

CITY COUNCIL CHAMBERS
NOVEMBER 9, 2021
7:00 P.M.

- A. **CALL TO ORDER:** Mayor Irlan Fullbright called the meeting to order at 7:00 p.m. in council chambers.
- 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 Mike Gilmore, representing the Great Bend Tribune.
- C. **RECITATION OF THE PLEDGE OF ALLEGIANCE**
- D. **APPROVAL OF AGENDA:** A motion was made by Councilmember Steve Oelke to approve the agenda, seconded by Councilmember Jacque Isern. Motion carried. All present voting in favor.
- E. **APPROVAL OF MINUTES:** A motion was made by Councilmember Kirk Clawson to approve minutes for the October 12, 2021 regular council meeting seconded by Councilmember Ken Lebbin. Motion carried. All present voting in favor.
- F. **APPROPRIATIONS:** A motion was made by Councilmember Jacque Isern to authorize payment of bills and claims processed, seconded by Councilmember Steve Oelke. Motion carried. All present voting in favor.
- G. **OLD BUSINESS: NONE**
- H. **VISITORS:** Alex Feil, Mark Chesney, Brittney Bailey, Chance Bailey, Jarrod Carr
- I. **NEW BUSINESS:**
1. Service Award: A service award was presented to Joel Rajewsky for his 15 years of service to the Fire Department.
 2. Kansas Power Pool Update: Mark Chesney, CEO/General Manager with the Kansas Power Pool (KPP) was present to provide city council with an update of KPP activities.
 3. TASC Amendment: Presented to council was an amendment to the city's cafeteria plan and flexible spending account and dependent daycare accounts. Last year, due to Covid, there were changes made to these plans allowing for more flexibility in regard to carryover of unused funds, increased elective contributions, mid-year changes to election amounts,

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etc. This amendment is to retroactively confirm these changes to the plan document.

A motion was made by Councilmember Steve Oelke to approve the amendment to the TASC plan document, seconded by Councilmember Kirk Clawson. Motion carried. All present voting in favor.

4. Sales Tax Ordinance: Staff explained with the recent passing of the sales tax referendum, council will need to adopt an ordinance to levy the sales tax. Presented to council was Ordinance 2021-10, an ordinance levying a city retailers' sales tax in the amount of one-half of one percent (0.5%) within the City of Ellinwood, effective April 1, 2022.

A motion was made by Councilmember Ken Lebbin to adopt Ordinance 2021-10 as presented above, seconded by Councilmember Jacque Isern. Motion carried. All present voting in favor.

5. Water Well #5 Workover Proposals: At the July 13, 2021 council meeting Ned Marks of Terrane Resources provided council with a detailed report of his findings for water well #5. Council then approved contracting with Terrane Resources to develop a work plan for water well #5. Staff reported that specifications were received from Mr. Marks. Staff forwarded this information to three water well companies for bids to complete the necessary work. Staff made council aware that all quotes will be somewhat open ended because there will most likely be changes made as the work progresses. The bids received were as follows:

Sargent Drilling (Salina, Ks.)	\$129,268.04
Rosencrantz-Bemis Drilling Co.	\$ 42,829.95
Clarke Well and Equipment, Inc.	\$ 39,750.00

A motion was made by Councilmember Ken Lebbin to approve the bid from Clarke Well and Equipment, Inc. in the amount of \$39,750, seconded by Councilmember Steve Oelke. Motion carried. All present voting in favor.

6. Park Equipment: Staff reported there is a need for new picnic tables for use at the city park and a request for funding was made to the Ellinwood Community Foundation. The Foundation board approved funding this project. Presented to council were two quotes for twelve tables, eleven (8' long) and one handicap table. The quotes were as follows:

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School Outfitters	\$12,281.64
KirbyBuilt Sales	\$12,990.20

A motion was made by Councilmember Steve Oelke to approve the purchase of 12 picnic tables from School Outfitters in the amount of \$12,281.64, seconded by Councilmember Kirk Clawson. Motion carried. All present voting in favor.

7. Police Department Policy Manual: Staff explained that Police Chief Bailey and City Attorney Jane Isern have been working on a detailed operations/policy manual for the police department. The proposed policy was previously given to council to review.

A motion was made by Councilmember Ken Lebbin to approve the Police Department Policy Manual, seconded by Councilmember Jacque Isern. Motion carried. All present voting in favor.

8. Executive Session for Discussion of Property Acquisition: An executive session was requested for discussion of acquisition of real property. A motion was made by Councilmember Ken Lebbin to recess into executive session pursuant to KSA 75-4319(b)(6) for the purpose of preliminary discussion of the acquisition of real property. Executive session will be for ten (10) minutes beginning at 8:15 p.m. until 8:25 p.m. and council will reconvene in council chambers at that time. Persons to remain in executive session are the governing body, city administrator and city attorney, seconded by Councilmember Kirk Clawson. Motion carried. All present voting in favor. The governing body recessed into executive session at 8:15 p.m.

Meeting reconvened at 8:25 p.m. No action taken.

9. Purchase of Property: After a brief discussion, a motion was made by Councilmember Kirk Clawson to approve a real estate purchase agreement with Tom Starnes for the property located at 300 E. B Street for \$2500, seconded by Councilmember Steve Oelke. Motion carried. All present voting in favor.

A motion was made by Councilmember Kirk Clawson to approve a real estate purchase agreement with David and Connie Carrier for the property at 212 E. B Street for \$600, seconded by Councilmember Jacque Isern. Motion carried. All present voting in favor.

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10. Executive Session for Non-Elected Personnel: An executive session is requested for discussion of personnel matters of non-elected personnel. A motion was made by Councilmember Ken Lebbin to recess into executive session pursuant to KSA 75-4319(b)(1) for the discussion of personnel matters of non-elected personnel relating to individual employees' performance. Executive session will be for 10 (ten) minutes beginning at 8:33 p.m. until 8:43 p.m. and council will reconvene in council chambers 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 8:33 p.m.

Meeting reconvened at 8:43 p.m. No action taken.

J. REPORTS:

1. Municipal Court Report: Presented to council was the Municipal Court Report for October, 2021.
2. Utilities Production Report: Presented to Council was the Utilities Production Report.
3. Staff Reports:
 - a.) Staff reported work is being done on South Kennedy replacing culverts and doing ditch work.
 - b.) Staff reported city crews will be working on Christmas decorations and finishing tree trimming.
 - c.) Staff explained that a Foundation meeting was held recently and it was approved to set aside some money to fund or partially fund specific projects of the City, including bandshell repairs, downtown sidewalk development and work at Wolf Pond.

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 Jacque Isern. Motion carried. All voting in favor.

Irlan Fullbright, Mayor

Kim Schartz, City Clerk