

**ELLIS CITY COUNCIL
REGULAR MEETING
Minutes
January 3, 2023**

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 Avery Smith, and City Attorney Olavee Raub.

PLEDGE OF ALLEGIANCE

AMENDMENTS TO AGENDA

None

PUBLIC PRESENT

Nickole Byers and Colin Pritchett

CONSENT AGENDA

Council member John Walz moved to approve the consent agenda containing the Minutes from the Regular Meeting on December 19, 2022, Bills Ordinance #2156, and the Manual Journal Entries for November. 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

None

UNFINISHED BUSINESS

General Government: City Code

Council member Martin LaBarge moved to adopt Ordinance No. 1485 changing the meeting time for regular City Council meetings from 7:30 p.m. to 6:30 p.m. Council member John Walz seconded the motion. The motion carried 5-0.

NEW BUSINESS

General Government: Financial

Council member Tricia Pritchett moved to approve Resolution No. 593 waiving Generally Accepted Accounting Principles for financial statement reporting for 2023. Council member Jolene Niernberger seconded the motion. The motion carried 5-0.

General Government: Policy

Annually, 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 Tricia Pritchett seconded the motion. The motion carried 5-0.

Water: City Code

The City received the final loan documents from the Kansas Department of Health and Environment for the Water Supply System Improvement Project. Council member John Walz moved to adopt Ordinance No. 1486 authorizing the execution of the loan agreement between the City of Ellis and the Kansas Department of Health and Environment in order to finance water system improvements. Council member Jolene Niernberger seconded the

motion. The motion carried 5-0.

Sewer/Sanitation: Accounting/Billing

Jr. LaBarge has submitted an Application for Local Utility Incentives for the restaurant he is opening at 814 Washington. He hasn't decided the name of the restaurant yet, but plans to open in the next month or so. Council member John Walz moved to approve the Application for Local Incentives for Jr. LaBarge for his new restaurant at 814 Washington, contingent on Mr. LaBarge transferring utility services to the business account within 90 days. Council member Kellie Crnkovich seconded the motion. The motion carried 6-0, with Council member Martin LaBarge abstaining due to perceived conflict of interest. The business incentives will take effect with the first billing after satisfying the contingency.

General Government: Financial

Council member Jolene Niernberger moved to approve Resolution No. 594 authorizing City employees to use the City credit cards. Council member Devin Henderson seconded the motion. The motion carried 6-0.

REPORTS FROM CITY OFFICIALS

Public Works

Public Works Director John Leiker reported that the Department had over thirty calls of frozen meters with several needing replacement. Mr. Leiker reminded the public that to prevent freezing, insulation must be placed on top of the water meter, not below. The meter will actually freeze faster with insulation placed at the bottom of the meter because it doesn't allow the warm air to rise up.

Police

Police Chief Avery Smith presented the Monthly Incident Report for December. Officer Peterson will graduate from the Kansas Law Enforcement Training Center on January 13th. Officer Pritchett will begin at KLETC February 13th with a scheduled May graduation.

City Clerk

City Clerk Amy Burton presented the November financial statements. The Board of Tax Appeals sent notice that the Industrial Revenue Bonds for the Ellis A&W have been properly filed. The Kansas Department of Agriculture has approved the City's request for extension of the Water Supply System Improvement Project. The extension is until December 31, 2024.

Attorney

Mayor Update and Announcements

Mayor David McDaniel announced a vacancy on the Ellis Housing Board and reminded Council that with the adoption of the ordinance, the meeting on January 16th will begin at 6:30 p.m.

Council member John Walz reported that the PRIDE Committee will discuss replacement of the Christmas decorations at their next meeting.

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
January 16, 2023**

CALL TO ORDER

Mayor David McDaniel called the regular 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, Police Chief Avery Smith, Fire Chief Dustin Vine, and City Attorney Olavee Raub.

PLEDGE OF ALLEGIANCE

AMENDMENTS TO AGENDA

None

PUBLIC PRESENT

Glen Keller, David Clingan, Swede Holmgren, Jenni Holmgren, Nickole Byers, and Michael Berges.

