

**CITY COUNCIL CHAMBERS**  
**APRIL 11, 2017**  
**7:00 P.M.**

- A. **CALL TO ORDER:** Quorum was not present at 7:00 p.m. Meeting was called to order at 7:25 p.m. when a quorum was present.
- B. **ROLL CALL:** Members present were Councilmembers Ken Lebbin, Gaila Demel, Kirk Clawson and Mayor Irlan Fullbright. Councilmember James McCormick and Councilmember Alan Brauer were absent. Also present was Mary Jo Cunningham, representing the Ellinwood Leader and Veronica Coons, representing the Great Bend Tribune. City Attorney Robert Peter was present.
- C. **APPROVAL OF MINUTES:** A motion was made by Councilmember Ken Lebbin to approve minutes for the March 14, 2017 regular council meeting, seconded by Councilmember Kirk Clawson. Motion carried. All present voting in favor.
- D. **APPROPRIATIONS:** A motion was made by Councilmember Gaila Demel to authorize payment of bills and claims processed, seconded by Councilmember Kirk Clawson. Motion carried. All present voting in favor.
- E. **OLD BUSINESS: NONE**
- F. **VISITORS:** Ron & Mary Jo Cunningham, Marquita Behnke, Mike Ruppe, Cameron Ruppe, Brittney Glenn, Janice Birzer, Vicky Dayton, Mel Waite, Jim McMullen, Joe Schulte, Jon Perron, Judy Hayes

Councilmember Alan Brauer arrived at the meeting.

G. **NEW BUSINESS:**

1. KMU Designation of Voting Delegates: The annual meeting of Kansas Municipal Utilities is scheduled for May 3<sup>rd</sup> through May 5<sup>th</sup>, 2017. It is necessary that a voting delegate and alternate be designated by the council. Robert Peter is currently designated as voting delegate and Chris Komarek is currently designated as alternate voting delegate.

A motion was made by Councilmember Kirk Clawson to continue with the designation of Robert Peter as voting delegate and Chris Komarek as alternate voting delegate, seconded by Councilmember Gaila Demel. Motion carried. All present voting in favor.

2. Approval of City Fireworks Display Date and Contribution: Presented to council for consideration was a proposed date for a community fireworks display on Monday, July 3, 2017, with a rain date of Tuesday, July 4, 2017. The commitment of city funds was also discussed and staff explained as in

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the past, letters will be sent out to area businesses requesting donations for the event.

A motion was made by Councilmember Gaila Demel to approve the fireworks display on July 3, 2017, with a rain date of July 4, 2017 and approve a city contribution up to \$5,000 not including insurance, seconded by Councilmember Kirk Clawson. Motion carried. All present voting in favor.

3. Discussion of Drainage Ditch Right of Way at 801 E. Santa Fe: The property at 801 E. Santa Fe is owned by Cameron Ruppe. Mr Ruppe is considering placing a fence around his property. In order to do this and be able to back trailers into his building he needs additional room and would like to acquire part of the adjoining property that the city owns. Staff explained that along the east side of this property is the drainage ditch that drains over half of the city's storm water to the river. The city owns the property that the drainage ditch is on. Staff recommendation is to not sell any part of the city lot to Mr. Ruppe, but allow him usage of the lot. The city needs to maintain full access of the lot for mowing and any future ditch work that may need to be performed.

The consensus of the council is the City needs to maintain ownership of the property. A motion was made by Councilmember Ken Lebbin to direct legal counsel to draft a usage agreement between the City of Ellinwood and Cameron Ruppe, seconded by Councilmember Alan Brauer Motion carried. All present voting in favor.

4. Housing Opportunities Presentation: Vicky Dayton, Executive Director of Housing Opportunities, Inc. and Mel Waite, board member were present to provide information about the organization and future development possibilities within the City of Ellinwood.

Ms. Dayton explained various ways Housing Opportunities Inc. could assist the City of Ellinwood. They can write an infrastructure grant application which would assist the City in developing an area for housing. After an area has been determined for housing, they could write a \$25,000 grant for individual households for down payment and closing costs to build a new home with HOI for moderate housing. They can also assist the City with possible tax credits and senior housing needs. Ms. Dayton explained the grant submittal month for a moderate housing application is October and the submittal month for tax credits or senior housing application is February. Discussion ensued regarding possible locations

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for a housing development and the need for a community survey in regard to housing needs.

5. Executive Session: An executive session is requested for discussion of matters subject to attorney client privilege. A motion was made by Councilmember Alan Brauer to adjourn into executive session for fifteen (15) minutes for discussion of matters subject to attorney client privilege, 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 present voting in favor. The governing body recessed into executive session at 8:50 p.m.

Meeting reconvened at 9:05 p.m. No action taken. A motion was made by Councilmember Alan Brauer to adjourn into executive session for an additional twenty (20) minutes for discussion of matters subject to attorney client privilege, 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 present voting in favor. The governing body recessed into executive session at 9:05 p.m.

Meeting reconvened into regular session at 9:25 p.m. No action taken.

**H. REPORTS:**

1. Municipal Court Report: Presented to Council was the Municipal Court Report for March, 2017.
2. Utilities Production Report: Presented to Council was the Utilities Production Report.
3. Staff Reports:
  - a) Staff reported several individuals will be attending various training and conferences to include a budget workshop, flood plain meeting, metering school and KMU conference
  - b) Staff has been contacted again in regard to maintenance at the Bandshell. Staff has noted the metal door needs replaced, and trim work around the windows needs to be done.

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- c) Staff reported the street department has been busy mowing. The water department has been installing the sprinkler system at the splashpad, and will soon begin pool maintenance.
- d) Staff reported Jon and Kim have been working with FEMA on assistance from the ice storm.
- e) Staff reported the power plant generated one day because of crane work being done for the KDOT project. He said it is providing good training for the power plant staff.
- f) Staff attended a Scenic Byway meeting at the Wolf Hotel.
- g) Staff reported the city has recently received five and a half inches of rain and is pleased with the improvement to the drainage in the north ditch from the work the city has done to this point.
- h) Staff gave an update on the KDOT project. Rain has delayed the progress. Staff explained the traffic light on West Santa Fe will probably be up until July 1<sup>st</sup> while they work on the bridge at Park Street. He also said Main Street will probably be closed for about a week. Staff explained a settling problem has been noticed on the new lift station. The contractor is working on a solution to the issue.

- I. **ADJOURNMENT:** There being no further business at this time, a motion was made by Councilmember Gaila Demel that the meeting be adjourned, seconded by Councilmember Kirk Clawson. Motion carried. All present voting in favor.

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Irlan Fullbright, Mayor

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Kim Schartz, City Clerk