

**ELLIS CITY COUNCIL
REGULAR MEETING
Minutes
January 4, 2021**

CALL TO ORDER

Mayor David McDaniel called the regular meeting to order at 7:30 p.m. Present were Council members Kellie Crnkovich, Martin LaBarge, Jolene Niernberger, and John Walz. Also present were Public Works Director John Leiker, City Clerk Amy Burton, Police Chief Chris Krom, and City Attorney Olavee Raub. Council members Devin Henderson and Tricia Pritchett were absent.

PLEDGE OF ALLEGIANCE

AMENDMENTS TO AGENDA

Consideration of the proposed ordinances establishing lot coverage provisions will be tabled until the January 18, 2021 Council meeting.

PUBLIC PRESENT

James Bell and Nickole Byers.

CONSENT AGENDA

Council member John Walz moved to approve the consent agenda containing the Minutes from the Regular Meeting on December 21, 2020 and Bills Ordinance #2108. Council member Jolene Niernberger seconded the motion. The Council approved the consent agenda 4-0.

PUBLIC COMMENTS

None

**PRESENTATIONS OF AWARDS, PROCLAMATIONS, REQUESTS & PETITIONS
(HEARINGS)**

None

SPECIAL ORDER

None

UNFINISHED BUSINESS

General Government: Zoning

Consideration of ordinances establishing lot coverage provisions will be tabled until the January 18, 2021 Council meeting.

NEW BUSINESS

General Government: Financial

Council member John Walz moved to approve Resolution No. 570 waiving Generally Accepted Accounting Principles for financial statement reporting for 2021. Council member Jolene Niernberger seconded the motion. The motion carried 4-0.

General Government: Policy

Annually, the Council designates the official newspapers and official banks for the City to use. Council member Jolene Niernberger moved to designate the Hays Daily News and Ellis Review as official newspapers; Equity Bank and Golden Belt Bank as official banks within the City limits; and Emprise Bank and Commerce Bank as the official banks outside the City limits. Council member Martin LaBarge seconded the motion. The motion carried 4-0.

General Government: Policy

Council discussed voluntarily extending the Emergency Paid Sick Leave mandated by the Federal Government during the COVID-19 pandemic. Under that mandate, employers were required to provide eighty (80) hours of sick leave if an employee was absent from work due to COVID-19 circumstances. The Federal mandate to provide those additional eighty (80)

hours of sick leave expired December 31, 2020. Council member John Walz moved to provide eighty (80) total hours of emergency paid sick leave for COVID-19 related absences under the provisions established under the Federal Emergency Paid Sick Leave Act, for the period April 1, 2020 – December 31, 2021. Council member Jolene Niernberger seconded the motion. The motion carried 4-0.

General Government: Policy

Council then discussed City staff procedures currently in place to reduce the spread of COVID-19 in City offices. Council member John Walz moved to continue the following procedures: record daily temperature checks, stagger rest breaks, limit two employees per City vehicle, close City Hall to public access until January 22, 2021, and require employees to wear face coverings when dealing with the public. Council member Jolene Niernberger seconded the motion. The motion carried 3-1, with Council member Martin LaBarge voting opposed.

General Government: Policy

City Clerk Amy Burton asked for Council guidance on how to address customers that refuse to wear a face covering in City Hall during the Governor's mandate. City Attorney Olavee Raub suggested signage at the front door stating that face coverings are required to enter; however, if the customer has a medical exception to wearing a face covering, special accommodations can be made by calling and setting up an appointment with the applicable City department. If a customer is disruptive, a complaint should be filed with the Police Department.

General Government: Policy

Mayor David McDaniel announced that City Council meetings will return to the Zoom platform through January.

Water: Acquisition

Council member Martin LaBarge moved to approve the purchase of chlorine for the Water Treatment Plant from Brenntag in the amount of \$1,299.00, with funds to come from the Water Utility Fund. Council member Kellie Crnkovich seconded the motion. The motion carried 4-0.

General Government: Zoning

On July 6, 2020, Council approved an ordinance rezoning 600 Jefferson Street to a General Commercial District (C-2) with the condition that the front trailer houses be removed and the dirt work completed to finished grade by December 31, 2020. Josh Eaton, property owner, did not receive the State floodplain fill permit until December 17, 2020 and is requesting a 30-day extension. Council member Martin LaBarge moved to grant Mr. Eaton a 30-day extension to fulfill the conditions established in the approved rezoning of 600 Jefferson St. Council member John Walz seconded the motion. The motion carried 4-0.

REPORTS FROM CITY OFFICIALS

Public Works

Public Works Director John Leiker reported the Christmas stars will be taken down January 7th. Department Update

Police

Police Chief Chris Krom presented the Monthly Activity Report for December and the January staff calendar. No applications have been received for the open provisional positions in the Department. Driggs Design Group has begun the residential speed study.

City Clerk

City Clerk Amy Burton announced that Council Orientation will be January 11th at 6:30 p.m.

Attorney

Mayor Update and Announcements

Mayor David McDaniel reminded Council to have 4-5 goals for 2021 in mind to discuss at the January 18th meeting. A local resident would like to donate their outdoor Christmas decorations to the City.

Council member Jolene Niernberger inquired about the increasing trash problem between Memorial Park and the railroad tracks.

ADJOURNMENT

Council member Martin LaBarge moved and Council member Kellie Crnkovich seconded a motion to adjourn the meeting. The motion carried 4-0. The meeting adjourned at 8:30 p.m.



Mayor



City Clerk

**ELLIS CITY COUNCIL
SPECIAL MEETING
Minutes
January 11, 2021**

CALL TO ORDER

Mayor David McDaniel called the special meeting to order at 6:30 p.m. Virtually in attendance were Council members Kellie Crnkovich, Devin Henderson, Martin LaBarge, Jolene Niernberger, Tricia Pritchett, and John Walz (arrived at 6:34 p.m.). Also virtually present was City Clerk Amy Burton.

PLEDGE OF ALLEGIANCE

PUBLIC PRESENT

Virtually present were Kirby Perkins and Nickole Byers.

PURPOSE OF SPECIAL MEETING

Mayor David McDaniel stated the purpose of the special meeting is to consider a contract for the Waterline Improvement Project and approve the Notice to Proceed, and to conduct Council orientation.

Water: Contract

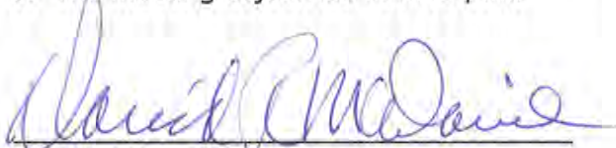
City Clerk Amy Burton presented the proposed contract from Flint Hills Underground for the Waterline Improvement Project. City Attorney Olavee Raub has reviewed the contract with no proposed revisions. Council awarded the low bid for the project to Flint Hills Underground at the December 21, 2020 meeting. Council member Jolene Niernberger moved to approve the contract from Flint Hills Underground in the amount of \$672,358.00 as presented and to authorize the Notice to Proceed. Council member Tricia Pritchett seconded the motion. The motion carried 6-0.

General Government: Training

Ms. Burton then conducted the annual Council orientation training.

ADJOURNMENT

Council member John Walz moved and Council member Tricia Pritchett seconded a motion to adjourn the meeting. The motion carried 6-0. The meeting adjourned at 9:05 p.m.



Mayor



City Clerk

**ELLIS CITY COUNCIL
REGULAR MEETING
Minutes
January 18, 2021**

CALL TO ORDER

Mayor David McDaniel called the regular meeting to order at 7:30 p.m. Virtually present were Council members Kellie Crnkovich, Devin Henderson, Martin LaBarge, Jolene Niernberger, Tricia Pritchett, and John Walz. Also virtually present were Public Works Director John Leiker, City Clerk Amy Burton, Police Chief Chris Krom, and City Attorney Olavee Raub.

PLEDGE OF ALLEGIANCE

AMENDMENTS TO AGENDA

None

PUBLIC PRESENT

Virtually present were James Bell, Glen Keller, and Nickole Byers.

CONSENT AGENDA

Council member Jolene Niernberger moved to approve the consent agenda containing the Minutes from the Regular Meeting on January 4, 2021, Minutes from the Special Meeting on January 11, 2021, Bills Ordinance #2109, and the Manual Journal Entries for November 2020, contingent on Council members Martin LaBarge and Kellie Crnkovich reviewing the accounts payable vouchers on January 19, 2021. Council member Devin Henderson seconded the motion. The Council approved the consent agenda 6-0.

PUBLIC COMMENTS

None

**PRESENTATIONS OF AWARDS, PROCLAMATIONS, REQUESTS & PETITIONS
(HEARINGS)**

None

SPECIAL ORDER

Fire: Report

Council reviewed the monthly report submitted by Fire Chief Dustin Vine, including the Department's goals for 2021.

UNFINISHED BUSINESS

Zoning: Policy

City Attorney Olavee Raub reviewed the proposed ordinance establishing lot coverage provisions within the City. The Planning Commission recommended Council consider the provisions upon meeting with John Riggs, the City's planning consultant. Council member John Walz moved to approve Ordinance No. 1456 establishing lot coverage provisions as presented. Council member Tricia Pritchett seconded the motion. The motion carried 6-0.

General Government: Policy

Council again discussed City staff procedures currently in place to reduce the spread of COVID-19 in City offices. Council member Devin Henderson moved to open City Hall to public access on January 25, 2021, require employees to wear face coverings when dealing with the public, record daily temperature checks, stagger rest breaks, limit two employees per City vehicle, and to resume in-person Council meetings. Council member Martin LaBarge seconded the motion. The motion carried 6-0.

NEW BUSINESS

General Government: Grant

Council member John Walz moved to approve Request #2 for Payment of CDBG Funds in the amount of \$69,117.22 for COVID-19 relief. Council member Jolene Niernberger seconded

the motion. The motion carried 6-0.

Council member Jolene Niernberger moved to approve payment of CDBG-CV grant funds to Los Pinos, LLC (\$32,872.97), Mark Brack Floor Covering (\$3,744.25), and Eaton Landscaping (\$25,000.00). Council member Tricia Pritchett seconded the motion. The motion carried 6-0. Council member Tricia Pritchett moved to authorize Mayor David McDaniel to sign the related grant documents. Council member Kellie Crnkovich seconded the motion. The motion carried 6-0.

Tourism: Contracts

Council member John Walz moved to approve the 2021 advertising proposal from the Tourism Committee in the total amount of \$15,498.00 as presented: Eagle Radio (\$2,508.00); Hays Post (\$1,200.00); Nex-Tech (\$1,440.00); Lamar (\$9,750.00); and Central Brochure Distribution (\$600.00). Council member Devin Henderson seconded the motion. The motion carried 6-0.

Public Works: License/Permit

Greening Construction, Inc., Wichita, Kansas, has not maintained a valid general liability insurance policy for their contractor's license, as required by City Code. Public Works Director John Leiker has recommended revocation of their contractor's license since the contractor has not responded to the City's requests for proof of valid liability insurance. Council member John Walz moved to revoke the City License for Building Contractor for Greening Construction, Wichita, Kansas, effective immediately. Council member Martin LaBarge seconded the motion. The motion carried 6-0.

REPORTS FROM CITY OFFICIALS

Public Works

Public Works Director John Leiker presented the Comparative Water Report for the period November 10th to December 10th. Crews recently repaired a large water leak on Columbus Street. Flint Hills Underground has started work on west 11th Street as part of the Waterline Improvement Project. The pump at the Cedar Lane lift station went down again, after only being installed a month ago. The replacement pump should arrive Wednesday.

Police

Police Chief Chris Krom provided an update for his Department. No viable applications have been received for the open provisional positions.

City Clerk

City Clerk Amy Burton presented the Health Insurance Savings Report for December, the minutes from the November 2020 Planning Commission/Board of Zoning Appeals meeting, the 2020 Catastrophic Sick Leave summary and the November 2020 Financial Statements. Ms. Burton requested Council guidance on documents acceptable for residents to register their ATV/UTV when they don't have the title or bill of sale. Ordinance No. 1450 requires proof of ownership prior to registering. City Attorney Olavee Raub will draft an affidavit for residents to complete attesting to ownership.

General Government: Financial

Ms. Burton then inquired how Council would like to handle the receipt of additional County sales tax monies. Council member John Walz moved to approve the transfer of one-half of the 2020 and 2021 additional County sales tax receipts to the Capital Improvement – Special Project fund and one-half to the Capital Improvement – Water Exploration fund. Council member Martin LaBarge seconded the motion. The motion carried 6-0.

Attorney

Council reviewed the December statement from Raub & Zeigler, LLC for services rendered.

Mayor Update and Announcements

Mayor David McDaniel invited everyone to the dedication of the Nicodemus historical trail

sign on January 21st at 1:30 p.m. at the Railroad Museum complex.

The Governing Body then shared their 2021 goals for Council and the City as a whole. The following projects were suggested: increase wheelchair access on City sidewalks, maintain brick streets, downtown business revitalization, improve downtown sidewalks, park improvements, continue to work towards Trego County water source, improve water and sewer infrastructure, revamp employee wage structure, continue with annual street maintenance program, develop response with Western Plains Animal Refuge regarding feral cats, revisit holding Chrysler parade event, traffic study for south TIF district, annual community survey, develop skate park, develop dog park, streaming of Council meetings, establish a community and youth center, address blighted structures downtown, affordable housing options, improvements to Mount Hope Cemetery, youth involvement in government, LMI survey, and modernize the pool bathhouse.

ADJOURNMENT

Council member Martin LaBarge moved and Council member Tricia Pritchett seconded a motion to adjourn the meeting. The motion carried 6-0. The meeting adjourned at 8:36 p.m.



Mayor



City Clerk

**ELLIS CITY COUNCIL
REGULAR MEETING
Minutes
February 1, 2021**

CALL TO ORDER

Mayor David McDaniel called the regular meeting to order at 7:30 p.m. Present were Council members Kellie Crnkovich, Devin Henderson, Martin LaBarge, Jolene Niernberger, Tricia Pritchett, and John Walz. Also present were Public Works Director John Leiker, City Clerk Amy Burton, Police Chief Chris Krom, and City Attorney Olavee Raub.

PLEDGE OF ALLEGIANCE

AMENDMENTS TO AGENDA

None

PUBLIC PRESENT

Glen Keller, Nickole Byers, Julia Cox, and James Bell.

CONSENT AGENDA

Council member Jolene Niernberger moved to approve the consent agenda containing the Minutes from the Regular Meeting on January 18, 2021 and Bills Ordinance #2110. Council member Tricia Pritchett seconded the motion. The Council approved the consent agenda 6-0.

PUBLIC COMMENTS

None

**PRESENTATIONS OF AWARDS, PROCLAMATIONS, REQUESTS & PETITIONS
(HEARINGS)**

None

SPECIAL ORDER

None

UNFINISHED BUSINESS

General Government: Policy

Council member Martin LaBarge moved to continue the following COVID preventive measures at City Hall: require employees to wear face coverings when dealing with the public, record daily temperature checks, stagger rest breaks, and to limit two employees per City vehicle. City Hall will remain open to the public and Council will continue to hold in-person meetings. These procedures will remain in effect until further consideration at the March 1, 2021 Council meeting. Council member Devin Henderson seconded the motion. The motion carried 6-0.

NEW BUSINESS

Parks: Special Project

Mark and Karen Polifka have requested approval to plant a tree and place a bench in Memorial Park in honor of their parents. They have selected a Bur Oak tree which could grow upwards of 70' – 100'. Public Works Director John Leiker expressed concerns over the size of the tree. It was the consensus of Council to have Mr. Leiker visit with the Polifka's about selecting a different type of tree to plant in the park and to reconsider approval at a future Council meeting.

Streets: Acquisition

Council member John Walz moved to approve the purchase of two school speed limit signs from Traffic Safety Corp. in the amount of \$5,250.00 with funds to be split between the Special Highway fund and the General-Police fund. Council member Martin LaBarge seconded the motion. The motion carried 6-0.

REPORTS FROM CITY OFFICIALS

Public Works

Public Works Director John Leiker reported that the Cedar Lane lift station has burned up two more pumps. Don's Electric is currently working on the electrical issues and Mr. Leiker anticipates the lift station to be up and running again by mid-week.

Mr. Leiker stated that the Department only cleared the snow routes this past snow storm due to the storm dropping snow flat with little drifting. In the past, the Department has also cleared the side streets, but received numerous complaints about grading driveways back shut or blocking vehicles in with the pushed snow. Therefore, this storm, the Department chose to only plow snow on the designated snow routes.

Police

Police Chief Chris Krom presented the Monthly Activity Report for January and the February Staff Calendar. No applications have been received for the open provisional position.

City Clerk

City Clerk Amy Burton presented the minutes from the recent Safety Committee meeting. The Kansas Department of Agriculture has approved the City's request for an extension on the Water Exploration Project. Ms. Burton reminded everyone of the annual Rabies Clinic on February 6th from 10:30 – noon at the City Shop. The City has received six fraudulent claims for unemployment benefits just this week.

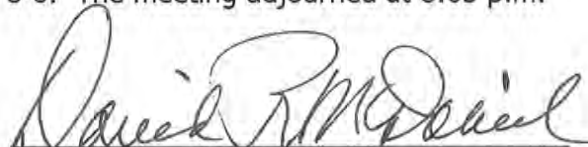
Attorney

Mayor Update and Announcements

Council member Martin LaBarge spoke to Ellis County Commissioner Butch Schlyer about the County possibly rejoining the Northwest Kansas Planning and Development Commission. Mr. LaBarge stated he would be willing to attend a County Commission meeting to request the County's financial assistance with the City's dues. It was the consensus of the Council to wait until NWKP&DC modified its bylaws allowing for City membership.

ADJOURNMENT

Council member Martin LaBarge moved and Council member John Walz seconded a motion to adjourn the meeting. The motion carried 6-0. The meeting adjourned at 8:05 p.m.


Mayor

City Clerk

**ELLIS CITY COUNCIL
REGULAR MEETING
Minutes
February 15, 2021**

CALL TO ORDER

Mayor David McDaniel called the regular meeting to order at 7:30 p.m. Present were Council members Kellie Crnkovich, Devin Henderson, Martin LaBarge, Jolene Niernberger, Tricia Pritchett, and John Walz. Also present were City Clerk Amy Burton, Police Chief Chris Krom, Fire Chief Dustin Vine, and City Attorney Olavee Raub. Public Works Director John Leiker was absent.

PLEDGE OF ALLEGIANCE

AMENDMENTS TO AGENDA

The report from the Chrysler Boyhood Home & Museum will be tabled until the March 1, 2021 Council meeting.

PUBLIC PRESENT

James Bell, Cameron Moeder, and James Murphy.

CONSENT AGENDA

Council member John Walz moved to approve the consent agenda containing the Minutes from the Regular Meeting on February 1, 2021 and Bills Ordinance #2111. Council member Devin Henderson seconded the motion. The Council approved the consent agenda 6-0.

PUBLIC COMMENTS

None

**PRESENTATIONS OF AWARDS, PROCLAMATIONS, REQUESTS & PETITIONS
(HEARINGS)**

General Government: Traffic

Brady Bittel had requested Council consider vacating the alley south of his property; however, this item will be tabled to a future meeting due to Mr. Bittel not being in attendance.

SPECIAL ORDER

Fire: Report

Fire Chief Dustin Vine praised the Public Works Department for their work during the recent snow storms and frigid temperatures. Chief Vine reminded residents to check their newer furnaces for buildup of snow and ice affecting the venting system. This would include those furnaces vented out of the side of the house rather than the roof. If the venting system is compromised, carbon monoxide can build up in the residence causing serious injury or death.

Museum: Report

The report from the Chrysler Boyhood Home & Museum will be tabled until the March 1, 2021 Council meeting.

UNFINISHED BUSINESS

None

NEW BUSINESS

Library: Committee

Council member John Walz moved to appoint Robin Henman to fill the unexpired term of Bailey Dinkel on the Library Board. Council member Jolene Niernberger seconded the motion. The motion carried 6-0.

Water: Special Project

City Clerk Amy Burton presented the first set of pay applications for the Waterline

Improvement Project. Council member Jolene Niernberger moved to approve Request #1 for Payment of CDBG funds in the amount of \$46,595.00 for the Waterline Improvement Project. Council member Tricia Pritchett seconded the motion. The motion carried 6-0. Council member Tricia Pritchett moved to approve Contractor's Pay Application #1 to Flint Hills Underground in the amount of \$83,205.00 for the Waterline Improvement Project. Council member Devin Henderson seconded the motion. The motion carried 6-0. Council member Devin Henderson then moved to authorize Mayor David McDaniel to sign the related grant documents for the Waterline Improvement Project. Council member Tricia Pritchett seconded the motion. The motion carried 6-0.

Police: Special Project

Ellis County Emergency Management received CARES Act funds to implement a new County-wide records management system. Each participating agency has been asked to pay their portion of the data conversion fee to transfer existing data to the new system. Council member John Walz moved to approve the payment of \$1,900.00 to Ellis County Emergency Management for the data conversion fee for the new records management system with funds to come from the General-Police budget. Council member Kellie Crnkovich seconded the motion. The motion carried 6-0.

REPORTS FROM CITY OFFICIALS

Public Works

Public Works Director John Leiker was not in attendance due to repairing a waterline break. Council reviewed the Comparative Water Report for the period December 10th to January 10th and Mr. Leiker's department memo. Council praised the Public Works Department for their hard work in the recent frigid temperatures.

Police

Police Chief Chris Krom reported that there have been no viable applications received for the available provisional position. The Department continues to work on their revised policy manual.

City Clerk

City Clerk Amy Burton presented the Health Insurance Savings Report for January.

General Government: Grant

The City has approximately \$38,500 that hasn't been awarded yet under the economic development portion of the Community Development Block Grant – COVID relief program. Council member Jolene Niernberger moved to open a second round of economic development grants through the CDBG-CV program with a deadline of March 15, 2021. Council member John Walz seconded the motion. The motion carried 6-0.

Attorney

Council reviewed the January statement from Raub & Zeigler, LLC for services rendered.

Mayor Update and Announcements

Mayor David McDaniel announced the 7th Grade Essay Contest sponsored by the Kansas League of Municipalities. The event is an effort to get youth interested in local government. Mayor McDaniel urged Council to contact Senator Billinger and voice opposition to Senate Bill 87 regarding distribution of county sales taxes.

Executive Session

Mayor David McDaniel asked for a motion to recess into executive session at the request of Police Chief Chris Krom. Council member Jolene Niernberger moved for City Council to recess into executive session for 15 minutes to discuss an exception to the Personnel Policy pursuant to the non-elected personnel matter exception, K.S.A. 75-4319 (b)(1) with City Attorney Olavee Raub, Police Chief Chris Krom, and Police Officer Cameron Moeder present. The open meeting will resume at 8:13 p.m. Council member Martin LaBarge seconded the

motion. The motion carried 6-0. No action was taken in executive session and the open meeting resumed.

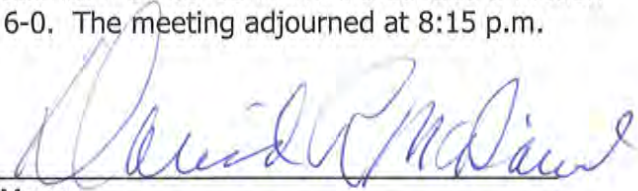
Post Executive Session

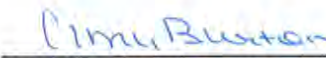
Personnel: Policy

Council member Jolene Niernberger moved to direct City Attorney Olavee Raub to revise the current personnel policy to allow for all city employees to live within a thirty (30) mile radius of city limits. Council member Tricia Pritchett seconded the motion. The motion carried 6-0.