CONSENT AGENDA

Council member Devin Henderson moved to approve the consent agenda containing the Minutes from the Regular Meeting on January 3, 2023 and Bills Ordinance #2157. Council member Tricia Pritchett seconded the motion. The Council approved the consent agenda 6-0.

PUBLIC COMMENTS

Swede Holmgren spoke on the potential annexation of a tract of land on the north side of 2nd Street. He expressed concerns that the planned extended street would end in the middle of his private approach to his garage.

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

None

SPECIAL ORDER

Fire: Report

Fire Chief Dustin Vine presented his December/January Fire Department report. Firefighters assisted with several EMS calls and fires.

UNFINISHED BUSINESS

General Government: Special Project

Regarding the petition from Sarbjit Singh to annex a tract of land north of 2nd Street, Public Works Director John Leiker reported that he spoke with Mr. Singh regarding estimated utility installation costs and his plan for the property. Mr. Singh informed Mr. Leiker that he has no immediate plans for the property, he would just like it annexed. Mr. Leiker would like to see plans for development before annexing the property. City Attorney Olavee Raub questioned why Mr. Singh is petitioning Council for annexation at this time, with no plans in place. Ms. Raub added that it is a lot easier to annex if there is a purpose than to de-annex a tract. It was the consent of Council that they would like to see a purpose for the annexation. Ms. Raub stressed that it is not the Governing Body's duty to instruct Mr. Singh how to proceed.

NEW BUSINESS

Police: Petition

Police Chief Avery Smith explained a request to .Gov Domain Registration to set up the domain name cityofellisks.gov for the City. The domain registration will allow the Police Department to individualize their emails and facilitate serving legal process on companies that only accept email service from official .gov domain names. Council member John Walz moved to authorize Mayor David McDaniel to sign the request letter to .Gov Domain

Registration as presented. Council member Jolene Niernberger seconded the motion. The motion carried 6-0.

Public Works: Petition

Public Works Director John Leiker presented the annual request letter to the Ellis County Commissioners for assistance with the City's annual street rehabilitation project. Council member Jolene Niernberger moved to authorize Mayor David McDaniel to sign the request letter to the Ellis County Commissioners as presented. Council member Devin Henderson seconded the motion. The motion carried 6-0.

Street: Event Request

Council member John Walz moved to approve the Traffic Control Application for the EHS Alumni parade on May 27, 2023. Council member John Walz moved to approve the Traffic Control Application from the Ellis High School Alumni as presented. Council member Tricia Pritchett 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. Mayor McDaniel requested the Department send a letter to Midwest Energy thanking them for their assistance with the Christmas stars. Council would like to consider bids for needed work on the south side of City Hall and also the Railroad Museum at the next meeting.

Police

Police Chief Avery Smith presented the Mid-Month Incident Report for January and a review of 2022 cases and events. Officer Peterson successfully graduated from the Kansas Law Enforcement Training Center on January 13th.

City Clerk

City Clerk Amy Burton presented the December 2022 Catastrophic Sick Leave report and the 2022 Safety Committee report on employee accidents and worker's compensation claims. The Safety Committee will begin updating the City's Disaster Plan.

Ms. Burton also had a conversation with Brenda Spencer, a private historical preservation specialist, regarding the building located at 1024 Washington. Ms. Spencer stated that since the third floor of the building was removed, the building has little historical value and would not qualify as a declared historical site. The City could explore applying for a downtown historical district in order to increase the grants available for developers and property owners of the declared district. The two-step process would include an extensive historical survey to determine eligibility. If the regional director believes the district could be declared, the application moves onto the State level for review and determination. Ms. Spencer estimated the cost of the survey between \$18,000 - \$20,000 depending on the number of buildings in the potential historical district.

Attorney

Mayor Update and Announcements

Mayor David McDaniel reported that all three department heads recently had performance evaluations. Mr. McDaniel inquired if the City should pursue adding a City Administrator role. It was the consent of Council to look into the position.

Mayor McDaniel requested an update on the Water Supply System Improvement Project at the next Council meeting.

Council members are to present four goals for 2023 at the next Council meeting.

