to council were proposed estimated expenditures for cyber security computer upgrades. The USDA grant will provide partial funding of \$3900 for the project. The proposed estimated expenditures were as follows:

H & B Communications - Equipment/Services	\$ 7,895.17
Dell – Computer Equipment	\$ 3,341.96

A motion was made by Councilmember Ken Lebbin to approve the estimated costs presented above and authorize Mayor Irlan Fullbright to execute the remaining grant documents to secure the grant funding. Motion seconded by Councilmember Kirk Clawson. Motion carried. All present voting in favor.

3. Service Award: A service award was presented to Tyson Revell for his 5 years of service to the Fire department.
4. Vacant Lot Sale: Staff explained that “For Sale” signs have been placed on the three smaller 50’ wide lots owned by the city. Staff presented to council a form that prospective purchasers will use to make an offer to purchase the city’s empty lots.

Presented to council was an offer on the lot at 414 E. 4th made by Gordon and Pam Eggers for \$3500 to place a garage on the lot which would qualify them for the rebate program.

A motion was made by Councilmember Kirk Clawson to accept the offer submitted by Gordon and Pam Eggers in the amount of \$3500, seconded by Councilmember Steve Oelke. Motion carried. All present voting in favor.

5. Housing Study: Justin Joiner representing Joiner Construction was present to address council regarding a housing study for the City of Ellinwood. Mr. Joiner explained the housing study is a tool necessary to apply for a Moderate Income Housing (MIH) grant. The grant would be sponsored by the city and monies would flow from the state to the city and then to the developer. The grant provides gap financing to the developer

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for possible future expansion including multi-family duplexes. The approximate cost of the study could be \$8000 to \$9000 and could be paid for out of the economic development fund.

A motion was made by Councilmember Ken Lebbin to authorize staff to request proposals for a housing study, seconded by Councilmember Jacque Isern. Motion carried. All present voting in favor.

6. Street Project Change Order #5 and #6: Staff presented to council change orders #5 and #6 on the street project. Staff consulted with Mayor Irlan Fullbright and approved change order #5 in the amount of \$1425.00 and change order #6 in the amount of \$382.38 to allow the project to continue.

A motion was made by Councilmember Jacque Isern to ratify staff's decision to approve change order #5 in the amount of \$1,425 to allow the project to continue, seconded by Councilmember Steve Oelke. Motion carried. All present voting in favor.

A motion was made by Councilmember Kirk Clawson to ratify staff's decision to approve change order #6 in the amount of \$382.38 to allow the project to continue, seconded by Councilmember Jacque Isern. Motion carried. All present voting in favor.

7. KPP Voting Delegates: Staff explained that each member city has a vote on certain business items concerning KPP operations and each city is allowed one primary voting delegate and two alternates. Currently, Chris Komarek is the primary delegate and Jon Perron and Tyson Revell are alternates.

A motion was made by Councilmember Steve Oelke to appoint Chris Komarek as primary voting delegate and Jon Perron and Tyson Revell as alternates, seconded by Councilmember Kirk Clawson. Motion carried. All present voting in favor.

8. Spark Funding Projects: Staff reminded council that at the July 14, 2020 council meeting, council approved Resolution 71420, a City Coronavirus Relief Fund Resolution. The City's share of the CARES federal funding to be received from the County was \$112,011.84. In July, 2020 a direct reimbursement spreadsheet was presented to the County for COVID 19 related expenses up to that date in the amount of \$3,212.09. At that same time a direct aid plan was presented to the County for expending the

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remaining federal funds allocated to the City. Staff explained in mid-September, the city was notified by the county that the direct aid plan was approved. He also explained that due to the very short time to have these projects completed, once notification of the approval of the plan was received staff started to get the plan into motion. Presented to council was the direct aid plan submitted to the county. The proposed expenditures included in the plan were as follows:

- Remote learning and staff training for the police department- \$14,020
- Computers/Tablets for remote work - \$45,000
- Sneeze guards and barriers – City Hall - \$ 8,000
- PD Covid 19 related renovations to provide distancing - \$30,000
- Zoom for remote learning/meetings - \$ 200
- 800 radios for communications - \$11,579

Also, presented to council was an estimate from Garrett Contracting & Design for the Covid-19 related renovations to the police department in the amount of \$30,000 detailed above.

A motion was made by Councilmember Ken Lebbin to approve the above proposed itemized projects and expenditures to include the estimate from Garret Contracting in the amount of \$30,000 for the police department renovations, seconded by Councilmember Steve Oelke. Motion carried. All present voting in favor.

9. Park Street Drainage: Staff explained that more study has been done on the Park Street drainage problem addressed at the August 11, 2020 meeting. Staff presented to council the following possible solutions and estimated costs:

- Remove the existing bridge and replace with an arch railcar culvert – Stone Sand Co., Inc. - \$12,184 plus the cost of the railcar.
- Leave the current bridge in place and place a 30” culvert around the bridge at a lower elevation, which could be done by city crews at an anticipated cost of \$10,000.
- Leave the current bridge in place and remove the middle box divider and bottom and then replace the bottom at the required depth to allow for proper drainage – Akita Construction and Rental, Inc - \$18,459 to \$21,162.

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After some discussion, the consensus of council was to pursue the railcar option because it is a more permanent solution than the other two options. A motion was made by Councilmember Ken Lebbin to approve the arch railcar culvert option and the quote from Stone Sand in the amount of \$12,184, including the placement of the railcar, removing a tree and stump to allow additional room during the installation and to clean out the ditch from the culvert to the golf cart bridges (cost of railcar not included), seconded by Kirk Clawson. Motion carried. All present voting in favor.

10. AT&T Antenna Agreement Changes: Presented to council was an updated AT&T antenna agreement for equipment placed on the north water tower. A motion was made by Councilmember Jacque Isern to approve the AT&T antenna agreement as presented, seconded by Councilmember Steve Oelke. Motion carried. All present voting in favor.

11. AMI – Automated Meter Infrastructure: Staff explained that automated metering infrastructure (AMI) has been something staff has wanted to implement, but it has not been pursued because the initial cost was prohibitive. Kansas Power Pool has put together a study of AMI for several member cities and is proposing funding the initial set up costs over possibly a 10-year period through KPP. Jon Perron has been researching AMI and the benefits it would provide to the city. Presented to council for their review was information explaining the benefits of AMI and how it would affect the city. Some of the major benefits are noted below:

- Accurate and up to date meters and having all new meters
- Monitor system performance
- Timely data collection for billing, reduction in human error in billing and meter reads
- Customer portals
- Reduce cost of shutoffs, turn-ons, move in and out reads, re-reads, etc.
- Remote disconnects – less customer confrontations
- Outage detection

Staff explained that KPP needs to have a commitment by December 1st and recommends the issue be tabled to allow council time to review the information and to place the issue back on the agenda for the November meeting for possible action.

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J. REPORTS:

1. Municipal Court Report: Presented to Council was the Municipal Court Report for September 2020.
2. Utilities Production Report: Presented to Council was the Utilities Production Report.
3. Staff Reports:
 - a) Staff reported city crews will be tree trimming for the next 4 to 6 weeks.
 - b) Staff explained that the city is waiting for insurance adjusters to complete their paperwork for damages to the fire department building and vehicles. A structural engineer will be here next week to evaluate the building.

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 present voting in favor.

Irlan Fullbright, Mayor

Kim Schartz, City Clerk