ADJOURNMENT

Council member Martin LaBarge moved and Council member John Walz seconded a motion to adjourn the meeting. The motion carried 6-0. The meeting adjourned at 8:15 p.m.



Mayor

City Clerk

**ELLIS CITY COUNCIL
REGULAR MEETING
Minutes
March 1, 2021**

CALL TO ORDER

Mayor David McDaniel called the regular meeting to order at 7:30 p.m. Present were Council members Kellie Crnkovich, Devin Henderson, Martin LaBarge, Jolene Niernberger, Tricia Pritchett, and John Walz. Also present were Public Works Director John Leiker, City Clerk Amy Burton, Police Chief Chris Krom, and City Attorney Olavee Raub.

PLEDGE OF ALLEGIANCE

AMENDMENTS TO AGENDA

None

PUBLIC PRESENT

Neal Younger, Glen Keller, Cameron Moeder, Verda Flinn, Karen Day, and Julia Cox.

CONSENT AGENDA

Council member Jolene Niernberger moved to approve the consent agenda containing the Minutes from the Regular Meeting on February 15, 2021, Bills Ordinance #2112, and the Manual Journal Entries for December 2020 and January 2021. Council member Devin Henderson seconded the motion. The Council approved the consent agenda 6-0.

PUBLIC COMMENTS

None

**PRESENTATIONS OF AWARDS, PROCLAMATIONS, REQUESTS & PETITIONS
(HEARINGS)**

None

SPECIAL ORDER

Museum: Repairs/Maintenance

Karen Day, Director of the Chrysler Boyhood Home & Museum, invited City officials to a private tour of the museum on March 21, 2021. The museum received grants from the Ellis Community Foundation and Midwest Energy to purchase a new credit card machine and interior paint. Ms. Day will solicit updated bids for the exterior painting and also inquired about the City paying to have the museum buildings sprayed for insects.

UNFINISHED BUSINESS

General Government: Policy

Council member Tricia Pritchett moved to continue the following COVID preventive measures at City Hall: require employees to wear face coverings when dealing with the public, record daily temperature checks, stagger rest breaks, and limit two employees per City vehicle. City Hall will remain open to the public and Council will continue to hold in-person meetings. These procedures will remain in effect until further consideration at the April 5, 2021 Council meeting. Council member John Walz seconded the motion. The motion carried 6-0.

NEW BUSINESS

General Government: Committee

Council member John Walz moved to approve the appointment of Devin Henderson to the Planning Commission/Board of Zoning Appeals. Council member Jolene Niernberger seconded the motion. The motion carried 6-0, with Council member Devin Henderson abstaining.

General Government: Grant

Council member Jolene Niernberger moved to approve Request #3 for Payment of CDBG Funds in the amount of \$4,994.72 for COVID-19 relief. Council member Devin Henderson

seconded the motion. The motion carried 6-0.

Council member Jolene Niernberger moved to approve payment of CDBG-CV grant funds to the Ellis Food Pantry in the amount of \$4,994.72. Council member Tricia Pritchett seconded the motion. The motion carried 6-0.

Council member Devin Henderson moved to authorize Mayor David McDaniel to sign the related grant documents. Council member Jolene Niernberger seconded the motion. The motion carried 6-0.

Personnel: Policy

City Attorney Olavee Raub presented the proposed revisions to the Residency Policy for City employees. The revision allows City employees to live within thirty (30) miles of the Ellis city limits instead of the USD 388 boundary. Employees Cameron Moeder and Verda Flinn spoke in favor of the policy. Council member Martin LaBarge moved to approve the City employee Residency Policy as presented. Council member John Walz seconded the motion. The motion carried 6-0.

General Government: City Code

Ms. Raub continued by presenting a proposed ordinance amending the setback requirements in the Zoning Ordinance. The Planning Commission unanimously recommends the ordinance for Council adoption. The revised ordinance adds an exception in the setback calculation for property grandfathered in prior to 2004 and allows conformity within the older neighborhoods. After further discussion, Council member Martin LaBarge moved to adopt Ordinance No. 1457 amending the setback requirements in the Zoning Code as presented. Council member Devin Henderson seconded the motion. The motion carried 6-0.

Swimming Pool: Acquisition

Council member John Walz moved to ratify the purchase of the Aqua Creek Ranger lift chair for the Swimming Pool at a cost of \$3,713.00. Council member Tricia Pritchett seconded the motion. The motion carried 6-0. Council previously approved the purchase at the November 16, 2020 Council meeting at a cost of \$3,590.00.

Police: Acquisition

Police Chief Chris Krom requested approval to purchase two sets of Safariland ballistic body armor. The Department will apply for a grant to reimburse 50% of the cost. Council member Martin LaBarge moved to approve the purchase of two sets of Safariland ballistic body armor from Baysingers Uniforms and Equipment at a total cost of \$1,944.34, with funds to come from the General-Police budget. Council member Kellie Crnkovich seconded the motion. The motion carried 6-0.

REPORTS FROM CITY OFFICIALS

Public Works

Public Works Director John Leiker thanked Tim Kohlrus, the Ellis Volunteer Fire Department, Chad and Tricia Pritchett, and John and Phyllis LaShell for providing food and drinks to the Department while they repaired several water leaks in the frigid cold temperatures. Mr. Leiker believes there are still leaks present that haven't surfaced yet as the Water Plant is using more water than it should.

Personnel: Exit

Danny Wickham retired from the City on February 26th after 24 years with the Department. Three applicants have expressed interest in the vacant position.

Police

Police Chief Chris Krom presented the Monthly Activity Report for February and the March staff calendar. The Department is addressing the trash and parking issues south of Memorial Park with the High School.

City Clerk

City Clerk Amy Burton presented the December and 2020 Year-End Financial Statements and the January 2021 Financial Statements. The minutes from the recent Planning Commission meeting were reviewed. CDBG-CV grant applications for Ellis businesses are due March 15, 2021. No applications have been received at this time. Low-to-Moderate Income surveys were distributed with the March 1st utility bills to those residents that haven't responded. The City must achieve a 51% LMI calculation in order to be eligible for grant funds through the Kansas Department of Commerce. Currently, the City is at 24.88%.

Attorney

City Attorney Olavee Raub announced that Heidi Farnsworth has joined the law firm and will be helping with the prosecutorial duties of the City. Ms. Farnsworth will cover the March 15th Council meeting in Ms. Raub's absence.

Mayor Update and Announcements

Mayor David McDaniel encouraged Council to tour both the Chrysler Boyhood Home & Museum and the Ellis Railroad Museum. Council member John Walz will contact the Western Plains Animal Refuge for additional assistance in addressing the feral cat problem in the City. One key obstacle has been trying to find a location to house the cats.

ADJOURNMENT

Council member Martin LaBarge moved and Council member Kellie Crnkovich seconded a motion to adjourn the meeting. The motion carried 6-0. The meeting adjourned at 8:38 p.m.



Mayor

City Clerk

**ELLIS CITY COUNCIL
REGULAR MEETING
Minutes
March 15, 2021**

CALL TO ORDER

Mayor David McDaniel called the regular meeting to order at 7:30 p.m. Present were Council members Kellie Crnkovich, Devin Henderson, Jolene Niernberger, Tricia Pritchett, and John Walz. Also present were Public Works Director John Leiker, City Clerk Amy Burton, Police Chief Chris Krom, Fire Chief Dustin Vine, and City Prosecutor Heidi Farnsworth. Council member Martin LaBarge was absent.

PLEDGE OF ALLEGIANCE

AMENDMENTS TO AGENDA

None

PUBLIC PRESENT

Glen Keller, Brian Spano, Sarah Kosbab, John Morley, Emily Mattheyer, Barbara Perkins, Gilbert Kinderknecht, James Bell, Nickole Byers, Verda Flinn, and Wendy Lichtenwalter.

CONSENT AGENDA

Council member John Walz moved to approve the consent agenda containing the Minutes from the Regular Meeting on March 1, 2021, Bills Ordinance #2113, and the Manual Journal Entries for February. Council member Devin Henderson seconded the motion. The Council approved the consent agenda 5-0.

PUBLIC COMMENTS

None

**PRESENTATIONS OF AWARDS, PROCLAMATIONS, REQUESTS & PETITIONS
(HEARINGS)**

None

SPECIAL ORDER

Fire Department: Report

Fire Chief Dustin Vine presented his monthly report.

UNFINISHED BUSINESS

Water Exploration: Special Project

Brian Spano and Sarah Kosbab, Wilson & Company, provided an update on the engineering study for the Water Exploration project. They have held meetings with Trego County Rural Water District #2 regarding possibly partnering with the City for water distribution. Cost estimates and recommendations should be finalized by the April 19th Council meeting.

NEW BUSINESS

Tourism: Special Project

John Morley and Emily Mattheyer presented phase one of a four phase project to increase tourism in the City of Ellis. The project is a joint effort with the Tourism Committee, PRIDE, and the Ellis Chamber of Commerce. Phase one will place directional signs throughout town to aid residents and visitors in finding common places of attraction. Special attention will be given to draw traffic down from I-70. Council expressed support for the project and agreed to install the signs. Public Works Director John Leiker will obtain estimated costs for posts.

Parks: Event Request

Council member John Walz moved to approve the Public Property Permit Application and Event Request for Traffic Control for the Ellis High School Alumni Association. Council member Tricia Pritchett seconded the motion. The motion carried 5-0. The application requested approval for the annual alumni parade and use of Chrysler Park on May 29, 2021

for a car/truck/tractor show.

Streets: Event Request

Council discussed a request from the Class of 2001 to close a section of 12th Street on May 29, 2021 from Cottonwood to the nearest alley to the west. Council expressed concerns that previous requests to close streets have not been approved; therefore, to approve this one would set precedence. Council member Tricia Pritchett moved to deny the Event Request for Traffic Control from the Class of 2001 to close the street for an alumni event. Council member Devin Henderson seconded the motion. The motion carried 5-0.

Tourism: Contract

Council member Devin Henderson moved to approve the contract with Lamar in the amount of \$10,010.00 for the City's five billboards. Transient guest tax funds will provide funding for the contract. Council member Jolene Niernberger seconded the motion. The motion carried 5-0.

Clerk: Disposal

City Clerk Amy Burton presented the list of records to be destroyed in accordance with the City's record retention schedule. Council member Tricia Pritchett moved to approve the Certificate of Destruction of Public Records as presented. Council member Kellie Crnkovich seconded the motion. The motion carried 5-0.

Water: Special Project

City Clerk Amy Burton presented the second set of pay applications for the Waterline Improvement Project. Council member Jolene Niernberger moved to approve Request #2 for Payment of CDBG funds in the amount of \$43,409.00 for the Waterline Improvement Project. Council member Devin Henderson seconded the motion. The motion carried 5-0. Council member Jolene Niernberger moved to approve Contractor's Pay Application #2 to Flint Hills Underground in the amount of \$65,015.55 for the Waterline Improvement Project. Council member Tricia Pritchett seconded the motion. The motion carried 5-0. Council member Jolene Niernberger moved to approve the invoice from Northwest Kansas Planning & Development Commission in the amount of \$5,750.00 for grant administration services. Council member Devin Henderson seconded the motion. The motion carried 5-0. Council member Tricia Pritchett then moved to authorize Mayor David McDaniel to sign the related grant documents for the Waterline Improvement Project. Council member Jolene Niernberger seconded the motion. The motion carried 5-0.

Police: Traffic

Police Chief Chris Krom reviewed the speed study conducted by Driggs Design Group. The study considered street width and parking, current speed limits, intersection sight distance, and pedestrian activity. Based on the results of the speed study, Driggs Design Group recommends the City adopt an ordinance establishing a citywide speed limit of 20 mph on all streets within the City limits that are not otherwise posted. Streets that are already posted as 30 mph or higher will not be changed. Council member Kellie Crnkovich moved to direct City Attorney Olavee Raub to draft an ordinance in accordance with the recommendations of the speed study. Council member Devin Henderson seconded the motion. The motion carried 5-0.

Police: Acquisition

Chief Krom continued by requesting approval to upgrade the camera system in the new patrol car to a bodycam package. The car is finally scheduled to ship March 18th, after being ordered in late 2019. The bodycam package will integrate with the car camera. Council member Jolene Niernberger moved to approve the upgrade of the bodycam package from JR Audio in the amount of \$700.00, with funds to come from the Special Machinery fund. Council member Kellie Crnkovich seconded the motion. The motion carried 5-0.

REPORTS FROM CITY OFFICIALS

Public Works

Public Works Director John Leiker presented the Comparative Water Report for the period January 10th – February 10th. The percentage of water accounted for continues to decline. The Department continues to search for breaks in the waterlines.

Mr. Leiker had four candidates apply and interview for the vacant position in the department. Three of those candidates were offered and all declined due to the wage offered.

Police

Chief Krom presented the monthly report for the Police Department.

City Clerk

City Clerk Amy Burton presented the Health Insurance Savings Report for February and the February Financial Statements. The minutes from the recent Tourism Committee meeting were submitted for review. Ms. Burton reminded residents to turn in their LMI surveys in order for the City to become eligible to apply for grant funds from the Kansas Department of Commerce. Currently, the City is only reporting 32.71% of its residents as LMI. To qualify, the City must exceed 51%.

General Government: Grants

No applications were received for the second round of Community Development Block Grant – Covid Relief funds. Council member Kellie Crnkovich moved to extend the application deadline for CDBG-CV funds to April 19, 2021. Council member Tricia Pritchett seconded the motion. The motion carried 5-0.

Attorney

Mayor Update and Announcements

Mayor David McDaniel provided an update on the sign to be placed in Memorial Park commemorating the Nicodemus Trail.

The VFW would like to place a sign in Mt. Hope Cemetery near the Avenue of Flags to honor Wilbert Keller.

ADJOURNMENT

Council member Devin Henderson moved and Council member John Walz seconded a motion to adjourn the meeting. The motion carried 5-0. The meeting adjourned at 9:06 p.m.



Mayor



City Clerk

**ELLIS CITY COUNCIL
REGULAR MEETING
Minutes
April 5, 2021**

CALL TO ORDER

Mayor David McDaniel called the regular meeting to order at 7:30 p.m. Present were Council members Kellie Crnkovich, Devin Henderson, Martin LaBarge, Jolene Niernberger, Tricia Pritchett, and John Walz. Also present were Public Works Director John Leiker, City Clerk Amy Burton, Police Chief Chris Krom, and City Attorney Olavee Raub.

PLEDGE OF ALLEGIANCE

AMENDMENTS TO AGENDA

None

PUBLIC PRESENT

Darrell Romme, James Bell, Verda Flinn, Glen Keller, Buck Driggs (via Zoom) and Nickole Byers.

CONSENT AGENDA

Council member John Walz moved to approve the consent agenda containing the Minutes from the Regular Meeting on March 15, 2021 and Bills Ordinance #2114. Council member Devin Henderson seconded the motion. The Council approved the consent agenda 6-0.

PUBLIC COMMENTS

None

**PRESENTATIONS OF AWARDS, PROCLAMATIONS, REQUESTS & PETITIONS
(HEARINGS)**

None

SPECIAL ORDER

General Government: Insurance

Darrell Romme, Romme Agency, presented the City's general insurance policy for 2021. EMC Insurance underwrites the City's policy and is the leading public entity insurer in Kansas. The plan offers dividends up to 20% of the premium based on the loss ratio from the previous year. After further discussion, Council member John Walz moved to approve the 2021 general insurance policy from Romme Agency in the amount of \$158,163.00. Council member Jolene Niernberger seconded the motion. The motion carried 6-0.

Water: Special Project

Buck Driggs, Driggs Design Group, provided an update on the Waterline Improvement Project and presented Change Order No. 1. The project is about 30-35% complete and the contractor is currently working on Waterline C – Monroe Street from 10th Street to 15th Street. Flint Hills Underground did not include the cost of the new water meters in their original bid, and have submitted a quote from Metron-Farnier for thirty-three Spectrum meters. Council member Jolene Niernberger moved to approve Change Order No. 1 for the Waterline Improvement Project in the amount of \$11,625.00. Council member Tricia Pritchett seconded the motion. The motion carried 6-0.

UNFINISHED BUSINESS

Parks: Special Project

In February, Mark and Karen Polifka requested approval to plant a Burr Oak tree and place a memorial bench in Memorial Park in honor of their parents. At that time, Council asked for the Polifka's to consider a smaller tree. Tom Stafford at Bethesda Place has recommended a different type of oak tree that will grow approximately thirty feet (30') tall and is drought resistant. Council member John Walz moved to accept the donation of the oak tree from the

Polifka family and for Public Works Director John Leiker to work with Mr. Stafford on placement in Memorial Park. Council member Martin LaBarge seconded the motion. The motion carried 6-0.

General Government: Policy

Council again discussed continuance of COVID-19 preventive measures at City Hall. The Governor's mask mandate ended March 31st and positive cases have steadily declined in Ellis County and statewide. Council member Kellie Crnkovich moved to remove the restrictions at City Hall effective immediately, including face covering requirements, daily temperature checks, staggered rest breaks and limiting the number of City employees per vehicle. Council member Martin LaBarge seconded the motion. The motion carried 4-2, with Council members Jolene Niernberger and John Walz voting opposed.

Traffic: Policy

City Attorney Olavee Raub reviewed the draft ordinance reducing the speed limit in residential areas to 20 miles per hour. Council would like to add "except where otherwise posted" to preserve the existing speed limits on Monroe Street, Washington and others. Ms. Raub will make the revision for review at the next Council meeting. This will serve as the first reading.

NEW BUSINESS

Sewer: Accounting/Billing

Council members discussed a request from a utility customer for an adjustment on their sewer rate due to extenuating circumstances. The customer's furnace went out during the cold spell in February; therefore, they left faucets dripping to prevent pipes from freezing. It took almost a week to receive parts to repair the furnace. After discussing alternatives, Council member John Walz moved to reduce the March meter reading to 5,000 gallons for purposes of the annual sewer evaluation due to the unique and extreme circumstances of the customer, dependent on the customer providing proof of the dates the parts were ordered, documentation of the delay in receiving the parts, and the date the parts were actually received, in relation to the cold temperatures. Council member Jolene Niernberger seconded the motion. The motion carried 6-0.

Water: Special Project

City Clerk Amy Burton presented the third set of pay applications for the Waterline Improvement Project. Council member Devin Henderson moved to approve Request #3 for Payment of CDBG Funds in the amount of \$40,928.00 for the Waterline Improvement Project. Council member Tricia Pritchett seconded the motion. The motion carried 6-0. Council member Jolene Niernberger moved to approve Contractor's Pay Application #3 to Flint Hills Underground in the amount of \$55,228.50 for the Waterline Improvement Project. Council member Devin Henderson seconded the motion. The motion carried 6-0. Council member John Walz then moved to authorize Mayor David McDaniel to sign the related grant documents for the Waterline Improvement Project. Council member Tricia Pritchett seconded the motion. The motion carried 6-0.

General Government: Grant

Council member Devin Henderson moved to approve Request #4 for Payment of CDBG Funds in the amount of \$5,582.48 for COVID-19 relief. Council member Tricia Pritchett seconded the motion. The motion carried 6-0.

Council member Jolene Niernberger moved to approve payment of CDBG-CV grant funds to the Ellis Food Pantry in the amount of \$5,582.48. Council member John Walz seconded the motion. The motion carried 6-0.

Council member Tricia Pritchett then moved to authorize Mayor David McDaniel to sign the related grant documents. Council member Devin Henderson seconded the motion. The

motion carried 6-0.

General Government: Policy

Council discussed the current ordinances regulating fireworks. Last summer, Council members received numerous complaints regarding the number of days and hours allowed for discharge. In the September 2020 Town Crier, City Clerk Amy Burton requested feedback from residents regarding their thoughts on the current ordinance allowing discharge from July 3rd – July 5th and from 8:00 a.m. to midnight. Nearly all responses expressed concern that the City allowed fireworks to be discharged for too many days and too late at night. It was the consensus of Council to have City Attorney Olavee Raub draft a resolution allowing discharge of fireworks on July 3rd and July 4th and from 10:00 a.m. to 11:00 p.m.

Streets: Acquisition

Council member John Walz moved to approve the purchase of crushed white rock for alley repairs from Flatlander in the amount of \$2,460.00 with funds to come from Capital Improvement – Streets. Council member Tricia Pritchett seconded the motion. The motion carried 6-0.

Pool: Acquisition

Council member Martin LaBarge moved to approve the purchase of chemicals for the swimming pool from Brenntag in the amount of \$1,952.50, with funds to come from the General-Pool fund. Council member Kellie Crnkovich seconded the motion. The motion carried 6-0.

REPORTS FROM CITY OFFICIALS

Public Works

Public Works Director John Leiker reported that he has asked Driggs Design Group to draw up Phase 3 of the Waterline Improvement Project. This would connect the new waterlines from Dorrance to Monroe and would be funded through various grants.

The Ellis Lakeside Campground is now open with full water amenities.

Personnel: Entry

Mr. Leiker announce the hiring of Josh McIntyre to fill the sanitation vacancy effective April 19th.

Police

Police Chief Chris Krom presented the Monthly Activity Report for March and the April Staff Calendar. The Department assisted the Ellis County Sheriff's Department with a chase south of the City. Officers have begun working with residents on resolving junked motor vehicles. The Dodge Charger ordered in late 2019 should arrive at the dealership any day.

City Clerk

City Clerk Amy Burton notified Council of a Public Hearing with the Board of Zoning Appeals regarding a zoning variance application from the Chrysler Home & Museum.

The minutes from the March Planning Commission/Board of Zoning Appeals meeting were submitted for review.

The City's response from the LMI survey is currently 36.33%. The City must exceed 51% LMI to be eligible for Community Development Block Grant funding from the Kansas Department of Commerce.

Council expressed interest in helping with some type of community gathering this summer. Ms. Burton announced the City was approved for a Waste Tire Grant to replace the picnic tables on the north side of the campground.

Attorney

City Attorney Olavee Raub submitted the firm's March invoice for services rendered.

Mayor Update and Announcements

The League of Kansas Municipalities will hold a virtual training on April 16th regarding

Municipal Finance.

Chamber Director Sophia Henrickson will attend the next Council meeting to discuss the Kansas Main Street Project.

Mayor David McDaniel and Council member Jolene Niernberger attended the March Northwest Kansas Planning & Development Commission meeting where they discussed a publication distributed by the Dane G. Hansen Foundation, "13 Ways to Kill Your Community". The number one item was lack of water.

Council member John Walz requested a work session to discuss solutions to feral cats. Mr. Walz will contact Western Kansas Animal Refuge to check on possible dates.

ADJOURNMENT

Council member Martin LaBarge moved and Council member Devin Henderson seconded a motion to adjourn the meeting. The motion carried 6-0. The meeting adjourned at 8:45 p.m.



Mayor

City Clerk

**ELLIS CITY COUNCIL
REGULAR MEETING
Minutes
April 19, 2021**

CALL TO ORDER

Mayor David McDaniel called the regular meeting to order at 7:30 p.m. Present were Council members Kellie Crnkovich, Devin Henderson, Martin LaBarge, Jolene Niernberger, Tricia Pritchett, and John Walz. Also present were Public Works Director John Leiker, City Clerk Amy Burton, Police Chief Chris Krom, Fire Chief Dustin Vine, and City Attorney Olavee Raub.