Committees: Entry

Mayor David McDaniel asked for Council consideration to appoint Karen Ashbaugh to the vacancy on the Ellis Housing Board. Council member John Walz moved and Council member


vacancy on the Ellis Housing Board. Council member John Walz moved and Council member Martin LaBarge seconded a motion to appoint Karen Ashbaugh to the Ellis Housing Board.

ADJOURNMENT

Council member Martin LaBarge moved to adjourn the meeting. Council member Devin Henderson seconded the motion. The motion carried 6-0. The meeting adjourned at 7:08 p.m.



Mayor



City Clerk

**ELLIS CITY COUNCIL
REGULAR MEETING
Minutes
February 6, 2023**

CALL TO ORDER

Mayor David McDaniel called the regular 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, Police Chief Avery Smith, and City Attorney Olavee Raub.

PLEDGE OF ALLEGIANCE

AMENDMENTS TO AGENDA

None

PUBLIC PRESENT

Brian Spano, Neal Younger, Doreen Timken, Alan Scheuerman, James Bell, Travis Kohlrus, Michael Berges, Nickole Byers, S.J. Singh (arrived 6:55 p.m.), Mike Downing (arrived 6:55 p.m.), Jenni Holmgren (arrived 7:21 p.m.), and Swede Holmgren (arrived 7:21 p.m.).

CONSENT AGENDA

Council member Devin Henderson moved to approve the consent agenda containing the Minutes from the Regular Meeting on January 16, 2023 and Bills Ordinance #2158. Council member Tricia Pritchett seconded the motion. The Council approved the consent agenda 6-0.

PUBLIC COMMENTS

Doreen Timken, ambassador for the Center for Life Experience, spoke on the organization's various support groups, and thanked Council for their financial support in the 2023 budget.

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

Mayor David McDaniel congratulated City Clerk Amy Burton on earning her Master Municipal Clerk designation from the International Institute of Municipal Clerks. Ms. Burton is one of 31 MMC's in Kansas.

SPECIAL ORDER

None

UNFINISHED BUSINESS

Water Exploration: Special Project

Brian Spano, Wilson and Company, provided an update on the Water Supply System Improvement Project. The surveyors are still in the process of surveying the land on the projected route to the wells in Trego County. Wilson and Company plans to finish the project design this summer, with construction starting in 2024. Mr. Spano noted that the existing monthly bond payment assessed per meter on each customer's utility bill should be sufficient to satisfy the new project's debt requirements. Mr. Spano then suggested Council enter into executive session to discuss utility easements on the project.

EXECUTIVE SESSIONS

Mayor David McDaniel asked for a motion to recess into executive session. Council member Jolene Niernberger moved for City Council to recess into executive session for 10 minutes to discuss water supply system improvements pursuant to the acquisition of real property exception, K.S.A. 75-4319 (b)(6) with City Attorney Olavee Raub, Public Works Director John Leiker, City Clerk Amy Burton and Brian Spano present. The open meeting will resume at 6:55 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.

Museum: Repair/Maintenance

Public Works Director John Leiker presented two bids for repairing and extending the north entryway at the Ellis Railroad Museum. Neither bid includes the cost of the steel door for the entryway. After discussion on the project, Council member Tricia Pritchett moved to approve the low bid from Hays Stone Works for repairs to the north entryway of the Ellis Railroad Museum in the amount of \$2,500.00 with funds to come from the Capital Improvement fund. Council member Martin LaBarge seconded the motion. The motion carried 6-0.

General Government: Repair/Maintenance

Mr. Leiker continued by presenting the sole bid for repairs to the stucco wall on the south side of City Hall. Several other contractors were contacted, but none submitted a bid for the project. Council member John Walz moved to approve the bid from Stan Honas in the amount of \$8,500.00 to repair the stucco wall on the south side of City Hall with funds to come from the Capital Improvement fund. Council member Tricia Pritchett seconded the motion. The motion carried 6-0.