PLEDGE OF ALLEGIANCE

AMENDMENTS TO AGENDA

None

PUBLIC PRESENT

Myles Vine, Sarah Kosbab, Brian Spano, Glen Keller, Sophia Henrickson, Barbara Perkins, Brady Bittel, James Bell, Tamara Leiker, Nickole Byers, and Pam Jones (arrived at 8:12 p.m.)

CONSENT AGENDA

Council member Martin LaBarge moved to approve the consent agenda containing the Minutes from the Regular Meeting on April 5, 2021, Bills Ordinance #2115, and the Manual Journal Entries for March. Council member Tricia Pritchett seconded the motion. The Council approved the consent agenda 6-0.

PUBLIC COMMENTS

Nickole Byers, editor of the Ellis Review, addressed comments made in recent editorials in the newspaper. She assured the Governing Body that the editorials were not directed towards the City of Ellis, and praised the Governing Body for the great job they do.

**PRESENTATIONS OF AWARDS, PROCLAMATIONS, REQUESTS & PETITIONS
(HEARINGS)**

None

SPECIAL ORDER

Water: Special Project

Brian Spano, Wilson & Company, presented the preliminary engineering report for the Water Treatment Plant Study. The study focused on solutions to reduce or eliminate the formation of trihalomethanes (TTHMs) within the City's water system. Mr. Spano presented five alternatives for the Council to consider: (1) construct a treatment unit in a separate building that precedes the existing water treatment facility; (2) modify the existing water treatment plant by replacing one of the two LayneOx skids with alternative media to reduce or eliminate the precursors in the water; (3) develop the Trego County wells and install a waterline to deliver the new water source to the existing treatment facility. The well water will blend with the raw water entering the plant, decreasing any precursor concentrations before treatment; (4) sell the City's water rights to Trego County Rural Water District No. 2 and purchase the water from the Water District at their current rates. The water would be piped from the Trego County wells to the City's water treatment facility; and (5) conduct water quality tests at each of the wells to determine if one or two of the wells are causing the precursor in the influent at the water treatment plant. The cost of the five alternatives ranges from \$1,772,000 to \$6,056,000. It was the consensus of Council to conduct the individual well water quality tests, and then hold a Special Meeting to further discuss options.

Fire: Report

Fire Chief Dustin Vine presented his monthly department report. The Fire Department will receive tablets from Ellis County funded with COVID relief money. The tablets will allow the

firefighters to use digital fire preplans with layered maps including hydrant locations, structure floorplans and contact information.

General Government: Traffic

Brady Bittel requested Council consideration to vacate the alley to the south of 510 Walnut. Mr. Bittel would like to add on to his residence to the south and possibly build a shed. Public Works Director John Leiker confirmed there are no utilities located in that section of the alley and the sanitation truck does not use that portion for weekly trash collection. The area is in the floodplain, which limits the dollar amount of improvements allowed.

General Government: Special Project

Sophia Henrickson, Ellis Alliance, presented information on the Kansas Main Street Program. The program is a strategic approach to revitalize downtown areas. Ms. Henrickson announced the ribbon cutting for the Community Foundation's "Little Engine That Could" project. The event will be held May 1st at 10:30 a.m. at the park south of the Railroad Museum. The annual city-wide garage sales will be June 5th and the Art Walk returns on June 26th.

General Government: Special Project

Pam Jones, retired Animal Control Officer, extended the conversation regarding a Trap/Neuter/Release (TNR) program to reduce the number of feral cats in the City. State law requires the felines to be advertised for three days prior to the procedure. In response to City Code 2-123 which allows residents to have no more than a total of five dogs and cats more than six months old, City Attorney Olavee Raub suggested Council allow amnesty for those residents that will cooperate with the TNR program.

UNFINISHED BUSINESS

Traffic: City Code

Council member Jolene Niernberger made a motion to adopt Ordinance No. 1458 establishing a residential speed limit of 20 miles per hour, except where otherwise posted. Council member Devin Henderson seconded the motion. The motion carried 6-0.

General Government: Policy

Council discussed a proposed resolution establishing the permitted dates and hours of fireworks discharge for 2021. Council member John Walz moved to approve Resolution No. 571 providing for discharge of fireworks on July 3rd and 4th between the hours of 10:00 a.m. and 11:00 p.m., with the addition of "2021" behind the dates. Council member Tricia Pritchett seconded the motion. The motion carried 4-2, with Council members Devin Henderson, Jolene Niernberger, Tricia Pritchett and John Walz voting in favor of the motion, and Council members Kellie Crnkovich and Martin LaBarge voting opposed.

NEW BUSINESS

General Government: Contract

City Clerk Amy Burton presented the proposed addendum to the Nex-Tech Wireless water tower space lease agreement. The lessee would like to replace three of the antennas on top of the water tower with three remote radio units. Council member John Walz moved to approve Addendum No. 3 to the Nex-Tech Wireless Tower Space Lease Agreement as presented. Council member Devin Henderson seconded the motion. The motion carried 6-0.

General Government: Contract

Council member John Walz moved to approve the contracts with Universal Termite and Pest Control for pest control services at the Railroad Museum (\$50.00 per month) and the Chrysler Boyhood Home and Museum (\$32.00 per month). The contracts will run from April 2021 to October 2021. Council member Martin LaBarge seconded the motion. The motion carried 6-0.

Museum: Contract

The City's 25-year lease agreement with the Ellis Railroad Museum expires on May 8, 2021. The lease agreement was amended twice during that period. It was the consensus of Council to enter into another 25-year lease and to add a provision that the lease agreement will auto-renew unless notice is given. City Attorney will draft the new lease agreement for consideration at the next Council meeting.

General Government: Financial

Council member Kellie Crnkovich moved to approve Resolution No. 572 authorizing City employees to use the City-issued credit cards. Council member Devin Henderson seconded the motion. The motion carried 6-0.

Swimming Pool: Acquisition

Public Works Director John Leiker presented bids for automatic pool cleaners. After discussing the various cleaners, Council member Jolene Niernberger moved to approve the purchase of two Maytronics Dolphin Nautilus robotic pool cleaners from Pool Supply Unlimited in the amount of \$864.00 each, contingent on availability, otherwise the purchase may be made for two Mercury Dolphin robotic pool cleaners from Doheny's in the amount of \$1,049.00 each, with funds to come from the Special Machinery fund. Council member Tricia Pritchett seconded the motion. The motion carried 6-0.

Streets: Acquisition

Mr. Leiker continued by presenting two bids for the purchase of asphalt millings for street and alley repair. The bid from Flatlander includes delivery; however, the bid from APAC does not. Council member John Walz moved to approve the bid from Flatlander for the purchase of 80 tons of asphalt millings in the amount of \$1,640.00 with funds to come from the Capital Improvement – Streets fund. Council member Jolene Niernberger seconded the motion. The motion carried 6-0.

Swimming Pool: Special Project

Lamp Rynearson has submitted Change Order No. 2 for the Swimming Pool Improvement Project. The change order is for the addition of an OSHA safety gate at the ladder access to the surge pit. Council member John Walz moved to approve Change Order No. 2 to install the OSHA compliant ladder assembly in the amount of \$1,767.00 with funds to come from the Capital Improvement – Swimming Pool fund. Council member Devin Henderson seconded the motion. The motion carried 6-0.

REPORTS FROM CITY OFFICIALS

Public Works

Public Works Director John Leiker announced that employee Greg Cochrane passed his Certified Pool Operator exam. Mr. Leiker stated the City discovered a large leak at 18th and Spruce. Rough estimates show the leak possibly responsible for 20,000 – 30,000 gallons per day. The Ellis Lakeside Campground is now open for the season.

Police

Police Chief Chris Krom reported that the Dodge Charger ordered in late 2019 is scheduled for delivery by May 7th. Littering at Memorial Park continues to be a problem and officers have been instructed to issue citations to violators.

City Clerk

City Clerk Amy Burton presented the Health Insurance Savings Report for March and the March Financial Statements. The Blue Cross and Blue Shield employee health insurance renewal has come in at a 4.5% increase for health insurance and 2.7% increase for dental insurance, both well below industry inflationary trends. Ms. Burton reported The City's estimated allocation to receive through the American Rescue Plan is \$281,524.01.

Attorney

City Attorney Olavee Raub reported that Kevin Cowan with Gilmore & Bell will attend the May

3rd Council meeting to conduct the public hearing for the Industrial Revenue Bonds for the sale of the hotel.

Mayor Update and Announcements

Mayor David McDaniel announced the League of Kansas Municipalities Leadership Summit on June 18th – 19th in Lawrence.

It was the consensus of Council to put the request from Brady Bittel to vacate the alley by his residence on the May 3rd agenda for further consideration.


Council member Jolene Niernberger expressed concerns over the speed of traffic at 3rd Street and Taylor, especially with the swimming pool opening in a few weeks. Chief Krom will look into a "yield" sign for the area.

ADJOURNMENT

Council member Martin LaBarge moved and Council member Devin Henderson seconded a motion to adjourn the meeting. The motion carried 6-0. The meeting adjourned at 9:35 p.m.



Mayor



City Clerk

**ELLIS CITY COUNCIL
REGULAR MEETING
Minutes
May 3, 2021**

CALL TO ORDER

Mayor David McDaniel called the regular meeting to order at 7:30 p.m. Present were Council members Kellie Crnkovich, Devin Henderson, Martin LaBarge, Jolene Niernberger, Tricia Pritchett, and John Walz. Also present were Public Works Director John Leiker, City Clerk Amy Burton, Police Chief Chris Krom, and City Attorney Olavee Raub.

PLEDGE OF ALLEGIANCE

AMENDMENTS TO AGENDA

None

PUBLIC PRESENT

Lori Miller, Glen Keller, Taft Yates, and Nickole Byers

CONSENT AGENDA

Council member Devin Henderson moved to approve the consent agenda containing the Minutes from the Regular Meeting on April 19, 2021 and Bills Ordinance #2116. Council member Tricia Pritchett seconded the motion. The Council approved the consent agenda 6-0.

PUBLIC COMMENTS

Taft Yates spoke on behalf of Disabled Veterans Chapter 18 (Hays) and Chapter 11 (Salina). The Chapters are working together to collect cans to raise money for the Kansas Honor Flight. Mr. Yates requested the use of two poly carts the weekend of May 14th to transport aluminum cans to the recycling center.

PUBLIC HEARING – ISSUANCE OF TAXABLE INDUSTRIAL REVENUE BONDS IN REGARDS TO AN EXEMPTION FROM AD VALOREM TAXATION

Industrial Development: Financial

Mayor David McDaniel requested a motion to open the public hearing to discuss the issuance of taxable industrial revenue bonds for the hotel project. Council member John Walz moved and Council member Devin Henderson seconded a motion to open the public hearing. The motion carried 6-0. The public hearing opened at 7:34 p.m.

Kevin Cowan, Gilmore and Bell, stated the public hearing is required by statute prior to the issuance of industrial revenue bonds. The previous 10-year full tax abatement for the Days Inn hotel ended in 2020. By statute, a new tax abatement has to be approved since the hotel recently sold and will be under new ownership.

There being no comments from the public, Council member Jolene Niernberger moved to close the public hearing. Council member Devin Henderson seconded the motion. The motion carried 6-0. The public hearing adjourned at 7:36 p.m.

Industrial Development: Financial

Mr. Cowan reviewed the proposed resolution stating the City's intent to issue industrial revenue bonds in the amount of \$1,700,000 to provide funds for the new owner to pay the costs of the acquisition, renovation, and improvement of the existing hotel facility. Mr. Cowan stressed that by statute, the City is simply a conduit for the transaction. The City is not financially responsible for the bonds if the owner defaults, as the bonds are only payable by the revenues generated by the hotel.

Mr. Cowan also reviewed the cost/benefit analysis with Council and noted that with minimal new investment in an existing facility, the analysis does not reflect positive numbers as a new construction project might. The next step for the City would be to authorize the Mayor to sign the General Warranty Deed and terminate the lease with KM Hospitality. Council

member John Walz moved to approve Resolution No. 573 stating the City's intent to issue taxable industrial revenue bonds in the approximate amount of \$1,700,000 for the Gurkirpa Real Estate Investment Group to finance the acquisition, renovation, and improvements to the existing hotel facility. Council member Jolene Niernberger seconded the motion. The motion carried 5-1, with Council member Martin LaBarge voting opposed, and Council member Kellie Crnkovich abstaining due to her employment at the hotel.

PRESENTATIONS OF AWARDS, PROCLAMATIONS, REQUESTS & PETITIONS (HEARINGS)

Mayor David McDaniel read a proclamation in observance of the 52nd Annual Professional Municipal Clerks Week from May 2 – May 8, 2021.

SPECIAL ORDER

Personnel: Benefits

Lori Miller, Heartland Retirement & Benefits Consulting, presented the 2021 renewal of the City employee health insurance policies. Ms. Miller recommends staying with Blue Cross Blue Shield for the umbrella policy as the rates are more favorable than going back with United Health Care. There are no increases to the premiums for the Vision Care Direct or Advance Life Insurance plans and an approximate 2.7% increase in the dental premiums. Council member Jolene Niernberger moved to approve the employee's health and dental insurance plans with Blue Cross & Blue Shield, the employee's vision plan with Vision Care Direct, and the employee's life insurance plan with Advance Insurance Company of Kansas, all for the period July 1, 2021 – June 30, 2022. Council member John Walz seconded the motion. The motion carried 6-0.

UNFINISHED BUSINESS

General Government: Traffic

Council discussed a request from Brady Bittel to vacate the alley south of 510 Walnut Street. Mr. Bittel requested vacation of the alley in order to add on to his residence and to build an accessory building. Public Works Director John Leiker expressed concerns over the lot owner's potential future plans to build a duplex and the need to provide future sanitation service to those residents. Vacating the alley would obstruct providing essential City services. After further discussion, it was the consensus of Council to not take action on the request due to concerns with long-term development possibilities.

Museum: Contract

Council member John Walz moved to approve the Lease Agreement with the Ellis Railroad Museum with the correction to the corporation's registered office. Council member Tricia Pritchett seconded the motion. The motion carried 6-0.

NEW BUSINESS

General Government: Committee

Mayor David McDaniel presented his proposed list of 2021 City committee appointments. Council member Tricia Pritchett moved to approve the 2021 Roster of Appointments. Council member Jolene Niernberger seconded the motion. The motion carried 6-0.

General Government: License/Permit

Council member John Walz moved to approve the Fireworks Permit Application for the Ellis Baptist Youth Group at 808 Washington Street, contingent on submission of proper proof of liability insurance. Council member Martin LaBarge seconded the motion. The motion carried 6-0.

Sewer: Acquisition

Council member Martin LaBarge moved to approve the purchase of phosphorus removal from Brenntag in the amount of \$1,350.00 for the Wastewater Treatment Plant. Council member Devin Henderson seconded the motion. The motion carried 6-0.

General Government: Contract

The City's included warranty on the two outdoor warning sirens will end soon. Ellis County Emergency Manager Lyle Pantle has asked if the City is interested in a joint maintenance agreement with Blue Valley Public Safety, Inc. The City's annual cost will be \$613.63 plus every 3-4 years the batteries will need to be replaced at a cost of \$1,008.00. Council member Jolene Niernberger moved to enter into a preventive maintenance contract with BVPS, Inc. for the City's outdoor warning sirens. Council member John Walz seconded the motion. The motion carried 6-0.

General Government: Grant

Council member Devin Henderson moved to approve Request #5 for Payment of CDBG Funds in the amount of \$7,206.03 for COVID-19 relief. Council member Tricia Pritchett seconded the motion. The motion carried 6-0.

Council member Jolene Niernberger moved to approve payment of CDBG-CV grant funds to the Ellis Food Pantry in the amount of \$4,206.03. Council member Kellie Crnkovich seconded the motion. The motion carried 6-0.

Council member Jolene Niernberger moved to approve payment to Northwest Kansas Planning & Development Commission in the amount of \$3,000.00. Council member Devin Henderson seconded the motion. The motion carried 6-0.

Council member Jolene Niernberger then moved to authorize Mayor David McDaniel to sign the related grant documents. Council member John Walz seconded the motion. The motion carried 6-0.

Water: Grant

Council member Jolene Niernberger moved to approve Request #4 for Payment of CDBG Funds in the amount of \$67,556.00 for the Waterline Improvement Project. Council member Tricia Pritchett seconded the motion. The motion carried 6-0.

Council member Jolene Niernberger moved to approve Contractor's Application #4 for Payment in the amount of \$109,352.21 to Flint Hills Underground. Council member Devin Henderson seconded the motion. The motion carried 6-0.

Council member John Walz moved to approve payment to Northwest Kansas Planning & Development Commission in the amount of \$5,000.00. Council member Jolene Niernberger seconded the motion. The motion carried 6-0.

Council member John Walz then moved to authorize Mayor David McDaniel to sign the related grant documents. Council member Devin Henderson seconded the motion. The motion carried 6-0.

Swimming Pool: Special Project

City Clerk Amy Burton presented Change Order No. 3 for the Swimming Pool Improvement Project. The change order decreases the total contract price for the unused balance of the testing allowance. Council member Kellie Crnkovich moved to approve Change Order No. 3 in the amount of (\$8,344.54). Council member Devin Henderson seconded the motion. The motion carried 6-0.

Swimming Pool: Grant

Council member Devin Henderson moved to approve Request #10 for Payment of CDBG Funds in the amount of \$4,727.00 for the Swimming Pool Improvement Project. Council member Tricia Pritchett seconded the motion. The motion carried 6-0.

Council member John Walz moved to approve Contractor's Application #10 for Payment in the amount of \$1,727.00 to Carrothers Construction. Council member Jolene Niernberger seconded the motion. The motion carried 6-0.

Council member John Walz moved to approve payment to Northwest Kansas Planning & Development Commission in the amount of \$3,000.00. Council member Devin Henderson

seconded the motion. The motion carried 6-0.

Council member Tricia Pritchett then moved to authorize Mayor David McDaniel to sign the related grant documents. Council member Kellie Crnkovich seconded the motion. The motion carried 6-0.

Parks: Policy

Public Works Director John Leiker is working with Recreation Director Dan Pyle to move one of the frisbee golf tees to avoid damage to the swing set at Creekside Park. The swing set is right in line with the tee to the basket and golfers wrap the swings around the stand causing some swings to break and need replaced.

Parks: Repair/Maintenance

Mr. Leiker continued by presenting a bid from Stan Honas to repair the masonry part of the fountain and pedestal at Memorial Park. Western Stone was also contacted for a bid but did not respond. Council member John Walz moved to approve the bid from Stan Honas to repair the fountain (\$2,000.00) and pedestal (\$1,000.00) at Memorial Park with funds to come from General-Parks. Council member Jolene Niernberger seconded the motion. The motion carried 6-0.

Streets: Special Project

Mr. Leiker discussed the need to repair the alley south of City Hall. The work is more than the Public Works Department is able to take on. The alley is all concrete, but patched in asphalt. Mr. Leiker will solicit bids for the work.

Special Machinery: Acquisition

Mr. Leiker requested approval to search for a pickup for the Public Works Department. Council budgeted \$20,000 for the purchase in 2021 in the Capital Improvement Plan. Police Chief Chris Krom also noted that the City is part of the Dodge fleet program which offers significant discounts on new vehicles. Mr. Leiker will obtain bids on both new and used pickups for Council consideration.

REPORTS FROM CITY OFFICIALS

Public Works

Public Works Director John Leiker presented the Comparative Water Report for the period February 10th to March 10th. The Swimming Pool Improvement Project should be completed this week. The pool cleaners approved at the last meeting are on backorder. The same robotic cleaner is available on Amazon but is \$70-\$100 higher than Council approved. It was the consensus of Council to ratify the purchase once the price is known.

Swimming Pool: Disposal

The City switched to a liquid chlorine system with the new pool; therefore, Mr. Leiker would like to sell the old Pulsar briquette chlorine system. Council member John Walz moved to authorize Mr. Leiker to sell the Pulsar chlorine system on the Purple Wave auction site. Council member Devin Henderson seconded the motion. The motion carried 6-0.

Police

Police Chief Chris Krom presented the Monthly Activity Report for April and the May Staff Calendar. The Dodge Charger ordered in late 2019 has finally arrived and will be put into service once outfitted.

City Clerk

City Clerk Amy Burton reported that interviews were held for summer pool staff and offers of employment were extended to two pool house attendants and fourteen lifeguards. Ms. Burton expressed concerns over an article on Hays Post regarding the development of the C2T campground. The owner stated in the article that he directs campers to the Hays and Ellis campgrounds to dump sewage. Ms. Burton noted that the City's dump station at the Lakeside Campground is for those patrons only, and others must pay a fee to dump.

General Government: Financial

Ms. Burton requested permission to set up a separate fund for dollars received under the American Rescue Plan (ARP). The City will have until 2024 to use the funds, and it will be much easier to submit reports if the funds are kept separate. Council member John Walz moved to authorize Ms. Burton to establish a separate fund for ARP dollars. Council member Jolene Niernberger seconded the motion. The motion carried 6-0.

Attorney**Mayor Update and Announcements****Sanitation: Special Project**

Council member John Walz moved to approve the use of two sanitation poly carts from May 14th – 17th for the aluminum can fundraiser for the Kansas Honor Flight program. Council member Devin Henderson seconded the motion. The motion carried 6-0.

Council member John Walz asked for continued discussion at the next council meeting on the City's approach to reduce the feral cat population.

Council member Tricia Pritchett reminded residents that golf carts are not allowed to drive on City streets.

ADJOURNMENT

Council member Martin LaBarge moved and Council member Devin Henderson seconded a motion to adjourn the meeting. The motion carried 6-0. The meeting adjourned at 9:19 p.m.



Mayor

City Clerk

**ELLIS CITY COUNCIL
REGULAR MEETING
Minutes
May 17, 2021**

CALL TO ORDER

Mayor David McDaniel called the regular meeting to order at 7:34 p.m. Present were Council members Kellie Crnkovich, Devin Henderson, Jolene Niernberger, Tricia Pritchett, and John Walz (arrived at 7:57 p.m.). Also present were Public Works Director John Leiker, Assistant City Clerk Verda Flinn, Police Chief Chris Krom, and City Attorney Olavee Raub. Council member Martin LaBarge was absent.

PLEDGE OF ALLEGIANCE

AMENDMENTS TO AGENDA

None

PUBLIC PRESENT

Kyle Bahr, Glen Keller, Barbara Perkins, Vernie Pritchett, James Bell, and Nickole Byers (arrived at 8:02 p.m.)

CONSENT AGENDA

Council member Devin Henderson moved to approve the consent agenda containing the Minutes from the Regular Meeting on May 3, 2021 and Bills Ordinance #2117. Council member Tricia Pritchett seconded the motion. The Council approved the consent agenda 4-0.

PUBLIC COMMENTS

Vernie Pritchett spoke on various events available to senior citizens to help them stay connected with the community, including regular coffee gatherings at Gigi's Café and a grant-funded pen pal program with elementary students.

**PRESENTATIONS OF AWARDS, PROCLAMATIONS, REQUESTS & PETITIONS
(HEARINGS)**

Mayor David McDaniel read a proclamation in observance of National Police Officer's Week from May 9 – 16, 2021.

Mayor David McDaniel read a proclamation in observance of the 61st Annual National Public Works Week from May 16 – 23, 2021.

SPECIAL ORDER

Fire Department Report

Fire Chief Dustin Vine was absent and no report was submitted.

UNFINISHED BUSINESS

General Government: Financial

City Attorney Olavee Raub reviewed the procedures necessary to finalize the sale of the Days Inn Hotel from KM Hospitality to the new owner. The City issued industrial revenue bonds for the original construction; therefore, Council must approve the documents to finalize the sale. Council member Tricia Pritchett moved for the City of Ellis to call for redemption prior to maturity all taxable industrial revenue bonds on and after June 17, 2021 for redemption on May 19, 2021. Council member Jolene Niernberger seconded the motion. The motion carried 4-0, with Council member Kellie Crnkovich abstaining due to employment at the hotel.