NEW BUSINESS

Sewer/Sanitation: Accounting/Billing

R & R Liquor, LLC has submitted an Application for Local Utility Service Incentives for the liquor store at 201 E. 2nd Street. Guy and Ellen Riedel recently purchased the existing liquor store from Henry and Helen Fischer. Council member John Walz moved to approve the Application for Local Utility Incentives for R & R Liquor, LLC as presented. Council member Jolene Niernberger seconded the motion. The motion carried 6-0. The business incentives will take effect with the next billing period.

Campground: Special Project

Council considered a donation request from the EHS Alumni Association for campground passes for the alumni golf tournament and alumni banquet. Council member Devin Henderson moved to approve the Donation Application for the EHS Alumni Association for two 2-day campground passes. Council member Martin LaBarge seconded the motion. The motion carried 6-0.

Police: Contract

City Clerk Amy Burton presented two bids for hosted email contracts for the Police Department. The Police Department has recently been approved for the .gov domain name, which allows them to individualize their emails. Vyve Business Services offered both an encrypted and non-encrypted Office 365 email option, whereas Nex-Tech offered the entire Microsoft 365 package. Police Chief Avery Smith recommended the non-encrypted option from Vyve. Council member Kellie Crnkovich moved to approve the 12-month contract from Vyve Business Services for non-encrypted hosted email services at a price of \$6.00 per email address, per month, with funds to come from the General-Police fund. Council member Tricia Pritchett seconded the motion. The motion carried 6-0.

Clerk: Acquisition

City Clerk Amy Burton presented three bids for a new computer server for the Clerk's office. The current server will no longer be supported in October 2023. A proposed March installation date would allow sufficient time to ensure files migrated successfully. Council member Jolene Niernberger moved to approve the purchase and installation of the Dell PowerEdge T550 server from Vyve Business Services in the amount of \$5,414.21 and \$150.00 per hour for installation with funds to come from the Special Machinery fund. Council member John Walz seconded the motion. The motion carried 6-0.

Water: Policy

Council member John Walz moved to approve the 2023 Public Water Supply Emergency Operating Plan as presented. Council member Devin Henderson seconded the motion. The motion carried 6-0.

General Government: Personnel

Mayor David McDaniel presented a proposed job description for a City Administrator/Clerk position. The City is not looking to add a position, but would increase the duties of the City Clerk. The City Clerk position is required under State statutes. Mayor McDaniel encouraged Council members to review the proposed job description for further discussion at the next Council meeting.

General Government: Special Project

Council further discussed the process for applying to become an historical downtown district. The survey process could cost close to \$20,000, depending on the number of buildings. If the City qualifies, the historical district would become exempt from floodplain regulations and property owners would have access to more attractive grant opportunities. The historical survey and application process is fairly challenging and there are no guarantees the downtown district would qualify. It was the consensus of Council to continue to consider proceeding with the survey and application.

General Government: Special Project

Mayor David McDaniel requested a motion to open the public hearing to discuss the potential annexation of a tract of land on 2nd Street. Council member Devin Henderson moved and Council member Jolene Niernberger seconded a motion to open the public hearing. The motion carried 6-0. The public hearing opened at 7:30 p.m.

Swede Holmgren expressed support for residential development of the land over commercial or industrial development due to concerns about the declining water supply.

Travis Kohlrus, president of the Ellis Industrial Development Corporation, stated that development is key for growth of the City and the area has the ability to be developed in numerous ways.

S.J. Singh shared that although plans have not been finalized for the area, he always considers what the City needs. He added that commercial development will bring employment and more tax revenue to the City.

Public Works Director John Leiker stated there are no utility services in the four acres proposing to be annexed. The estimated cost for street, guttering, water and sewer service is \$800,000 - \$1,000,000, the majority of that falling on the developer.

There being no further comments from the public, Mayor David McDaniel asked for a motion to close the public comment section. Council member John Walz moved to close the public comment portion of the public hearing. Council member Jolene Niernberger seconded the motion. The motion carried 6-0.

City Attorney Olavee Raub reviewed the 16 statutory factors for consideration for annexation. Public Works Director John Leiker added that if the area is annexed, the property owner will have to follow the City's regulations and codes.

Mayor McDaniel called for a motion to close the public hearing. Council member Tricia Pritchett moved and Council member Devin Henderson seconded a motion to close the public hearing. The motion carried 6-0. The public hearing closed at 8:12 p.m.

Council member John Walz moved to approve the annexation of four acres of land on 2nd Street and to direct City Attorney Olavee Raub to draft the related ordinance. Council member Jolene Niernberger 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 December 10th to January 10th. Mr. Leiker also announced that Joe Kreutzer has passed the exam to become a certified building inspector. With that, the City needs to adopt the series of updated International Building Codes. City Attorney Olavee Raub will meet with Mr. Leiker

and Mr. Kreutzer to determine any provisions of the various codes to exclude. Mr. Leiker announced that the next City-wide cleanup will be the week of October 2nd.

Police

Police Chief Avery Smith presented the Monthly Incident Report for January. Officer Pritchett will start the Kansas Law Enforcement Training Center on February 13th. The Department has updated the signage on the north hill to alleviate parking congestion on 2nd Street.

City Clerk

City Clerk Amy Burton presented the Health Insurance Savings Report for December and the minutes from the recent Planning Commission meeting. The City's text messaging/email alert system is now live. The Governing Body received instructions on how to sign up as a soft launch. The instructions will be sent out to the public with the March newsletter. The Rabies Clinic was held February 4th with 14 immunizations administered and 11 dog tags sold. The Department of Commerce has announced a new SPRINT grant that the Campground Bathhouse Project is eligible for. There is no match required for this grant; therefore, the City will submit the project for the SPRINT grant first, and then CDBG if not awarded through the SPRINT program.

Attorney

City Attorney Olavee Raub provided an update on the property at 1024 Washington. There is a lien against the property from a previous civil case. The property is mid-stream into the required process for a property tax sale. The property owner is due in municipal court on February 17th for the code violations on the property.

Mayor Update and Announcements

The Governing Body discussed the status of the 2022 goals they set last January. Items accomplished include a trap/neuter/return program for community cats, developing an emergency management notification system, continued water and street infrastructure improvements and park improvements.

2022 goals in progress include the Water Supply System Improvement Project, widening east 10th Street, downtown building revitalization, and replacement of the outdated Christmas decorations.

2022 goals not yet addressed include brick replacement on Washington Street, hosting a listening program for citizens to talk to Governing Body members, improving wheelchair access on City sidewalks, participation in the Main Street program, the TIF housing project, finding a solution for lack of childcare, distribution of a community survey, increasing youth involvement in government, and exploring options for a community building.

Mayor David McDaniel then requested input for the Council's 2023 goals. The following projects were mentioned: continuation of the Water Supply System Improvement Project, the TIF housing project, continue street maintenance (including 8th Street from Dorrance to the Campground and 13th Street from Dorrance to Washington), continue water and sewer infrastructure improvements, downtown revitalization, update City equipment, continue the TNR program for community cats, increase employee wages, host a monthly listening program for citizens to visit with Council members, explore activities for kids, address lack of water pressure on the South hill, address shortage of childcare, improve wheelchair access on City sidewalks, brick replacement on Washington Street, and tour the museums prior to budget preparation.

Council member Devin Henderson then shared issues discussed during the League's Local Government Day in Topeka.

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 8:58 p.m.



David P. McDaniel
Mayor



Amy Buxton
City Clerk

**ELLIS CITY COUNCIL
REGULAR MEETING
Minutes
February 20, 2023**

CALL TO ORDER

Mayor David McDaniel called the regular meeting to order at 6:30 p.m. Present were Council members 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 Avery Smith, Fire Chief Dustin Vine and City Attorney Olavee Raub. Council member Kellie Crnkovich was absent.

PLEDGE OF ALLEGIANCE

AMENDMENTS TO AGENDA

City Clerk Amy Burton requested striking consideration of the resolutions required for the CDBG application and consideration of the contract with NWKP&DC for grant administrative services. The items will be reconsidered at a later date.