Council member Jolene Niernberger moved to adopt Resolution No. 574 authorizing the redemption of the industrial revenue bonds and to convey the property back to KM Hospitality for the property sale. Council member Devin Henderson seconded the motion. The motion carried 4-0, with Council member Kellie Crnkovich abstaining due to employment at the hotel.

Council member Devin Henderson moved to approve and authorize the Mayor and Clerk's signature on the Release of Lease, Bill of Sale and Special Warranty Deed as presented. Council member Jolene Niernberger seconded the motion. The motion carried 4-0, with Council member Kellie Crnkovich abstaining due to employment at the hotel.

General Government: Special Project

Council discussed articles and reference material distributed by Nickole Byers, editor of the Ellis Review, regarding solutions to reduce the feral cat population. The articles are from the Alley Cat Allies website at www.alleycat.org and provide education on the trap/neuter/release (TNR) program. Ms. Byers is going to publish weekly articles from the website to help educate the public on how the program works. The City continues to explore funding for the TNR program, public education, and wages for the animal control officer.

NEW BUSINESS

General Government: Zoning

Council performed a first reading on an ordinance amending the current sign provisions. The Planning Commission has recommended Council adopt the ordinance which would now allow perpendicular signs on buildings. Council member Jolene Niernberger, who also serves on the Planning Commission, questioned why the "General Requirements" in the Zoning Ordinance were not included in the proposed ordinance. City Attorney Olavee Raub stated the Planning Commission did not instruct her to include them. It was the consensus of Council to send the ordinance back to the Planning Commission for further review.

General Government: Zoning

Council performed a first reading on an ordinance restricting freight shipping containers in residential districts. The Planning Commission has recommended Council adopt the ordinance. Council member Kellie Crnkovich feels the ordinance discriminates against lower income residents who can't afford to install a large storage shed. It was the consensus of Council to send the ordinance back to the Planning Commission for further review.

Campground: Special Project

The Campground Committee requested permission to explore additional improvements to the Ellis Lakeside Campground, including a bathhouse on the south side expansion and an additional sewer dump station. Council member John Walz moved to allow the Campground Committee to solicit cost estimates to construct a second bathhouse and sewer dump station on the south side expansion. Council member Kellie Crnkovich seconded the motion. The motion carried 5-0.

Campground: Acquisition

The Campground Committee has submitted a bid for the purchase of equipment to install Wi-Fi on the south side of the campground. Golden Belt Telephone has offered free Wi-Fi service with the City purchasing the equipment. Vyve currently services the north side of the campground. Council member John Walz moved to purchase the equipment necessary to install Wi-Fi on the south side of the campground from Golden Belt Telephone in the amount of \$1,817.23, with funds to come from the Campground Fund. Council member Tricia Pritchett seconded the motion. The motion carried 5-0.

REPORTS FROM CITY OFFICIALS

Public Works

Public Works Director John Leiker presented the Comparative Water Report for the period March 10th to April 10th. Mr. Leiker reported that only one contractor has submitted a bid to replace the concrete on the alley south of City Hall. Mr. Leiker is going to wait until July to review prices of new and used pickups. The Department will return to "summer hours" from Memorial Day through Labor Day. The Department will work from 7:00 a.m. to 3:30 p.m.

Police

Police Chief Chris Krom reported that officers have participated in various types of training this month. The new Dodge Charger has had the graphics installed and is currently in Holcomb to have the equipment installed.

City Clerk

Assistant City Clerk Verda Flinn presented the minutes from the meetings of the Campground Committee and Planning Commission/Board of Zoning Appeals. The April Health Insurance Savings Report was reviewed. The swimming pool is scheduled to open June 1st; however, the State does not want the City to utilize the splash pads until final monitoring of the project is completed in mid-June to early July.

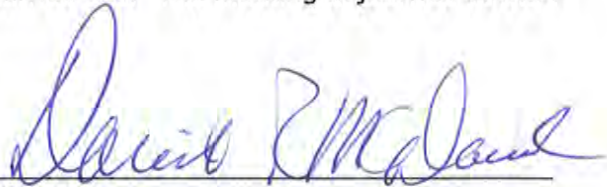
Attorney

Mayor Update and Announcements

Mayor David McDaniel has completed the department head evaluations. Registration is still open for the Leadership Summit in Lawrence, KS.

ADJOURNMENT

Council member Tricia Pritchett moved and Council member Devin Henderson seconded a motion to adjourn the meeting. The motion carried 5-0. The meeting adjourned at 8:34 p.m.



Mayor

City Clerk

**ELLIS CITY COUNCIL
REGULAR MEETING
Minutes
June 7, 2021**

CALL TO ORDER

Mayor David McDaniel called the regular meeting to order at 7:30 p.m. Present were Council members Kellie Crnkovich, Devin Henderson, Martin LaBarge, Jolene Niernberger, Tricia Pritchett, and John Walz. Also present were Public Works Director John Leiker, City Clerk Amy Burton, Police Chief Chris Krom, and City Attorney Olavee Raub.

PLEDGE OF ALLEGIANCE

AMENDMENTS TO AGENDA

None

PUBLIC PRESENT

Neal Younger, James Carthew, Karen Day, Joe Day, James Bell, Tracy Andrews, Barbara Perkins, Robin Henman, Cory Eberle, Macy Eberle, Brandon Hines, Glen Keller, Steve Arthur, Doug Williams, Angie Kreutzer, Nickole Byers, Jennifer Hecker, Jenny Bates, Erin Henderson, Brendan Mackay, and Dustin Mattheyer (arrived at 7:57 p.m.)

CONSENT AGENDA

Council member John Walz moved to approve the consent agenda containing the Minutes from the Regular Meeting on May 17, 2021, Bills Ordinance #2118, and the Manual Journal Entries for April. Council member Devin Henderson seconded the motion. The Council approved the consent agenda 6-0.

PUBLIC COMMENTS

None

**PRESENTATIONS OF AWARDS, PROCLAMATIONS, REQUESTS & PETITIONS
(HEARINGS)**

General Government: Financial – Budget Request

Steve Arthur, Director of the Ellis Public Library, presented the Library's 2022 budget request of four mills of the assessed valuation, \$2,500.00 for employee benefits, and \$2,000.00 for library programming. The Library also requests additional funds for capital improvements, personnel, and additional programming and project funding totaling \$12,000.00. The Council took no action and will consider the request during budget preparation.

General Government: Financial – Budget Request

No one was present to discuss the Ellis Recreation Commission's 2022 Budget Request. However, the Commission submitted a letter requesting \$2,500.00 for maintenance to the ballfields. The Council took no action and will consider the request during budget preparation.

General Government: Financial – Budget Request

Jennifer Hecker, Executive Director, Options – Domestic and Sexual Violence Services, provided information regarding the specialized services and programs that Options provides and requested consideration of funding in the amount of \$1,500.00 from the City through the 2022 Budget. The Council took no action and will consider the request during budget preparation.

General Government: Financial – Budget Request

Karen Day, Director, presented the 2022 budget request from the Walter P. Chrysler Boyhood Home & Museum. The Chrysler Museum requested consideration of \$15,000.00 to help fund operations. The Council took no action and will consider the request during budget preparation.

General Government: Financial – Budget Request

Doug Williams, Executive Director, presented the 2022 budget request from Grow Hays. The organization's mission for Ellis County is business creation, business growth, business retention and business recruitment. Grow Hays requested consideration of ½ mill, or \$6,500.00, from the City through the 2022 budget. The Council took no action and will consider the request during budget preparation.

General Government: Financial – Budget Request

Jenny Bates and Tracey Andrews presented the 2022 budget request from Big Brothers Big Sisters. Currently, there are eight matches in Ellis and 140 in Ellis County. The organization requests \$5,000.00 in consideration from the City through the 2022 budget. The Council took no action and will consider the request during budget preparation.

SPECIAL ORDER**Streets: Special Project**

Dustin Mattheyer requested consideration for the City to include funding in the 2022 budget to widen 10th Street/Old Highway 40 from Spruce Street to Monroe Street. Brendan Mackay, Ellis County Public Works Director, stated the County is responsible for the 20' of roadway, but the City is responsible for the easements and drainage areas. Mr. Mackay stated that the Kansas Department of Transportation has grants available for this type of work, and some of those only require a small match from the City. Mr. Mackay will let the City know when the late summer grants are announced.

UNFINISHED BUSINESS**General Government: Zoning**

Council reconsidered an ordinance restricting freight shipping containers in residential districts. Council had requested the Planning Commission reconsider the ordinance and the Planning Commission further discussed the ordinance at their May 24, 2021 meeting. The Commission believes the ordinance is necessary and submitted it back to Council without any revisions. It was the consensus of Council to consider this a first reading of the ordinance in order to let the public offer comments on the proposed ordinance.

NEW BUSINESS**General Government: Policy**

Council considered an application from the new owner of the Days Inn for the City's partial sales tax rebate program. After discussing the requirements, Council member Tricia Pritchett moved to deny the Application for New Retail Business Incentive for Days Inn due to not meeting the definition of a new business, as stated in the application, and also because the hotel is primarily a service company, not retail. Council member John Walz seconded the motion. The motion carried 6-0.

General Government: Policy

Council member Jolene Niernberger moved to approve Resolution No. 575 adopting the Kansas Homeland Security Region B Hazard Mitigation Plan as an official plan. Council member Devin Henderson seconded the motion. The motion carried 6-0.

Campground: Acquisition

Council member Jolene Niernberger moved to ratify the purchase of sixteen picnic tables and one bench from Champlin Tire Recycling, Inc. in the amount of \$13,313.00, with funds to come from the Campground Fund and a Kansas Department of Health and Environment Waste Tire grant. Council member Tricia Pritchett seconded the motion. The motion carried 6-0.

General Government: Zoning

Council reviewed a proposed ordinance from the Planning Commission defining a "shouse" building. A shouse will be allowed as an accessory building in residential districts, but there

must be a primary structure on the lot. It was the consensus of Council to consider this a first reading of the proposed ordinance. The ordinance will be considered for adoption at the June 21, 2021 Council meeting.

Water: Grant

Council member Devin Henderson moved to approve Request #5 for Payment of CDBG Funds in the amount of \$57,526.00 for the Waterline Improvement Project. Council member Jolene Niernberger seconded the motion. The motion carried 6-0.

Council member John Walz moved to approve Contractor's Application #5 for Payment in the amount of \$102,725.02 to Flint Hills Underground. Council member Tricia Pritchett seconded the motion. The motion carried 6-0.

Council member Kellie Crnkovich then moved to authorize Mayor David McDaniel to sign the related grant documents. Council member Devin Henderson seconded the motion. The motion carried 6-0.

General Government: Grant

Council member Devin Henderson moved to approve Request #6 for Payment of CDBG Funds in the amount of \$4,696.78 for COVID-19 relief. Council member John Walz seconded the motion. The motion carried 6-0.

Council member John Walz moved to approve payment of CDBG-CV grant funds to the Ellis Food Pantry in the amount of \$4,696.78. Council member Jolene Niernberger seconded the motion. The motion carried 6-0.

Council member Tricia Pritchett then moved to authorize Mayor David McDaniel to sign the related grant documents. Council member Devin Henderson seconded the motion. The motion carried 6-0.

General Government: License/Permit

Council member John Walz moved to approve the Fireworks Permit Application for the Ellis Softball Baseball Association, contingent on the applicant submitting proof of liability insurance. Council member Jolene Niernberger seconded the motion. The motion carried 6-0.

Police: Disposal

Police Chief Chris Krom requested authorization to sell the 2009 Crown Victoria. The 2021 Dodge Charger is now in service and the 2016 Ford Taurus will replace the Crown Victoria as the supervisor vehicle. Council member John Walz moved to authorize Police Chief Chris Krom to sell the 2009 Crown Victoria on the Purple Wave auction site. Council member Martin LaBarge seconded the motion. The motion carried 6-0.

Water: Acquisition

Public Works Director John Leiker requested authorization to purchase auto-read water meters as budgeted in the Capital Improvement Plan. The auto-read meters offer increased accuracy and provide the City the ability to detect water leaks faster than traditional meters. Council member Jolene Niernberger moved to approve the purchase of sixty-two (62) 3/4" x 5/8" meters and five (5) 1" meters from Metron-Farnier at a cost of \$24,792.60 with funds to come from the Water Depreciation Reserve fund. Council member Martin LaBarge seconded the motion. The motion carried 6-0.

Swimming Pool: Acquisition

City Clerk Amy Burton requested permission to purchase additional chaise lounge chairs for the swimming pool. Currently, there are only five loungers at the pool, and with the larger pool deck area, additional lounge chairs would be a nice complement to the facility. Council member Kellie Crnkovich moved to approve the purchase of fifteen (15) Grossfillex chaise loungers from Zoro.com at a cost of \$3,737.10, contingent on availability. Otherwise, Ms. Burton has the option to purchase at lower cost with extended delivery times. Council member Devin Henderson seconded the motion. The motion carried 6-0.

REPORTS FROM CITY OFFICIALS

Public Works

Public Works Director John Leiker informed Council that he is soliciting bids to raise the floor in the Water Treatment Plant. The floor has sunk 3"-6", affecting the drainage at the clear well. The water test results on the individual wells did not detect bromides in any specific well, therefore, Council will need to meet with Wilson and Company to determine an overall solution incorporating the Trego County wells.

Police

Police Chief Chris Krom presented the Monthly Activity Report for May and the June Staff Calendar. There were 170 new incidents in May. Officers participated in various training opportunities, including pursuit training, sexual crimes against children, and a firearms instructor course.

City Clerk

City Clerk Amy Burton reviewed the minutes from the recent Planning Commission/Board of Zoning Appeals meeting and the April financial statements. Ms. Burton asked for volunteers to help with LMI surveys on June 10th, 12th, 14th and 15th. The State will be on-site for the swimming pool grant closeout on June 15th. It was the consensus of Council to hold the open house for the new swimming pool on July 4th.

Attorney

City Attorney Olavee Raub stated she will be out of town for the June 28th Planning Commission and July 6th Council meeting, but will attend both meetings virtually through Zoom.

Mayor Update and Announcements


Mayor David McDaniel announced that six governing body members will attend the Leadership Summit in Lawrence June 18th – 19th.

ADJOURNMENT

Council member Martin LaBarge moved and Council member Devin Henderson seconded a motion to adjourn the meeting. The motion carried 6-0. The meeting adjourned at 9:09 p.m.



Mayor



City Clerk

**ELLIS CITY COUNCIL
REGULAR MEETING
Minutes
June 21, 2021**

CALL TO ORDER

Mayor David McDaniel called the regular meeting to order at 7:30 p.m. Present were Council members Kellie Crnkovich, Devin Henderson, Martin LaBarge, Jolene Niernberger, Tricia Pritchett, and John Walz. Also present were Public Works Director John Leiker, City Clerk Amy Burton, Police Chief Chris Krom, Assistant Fire Chief Wesley James, and City Attorney Olavee Raub.

PLEDGE OF ALLEGIANCE

AMENDMENTS TO AGENDA

None

PUBLIC PRESENT

Glen Keller, Meagan Wellbrock, Pauleen Edmonds, Erin Henderson, Barbara Perkins and Travis Kohlrus.

CONSENT AGENDA

Council member John Walz moved to approve the consent agenda containing the Minutes from the Regular Meeting on June 7, 2021 and Bills Ordinance #2119. Council member Martin LaBarge seconded the motion. The Council approved the consent agenda 6-0.

PUBLIC COMMENTS

None

**PRESENTATIONS OF AWARDS, PROCLAMATIONS, REQUESTS & PETITIONS
(HEARINGS)**

General Government: Financial – Budget Request

Travis Kohlrus presented the 2022 budget request from the Ellis Alliance. The Alliance is requesting \$10,000, the same amount as last year. The Council took no action and will consider the request during budget preparation.

General Government: Financial – Budget Request

Pauleen Edmonds presented the 2022 budget request from the Community Foundation of Ellis. The Foundation requests consideration in the amount of \$10,000, the same amount as last year. The Council took no action and will consider the request during budget preparation.

General Government: Financial – Budget Request

Glen Keller, Chairman of the Ellis Railroad Museum, presented the 2022 budget request of \$16,000 for consideration, the same amount as last year. The Council took no action and will consider the request during budget preparation.

General Government: Financial – Budget Request

The Council reviewed a letter from the Foster Grandparent Program and Senior Companion Program. Due to COVID-19, federal grant match requirements were waived and volunteer numbers decreased in both programs, resulting in adequate funding for the programs through 2022. Therefore, the programs will not request funding from the City in the 2022 budget.

SPECIAL ORDER

General Government: Financial

Meagan Wellbrock, Adams Brown LLC, presented the City's 2020 audit report. The City had no audit findings and received a "clean" opinion, meaning that the 2020 financial statements are fairly stated in all material respects. There were also no cash or budget violations noted.

The City was also required to have a Single Audit for 2020 since over \$750,000 was expended in Federal grant funds. There were no findings cited in the Single Audit report as well, although Ms. Wellbrock verbally recommended the City review for accuracy any reports prepared on the City's behalf from the City's grant administrator. The audit reports will be considered for approval at the next Council meeting.

Fire: Report

Assistant Fire Chief Wesley James presented the monthly fire department report. Faulty smoke detectors at the Days Inn hotel resulted in four calls in seven days. The alarms have been repaired.

UNFINISHED BUSINESS

General Government: City Code

Council again considered a proposed ordinance from the Planning Commission restricting freight shipping containers in residential districts. Council member John Walz moved to approve Ordinance No. 1459 prohibiting freight shipping containers as accessory buildings or for storage in any residential zone. Council member Devin Henderson seconded the motion. Upon a call for discussion, Council member Kellie Crnkovich would like for the containers to be allowed, but restricted to only in the back yard and for them to be painted. Council member Tricia Pritchett pointed out that many other storage buildings in town are dilapidated and an eye sore. Ms. Pritchett would like to allow the containers, but restrict to twenty feet (20') in length and placement only in the back yard. Glen Keller, Chair of the Planning Commission, stated that the Commission researched the containers over several months and believe they are not conducive for the good of the community. Upon a call for the vote, Council members Devin Henderson, Jolene Niernberger and John Walz voted in favor of the motion, and Council members Kellie Crnkovich, Martin LaBarge, and Tricia Pritchett voted opposed. Mayor David McDaniel stated that he would support the recommendation of the Planning Commission and voted in favor of the motion. Therefore, the motion carried 4-3.

General Government: City Code

Council considered a proposed ordinance from the Planning Commission defining a "shouse" as an accessory building. The shed/house would not be allowed as a primary structure in residential districts. Council member John Walz moved to adopt Ordinance No. 1460 amending the definitions in the Zoning Ordinance as presented. Council member Tricia Pritchett seconded the motion. The motion carried 5-1, with Council member Jolene Niernberger opposed.

NEW BUSINESS

Fire: Acquisition

Council members considered a request from the Fire Department to purchase an additional blitz force monitor. Assistant Fire Chief Wesley James noted that this would supply each fire truck with a monitor. The equipment is important because with fewer volunteer firefighters available during the day, the monitor can act as an additional person in handling the fire hoses. Council member Jolene Niernberger moved to approve the purchase of a blitz force monitor from Weis Fire & Safety Equipment, LLC in the amount of \$1,725.00 with funds to come from the Fire Department budget. Council member Devin Henderson seconded the motion. The motion carried 6-0.

General Government: Grant

Council member Devin Henderson moved to approve Request #7 for Payment of CDBG Funds in the amount of \$5,307.06 for COVID-19 relief. Council member Jolene Niernberger seconded the motion. The motion carried 6-0.

Council member John Walz moved to approve payment of CDBG-CV grant funds to the Ellis

Food Pantry in the amount of \$5,307.06. Council member Tricia Pritchett seconded the motion. The motion carried 6-0.

Council member Jolene Niernberger then moved to authorize Mayor David McDaniel to sign the related grant documents. Council member Kellie Crnkovich seconded the motion. The motion carried 6-0.

Water: Repair/Maintenance

Public Works Director John Leiker presented two bids to raise the floor in the Water Treatment Plant. The floor has settled 4"-6" and the wall along the clear well is starting to crack. Mr. Leiker recommends the bid from Thrasher Foundation Repair due to their better work guarantee, even though they are the higher bid. Council member John Walz moved to approve the bid from Thrasher Foundation Repair in the amount of \$26,239.57 to raise the floor at the Water Treatment Plant with funds to come from the Water Depreciation Reserve Fund. Council member Martin LaBarge seconded the motion. The motion carried 6-0.

REPORTS FROM CITY OFFICIALS

Public Works

Mr. Leiker continued by informing Council a resident has approached him about the City selling some of the old telephone poles at the Shop Annex. It was the consensus of Council to have Mr. Leiker determine the number of poles to sell and to report back to Council.

Police

Police Chief Chris Krom reported that all officers have completed their required 40 hours of training for the fiscal year ending June 30, 2021. Purple Wave will be out next week to take pictures of the Crown Victoria to list for sale. The Department is applying for a grant to replace each officer's body camera. The current cameras are becoming unreliable and outdated.

City Clerk

City Clerk Amy Burton presented the Health Insurance Savings Report for May. The Council will hold a Special Meeting on June 22nd with Wilson & Company to discuss options for modifications to the Water Treatment Plant and the Water Exploration Project. The City will receive \$305,081.98 in American Rescue Plan funding. The Chamber will hold a ribbon cutting at the new pool facility on July 4th at 12:30 p.m.

Attorney

City Attorney Olavee Raub reminded Council that she will attend the June 28th Planning Commission meeting and the July 6th Council meeting virtually through Zoom.

Mayor Update and Announcements

Council members remarked that the recent LKM Leadership Summit was informative and beneficial. Council member John Walz requested Council begin to review the current animal ordinances to address the feral cat issue. The PRIDE Committee will meet Friday evening to paint the sunflowers on the streets.

ADJOURNMENT

Council member Martin LaBarge moved and Council member Devin Henderson seconded the motion. The motion carried 6-0. The meeting adjourned at 8:42 p.m.



Mayor



City Clerk

**ELLIS CITY COUNCIL
SPECIAL MEETING
Minutes
June 22, 2021**

CALL TO ORDER

Mayor David McDaniel called the special meeting to order at 6:30 p.m. Present were Council members Kellie Crnkovich, Devin Henderson, Martin LaBarge, Jolene Niernberger, Tricia Pritchett, and John Walz. Also present were Public Works Director John Leiker, City Clerk Amy Burton, and City Attorney Olavee Raub.

PLEDGE OF ALLEGIANCE

PUBLIC PRESENT

Dean Yanda, Brian Spano, Sarah Kosbab, and Alan Scheuerman.

PURPOSE OF SPECIAL MEETING

Mayor David McDaniel stated the purpose of the special meeting is to discuss options presented in the engineering study prepared by Wilson & Company for modifying the Water Treatment Plant and possibly incorporating the Water Exploration Project.

Water: Special Project

Brian Spano, Wilson & Company, once again reviewed the Preliminary Engineering Report on possible options for modifications to the Water Treatment Plant to reduce the levels of trihalomethanes (TTHM's) in the water distribution system. The report was previously reviewed with Council at the April 19th Council meeting.