PUBLIC PRESENT

Joe Kreutzer

CONSENT AGENDA

Council member Devin Henderson moved to approve the consent agenda containing the Minutes from the Regular Meeting on February 6, 2023 and Bills Ordinance #2159. 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)**

Clerk: Award/Proclamation

Mayor David McDaniel presented City Clerk Amy Burton with her plaque from the International Institute of Municipal Clerk's for achieving her Master Municipal Clerk designation.

Campground: Grant

Mayor David McDaniel asked for a motion to open the public hearing for the Campground Bathhouse Project. Council member Jolene Niernberger moved and Council member John Walz seconded a motion to enter into the public hearing. The motion carried 5-0. Mayor David McDaniel declared the public hearing open at 6:33 p.m.

City Clerk Amy Burton stated the public hearing will be postponed due to recent increases in cost estimates of the project. A new public hearing notice will be published with the updated project costs. Council will consider the resolutions and contract with Northwest Kansas Planning and Development Corporation at a later time.

Council member Martin LaBarge moved and Council member Jolene Niernberger seconded a motion to postpone the public hearing to a later date. The motion carried 5-0.

SPECIAL ORDER

Fire: Report

Fire Chief Dustin Vine presented his monthly report. The Ellis Fire Department will host a county-wide mutual aid drill later this year.

UNFINISHED BUSINESS

General Government: Personnel

Council discussed and asked questions about certain essential functions on the proposed City Administrator/Clerk job description. There were no revisions proposed; therefore, the

position description will be considered for approval at the next meeting.

NEW BUSINESS

General Government: City Code

City Attorney Olavee Raub presented the proposed ordinance annexing land into the city limits. The ordinance is standard verbiage for this type of action. Council considered this a first reading and will consider for approval at the March 6th meeting.

REPORTS FROM CITY OFFICIALS

Public Works

Public Works Director John Leiker reported the contractor has started patching and repairing the south wall of City Hall. Mr. Leiker stated that the plans for the proposed TIF project include a pressure pump to help increase water pressure for the area. The south hill has historically experienced low water pressure due to its higher elevation.

Police

Police Chief Avery Smith presented the Mid-Month Incident Report for February. Officer Peterson has transitioned to the second of three phases for his field training. He should be able to patrol by himself by the end of March or first part of April.

City Clerk

City Clerk Amy Burton presented the Health Insurance Savings Report for January and the minutes from the recent special meeting of the Planning Commission. Ms. Burton reminded Council of the special meeting on February 28th to provide information to the public about the waterline distribution project from Trego County to Ellis.

Attorney

City Attorney Olavee Raub updated Council on the property in violation at 1024 Washington. The property owner was recently convicted in Ellis Municipal Court with fines suspended contingent on the owner securing the bricks on the back wall of the property within 30 days. The potential buyer is still interested in the property; however, there are both tax liens and judgment liens against the property. It was the consensus of Council to allow Ms. Raub to reach out to the lien holder to facilitate conversations between the seller and potential buyer, but not to act as an intermediary for the transaction.

Mayor Update and Announcements

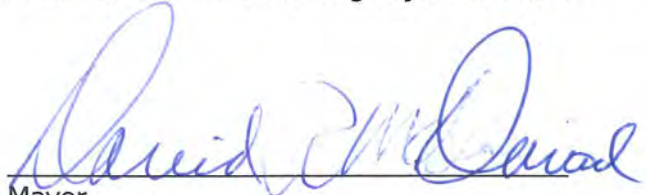
Mayor David McDaniel announced that the Legislative Coffee originally scheduled for February 27th will be rescheduled at a later date.

The League of Kansas Municipalities will hold their Leadership Summit for elected and appointment officials on April 14-15 in Hays.

Council briefly discussed the walking bridge across Big Creek that was recently closed due to stability and safety concerns. Penco Engineering has been contacted to come assess the condition of the bridge.

ADJOURNMENT

Council member Martin LaBarge moved to adjourn the meeting. Council member Devin Henderson seconded the motion. The motion carried 5-0. The meeting adjourned at 7:09 p.m.



Mayor



City Clerk

**ELLIS CITY COUNCIL
SPECIAL MEETING
Minutes
February 28, 2023**

CALL TO ORDER

Mayor David McDaniel called the special meeting to order at 7:00 p.m. Present were Council members Devin Henderson, Martin LaBarge, Jolene Niernberger, Tricia Pritchett, and John Walz. Also present was City Attorney Olavee Raub, City Clerk Amy Burton and Public Works Director John Leiker. Council member Kellie Crnkovich was absent.

PLEDGE OF ALLEGIANCE

PUBLIC PRESENT

Brian Spano, Jerry White, Kurtis Brock, Mary Lou Newcomer, Eileen Beelairs, Kevin Newcomer, Verda Flinn, Danny Keller, Terry Blide, John Begler, Darrin Vlcek, Justin Whyte, Nickole Byers, Tim Keller, Ken Kohl, Diana Kohl, Davon Armbrister, Ernest Pfeifer Jr., Sherry Pfeifer, Lyle Johnston, Meredith Johnston, John Douglas, Cody Howland, Glen Keller, and John Befort.

PURPOSE OF SPECIAL MEETING

Mayor David McDaniel stated the purpose of the special meeting is to discuss the Water Supply System Improvement Project with the public.

Water Exploration: Special Project

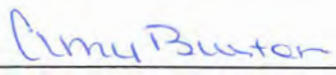
Brian Spano, Wilson & Company, provided details of the extensive project to connect the City's two wells in Trego County to the current water treatment plant. The project is necessary to provide an additional water source for the City and to reduce certain contaminants in the City's current wells. The City purchased the water rights to these wells in 2017. The water will be transported by a 6" pipeline for the 21 miles to the City's water treatment plant, where it will be blended with water from the City's eight current wells. The project design phase should be complete in 2023, with construction in 2024. The City will be looking to purchase easements from land owners in the projected alignment in order to dig a 24" trench to lay the pipe. Mr. Spano assured land owners that property conditions will be restored to their preconstruction status. Mr. Spano responded to citizen questions and offered an opportunity to review the map of the proposed alignment. Concerns noted from the public included possible depletion of the Ogallala aquifer, property easements, and maintenance of the lines.

ADJOURNMENT

There being no further questions from the public, Mayor David McDaniel called for a motion to adjourn. 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 7:40 p.m.



Mayor



City Clerk

**ELLIS CITY COUNCIL
REGULAR MEETING
Minutes
March 6, 2023**

CALL TO ORDER

Mayor David McDaniel called the regular 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 were Public Works Director John Leiker, City Clerk Amy Burton, and Police Chief Avery Smith. Council member Martin LaBarge and City Attorney Olavee Raub were absent.

PLEDGE OF ALLEGIANCE

AMENDMENTS TO AGENDA

None

PUBLIC PRESENT

Glen Keller, Gilbert Kinderknecht, Cheryl Kinderknecht, Neal Younger, Verda Flinn, Michael Berges, Darrin Vlcek, and Nickole Byers.

CONSENT AGENDA

Council member Devin Henderson moved to approve the consent agenda containing the Minutes from the Regular Meeting on February 20, 2023, the Minutes from the Special Meeting on February 28, 2023 and Bills Ordinance #2160. Council member Jolene Niernberger seconded the motion. The Council approved the consent agenda 5-0.

PUBLIC COMMENTS

Gilbert Kinderknecht shared information about the next Ellis Chamber of Commerce Quarterly Business Knowledge segment. Mike Holliday will present on digital marketing on March 14th.

Mr. Kinderknecht continued by asking Public Works Director John Leiker about issues with delivery drivers to his business blocking the alleyway by City Hall.

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

None

SPECIAL ORDER

None

UNFINISHED BUSINESS

General Government: Personnel

Council further discussed the job description for a City Administrator/Clerk. Council member John Walz suggested the Mayor and two council members meet before the next Council meeting to discuss the proposed job description. Mayor David McDaniel will set up the meeting.

General Government: City Code

Council performed a second reading of the proposed ordinance annexing land into the City limits. Council member Jolene Niernberger moved to approve Ordinance No. 1487 annexing a parcel of land on 2nd Street into the City of Ellis. Council member Tricia Pritchett seconded the motion. The motion carried 5-0.