Four alternatives were discussed in detail with pros and cons of each:

(1) Add Treatment Before Existing Water Treatment Plant

This option would use reverse osmosis or granular activated carbon (GAC) to reduce or eliminate the precursors in the raw water in order to prevent the formation of TTHMs. A separate building would be constructed on the east side of the current treatment plant to perform this additional treatment. The pros of this option is that the current treatment plant would not have to be shut down for construction of the new building; however, this option does not allow full removal of the bromides and has high annual operational costs. The granular activated carbon media could cost a minimum of \$100,000 per year for the life of the plant.

(2) Modify the Existing Water Treatment Plant

This option would also use reverse osmosis or granular activated carbon to reduce or eliminate the precursors in the raw water to prevent the formation of TTHMs. However, either both of the LayneOx skids (reverse osmosis) would be removed or one of the two LayneOx skids would be modified to add the granular activated carbon media. This option would use less capital in that a separate building wouldn't be constructed; however, removing one of the LayneOx skids will reduce the capacity of water at the treatment plant, limiting growth, and the treatment plant would have to be shut down to make the modifications. The RO modification reduces plant efficiency by wasting 20-25% of the treated water in the process.

(3) Develop Groundwater Supply Wells in Trego County and Blend

This alternative develops the City's Trego County wells, which would require installing a waterline twenty-one (21) miles to the City's existing water treatment plant. The well water will blend with the raw water entering the plant, decreasing any precursor concentrations before treatment. This option would increase the City's water supply and provide more flexibility in using more City wells. However, this option has high capital costs due to land acquisition costs and installing twenty-one miles of piping.

(4) Purchase Water from Trego Rural Water District No. 2 and Blend

This option would require negotiations with Trego RWD No. 2 for the City's water rights for the Trego County wells. The City would have to sell its water rights to Trego RWD No. 2 in exchange for the District constructing the groundwater wells and pipeline to transport the water to Ellis. The City would then buy water from the District. The City would have to negotiate construction and distribution costs and water supply. The pros of this option include increased water supply, no plant shutdown, and increased funding opportunities due to regionalization. On the other hand, the City would have high operating costs in purchasing minimum quantities of water from the District and relinquishing ownership, flexibility and control over the Trego County wells.


City Attorney Olavee Raub expressed concerns over Alternative (4) in that during previous negotiations with the landowners in Trego County it was discussed that the wells would only be used for municipal purposes solely by the City of Ellis. The contracts also contain a right of refusal clause in that the landowners have to approve any sale of the wells. Ms. Raub is certain that at least one of the landowners would not authorize the sale.

Mr. Spano believes that for the long term, Alternatives (3) and (4) are better options than Alternatives (1) and (2). After discussion, Council unanimously expressed that Alternative (3) provided more flexibility to the City and was the best option for the future. Public Works Director John Leiker was instructed to contact Brad Vincent to obtain a full water quality report and pump flow rate. Wilson & Company will finalize the Engineering Report selecting Alternative (3) as the solution. The Council will meet again once the report is finalized and the water quality report is received.

ADJOURNMENT

Council member Martin LaBarge moved and Council member Devin Henderson seconded a motion to adjourn the meeting. The motion carried 6-0. The meeting adjourned at 7:52 p.m.


Mayor


City Clerk

**ELLIS CITY COUNCIL
REGULAR MEETING
Minutes
July 6, 2021**

CALL TO ORDER

Mayor David McDaniel called the regular meeting to order at 7:30 p.m. Present were Council members Kellie Crnkovich, Devin Henderson, Jolene Niernberger, Tricia Pritchett, and John Walz. Also present were Public Works Director John Leiker, City Clerk Amy Burton, and Police Chief Chris Krom. City Attorney Olavee Raub attended virtually through Zoom. Council member Martin LaBarge was absent.

PLEDGE OF ALLEGIANCE

AMENDMENTS TO AGENDA

None

PUBLIC PRESENT

Glen Keller, Erin Henderson, Tammy Leiker, Buck Driggs, James Bell, and Justine Benoit.

CONSENT AGENDA

Council member Jolene Niernberger moved to approve the consent agenda containing the Minutes from the Regular Meeting on June 21, 2021, the Minutes from the Special Meeting on June 22, 2021, and Bills Ordinance #2120. Council member Devin Henderson seconded the motion. The Council approved the consent agenda 5-0.

PUBLIC COMMENTS

None

**PRESENTATIONS OF AWARDS, PROCLAMATIONS, REQUESTS & PETITIONS
(HEARINGS)**

Public Hearing – Evaluate Performance of Grant Agreement No. 19-NC-007

Swimming Pool: Grant

Grant Administrator Justine Benoit requested a motion to open the public hearing to evaluate the performance of Grant Agreement No. 19-NC-007. Council member Jolene Niernberger moved and Council member Devin Henderson seconded a motion to open the public hearing. The motion carried 5-0. The public hearing opened at 7:32 p.m.

Ms. Benoit summarized the Swimming Pool Improvement Project that was largely funded by Kansas Department of Commerce Community Development Block Grant funds. The public hearing is required under the grant to let the community know the project is complete and to offer the public a chance to comment on the project.

There being no comments from the public, Council member Tricia Pritchett moved to close the public hearing. Council member Devin Henderson seconded the motion. The motion carried 5-0. The public hearing closed at 7:35 p.m.

Swimming Pool: Grant

Council member John Walz moved to close out State of Kansas Grant Agreement 19-NC-007 for the Swimming Pool Improvement Project. Council member Tricia Pritchett seconded the motion. The motion carried 5-0.

Council member Tricia Pritchett moved to approve Request #11 for Payment of CDBG Funds in the amount of \$2,000.00 for the Swimming Pool Improvement Project. Council member Devin Henderson seconded the motion. The motion carried 5-0.

Council member Jolene Niernberger moved to authorize Mayor David McDaniel to sign the related grant documents. Council member Kellie Crnkovich seconded the motion. The motion carried 5-0.

SPECIAL ORDER

None

UNFINISHED BUSINESS**General Government: Financial**

Council member John Walz moved to approve the 2020 Audit Report as presented by Meagan Wellbrock, AdamsBrown, LLC, at the June 21st Council meeting. Council member Jolene Niernberger seconded the motion. The motion carried 5-0.

Water: Special Project

Buck Driggs, Driggs Design Group, provided an update on the Waterline Improvement Project. The project was scheduled to be completed by July 1st, however, Flint Hills Underground, the contractor on the project, has requested a one-month extension. Mr. Driggs acknowledged the contractor has encountered delays in receiving parts and also weather. However, there have been several days they could have been on site working and they weren't. Mr. Driggs recommends allowing a 3-week extension with the possibility of more time if significant progress is shown. Council member John Walz moved to approve an extension deadline of July 23, 2021 for Flint Hills Underground to complete the Waterline Improvement Project. Council member Devin Henderson seconded the motion. The motion carried 5-0.

Public Works: Disposal

Public Works Director John Leiker reported back to Council that the City has approximately 30-40 telephone poles to dispose of. City Attorney Olavee Raub stated that City property is normally disposed of by sealed bid or auction; however, the poles are of various lengths and widths. Ms. Raub suggested posting on Facebook and in the City office that the telephone poles are available to purchase on a first come, first served basis. Council member Jolene Niernberger moved to approve the sale of telephone poles on a first come first served basis, as availability provides. Council member Tricia Pritchett seconded the motion. The motion carried 5-0.

Council determined the best way to sell the poles would be to sell by the foot, since all are various sizes. After discussion, Council member Kellie Crnkovich moved to sell the old telephone poles at \$2.00 per foot. Council member Jolene Niernberger seconded the motion. The motion carried 5-0.

NEW BUSINESS**General Government: Policy**

House Bill 2137 allows cities to modify the allowable start times for Sunday sales of alcoholic liquor and cereal malt beverages. The bill allows Sunday sales as early as 9:00 a.m. Council member John Walz moved to direct City Attorney Olavee Raub to amend the current ordinance to allow for Sunday liquor store sales at 9:00 a.m. Council member Kellie Crnkovich seconded the motion. The motion carried 5-0. The Council will perform a first reading of the ordinance at the July 19th Council meeting.

Fire: License/Permit

Council member John Walz moved to approve the Application for License to Sell Cereal Malt Beverages for the Ellis Fire Department. Council member Devin Henderson seconded the motion. The motion carried 5-0.

General Government: Grant

Council member Devin Henderson moved to approve Request #8 for Payment of CDBG Funds in the amount of \$41,698.56 for COVID-19 relief. Council member Jolene Niernberger seconded the motion. The motion carried 5-0.

Council member Jolene Niernberger moved to approve payment of CDBG-CV grant funds to the Ellis Food Pantry (\$212.93), Ellis Golf Club (\$38,485.63), and Northwest Kansas Planning

& Development Commission (\$3,000.00) for the total amount of \$41,698.56. Council member Tricia Pritchett seconded the motion. The motion carried 5-0. Council member John Walz then moved to authorize Mayor David McDaniel to sign the related grant documents. Council member Kellie Crnkovich seconded the motion. The motion carried 5-0.

REPORTS FROM CITY OFFICIALS

Public Works

Public Works Director John Leiker presented the Comparative Water Report for the period April 10th to May 10th. Mr. Leiker contacted Brad Vincent with Ground Water Associates regarding testing the well water of the Trego County wells for the Water Exploration Project. It will be several months before Mr. Vincent can come out.

Police

Police Chief Chris Krom presented the Monthly Activity Report for June and the July Staff Calendar. All officers have completed their required training for the fiscal year ended June 30th. The 2009 Crown Victoria is currently listed on Purple Wave and will close July 24th. The Department is in the process of applying for a grant to purchase new body cameras. Chief Krom then discussed a concern with the public calling the Department's cell phone to report emergencies. The cell phone number is for non-emergencies only, and the public needs to call 911 in case of emergency. The errant calls cause a delay in dispatching emergency responders. Chief Krom is considering phasing out the cell phone or changing to an unlisted number.

City Clerk

City Clerk Amy Burton presented the minutes from the recent Planning Commission and Tourism Committee meetings. Council reviewed the final monitoring letters from the State's review of the Community Development Block Grant Covid-19 Relief grant program and the Swimming Pool grant program. Ms. Burton presented a financial summary of the Swimming Pool Improvement Project. The total project cost was \$1,568,333.46 and was primarily funded by grants and donations. The City's contribution through the Capital Improvement fund was \$220,913.06. Budget work sessions have been scheduled for July 12th and July 15th. The City has unofficially met the low-to-moderate income requirements for State Department of Commerce Community Development Block Grant eligibility.

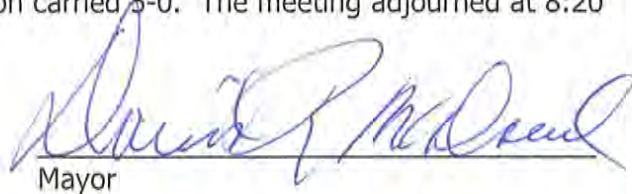
Attorney

Mayor Update and Announcements

Mayor David McDaniel reported that the League of Kansas Municipalities plans to write an article about the museums and the new Ellis pool for a future Kansas Government Journal. Ellis has been chosen to host a fall Legislative Dinner sponsored by the LKM. The League's Annual Conference will be in October.

ADJOURNMENT

Council member Devin Henderson moved and Council member Tricia Pritchett seconded a motion to adjourn the meeting. The motion carried 5-0. The meeting adjourned at 8:20 p.m.



Mayor



City Clerk

**ELLIS CITY COUNCIL
REGULAR MEETING
Minutes
July 19, 2021**

CALL TO ORDER

Mayor David McDaniel called the regular meeting to order at 7:30 p.m. Present were Council members Kellie Crnkovich, Devin Henderson (arrived at 7:39 p.m.), Martin LaBarge, Jolene Niernberger, Tricia Pritchett, and John Walz. Also present were Public Works Director John Leiker, City Clerk Amy Burton, Police Chief Chris Krom, Fire Chief Dustin Vine, and City Attorney Olavee Raub.

PLEDGE OF ALLEGIANCE

AMENDMENTS TO AGENDA

None

PUBLIC PRESENT

Glen Keller, Nickole Byers, James Bell, and Neal Younger.

CONSENT AGENDA

Council member John Walz moved to approve the consent agenda containing the Minutes from the Regular Meeting on July 6, 2021, Bills Ordinance #2121, and the Manual Journal Entries for May and June. Council member Tricia Pritchett seconded the motion. The Council approved the consent agenda 5-0.

PUBLIC COMMENTS

None

**PRESENTATIONS OF AWARDS, PROCLAMATIONS, REQUESTS & PETITIONS
(HEARINGS)**

None

SPECIAL ORDER

Fire: Report

Fire Chief Dustin Vine presented his monthly department report. The shade structure at the fairgrounds is complete.

Personnel: Entry

Three individuals have been voted onto the Fire Department: Samuel Dorzweiler, Christian Browning, and Tanner Beagle.

Personnel: Benefits

Chief Vine requested Council consideration on an additional insurance policy for the volunteer firefighters. Currently, members of the department contribute towards premiums for a life insurance policy, but members have to be on the department for one year before coverage takes effect. The proposed policy provides cancer and death benefits to the firefighters without a waiting period. The policy premiums are approximately \$100 per firefighter per year. Council requested additional information on premium billings and the handling of member changes, but appeared overall in favor of providing the coverage.

UNFINISHED BUSINESS

General Government: Policy

City Attorney Olavee Raub presented a proposed ordinance expanding Sunday liquor store hours. Currently, sales are allowed from noon to 6:00 p.m. on Sundays. K.S.A. 41-2704 allows cities to expand the hours of sale to 9:00 a.m. until 8:00 p.m. through adoption of an ordinance. This is considered a first reading of the proposed ordinance.

NEW BUSINESS

Financial: Budget

Senate Bill 13 established a "revenue neutral rate" (RNR) that requires cities to hold a Revenue Neutral Rate hearing if they intend to levy over a dollar or more in ad valorem tax from the previous year. The RNR is calculated using the current estimated assessed valuation and the total tax levied in the previous budget. The League of Kansas Municipalities recommends cities hold the RNR hearing regardless in order to avoid penalties if the final assessed valuation exceeds the revenue neutral rate. Cities are required to inform their County Clerk of their intent to exceed the Revenue Neutral Rate by July 20th of each year. Council member John Walz moved to approve Resolution No. 576 stating the City's intent to exceed the Revenue Neutral Rate as calculated by the Ellis County Clerk. Council member Devin Henderson seconded the motion. The motion carried 6-0.

Museum: Repair/Maintenance

Council reviewed bids for painting the exterior of the Chrysler Home. After discussion regarding the significant price difference between the two bids, Council member Kellie Crnkovich moved to accept the low bid from Lodestar Construction in the amount of \$2,250.00 to perform the labor, and the bid from Trio Hometown Supply in the amount of \$642.84 for the paint, with funds to come from the General-Administration fund. Council member Devin Henderson seconded the motion. The motion carried 6-0.

Water: Acquisition

Council member Martin LaBarge moved to ratify the invoice from Municipal Supply in the amount of \$1,322.20 for supplies in the Water Department. Council member Tricia Pritchett seconded the motion. The motion carried 6-0.

Financial: Contract

Council member John Walz moved to approve the budget consultation contract with AdamsBrown, LLC for the 2022 financial budget in the amount of \$4,000.00. Council member Martin LaBarge seconded the motion. The motion carried 6-0.

REPORTS FROM CITY OFFICIALS**Public Works**

Public Works Director John Leiker reported that he has received one bid for a replacement sanitation truck. The insurance adjuster still has not been out to assess and estimate damage. The new waterlines are tied in and residents in the construction area are now using the new service lines.

Police

Police Chief Chris Krom reported the Purple Wave auction for the 2009 Crown Victoria will end August 10th.

City Clerk

City Clerk Amy Burton presented the Health Insurance Savings Report for June and the May and June Financial Statements.

Attorney**Mayor Update and Announcements**

Council member John Walz inquired about possibly keeping the pool open until 8:00 p.m. on Tuesdays and Thursdays.

ADJOURNMENT

Council member Martin LaBarge moved and Council member Devin Henderson seconded a motion to adjourn the meeting. The motion carried 6-0. The meeting adjourned at 8:16 p.m.



Mayor



City Clerk

**ELLIS CITY COUNCIL
REGULAR MEETING
Minutes
August 2, 2021**

CALL TO ORDER

Mayor David McDaniel called the regular meeting to order at 7:30 p.m. Present were Council members Kellie Crnkovich, Devin Henderson, Martin LaBarge, Jolene Niernberger, Tricia Pritchett, and John Walz. Also present were Public Works Director John Leiker, City Clerk Amy Burton, Police Chief Chris Krom, and City Prosecutor Heidi Farnsworth.

PLEDGE OF ALLEGIANCE

AMENDMENTS TO AGENDA

None

PUBLIC PRESENT

Glen Keller, James Bell, Randall Hrabe, Dan Steffen, Sophia Henrickson, and Nickole Byers.

CONSENT AGENDA

Council member Devin Henderson moved to approve the consent agenda containing the Minutes from the Regular Meeting on July 19, 2021 and Bills Ordinance #2122. Council member Jolene Niernberger seconded the motion. The Council approved the consent agenda 6-0.

PUBLIC COMMENTS

Sophia Henrickson spoke on an opportunity for Ellis to have national television exposure through the Outdoor Channel. Fishing University would like to film at Cedar Bluff and feature Ellis during the filming and commercials. The cost to the City would be \$7,000 plus room and board for the three days of filming.

**PRESENTATIONS OF AWARDS, PROCLAMATIONS, REQUESTS & PETITIONS
(HEARINGS)**

Public Hearing – Evaluate Performance of Grant Agreement No. 20-CV-081

General Government: Grant

Randall Hrabe, Director of Northwest Kansas Planning and Development Commission, requested a motion to open the public hearing to evaluate the performance of Grant Agreement No. 20-CV-081. Council member Jolene Niernberger moved and Council member John Walz seconded a motion to open the public hearing. The motion carried 6-0. The public hearing opened at 7:36 p.m.

The public hearing is required under the grant to let the community know the project is complete and to offer the public a chance to comment on the project. Mr. Hrabe stated that \$128,000.00 was distributed to seven Ellis businesses through the Kansas Department of Commerce Community Development Block Grant Coronavirus Relief program. The aid helped retain 32 jobs at those businesses. Another \$25,000 was distributed to the Ellis Food Pantry. The State performed their final monitoring on June 15th and found no deficiencies. There being no comments from the public, Council member Tricia Pritchett moved to close the public hearing. Council member Devin Henderson seconded the motion. The motion carried 6-0. The public hearing closed at 7:40 p.m.

SPECIAL ORDER

General Government: Grant

Council member John Walz moved to close out State of Kansas Grant Agreement 20-NC-081 for Coronavirus Relief. Council member Jolene Niernberger seconded the motion. The motion carried 6-0.

Council member Jolene Niernberger moved to approve Final Request #9 for Payment of

CDBG Funds in the amount of \$1,500.00 for COVID-19 Relief. Council member Tricia Pritchett seconded the motion. The motion carried 6-0.

Council member Jolene Niernberger moved to approve payment to Northwest Kansas Planning & Development Commission in the amount of \$1,500 for grant administration services. Council member Devin Henderson seconded the motion. The motion carried 6-0. Council member Tricia Pritchett moved to authorize Mayor David McDaniel to sign the related grant documents. Council member Martin LaBarge seconded the motion. The motion carried 6-0.

UNFINISHED BUSINESS

General Government: City Code

Council member John Walz moved to adopt Ordinance No. 1461 expanding Sunday sales for liquor stores. Council member Kellie Crnkovich seconded the motion. The ordinance will allow liquor stores to sell between 9:00 a.m. and 8:00 p.m. on Sundays, if they choose. The ordinance must be published for two consecutive weeks and then go through a 60-day protest period before becoming effective. Upon a call for the vote, the motion carried 6-0.

NEW BUSINESS

General Government: Zoning

The Planning Commission has submitted a proposed ordinance for Council consideration amending the provisions for signs within the City. Chairman Glen Keller stated the proposed ordinance will provide uniformity throughout the City and would now allow perpendicular signs with certain requirements. Council will consider the proposed ordinance for adoption at the next Council meeting.

General Government: Committee

The Planning Commission has submitted for review the annual update of the Goals and Objectives in the City Comprehensive Plan. The document provides a plan for future improvements in the City. Council requested additional time to review the document; therefore, consideration of approval will be tabled until the next meeting.

Swimming Pool: Special Project

City Clerk Amy Burton presented a model of the proposed donor recognition board for the Swimming Pool Project. The three-dimensional metal board will be installed on the north side of the pool. Council member Kellie Crnkovich moved to approve the quote from Commercial Sign in the amount of \$7,416.00 for labor, materials and installation of the 4'x8' recognition board, with funds to come from the Capital Improvement – Swimming Pool fund. Council member John Walz seconded the motion. The motion carried 6-0.

General Government: Contract

T-Mobile has contacted the City to discuss the possibility of entering into a site lease agreement for space on the City's water tower. The utility company would also like to build a 12'x20' building for outdoor equipment cabinets. It was the consensus of Council to have the representative attend a future Council meeting to discuss further.

Sanitation: Acquisition

Public Works Director John Leiker presented a quote for the purchase of a used sanitation truck to replace the 2016 Freightliner truck that was wrecked on July 8th. The 2014 International has a 20 cubic yard rear loader and 80,000 miles. The truck is in Lincoln, Nebraska. Council member John Walz moved to approve the purchase of the 2014 International Workstar from Elliott Equipment in the amount of \$90,100.00, with \$45,000.00 to come from Special Machinery, and \$45,100.00 to come from General-Old Electric funds. Council member Martin LaBarge seconded the motion. The motion carried 6-0.

Museum: Repair/Maintenance

Mr. Leiker reported that a portion of the brick wall around the roof at the Railroad Museum

has fallen in. The wall needs to be repaired soon, as High Plains Roofing is scheduled to replace the roof later this week. Council member Martin LaBarge moved to approve the bid from Rick Cunningham to replace a portion of the brick wall at the Railroad Museum in the amount of \$1,550.00 with funds to come from the Capital Improvement fund. Council member Tricia Pritchett seconded the motion. The motion carried 6-0.

REPORTS FROM CITY OFFICIALS

Public Works

Council reviewed the Comparative Water Report for the period May 10th to June 10th. Mr. Leiker announced that the City was awarded a grant in the amount of \$17,500.00 from the Kansas Department of Health & Environment Bureau of Waste Management for the purchase of a forklift.

The Waterline Improvement Project is completed, however, the intersection at 11th and Dorrance will need to be repoured. Public Works crews will be repairing and replacing some of the brick areas on Monroe from 10th Street to 12th Street.

Police

Police Chief Chris Krom presented the Department's Monthly Activity Report for July and the August staff calendar. The hail damage has been repaired on the Ford Explorer. The Purple Wave Auction for the Crown Victoria will end August 10th.

City Clerk

City Clerk Amy Burton presented the minutes from the recent Planning Commission and Tourism Committee meetings.

The City received it's first half of the American Rescue Plan funding in the amount of \$152,540.99.

Attorney


Mayor Update and Announcements

Council discussed the Fishing University opportunity with the Outdoor Channel. Council agreed it would be good exposure for Ellis, but would like more information before agreeing to such a large financial commitment. Funding could come from the Special Projects fund and it was the consensus of Council that the opportunity was worth pursuing. City Clerk Amy Burton will contact Sophia Henrickson at the Ellis Alliance to request a sample contract and past references.

ADJOURNMENT

Council member Martin LaBarge moved and Council member Tricia Pritchett seconded a motion to adjourn the meeting. The motion carried 6-0. The meeting adjourned at 8:26 p.m.



Mayor

City Clerk

**ELLIS CITY COUNCIL
REGULAR MEETING
Minutes
August 16, 2021**

CALL TO ORDER

Mayor David McDaniel called the regular meeting to order at 7:30 p.m. Present were Council members Kellie Crnkovich, Devin Henderson, Jolene Niernberger, and Tricia Pritchett. Also present were Public Works Director John Leiker, City Clerk Amy Burton, Police Chief Chris Krom, Fire Chief Dustin Vine, and City Attorney Olavee Raub. Council members Martin LaBarge and John Walz were absent.

PLEDGE OF ALLEGIANCE

AMENDMENTS TO AGENDA

City Clerk Amy Burton requested adding discussion on the disposal of the 2016 Freightliner sanitation truck.

PUBLIC PRESENT

Doug Goetz, Haley Bahnsen, Sarah Kosbab, Brian Spano, Sarah Wasinger, Glen Keller, Steve Hausler, Sophia Henrikson, Tammy Leiker, James Bell, Nickole Byers, Verda Flinn, Chris Cline, and Kole Talbott.

CONSENT AGENDA

Council member Devin Henderson moved to approve the consent agenda containing the Minutes from the Regular Meeting on August 2, 2021 and Bills Ordinance #2123. Council member Jolene Niernberger seconded the motion. The Council approved the consent agenda 4-0.

PUBLIC COMMENTS

None

**PRESENTATIONS OF AWARDS, PROCLAMATIONS, REQUESTS & PETITIONS
(HEARINGS)**

None

SPECIAL ORDER

General Government: Special Project

Sarah Wasinger, President of the Hays Chamber of Commerce, presented a health insurance option for Chamber member businesses. The Chamber of Kansas Community Health Plan (CKCHP) offers three health plan options and two prescription plan options. The Ellis Chamber of Commerce has been invited to participate, and ten Chambers across Kansas are already members. Sixty-five percent of the Chamber business member employees must participate, and the employer must agree to fund at least 50% of the least expensive option. Part-time employees are not currently eligible.

Ms. Wasinger continued by inviting the City of Ellis to become a Hays Chamber of Commerce member, which would allow the City to be featured in their annual Community Guide.

Fire: Report

Fire Chief Dustin Vine presented his monthly Fire Department report. The Ellis Rotary Club donated \$100.00 to help maintain the 1928 American LaFrance, along with a photo of the truck. Firefighters recently tended to an approximate 1,000-gallon diesel fuel spill at Love's Travel Stop.

Fire: Insurance

Fire Lieutenant/Treasurer Chris Cline spoke on the different life insurance plans available to volunteers with the Department. U.S. Alliance offers a group life insurance for active roster firefighters. The plan offers \$30,000 group life benefits, and an additional \$10,000 if a

firefighter is diagnosed with cancer, or suffers a heart attack or stroke, regardless if fire department related. The plan was actually paid for in March 2021 by the Fireman's Relief Association, and Lieutenant Cline requested Council reimburse the FRA for the expense, and consider paying the annual renewal in future years. Currently, the plan is mostly funded through \$25.00 quarterly deductions in the firefighter's paychecks. Transferring that expense to the City would possibly help recruit more volunteers to the department. Council member Jolene Niernberger moved to reimburse the Fireman's Relief Association the invoice from U.S. Alliance for group life benefits in the amount of \$1,660.20 with funds to come from the General-Fire budget. Council member Kellie Crnkovich seconded the motion. The motion carried 4-0.

UNFINISHED BUSINESS

Water Exploration: Contract

Brian Spano, Wilson & Company, presented the engineer's agreement for survey, design, bidding, and construction related services to provide improvements to the water utility system and development of the new groundwater wells in Trego County. Wilson & Company will work with landowners to obtain easements, write the legal descriptions and easement agreements, survey the twenty-one miles of land between the wells and the water treatment plant, design the wells and distribution lines, obtain necessary permits, assist with the Kansas Department of Health and Environment loan application, facilitate the bidding process, and provide periodic inspections throughout the multi-year project. Council member Kellie Crnkovich moved to accept the Engineer Agreement with Wilson & Company in the amount of \$523,940.00 for engineering services for water system improvements. Council member Devin Henderson seconded the motion. The motion carried 4-0.

General Government: Contract

Kole Talbott, T-Mobile Site Acquisitionist, discussed the proposed site lease agreement to allow T-Mobile to place nine antennas on the City's water tower. They would also like to build a 20'x20' building for outdoor equipment cabinets. The antennas would help T-Mobile/Sprint customers experience lower rates, increased coverage and high-speed data. City Attorney Olavee Raub will research the question that the land is deeded to USD 388 rather than the City. Council member Kellie Crnkovich made a motion to proceed with the T-Mobile site lease agreement process and finalize antenna and building placement. Council member Devin Henderson seconded the motion. The motion carried 4-0.

General Government: City Code

Council member Devin Henderson moved to adopt Ordinance No. 1462 amending the sign provisions in the Zoning Ordinance. Council member Tricia Pritchett seconded the motion. The motion carried 4-0.

General Government: Policy

Council member Jolene Niernberger moved to approve the Planning Commission's Goals and Objectives for the City Comprehensive Plan as presented. Council member Kellie Crnkovich seconded the motion. The motion carried 4-0.

Tourism: Special Project

Sophia Henrickson, Director of the Ellis Alliance, provided additional information regarding the unique opportunity to have the Outdoor Channel feature Ellis and Cedar Bluff in one of their "Fishing University" episodes. The program has aired for 35 seasons and is highly regarded among the fishing community nationwide. The Russell Convention and Tourism Bureau hosted a segment last year, and plan to do a second segment again this year. Ms. Henrickson is willing to be the main point of contact and help facilitate the meals, hotel rooms and the high school educational program. The Hays Bass Anglers and Hays CVB have already expressed interest in sponsorships to help defray costs. Ms. Henrickson proposed

that if the City would be willing to fund 50% of the approximate cost of \$9,000 total, she would solicit other funding for the remaining cost. After further discussion, Council member Tricia Pritchett moved to authorize Steve Hausler with the Hays Bass Anglers to act on the City's behalf in working with Ms. Henrickson to express interest to Charlie Ingram of hosting the "Fishing University" program in the future. Council member Devin Henderson seconded the motion. The motion carried 4-0.

NEW BUSINESS

Sanitation: Disposal

The City has finally received the claim determination on the 2016 Freightliner sanitation truck that was wrecked. If the City sells the truck to EMC Insurance, the insurance proceeds will be \$120,305.00; if the City decides to keep the truck, the proceeds would be \$98,270.00. Council member Tricia Pritchett moved to sell the truck to EMC Insurance in the net amount of \$120,305.00. Council member Kellie Crnkovich seconded the motion. The motion carried 4-0.

General Government: Policy

City Clerk Amy Burton presented the Capital Improvement Plan for consideration. The Plan has been updated for anticipated projects and equipment expenditures in the 2022 budget document. Council member Jolene Niernberger moved to approve the 2021-2025 Capital Improvement Plan as presented. Council member Devin Henderson seconded the motion. The motion carried 4-0.

Special Machinery: Acquisition

Public Works Director John Leiker presented a bid for the purchase of a forklift. The City received a KDHE Solid Waste Grant in the amount of \$17,319.50 to apply towards the purchase. Council member Jolene Niernberger moved to purchase the Clark GTS25 forklift from Lift Parts Service, LLC, in the amount of \$26,720.00 with funds to come from grant funds and the Special Machinery Fund. Council member Tricia Pritchett seconded the motion. The motion carried 4-0.

Water: Grant

Council member Jolene Niernberger moved to approve Request #6 for Payment of CDBG Funds in the amount of \$111,280.00 for the Waterline Improvement Project. Council member Devin Henderson seconded the motion. The motion carried 4-0.

Council member Kellie Crnkovich moved to approve Contractor's Application #6 for Payment in the amount of \$214,787.42 to Flint Hills Underground. Council member Tricia Pritchett seconded the motion. The motion carried 4-0.

Council member Jolene Niernberger moved to approve payment to Northwest Kansas Planning & Development Commission in the amount of \$5,000.00 for grant administrative services. Council member Devin Henderson seconded the motion. The motion carried 4-0. Council member Tricia Pritchett then moved to authorize Mayor David McDaniel to sign the related grant documents. Council member Jolene Niernberger seconded the motion. The motion carried 4-0.

REPORTS FROM CITY OFFICIALS

Public Works

Public Works Director John Leiker reported that Dean Yanda passed the Class II Water Operator's exam on the first try. In the future, the State is going to require two certifications for municipalities – a certified water plant operator and a certified distribution system operator. However, one employee can hold both certificates and those currently certified will be grandfathered in.

Police

Police Chief Chris Krom reported that the 2009 Ford Crown Victoria sold for \$3,800.00 on the

Purple Wave auction site. Officers assisted the Fire Department with the large diesel spill at Love's Travel Stop.

City Clerk

City Clerk Amy Burton presented the Health Insurance Savings Report for July. The 2020 Census has been released and the City's population declined 5% to 1,958.

Ms. Burton requested guidance with how to proceed with the City's grass route in 2022. Steve Homburg has sold his cattle and no longer needs the grass. It was the consensus of Council to have Ms. Burton start advertising for any interested farmers to take the grass.

Attorney

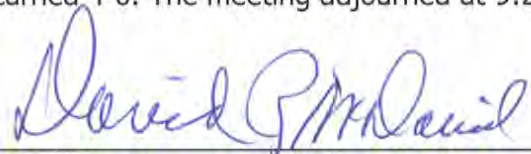
Council reviewed the July Statement from Raub & Zeigler, LLC for services rendered.

Mayor Update and Announcements

None

ADJOURNMENT

Council member Devin Henderson moved and Council member Tricia Pritchett seconded a motion to adjourn the meeting. The motion carried 4-0. The meeting adjourned at 9:25 p.m.



Mayor



City Clerk

**ELLIS CITY COUNCIL
SPECIAL MEETING
Minutes
August 30, 2021**

CALL TO ORDER

Mayor David McDaniel called the special meeting to order at 6:30 p.m. Present were Council members Kellie Crnkovich, Devin Henderson, Jolene Niernberger, Tricia Pritchett, and John Walz. Also present was City Clerk Amy Burton. Council member Martin LaBarge was absent.

PLEDGE OF ALLEGIANCE

PUBLIC PRESENT

James Bell

PURPOSE OF SPECIAL MEETING

Mayor David McDaniel stated the purpose of the special meeting is to hold the Revenue Neutral Rate Hearing and the 2022 Budget Hearing.

PUBLIC HEARING – REVENUE NEUTRAL RATE

General Government: Financial

Mayor David McDaniel requested a motion to open the public hearing to discuss the Revenue Neutral Rate. Council member John Walz moved and Council member Jolene Niernberger seconded a motion to open the Revenue Neutral Rate hearing. The motion carried 5-0. The public hearing opened at 6:32 p.m.

City Clerk Amy Burton explained that the Revenue Neutral Rate hearing is required under Senate Bill 13 and the Tax Transparency Act. Even though the City does not plan to exceed the RNR, the State recommends holding the hearing in case the mill levy rate would exceed the Revenue Neutral Rate once final assessed valuations are calculated in November. The Revenue Neutral Rate is calculated by dividing the tax dollars levied in the prior year by the current year estimated assessed valuation.

There being no comments from the public, Mayor McDaniel asked for a motion to close the public hearing. Council member Jolene Niernberger moved and Council member Devin Henderson seconded a motion to close the Revenue Neutral Rate hearing. The motion carried 5-0. The public hearing closed at 6:34 p.m.

General Government: Financial

Council member John Walz moved to approve Resolution No. 577 allowing the City of Ellis to levy a property tax exceeding the Revenue Neutral Rate, as reported by the Ellis County Clerk. Council member Tricia Pritchett seconded the motion. The motion carried 5-0.

PUBLIC HEARING – 2022 BUDGET DOCUMENT

General Government: Financial

Mayor David McDaniel requested a motion to open the public hearing to discuss the 2022 Budget Document. Council member Tricia Pritchett moved and Council member Devin Henderson seconded a motion to open the 2022 budget hearing. The motion carried 5-0. The public hearing opened at 6:35 p.m.

City Clerk Amy Burton stated the proposed budget has been published the required amount of time and that tonight is an opportunity for the citizens of Ellis to comment on the proposed budget for 2022.

There being no comments from the public, Mayor McDaniel asked for a motion to close the public hearing. Council member Devin Henderson moved and Council member Jolene Niernberger seconded a motion to close the 2022 budget hearing. The motion carried 5-0. The public hearing closed at 6:36 p.m.

General Government: Financial


Council member John Walz moved to approve the 2022 City of Ellis budget document as presented. Council member Tricia Pritchett seconded the motion. The motion carried 5-0.

ADJOURNMENT

Council member Tricia Pritchett moved and Council member Devin Henderson seconded a motion to adjourn the meeting. The motion carried 5-0. The meeting adjourned at 6:37 p.m.



Mayor



City Clerk

**ELLIS CITY COUNCIL
REGULAR MEETING
Minutes
September 7, 2021**

CALL TO ORDER

Mayor David McDaniel called the regular meeting to order at 7:30 p.m. Present were Council members Kellie Crnkovich, Devin Henderson, Jolene Niernberger, Tricia Pritchett, and John Walz. Also present were Public Works Director John Leiker, City Clerk Amy Burton, Police Chief Chris Krom, and City Attorney Olavee Raub. Council member Martin LaBarge was absent.

PLEDGE OF ALLEGIANCE

AMENDMENTS TO AGENDA

None

PUBLIC PRESENT

Glen Keller, Tamara Leiker and Neal Younger.

CONSENT AGENDA

Council member Devin Henderson moved to approve the consent agenda containing the Minutes from the Regular Meeting on August 16, 2021, the Minutes from the Special Meeting on August 30, 2021, Bills Ordinance #2124, and the Manual Journal Entries for July. Council member Jolene Niernberger seconded the motion. The Council approved the consent agenda 5-0.

PUBLIC COMMENTS

Neal Younger informed Council of the approval of Senate Bill 67, requiring motor vehicle traffic to "move over" for utility workers. He also spoke on CFLE, a non-profit support group for individuals that have lost a child or spouse. Mr. Younger requested consideration for monetary support in the 2022 budget.

**PRESENTATIONS OF AWARDS, PROCLAMATIONS, REQUESTS & PETITIONS
(HEARINGS)**

General Government: Award/Proclamation

Mayor David McDaniel read a proclamation recognizing September 17th – September 23rd as "Constitution Week."

SPECIAL ORDER

None

UNFINISHED BUSINESS

None

NEW BUSINESS

General Government: License/Permit

AM Electric, Inc., Victoria, Kansas, has not provided proof of general liability insurance for their contractor's license, as required by City Code. Public Works Director John Leiker has recommended revocation of their contractor's license since the contractor has not responded to the City's repeated requests for proof of a valid liability insurance policy. Council member John Walz moved to revoke the City License for Electrical Contractor for AM Electric, Inc, Victoria, Kansas, effective immediately. Council member Tricia Pritchett seconded the motion. The motion carried 5-0.

Municipal Court: City Code

Council member Jolene Niernberger moved to approve Ordinance No. 1463 adopting the 2021 edition of the *Standard Traffic Ordinance*. Council member Devin Henderson seconded the motion. The motion carried 5-0.

Municipal Court: City Code

Council member John Walz moved to approve Ordinance No. 1464 adopting the 2021 edition of the *Uniform Public Offense Code*. Council member Tricia Pritchett seconded the motion. The motion carried 5-0.

Campground: Fines/Fees

The Campground Committee recommended Council consider raising the pull-through overnight camping fees \$5.00 per night for both in-season and off-season at the Ellis Lakeside Campground. Even with the increase, the municipal campground remains the lowest overnight rate from Russell to WaKeeney. Tent camping rates would remain the same at \$15.00 per night for in-season and \$10.00 per night for off-season. After discussion, Council member Jolene Niernberger moved to approve increasing the rate for pull-through sites at the Ellis Lakeside Campground to \$25.00 per night for in-season, and \$20.00 per night for off-season, effective November 15th. Council member Kellie Crnkovich seconded the motion. The motion carried 5-0.

General Government: Committee

Council member John Walz moved to designate Jolene Niernberger as the voting delegate and David McDaniel as the alternate voting delegate at the League of Kansas Municipalities Annual Conference. Council member Tricia Pritchett seconded the motion. The motion carried 5-0, with Council member Jolene Niernberger abstaining.

Street: Acquisition

Public Works Director John Leiker requested approval to purchase millings for street and alley repairs. Council member Tricia Pritchett moved to approve the purchase of 100 ton of millings from Venture Corporation in the amount of \$1,400.00, with funds to come from the Capital Improvement – Street fund. Council member Devin Henderson seconded the motion. The motion carried 5-0.

REPORTS FROM CITY OFFICIALS

Public Works

Mr. Leiker continued by reviewing the Comparative Water Report for the period June 10th to July 10th. Both the new forklift and sanitation truck have arrived and are in use. Mr. Leiker contacted Driggs Design Group regarding engineering for widening 10th Street from Spruce Street to Monroe Street. The City would apply for funds through the Kansas Department of Transportation Cost Share Program.

Police

Police Chief Chris Krom presented the Monthly Activity Report for August and the September Staff Calendar. Officers have completed their annual firearms qualification. Officer Ben Kolas has returned from military deployment and will return to work September 28th.

City Clerk

City Clerk Amy Burton presented the minutes from the recent Campground Committee meeting and the July Financial Statements. Ms. Burton notified Council of a public hearing with the Board of Zoning Appeals and the Grow Hays quarterly luncheon featuring the Imagine Ellis County committee.

Attorney

Mayor Update and Announcements

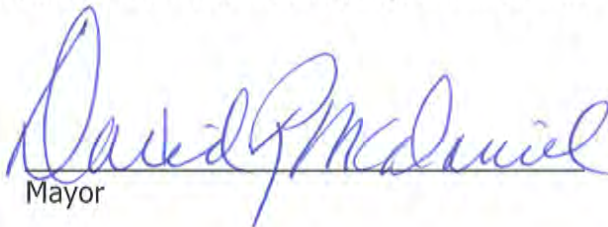
Mayor David McDaniel invited Council to read the article in the August/September *Kansas Government Journal* featuring Ellis in its "Community Profile" series.


Ellis will host a League Legislative Supper at City Hall on November 10th.

Mayor McDaniel and Council members praised the community for coming out and supporting the return visit of the Union Pacific "Big Boy" steam engine on September 4th. Local restaurants and museums welcomed many visitors and residents for the event.

ADJOURNMENT

Council member Devin Henderson moved and Council member Tricia Pritchett seconded a motion to adjourn the meeting. The motion carried 5-0. The meeting adjourned at 8:11 p.m.


Mayor


City Clerk

**ELLIS CITY COUNCIL
REGULAR MEETING
Minutes
September 20, 2021**

CALL TO ORDER

Mayor David McDaniel called the regular meeting to order at 7:30 p.m. Present were Council members Kellie Crnkovich, Devin Henderson, Martin LaBarge, Jolene Niernberger, Tricia Pritchett, and John Walz. Also present were Public Works Director John Leiker, City Clerk Amy Burton, Police Chief Chris Krom, Fire Chief Dustin Vine, and City Prosecutor Heidi Farnsworth.

PLEDGE OF ALLEGIANCE

AMENDMENTS TO AGENDA

Mayor David McDaniel requested the addition of Chief Vine's monthly fire department report under Special Order.

Police Chief Chris Krom would like to add consideration of approval to purchase a ballistic vest for Officer Kolas.

Council approved the additions by consensus.

PUBLIC PRESENT

Sylvia Deutscher, Glen Keller, Gilbert Kinderknecht, Cheryl Kinderknecht, Tammy Leiker, Verda Flinn, Marvin Honas, Westin Vine, Myles Vine, James Bell, Neal Younger, Kelly Simpson, Wendy Day, and Vernie Pritchett. Buck Driggs joined the meeting virtually.

CONSENT AGENDA

Council member Devin Henderson moved to approve the consent agenda containing the Minutes from the Regular Meeting on September 7, 2021, Bills Ordinance #2125, and the Manual Journal Entries for August. Council member Jolene Niernberger seconded the motion. The Council approved the consent agenda 6-0.

PUBLIC COMMENTS

Kelly Simpson and Wendy Day are currently staying at the Ellis Lakeside Campground and praised the campground expansion and improvements made to the area.

**PRESENTATIONS OF AWARDS, PROCLAMATIONS, REQUESTS & PETITIONS
(HEARINGS)**

None

SPECIAL ORDER

Museum: Repair/Maintenance

Marvin Honas, Vice-President of the Ellis Alumni Association, requested consideration of improvements to the landscaping at the Ellis Railroad Museum. They would like to remove the large evergreen tree and expand the current landscaping to the north side of the building. The Ellis Community Foundation would help with the project. The Alumni Association would also like to erect a 3' x 5' sign at the entrance to the Alumni Room. The Association asked for the City to provide machine labor for the dirt work once the tree is removed. Council took no action, but referred the Alumni Association to discuss the improvements with the Railroad Museum Board since the City leases the grounds to the museum.

Fire: Report

Fire Chief Dustin Vine provided his monthly report.

UNFINISHED BUSINESS

Water: Grant

Buck Driggs, Driggs Design Group, presented the final pay applications and change orders

for the Waterline Improvement Project.

Council member Devin Henderson moved to approve Request #7 for Payment of CDBG Funds in the amount of \$39,819.00 for the Waterline Improvement Project. Council member Tricia Pritchett seconded the motion. The motion carried 6-0.

Council member Jolene Niernberger moved to approve Contractor's Pay Application #7 for Payment in the amount of \$72,350.36 to Flint Hills Underground. Council member John Walz seconded the motion. The motion carried 6-0.

Council member Tricia Pritchett moved to approve Change Order #2 in the amount of <\$4,425.45> for the Waterline Improvement Project. Council member Devin Henderson seconded the motion. The motion carried 6-0.

Council member Kellie Crnkovich moved to approve Change Order #3 in the amount of \$22,896.00 for the Waterline Improvement Project. Council member Tricia Pritchett seconded the motion. The motion carried 6-0.

Council member John Walz then moved to authorize Mayor David McDaniel to sign the related grant documents. Council member Jolene Niernberger seconded the motion. The motion carried 6-0.

Street: Repair/Maintenance

Mr. Driggs continued by discussing the widening of 10th Street from Spruce Street to Monroe Street. The slope of the road doesn't allow the water to drain, creating deep ruts in the shoulders. Ellis County discussed adding a concrete shoulder to both sides of the road. The Kansas Department of Transportation Cost Share grant program could help fund the project, but Mr. Driggs is concerned this project may be too small for KDOT assistance. Mr. Driggs believes significant dirt work to create a proper slope and drainage channel could provide a short-term solution.

NEW BUSINESS

Tourism: Special Project

Pauleen Edmonds, representing the Ellis Tourism Committee, presented bids to print 500 2022 calendars and 1,600 postcards to promote Ellis. Tourism Committee members and each of the three museums would sell the items. Once the City's cost was covered, proceeds would be split between the museums. Area photographers will be solicited for photos, which the committee will vote on for inclusion in the calendar and postcards. After discussion, Council was concerned about the timing of selling calendars for 2022. It was suggested to forgo the calendar idea in favor of a picture book that wouldn't be restricted to a certain year. It was the consensus of Council to have the Tourism Committee consider a picture book rather than a calendar, and to obtain new bids for consideration.

Water: Acquisition

Council member Martin LaBarge moved to approve the bid from Brenntag to purchase ten 150# cylinders of chlorine gas for the Water Treatment Plant. Council member Jolene Niernberger seconded the motion. The motion carried 6-0.

Streets: Repair/Maintenance

Council member Martin LaBarge moved to approve the quote from Berry Tractor to repair the street sweeper in the amount of \$2,174.53 with funds to come from the Special Highway fund. Council member Tricia Pritchett seconded the motion. The motion carried 6-0.

Police: Acquisition

Council member Tricia Pritchett moved to approve the purchase of a Safariland Ballistic vest for Officer Kolas from Baysingers Uniforms & Equipment in the amount of \$1,070.00 with funds to come from the General-Police fund. Council member Martin LaBarge seconded the motion. The motion carried 6-0.

Personnel: Salary

City Clerk Amy Burton presented a draft of a proposed wage structure for employees. Council would like to implement a wage schedule that would create fairness in wages and provide growth and greater opportunities for employees to excel in a career in local government. Ms. Burton researched wages from over forty cities of similar size to build the proposed wage structure. Council will review the wage structure for more discussion at the next Council meeting.

REPORTS FROM CITY OFFICIALS

Public Works

Public Works Director John Leiker presented the Comparative Water Report for the period July 10th to August 10th. Wastewater Operator Steve Homburg recently passed the Certified Floodplain Managers exam. The annual city-wide cleanup will be the week of October 4th. Utility Service will start draining the water tower next week to perform maintenance inside the tower. The City will be running solely off the water plant during the projected six weeks of maintenance. Residents are asked to conserve water during this time.

Sanitation: Policy

Mr. Leiker requested permission to extend the grass route into October. Council member John Walz moved to extend the grass route for pickup on October 11th and October 18th. No grass will be picked up October 4th. Council member Martin LaBarge seconded the motion. The motion carried 6-0.

Police

Police Chief Chris Krom announced that Officer Ben Kolas will return to the department September 28th. Officer Kolas has been on military leave since October 2020. Chief Krom would like to revisit the current City curfew ordinance due to numerous complaints about juveniles vandalizing property and harassing campers at the campground.

City Clerk

City Clerk Amy Burton presented the Health Insurance Savings Report for August and the August Financial Statements. Ms. Burton plans to start advertising for the Clerk I position, which will become available in mid-January.

Attorney

Mayor Update and Announcements

ADJOURNMENT

Council member Martin LaBarge moved and Council member Devin Henderson seconded a motion to adjourn the meeting. The motion carried 6-0. The meeting adjourned at 9:26 p.m.



Mayor

City Clerk

**ELLIS CITY COUNCIL
REGULAR MEETING
Minutes
October 4, 2021**

CALL TO ORDER

Mayor David McDaniel called the regular meeting to order at 7:30 p.m. Present were Council members Kellie Crnkovich, Devin Henderson, Martin LaBarge, Jolene Niernberger, Tricia Pritchett, and John Walz. Also present were Public Works Director John Leiker, City Clerk Amy Burton, Police Chief Chris Krom, and City Attorney Olavee Raub.

PLEDGE OF ALLEGIANCE

AMENDMENTS TO AGENDA

None

PUBLIC PRESENT

Brian Spano, Glen Keller, James Bell, Verda Flinn, Nickole Byers and Neal Younger.

CONSENT AGENDA

Council member John Walz moved to approve the consent agenda containing the Minutes from the Regular Meeting on September 20, 2021 and Bills Ordinance #2126. Council member Devin Henderson seconded the motion. The Council approved the consent agenda 6-0.

PUBLIC COMMENTS

None

**PRESENTATIONS OF AWARDS, PROCLAMATIONS, REQUESTS & PETITIONS
(HEARINGS)**

**Public Hearing – Discuss Proposed Kansas Department of Health and
Environment Financing of Improvements to the Water Supply System
Water: Financial**

Mayor David McDaniel called for a motion to open the public hearing to discuss the proposed use of a KDHE loan to finance improvements to the water supply system. Council member Jolene Niernberger moved and Council member Tricia Pritchett seconded a motion to open the public hearing. The motion carried 6-0. The public hearing opened at 7:31 p.m. The public hearing is required by KDHE in order for the City to apply for loan funds to finance the project. Brian Spano, Wilson & Company, provided a summary of the project. The City wants to develop two groundwater supply wells in Trego County and install distribution lines from Trego County to the City's water treatment plant. The estimated project cost of \$5,729,620.00 would be financed under a 30-year KDHE loan. Neal Younger asked about tracing wire on the piping system and if shut off valves would be installed.

There being no further comments from the public, Council member Devin Henderson moved to close the public hearing. Council member Jolene Niernberger seconded the motion. The motion carried 6-0. The public hearing was closed at 7:35 p.m.

SPECIAL ORDER

Water: Financial

Council member Martin LaBarge moved to adopt Resolution No. 578 authorizing completion of the loan application to the Kansas Department of Health and Environment for financing of water supply system improvements. Council member John Walz seconded the motion. The motion carried 6-0.

Water: Financial

Council member John Walz moved to authorize the Mayor to sign the loan application to the

KDHE Kansas Public Water Supply Loan Fund in the amount of \$5,729,620.00. Council member Devin Henderson seconded the motion. The motion carried 6-0.

Water: Contract

Council member Jolene Niernberger moved to approve the Agreement for Administrative Consulting Services from Northwest Kansas Planning & Development Commission in the amount of \$14,000.00 for administration of the KDHE loan for improvements to the water supply system. Council member Tricia Pritchett seconded the motion. The motion carried 6-0.

UNFINISHED BUSINESS

Personnel: Salary

Council discussed the proposed revamped wage structure for employees. City Clerk Amy Burton presented the proposed plan at the last Council meeting. Council agreed with the percentage steps and the pay grades, but would like Ms. Burton to calculate the budget impact of increasing the starting wage to "Column B". Ms. Burton will present the updated calculations to the next Council meeting.

Tourism: Acquisition

Verda Flinn, Tourism Committee, presented the bid from Commercial Sign to complete the Wayfinder signage project. The Committee has already applied for and received \$8,000.00 in grants, with another \$1,000.00 grant application in process. City tourism funds would pay the remaining cost of the signs. Council member John Walz moved to approve the bid from Commercial Sign for the Wayfinder signage at a total cost of \$10,629.00 with the Tourism Fund to pay up to \$2,629.00, the balance not covered by grants. Council member Devin Henderson seconded the motion. The motion carried 6-0.

NEW BUSINESS

Tourism: Acquisition

Ms. Flinn continued by stating the City needs to reorder the "Experience Ellis" brochures. The Tourism Committee has been working on updating and refreshing the current brochure. Since the project has spanned several months, the Committee requested updated bids from Northwestern Printers and the Ellis Review. The Ellis Review did not submit a bid for consideration, therefore Council member Tricia Pritchett moved to approve the bid from Northwestern Printers for publication of 2,500 "Experience Ellis" brochures in the amount of \$1,775.48, with funds to come from the Tourism fund. Council member Jolene Niernberger seconded the motion. The motion carried 6-0.

Tourism: Acquisition

The Chamber has allowed the City to use two of its billboards on I-70 for promoting the Ellis museums. The Tourism Committee solicited two bids for the new vinyl billboard wraps. Council member John Walz moved to approve the low bid from Lamar for two billboard wraps at a total cost of \$1,680.00, with funds to come from the Tourism fund. Council member Tricia Pritchett seconded the motion. The motion carried 6-0.

General Government: License/Permit

Erbert Electric, LLC, Iola, Kansas, has not provided proof of general liability insurance in order to maintain their contractor's license, as required by City Code. Public Works Director John Leiker has recommended revocation of their contractor's license since the contractor has not responded to the City's repeated requests for proof of a valid liability insurance policy. Council member Kellie Crnkovich moved to revoke the City License for Electrical Contractor for Erbert Electric, LLC, Iola, Kansas, effective immediately. Council member Devin Henderson seconded the motion. The motion carried 6-0.

Park: Event Request

Council member John Walz moved to approve the Public Property Permit Application and

Event Request for Traffic Control from the Ellis High School Stuco Organization for the annual homecoming activities. Council member Tricia Pritchett seconded the motion. The motion carried 6-0.

Street: Event Request

Council member John Walz moved to approve the Public Property Permit Application and Event Request for Traffic Control from the Ellis Baptist Church for the annual Trunk or Treat event. Council member Kellie Crnkovich seconded the motion. The motion carried 6-0.

General Government: Policy

City Clerk Amy Burton presented several proposed revisions to the current Utility Services Policy. Beginning in 2022, grass carts would shift from being billed from April to October, to being billed from May to November. This is to correctly match up the billing periods with the services provided. Also proposed was waiving the "returned check fee" on accounts where the account holder dies and the bank accounts are frozen. Other revisions simply provided clarification of existing provisions. After further discussion, Council member Jolene Niernberger moved to approve the Utility Services Policy as presented. Council member Devin Henderson seconded the motion. The motion carried 6-0.

Streets: Repair/Maintenance

Council member John Walz moved to approve the additional quote from Berry Tractor to repair the street sweeper in the amount of \$2,354.09, with funds to come from the Special Highway fund. Council member Martin LaBarge seconded the motion. The motion carried 6-0.

Sewer: Acquisition

Council member Martin LaBarge moved to approve the purchase of 3,000 lbs. of aluminum chlorohydrate from Brenntag in the amount of \$1,350.00 with funds to come from the Sewer Utility fund. Council member Kellie Crnkovich seconded the motion. The motion carried 6-0.

REPORTS FROM CITY OFFICIALS

Public Works

Water: Repair/Maintenance

Public Works Director John Leiker provided an update on the maintenance being performed on the water tower. A new ladder and hatch had to be installed, and the contractor expressed concerns over the stability of the utility antennas installed on the catwalk. A representative from Utility Service may be at the next Council meeting to discuss how to secure the antennas.

Campground

Ponderosa Tree Farm replaced two dead trees on the expansion side of the Campground. The trees were under warranty.

Police

Police Chief Chris Krom presented the Monthly Activity Report for September and the October Staff Calendar. The Department led a joint operation to do an open-air sniff at Ellis High School with four K-9s from the Ellis County Sheriff's Department, Kansas Highway Patrol, and the Thomas County Sheriff's Department. Fortunately, nothing was found during the search. Officer Kolas has started reintegration training with the Department.

City Clerk

City Clerk Amy Burton presented the minutes from the recent meeting of the Planning Commission/Board of Zoning Appeals. The LKM Legislative Supper on November 10th has been moved to the VFW. Several applications have been received for the Clerk I position.

Attorney

Mayor Update and Announcements

Council member John Walz would like to discuss creating a City Administrator position for the

2023 budget.

Council member Jolene Niernberger expressed concerns over several dilapidated downtown buildings. City Attorney Olavee Raub explained that Public Works Director John Leiker could issue violations on the properties; however, the City needs to determine how to respond if the property owners don't address the violations. The City could possibly be required to raze the building if determined unsafe, or absorb the costs to remedy the violations. Another issue besides the potential cost to the City is that most of the downtown area is in the floodplain, which restricts the dollar value of improvements that can be made within a year.

ADJOURNMENT

Council member Martin LaBarge moved and Council member Devin Henderson seconded a motion to adjourn the meeting. The motion carried 6-0. The meeting adjourned at 9:00 p.m.


Mayor


City Clerk

**ELLIS CITY COUNCIL
REGULAR MEETING
Minutes
October 18, 2021**

CALL TO ORDER

Mayor David McDaniel called the regular meeting to order at 7:30 p.m. Present were Council members Kellie Crnkovich, Devin Henderson, Martin LaBarge, Jolene Niernberger, and John Walz. Also present were Public Works Director John Leiker, City Clerk Amy Burton, Police Chief Chris Krom, and Fire Chief Dustin Vine. Council member Tricia Pritchett and City Attorney Olavee Raub were absent.

PLEDGE OF ALLEGIANCE

AMENDMENTS TO AGENDA

None

PUBLIC PRESENT

James Bell, Steve Homburg, Jeri Homburg, Myles Vine, Westin Vine, Glen Keller, Jacob Schartz, Roger Moses, Avery Smith, and Travis Roland.

CONSENT AGENDA

Council member Devin Henderson moved to approve the consent agenda containing the Minutes from the Regular Meeting on October 4, 2021 and Bills Ordinance #2127. Council member John Walz seconded the motion. The Council approved the consent agenda 5-0.

PUBLIC COMMENTS

Police Sergeant Avery Smith asked for Council to consider commemorating the 100-year anniversary of Marshal Andrew Miller's death in the line of duty.

Roger Moses spoke on the condition of 800 Washington Street. The property needs a new roof; however, since the property is in the floodplain improvements are limited to 50% of the property value.

**PRESENTATIONS OF AWARDS, PROCLAMATIONS, REQUESTS & PETITIONS
(HEARINGS)**

Personnel: Award

Mayor David McDaniel presented the annual Service Awards to employees who attained milestone anniversaries with the City. Awards were presented to Wastewater Operator Steve Homburg (20 years), Police Chief Chris Krom (10 years), Public Works Employee Jacob Schartz (10 years), Public Works employee Travis Roland (5 years), and Police Sergeant Avery Smith (5 years). Assistant City Clerk Verda Flinn (5 years) was unable to attend.

SPECIAL ORDER

Fire: Report

Fire Chief Dustin Vine presented his monthly Fire Department report.

UNFINISHED BUSINESS

Museum: Repair/Maintenance

On July 19, 2021, Council approved the bid from Lodestar Construction to paint the exterior of the Chrysler Home. Upon additional assessment of the condition of the home, Lodestar Construction now states that they underbid the contract and cannot perform the job for the bid amount they submitted. Through email communication with City Attorney Olavee Raub, the contractor needs to either withdraw their bid or perform the job for the bid submitted. If withdrawn, the project would then be awarded to the next bidder. Mr. Leiker will contact Lodestar Construction to determine how to proceed.

Personnel: Salary

City Clerk Amy Burton presented four wage structure proposals for Council to consider:

Scenario A is the original proposal; Scenario B is the shifting of the original Column "B" to Column "A"; Scenario A1 is the original proposal taking into account 50% credit for past years of service; and Scenario B1 is the modified proposal also taking into account 50% credit for past years of service. Ms. Burton explained that only two employees would not immediately benefit from a raise under Scenarios A and A1. Council members were in favor of rewarding employees for past years of service, but had budget concerns about adopting Scenario B1 with the increased starting wages. After further discussion, Council member John Walz moved to approved Scenario A1, with providing a one-step bump to the two employees not benefitting from the new wage structure, effective October 16, 2021. Council member Kellie Crnkovich seconded the motion. The motion carried 5-0.

Council member John Walz then moved to shift annual employee evaluations to the employee's anniversary date. Council member Devin Henderson seconded the motion. The motion carried 5-0.

NEW BUSINESS

General Government: Special Project

Council member John Walz moved to authorize Mayor David McDaniel to sign a letter of support for ACCESS Public Transportation. Council member Jolene Niernberger seconded the motion. The motion carried 5-0.

General Government: Financial

Council member John Walz moved to approve the five-year Disclosure Compliance Services Proposal from Gilmore & Bell in the amount of \$1,200.00 per year for continuing disclosure obligations for the Series 2016 General Obligation Refunding Water Treatment bonds. Council member Devin Henderson seconded the motion. The motion carried 5-0.

General Government: License/Permit

Claussen Plumbing, Chillicothe, MO, has not provided proof of general liability insurance in order to maintain their contractor's license, as required by City Code. Public Works Director John Leiker has recommended revocation of their contractor's license since the contractor has not responded to the City's repeated requests for proof of a valid liability insurance policy. Council member Devin Henderson moved to revoke the City License for Plumbing Contractor for Claussen Plumbing, Chillicothe, MO, effective immediately. Council member Martin LaBarge seconded the motion. The motion carried 5-0.

REPORTS FROM CITY OFFICIALS

Public Works

Public Works Director John Leiker presented the Comparative Water Report for the period August 10th to September 10th. The maintenance on the water tower is nearing completion and the Department may be able to start refilling the tower in the next week or so.

Police

Police Chief Chris Krom discussed possible ways to recognize the 100th anniversary of the death of Marshal Andrew Miller, including a proclamation, officers wearing a Marshal badge, and presenting on Marshal Miller at the local schools.

Personnel: Exit

Chief Krom announced that both Officer Cameron Moeder and Officer James Murphy have resigned from the Department.

Police: Policy

Due to security reasons, Chief Krom did not include the Department's new policy manual in the Council packets. However, City Attorney Olavee Raub has reviewed the policy manual and has no concerns. Council member Jolene Niernberger moved to approve the Police Department Policy Manual per Chief Krom's and Ms. Raub's recommendations. Council member John Walz seconded the motion. The motion carried 5-0.

City Clerk

City Clerk Amy Burton presented the Health Insurance Savings Report for September. Ms. Burton has asked City Prosecutor Heidi Farnsworth to assist on the hiring committee for the Clerk I position. Ms. Burton and Ms. Raub visited with Kevin Cowan, Gilmore & Bell, on the issuance of the hotel Industrial Revenue Bonds. Mr. Cowan would like to get the bonds issued by the end of the year.

Attorney**Mayor Update and Announcements**

The LKM Legislative Supper will be November 10th at the Ellis VFW. There will be a class for City Officials at 4:00 p.m. with supper following at 6:00 p.m.

Council member John Walz inquired of Chief Krom about a feral cat policy.

Council member Jolene Niernberger congratulated Mayor David McDaniel on being elected Vice-President of the LKM Governing Body. Ms. Niernberger again mentioned the neglected downtown buildings and suggested a work session to discuss solutions.

ADJOURNMENT

Council member Martin LaBarge moved and Council member Devin Henderson seconded a motion to adjourn the meeting. The motion carried 5-0. The meeting adjourned at 8:48 p.m.


Mayor


City Clerk

**ELLIS CITY COUNCIL
REGULAR MEETING
Minutes
November 1, 2021**

CALL TO ORDER

Mayor David McDaniel called the regular meeting to order at 7:30 p.m. Present were Council members Kellie Crnkovich, Devin Henderson, Martin LaBarge, Jolene Niernberger, Tricia Pritchett, and John Walz. Also present were Public Works Director John Leiker, City Clerk Amy Burton, Police Chief Chris Krom, and City Prosecutor Cassy Zeigler.

PLEDGE OF ALLEGIANCE

AMENDMENTS TO AGENDA

None

PUBLIC PRESENT

James Bell, Roger Moses, Glen Keller, and Chad Pritchett.

CONSENT AGENDA

Council member Devin Henderson moved to approve the consent agenda containing the Minutes from the Regular Meeting on October 18, 2021, Bills Ordinance #2128, and the Manual Journal Entries for September. Council member Jolene Niernberger seconded the motion. The Council approved the consent agenda 6-0.

PUBLIC COMMENTS

Chad Pritchett expressed his appreciation to the Ellis Fire Department, Ellis Police Department and the Ellis Public Works Department for their help with the annual Trunk or Treat event.

**PRESENTATIONS OF AWARDS, PROCLAMATIONS, REQUESTS & PETITIONS
(HEARINGS)**

None

SPECIAL ORDER

None

UNFINISHED BUSINESS

General Government: Violation

Roger Moses spoke again on the property at 800 Washington. A tree limb fell on the roof and it needs replaced; however, the property is in the floodplain and is subject to the FEMA floodplain regulations. Mr. Moses is also in a dispute with family on who owns the property. Mr. Moses has maintained and paid the real estate taxes on the residence since 1989. The County Appraiser has the property owner as his great grandfather, but he has been deceased since 1963. City Prosecutor Cassy Zeigler offered to assist Mr. Moses with clearing up the title issues. No action was taken.

Museum: Repair/Maintenance

Lodestar Construction has withdrawn their bid for painting the exterior of the Chrysler Home. Public Works Director John Leiker contacted the only other bidder, JDR Painting Services, and they agreed to honor their bid presented at the July 19, 2021 Council meeting. Council member John Walz moved to ratify and accept the bid from JDR Painting Services in the amount of \$7,472.08 to paint the exterior of the Chrysler Home due to the withdrawal of the bid from Lodestar Construction. Council member Tricia Pritchett seconded the motion. The motion carried 6-0. By consensus, Council also authorized Public Works Director John Leiker to have a contractor look at the siding of the Chrysler Home to determine the extent of needed repairs.

NEW BUSINESS

Sewer: Repair/Maintenance

Council member Martin LaBarge moved to ratify the invoice from Don's Electric in the amount of \$2,300.00 for emergency repairs to the backup generator at the Wastewater Treatment Plant. Council member Devin Henderson seconded the motion. The motion carried 6-0.

General Government: Special Project

The residence at 502 W. 3rd Street was recently destroyed by fire. The City has received a portion of the insurance proceeds from the claim made by the property owner. The proceeds are payable to the property owner if the site is cleaned up to the satisfaction of the Fire Chief and Public Works Director. If clean up efforts are not satisfactory, then the City has the ability to use the insurance proceeds to clean up the site. Council member John Walz moved to give the property owner at 502 W. 3rd until February 1st to clean up the site, or risk forfeiture of the insurance proceeds. Council member Tricia Pritchett seconded the motion. The motion carried 6-0.

Police: Policy

At the October 18, 2021 Council meeting, Council asked Police Chief Chris Krom to draft a policy on how his Department plans to handle feral cats. Chief Krom presented a draft template from Lexipol on animal control. Council would like to see procedures on how the trap/neuter/release program will work, and also add a provision for a designated animal control officer.

REPORTS FROM CITY OFFICIALS

Public Works

Public Works Director John Leiker reported that the preventive maintenance work on the water tower is almost complete, and the Department should be able to start filling the tower this week.

Police

Police Chief Chris Krom presented the Monthly Activity Report for October and the November staff calendar. Council member Jolene Niernberger inquired about previous discussions of adding a "Yield" sign at 3rd Street and Taylor. Chief Krom will review the intersection and report back. A 30-mile per hour speed limit sign on Monroe was also discussed. Chief Krom would like to remove it since it is close to St. Mary's school and in a residential area. One deputy from the Ellis County Sheriff's department has agreed to a provisional position with the Department.

City Clerk

City Clerk Amy Burton presented the September financial statements and the minutes from the recent Planning Commission meeting. The Commission interviewed Keith Marvin about replacing John Riggs, who recently passed away and served as the City's planning consultant. Ms. Burton also presented the letter to the Kansas Department of Agriculture requesting an extension of time to complete the Trego County well project. The City received an additional distribution of American Rescue Plan funding in the amount of \$907.51. Twenty-five applications were received for the Clerk I position. Interviews will be conducted in November.

Attorney

Council discussed the deteriorating buildings in the downtown area. Council member Jolene Niernberger asked if it is possible to require repairs without the City condemning or razing the building. City Prosecutor Cassy Zeigler believes the City has some options to consider and will report back to Council.


Mayor Update and Announcements

Mayor David McDaniel reminded everyone of the LKM Legislative Supper on November 10th

at the VFW hall.

ADJOURNMENT

Council member Martin LaBarge moved and Council member John Walz seconded a motion to adjourn the meeting. The motion carried 6-0. The meeting adjourned at 8:38 p.m.



Mayor



City Clerk

**ELLIS CITY COUNCIL
REGULAR MEETING
Minutes
November 15, 2021**

CALL TO ORDER

Mayor David McDaniel called the regular meeting to order at 7:30 p.m. Present were Council members Kellie Crnkovich, Devin Henderson, Martin LaBarge, Jolene Niernberger, Tricia Pritchett, and John Walz. Also present were Public Works Director John Leiker, City Clerk Amy Burton, Fire Chief Dustin Vine, and City Attorney Olavee Raub. Police Chief Chris Krom was absent.

PLEDGE OF ALLEGIANCE

AMENDMENTS TO AGENDA

Public Works Director John Leiker requested the addition of consideration of the purchase of a chlorinator for the Water Treatment Plant.

PUBLIC PRESENT

Glen Keller and Erin Henderson.

CONSENT AGENDA

Council member Devin Henderson moved to approve the consent agenda containing the Minutes from the Regular Meeting on November 1, 2021 and Bills Ordinance #2129. Council member Tricia Pritchett seconded the motion. The Council approved the consent agenda 6-0.

PUBLIC COMMENTS

None

**PRESENTATIONS OF AWARDS, PROCLAMATIONS, REQUESTS & PETITIONS
(HEARINGS)**

None

SPECIAL ORDER

Fire Chief Dustin Vine reviewed his monthly department report. In addition to several fire calls, the Department trained on fire preplans.

UNFINISHED BUSINESS

Police: Policy

This item will be tabled due to the absence of Police Chief Chris Krom; however, City Attorney Olavee Raub stated she will work with the Police Department to develop the policy.

NEW BUSINESS

Street: Event Request

Council member John Walz moved to approve the Public Property Permit Application and Event Request for Traffic Control for the Ellis Polar Express event from December 3rd to December 5th. Council member Jolene Niernberger seconded the motion. The motion carried 6-0.

General Government: Grant

Council member Jolene Niernberger provided information about the Historic Economic Asset Lifeline (HEAL) grant program. The matching grants are for property owners of neglected or dilapidated downtown buildings in hopes of bringing the properties back up to productive use. City Attorney Olavee Raub discussed the procedures necessary to enforce code violations against the buildings. Ms. Raub suggested that Mayor David McDaniel form an ad hoc committee consisting of various business owners, Council members, and business organizations to research and discuss downtown revitalization.

Streets: Acquisition

Council member John Walz moved to approve the purchase of 8,400 lbs. of crack sealant

from Crafc0 in the amount of \$6,216.00 with funds to come from the Capital Improvement – Streets fund. Council member Jolene Niernberger seconded the motion. The motion carried 6-0.

Special Machinery: Acquisition

Public Works Director John Leiker presented two bids for 2022 pickups for the department. Both bids from Lewis Ford and Lewis Chrysler feature the fleet price for basic work trucks with limited features. This pickup would replace the 1990 Ford and become the Director's vehicle. Council member John Walz moved to approve the purchase of a 2022 Dodge Ram 1500 SLT from Lewis Chrysler in the amount of \$26,900.00 with funds to come from the Special Machinery fund. Council member Tricia Pritchett seconded the motion. The motion carried 6-0.

Water: Acquisition

Mr. Leiker continued by requesting approval to purchase a chlorinator for the Water Treatment Plant. Two bids were considered and Council member Jolene Niernberger moved to approve the low bid from Municipal Supply for a Regal 210 chlorinator in the amount of \$1,980.00 with funds to come from the Water Utility fund. Council member Tricia Pritchett seconded the motion. The motion carried 6-0.

REPORTS FROM CITY OFFICIALS

Public Works

Mr. Leiker presented his monthly Department report.

Police

Council reviewed the Police Department's update in Chief Krom's absence.

Personnel: Entry

Braden Parke has been hired as a provisional employee effective November 5th. He will help out the Police Department with staff shortages.

City Clerk

City Clerk Amy Burton presented the minutes from the last two Tourism Committee meetings and the Health Insurance Savings Report for October.

Twenty-five applications have been received for the Clerk I position. Interviews will start this week.

Midwest Energy has awarded a \$1,000.00 grant to the Wayfinder sign project with the Tourism Committee. Assistant City Clerk Verda Flinn submitted the application on the committee's behalf.

Attorney

City Attorney Olavee Raub reported that she and Ms. Burton met with Kevin Cowan, Gilmore and Bell, regarding the issuance of the Industrial Revenue Bonds for the hotel. Mr. Cowan would like to issue the bonds by the end of the year.

Mayor Update and Announcements

Mayor David McDaniel invited City officials to the Northwest Kansas Planning & Development Commission's Annual Meeting on December 1st in WaKeeney.


Mayor McDaniel and Public Works Director John Leiker met with Brian Spano, Wilson & Company, to review the map of landowners to determine the best distribution route for the Trego County well project.

ADJOURNMENT

Council member Martin LaBarge moved and Council member Devin Henderson seconded a motion to adjourn the meeting. The motion carried 6-0. The meeting adjourned at 8:17 p.m.



Mayor



City Clerk

**ELLIS CITY COUNCIL
SPECIAL MEETING
Minutes
November 22, 2021**

CALL TO ORDER

Mayor David McDaniel called the special meeting to order at 7:00 p.m. Present were Council members Kellie Crnkovich, Devin Henderson, Martin LaBarge, Jolene Niernberger, Tricia Pritchett, and John Walz. Also present was City Clerk Amy Burton and Police Sergeant Avery Smith.

PLEDGE OF ALLEGIANCE

PUBLIC PRESENT

James Bell, M'Lynn Swartz, Brian Shannon, Benjamin Kolas, and Nickole Byers.

PURPOSE OF SPECIAL MEETING

Mayor David McDaniel stated the purpose of the special meeting is to discuss personnel matters in the Ellis Police Department and to hold executive sessions, if needed.

EXECUTIVE SESSIONS

Mayor David McDaniel asked for a motion to recess into executive session. Council member Devin Henderson moved for City Council to recess into executive session for 10 minutes to discuss general personnel matters pursuant to the non-elected personnel matter exception, K.S.A. 75-4319 (b)(1) with City Attorney Olavee Raub and City Clerk Amy Burton present. The open meeting will resume at 7:12 p.m. Council member Martin LaBarge seconded the motion. The motion carried 6-0. No action was taken in executive session and the open meeting resumed.

POST EXECUTIVE SESSION

Mayor David McDaniel announced the resignation of Police Chief Chris Krom effective November 18, 2021. Council member John Walz moved to appoint Sergeant Avery Smith as interim Police Chief effective immediately. Council member Devin Henderson seconded the motion. The motion carried 6-0.

EXECUTIVE SESSIONS

Mayor David McDaniel asked for another motion to recess into executive session. Council member John Walz moved for City Council to recess into executive session for 30 minutes to discuss staffing the Police Department pursuant to the non-elected personnel matter exception, K.S.A. 75-4319 (b)(1) with City Attorney Olavee Raub, City Clerk Amy Burton, and interim Police Chief Avery Smith present. The open meeting will resume at 7:44 p.m. Council member Jolene Niernberger seconded the motion. The motion carried 6-0. No action was taken in executive session and the open meeting resumed.

POST EXECUTIVE SESSION

Council member John Walz moved and Council member Tricia Pritchett seconded a motion to have Mayor David McDaniel put together an interview committee for the Police Chief position. The motion carried 6-0.

Council member Martin LaBarge moved and Council member Kellie Crnkovich seconded a motion to increase the pay of interim Police Chief Avery Smith to \$24.69 per hour, effective November 23, 2021. The motion carried 6-0.


Council member Tricia Pritchett moved and Council member Devin Henderson seconded a motion to authorize the City Clerk's office and the Police Department to advertise for the Police Chief vacancy. The motion carried 6-0.

ADJOURNMENT

Council member Martin LaBarge moved and Council member Devin Henderson seconded a motion to adjourn the meeting. The motion carried 6-0. The meeting adjourned at 7:48 p.m.



Mayor



City Clerk

**ELLIS CITY COUNCIL
REGULAR MEETING
Minutes
December 6, 2021**

CALL TO ORDER

Mayor David McDaniel called the regular meeting to order at 7:30 p.m. Present were Council members Kellie Crnkovich, Devin Henderson, Martin LaBarge, Jolene Niernberger, Tricia Pritchett, and John Walz. Also present were Public Works Director John Leiker, City Clerk Amy Burton, Interim Police Chief Avery Smith, and City Attorney Olavee Raub.

PLEDGE OF ALLEGIANCE

ADMINISTER OATH OF OFFICE TO NEWLY ELECTED OFFICIALS

Personnel: Entry

City Clerk Amy Burton administered the Oath of Office to newly elected City Treasurer Faith Scheck, Mayor David McDaniel, and Council members Devin Henderson, Tricia Pritchett, and John Walz.

AMENDMENTS TO AGENDA

None

PUBLIC PRESENT

Glen Keller, M'Lynn Swartz, James Bell, Chad Pritchett, Faith Scheck, and Dan Steffen.

CONSENT AGENDA

Council member Devin Henderson moved to approve the consent agenda containing the Minutes from the Regular Meeting on November 15, 2021, the Minutes from the Special Meeting on November 22, 2021 and Bills Ordinance #2130. Council member Jolene Niernberger seconded the motion. The Council approved the consent agenda 6-0.

PUBLIC COMMENTS

None

**PRESENTATIONS OF AWARDS, PROCLAMATIONS, REQUESTS & PETITIONS
(HEARINGS)**

Public Hearing – Evaluate Performance of Grant Agreement No. 20-PF-024

General Government: Grant

Mayor David McDaniel requested a motion to open the public hearing to evaluate the performance of Grant Agreement No. 20-PF-024 regarding the Waterline Improvement Project. Council member Tricia Pritchett moved and Council member Jolene Niernberger seconded a motion to open the public hearing. The motion carried 6-0. The public hearing opened at 7:36 p.m.

Dan Steffen, Northwest Kansas Planning & Development Commission, stated that the public hearing is required under the Community Development Block Grant agreement to let the community know the project is complete and to offer the public a chance to comment on the project. The project replaced waterlines in four locations. The project was approved at a total cost of \$824,225.00. CDBG provided funds of \$412,113.00, and the City contributed a cash match of \$409,973.56, resulting in the project being under budget by \$2,138.44.

NWKP&DC administered the grant, Driggs Design Group performed the engineering services, and Flint Hills Underground was the construction contractor. The State performed their final monitoring on November 9th and found no deficiencies.

There being no comments from the public, Council member John Walz moved to close the public hearing. Council member Martin LaBarge seconded the motion. The motion carried 6-0. The public hearing closed at 7:40 p.m.

SPECIAL ORDER

General Government: Grant

Council member John Walz moved to close out State of Kansas Grant Agreement 20-PF-024 for the Waterline Improvement Project and authorize Mayor David McDaniel to sign the related grant documents. Council member Martin LaBarge seconded the motion. The motion carried 6-0.

General Government: Grant

Council member Jolene Niernberger moved to approve Final Request #8 for Payment of CDBG Funds in the amount of \$5,000.00 for the Waterline Improvement Project. Council member Kellie Crnkovich seconded the motion. The motion carried 6-0.

Council member Jolene Niernberger moved to approve payment to Northwest Kansas Planning & Development Commission in the amount of \$5,000.00 for grant administration services, and to authorize Mayor David McDaniel to sign the related grant documents.

Council member Devin Henderson seconded the motion. The motion carried 6-0.

UNFINISHED BUSINESS

General Government: Financial

City Attorney Olavee Raub presented the documents necessary to issue the Industrial Revenue Bonds for the Days Inn hotel. The bonds are for the purchase price of the hotel and do not include the cost of any improvements. Due to supply shortages, corporate has given the franchisee's three years to renovate hotels to current standards. Ms. Raub reminded Council that the City does not have the ability to dictate the brand of the hotel; however, the property owner has indicated to Ms. Raub an intent to comply with the corporate standards for the hotel to remain a Days Inn.

Council member John Walz moved to adopt Ordinance No. 1465 authorizing the issuance of Industrial Revenue Bonds in an amount not to exceed \$1,400,000.00. Council member Devin Henderson seconded the motion. The motion carried 4-2, with Council members Kellie Crnkovich and Martin LaBarge voting opposed.

Council member Jolene Niernberger then moved to approve the Bond Agreement, Site Lease and Project lease for the hotel project. Council member Tricia Pritchett seconded the motion. The motion carried 4-2, with Council members Kellie Crnkovich and Martin LaBarge voting opposed.

Special Machinery: Acquisition

Public Works Director John Leiker reported that when he called to order the 2022 Dodge Ram from Lewis Chrysler that was approved at the last council meeting, the price had increased \$6,895.00. Mr. Leiker requests permission to instead purchase the 2022 Ford F-150 from Lewis Ford. Council member Martin LaBarge moved to rescind the previous motion to purchase the 2022 Dodge Ram from Lewis Chrysler in the amount of \$26,900.00. Council member Tricia Pritchett seconded the motion. The motion carried 6-0.

Council member John Walz then moved to approve the purchase of the 2022 Ford F-150 from Lewis Ford in the amount of \$28,950.00. Council member Devin Henderson seconded the motion. The motion carried 6-0.

NEW BUSINESS

Personnel: Position Change

Mayor David McDaniel asked for nominations for Council President. The Council President acts in the capacity of the Mayor, if the Mayor is temporarily unable to perform his duties. Council member Jolene Niernberger moved to elect John Walz as Council President. Council member Devin Henderson seconded the motion. There being no other nominations, Mayor McDaniel called for the vote. The motion carried 6-0, with Council member John Walz abstaining.

General Government: Financial

Council member Tricia Pritchett moved to approve Resolution No. 579 authorizing City employees and officials to use the City-issued credit cards. Council member Martin LaBarge seconded the motion. The motion carried 6-0.

General Government: Licenses

Council member Devin Henderson moved to approve the 2022 Cereal Malt Beverage Licenses for Casey's General Store, Rich's IGA, and Love's Travel Stops. Council member Kellie Crnkovich seconded the motion. The motion carried 6-0.

Personnel: Benefits

Council member John Walz moved to approve a Christmas bonus for each full-time and part-time employee in the net amount of \$300.00. Council member Martin LaBarge seconded the motion. The motion carried 6-0.

General Government: Special Event

Council member Martin LaBarge moved to continue the tradition of holding a City Christmas Party for staff, elected officials, and their guests. Council member Jolene Niernberger seconded the motion. The motion carried 6-0. City Clerk Amy Burton will keep Council informed of plans.

General Government: License/Permit

Skyview Tree Specialists, Hays, KS, has not provided proof of general liability insurance in order to maintain their contractor's license, as required by City Code. Public Works Director John Leiker has recommended revocation of their contractor's license since the contractor has not responded to the City's repeated requests for proof of a valid liability insurance policy. Council member John Walz moved to revoke the City License for Tree Trimming Contractor for Skyview Tree Specialists, Hays, KS, effective immediately. Council member Martin LaBarge seconded the motion. The motion carried 6-0.

Water Exploration: Contracts

Mr. Leiker presented a proposal from Downey Drilling, Inc. to perform the pump tests of the Trego County wells. Brian Spano, Wilson & Company, reviewed the proposal and found it acceptable in scope and price. Council member Kellie Crnkovich moved to accept the bid from Downey Drilling, Inc. in the amount of \$17,618.00 with funds to come from the Capital Improvement - Water Exploration fund. Council member Tricia Pritchett seconded the motion. The motion carried 6-0.

Street: Acquisition

Council member Martin LaBarge moved to approve the purchase of up to 15 tons of cold mix asphalt from APAC in the amount of \$1,290.00, with funds to come from the Capital Improvement – Street fund. Council member Devin Henderson seconded the motion. The motion carried 6-0.

General Government: License/Permit

Due to COVID-19, the City of Hays announced they will reduce the continuing education requirements for electrical, mechanical, and plumbing contractors renewing their licenses with the City of Hays. The Ellis Trades Board met recently to discuss the City's continuing education requirements. The Trades Board recommends Council follow the City of Hays' requirements. After discussing readily available online courses and how City staff were able to meet their own continuing education requirements, the Council chose to take no action, in effect, requiring the regular 12 hours of continuing education for contractors renewing electrical, mechanical, and plumbing licenses with the City of Ellis.

REPORTS FROM CITY OFFICIALS

Public Works

Public Works Director John Leiker presented the Comparative Water Reports for the period September 10th – October 10th and from October 10th to November 10th.

Public Works: Disposal

Mr. Leiker stated they have found approximately 5,000 Christmas bulbs that won't fit any of the holiday displays for the City. Council member John Walz moved to authorize Mr. Leiker to sell the unneeded Christmas bulbs on the local trading sites. Council member Martin LaBarge seconded the motion. The motion carried 6-0.

Police

Interim Police Chief Avery Smith presented the Monthly Activity Report for November. The recent bomb threat at the high school was determined to be a swatting call. The Ellis County Sheriff's Office and the Kansas Highway Patrol are assisting the Department with maintaining coverage in town during the current staff shortage. The Department cell phone is being forwarded to Ellis County Dispatch.

City Clerk

City Clerk Amy Burton presented the Final Monitoring Letter from the Department of Commerce for the CDBG Waterline Improvement Project. No deficiencies were noted.

Personnel: Entry/Exit

Clerk I Margie Mickelson will retire effective January 14, 2022. Toni Jensen was hired for the Clerk I position and will start December 13th. Clerk II Katie Armstrong resigned effective December 3rd, and Danielle Schaus has been hired to fill the vacant Clerk II position. Ms. Schaus started December 6th.


Attorney

Mayor Update and Announcements


Mayor David McDaniel announced he has formed the hiring committee for the Police Chief position. Applications will be accepted until December 15th. Council member John Walz requested a moment of silence for Senator Robert J. Dole, who recently passed away.

ADJOURNMENT

Council member Martin LaBarge moved and Council member Devin Henderson seconded a motion to adjourn the meeting. The motion carried 6-0. The meeting adjourned at 8:35 p.m.



Mayor



City Clerk

**ELLIS CITY COUNCIL
REGULAR MEETING
Minutes
December 20, 2021**

CALL TO ORDER

Mayor David McDaniel called the regular meeting to order at 7:30 p.m. Present were Council members Kellie Crnkovich, Devin Henderson, Martin LaBarge, Jolene Niernberger, Tricia Pritchett, and John Walz. Also present were Public Works Director John Leiker, City Clerk Amy Burton, Interim Police Chief Avery Smith, and City Attorney Olavee Raub.

PLEDGE OF ALLEGIANCE

AMENDMENTS TO AGENDA

Mayor David McDaniel requested adding under New Business a discussion regarding the December 15th windstorm that caused destruction to our area.

PUBLIC PRESENT

James Bell and Officer Benjamin Kolas.

CONSENT AGENDA

Council member Devin Henderson moved to approve the consent agenda containing the Minutes from the Regular Meeting on December 6, 2021, Bills Ordinance #2131, and the Manual Journal Entries for October. Council member Tricia Pritchett seconded the motion. The Council approved the consent agenda 6-0.

PUBLIC COMMENTS

None

**PRESENTATIONS OF AWARDS, PROCLAMATIONS, REQUESTS & PETITIONS
(HEARINGS)**

None

SPECIAL ORDER

Fire Chief Dustin Vine was unable to attend the meeting; therefore, Council reviewed his submitted report.

UNFINISHED BUSINESS

None

NEW BUSINESS

General Government: Licenses

Council member John Walz moved to approve the 2022 Cereal Malt Beverage License for Arthur's Pizza and Mexican Foods. Council member Martin LaBarge seconded the motion. The motion carried 6-0, with Council member Kellie Crnkovich abstaining due to her employment at the restaurant.

General Government: Financial

City Clerk Amy Burton presented the list of utility bad debts to be written off in 2021. Writing off the bad debts is an annual accounting procedure and does not affect the City's ability to collect these debts. The amount to be written off represents approximately 0.22% of the City's 2021 total receivables. Most of the debts listed have already been submitted to the State Setoff program and a private collection agency. Per auditor recommendation, prior to the Council meeting Council member Jolene Niernberger reviewed the individual names of the accounts to be written off. Council member Tricia Pritchett moved to approve the write-off of the utility bad debts in the amount of \$3,287.20 as presented. Council member Martin LaBarge seconded the motion. The motion carried 6-0.

City Clerk: Financial

Council member Jolene Niernberger moved to authorize the City Clerk's office to pay any

outstanding vendor invoices due and payable at year-end. Council member Devin Henderson seconded the motion. The motion carried 6-0. The vendor invoices paid will be reviewed at the January 3rd Council meeting.

General Government: Financial

Each year, Council considers transferring excess budget funds from several of the General Fund departments into the Special Machinery fund. City Clerk Amy Burton discussed the benefits and drawbacks of authorizing such transfer. By transferring the money to the Special Machinery Fund, those funds can be held for future equipment purchases, thus possibly reducing a future transfer or mill levy increase to help fund those needs. On the other hand, the transfer moves "unrestricted" monies in the General Fund to a "restricted" status within the Special Machinery Fund. Ms. Burton presented estimated transfer amounts with illustrative percentages for consideration. After further discussion, Council member John Walz moved to transfer \$7,500.00 from the General Government department and 75% of excess budget funds from the Police, Fire, Parks and Swimming Pool Departments to the Special Machinery Fund. Council member Devin Henderson seconded the motion. The motion carried 6-0.

General Government: Policy

Council considered a request by the Department Heads to increase their spending authority without prior approval from Council. The current spending limit of \$999.00 hasn't been increased for over ten years. After further discussion, Council member Martin LaBarge moved to increase the Department Head's spending authority to \$2,500.00. Council member Kellie Crnkovich seconded the motion. The motion carried 6-0.

General Government: Financial

City Attorney Olavee Raub presented the engagement letter from Gilmore Bell outlining their duties as bond counsel for the issuance of the industrial revenue bonds for the hotel. Gurkirpa Real Estate Investment Group is responsible for payment of the bond counsel fees. Council member Jolene Niernberger moved to accept the engagement letter with Gilmore Bell to act as bond counsel for the issuance of the industrial revenue bonds. Council member Devin Henderson seconded the motion. The motion carried 6-0.

General Government: Special Project

Council member Kellie Crnkovich presented information about the Kansas Main Street program. The program offers revitalization strategies involving economic vitality, design, promotion, and organization. It was the consensus of Council to invite Scott Sewell, Director, to a future Council meeting.

General Government: Training

Mayor David McDaniel invited discussion regarding the December 15th windstorm that caused significant damage to the City. City Clerk Amy Burton expressed concerns that the Clerk's office was not notified of the fire evacuation order, or status of response efforts, in order to answer resident questions on the matter. Interim Police Chief Avery Smith explained that the wind affected radio and cell phone transmission for much of the afternoon. Knowing the Ellis Police Department was shorthanded, Ellis County Sheriff's deputies came to Ellis to offer assistance. City officials expressed appreciation to the Ellis County Sheriff's department and the rural and local Fire Departments for their help in keeping Ellis safe from further harm. Council discussed exploring a mass texting program where residents could receive emergency notifications quickly. Mayor McDaniel suggested a meeting in January with City and County officials to further debrief the storm response.

REPORTS FROM CITY OFFICIALS

Public Works

Public Works Director John Leiker presented his department report. The new pickup has

been ordered and is expected in three to eight months.

Police

Interim Police Chief Avery Smith presented his department report. The department has been busy with numerous major incidents, including the bomb threats at the schools, the fires last Wednesday, among others. Interim Chief Smith praised Officer Ben Kolas for his handling of the incidents.

City Clerk

City Clerk Amy Burton presented the Health Insurance Savings Report for November, the minutes from the recent Trades Board meeting, and the October Financial Statements. The City's Christmas party will be January 8, 2022. City offices will be closed December 23rd and 24th for the Christmas holiday, and December 31st for the New Year's holiday.

Attorney

Mayor Update and Announcements

ADJOURNMENT

Council member Martin LaBarge moved and Council member Kellie Crnkovich seconded a motion to adjourn the meeting. The motion carried 6-0. The meeting adjourned at 8:32 p.m.



Mayor

City Clerk