NEW BUSINESS

Tourism: Contract

City Clerk Amy Burton presented the renewal contract for the City's five billboards. The renewal represents a 3% increase in cost. Council member John Walz moved to approve the contract with Lamar for billboard advertising in the amount of \$10,660.00 with funds to

come from the Tourism Fund. Council member Jolene Niernberger seconded the motion. The motion carried 5-0.

Tourism: Contracts

The Tourism Committee has submitted their proposal for 2023 advertising contracts. All of the contracts remain the same, however, the City needs to order more tourism brochures. Council member Tricia Pritchett moved to approve the 2023 advertising contracts with Eagle Radio of Hays (\$3,120.00), Hays Post (\$1,500.00), Nex-Tech (\$1,460.00), Central Brochure Distribution (\$600.00), and Northwestern Printers (\$1,921.77) in the total amount of \$8,601.77 with funds to come from the Tourism fund. Council member Devin Henderson seconded the motion. The motion carried 5-0.

Police: Acquisition

Police Chief Avery Smith presented bids from Kiesler Police Supply for two different duty weapons. The old handguns, ammunition, and holsters will be traded in on the new equipment. Council member Devin Henderson moved to approve the purchase of five Glock 45 9mm pistols, holsters and ammunition from Kiesler Police Supply in the net amount of \$5,436.33 with funds to come from the Special Machinery fund. Council member John Walz seconded the motion. The motion carried 5-0.

Sewer: Acquisition

Public Works Director John Leiker presented two bids for a flow meter for the Wastewater Treatment Plant. This is the main flow meter coming into the Plant. Council member John Walz moved to approve the low bid from Haynes Equipment for a flow meter in the amount of \$7,826.00 with funds to come from the Special Machinery fund. Council member Jolene Niernberger seconded the motion. The motion carried 5-0.

REPORTS FROM CITY OFFICIALS

Public Works

Mr. Leiker continued by presenting the Comparative Water Report for January 10th to February 10th. The percentage of water accounted for dropped roughly 10% from last month. Mr. Leiker questions if the freezing temperatures during that time caused a waterline leak that has not surfaced yet.

Stan Honas is close to completing the repairs to the south wall of City Hall. The wall will be painted to seal the repairs.

Police

Police Chief Avery Smith presented the Monthly Incident Report for February. The department recently worked a counterfeit currency case, and Chief Smith encouraged business owners to be on the lookout for counterfeit bills. Officer Pritchett is doing well at the Kansas Law Enforcement Training Center.

City Clerk

City Clerk Amy Burton presented the minutes from recent City committee meetings. The SPRINT grant application has been postponed to March 14th.


Attorney

Mayor Update and Announcements

Council member Tricia Pritchett announced that the City plans to schedule more cat trappings in April for the trap/neuter/return program.

ADJOURNMENT

Council member Devin Henderson moved to adjourn the meeting. Council member John Walz seconded the motion. The motion carried 5-0. The meeting adjourned at 6:56 p.m.



Mayor



City Clerk

**ELLIS CITY COUNCIL
REGULAR MEETING
Minutes
March 20, 2023**

CALL TO ORDER

Mayor David McDaniel called the regular 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, Officer Ben Kolas, Fire Chief Dustin Vine and City Attorney Olavee Raub. Police Chief Avery Smith was absent.

PLEDGE OF ALLEGIANCE

AMENDMENTS TO AGENDA

None

PUBLIC PRESENT

Glen Keller, Darrin Vlcek, David Clingan, Nickole Byers, and Swede Holmgren.

CONSENT AGENDA

Council member Devin Henderson moved to approve the consent agenda containing the Minutes from the Regular Meeting on March 6, 2023 and Bills Ordinance #2161. Council member John Walz seconded the motion. The Council approved the consent agenda 6-0.

PUBLIC COMMENTS

Swede Holmgren expressed frustration that the American flag on the north hill was being flown in such tattered condition. He personally removed the flag and reminded everyone that all Americans should respect the flag and what our veterans fought for. Public Works Director John Leiker stated the flag has been replaced.

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

None

SPECIAL ORDER

Fire: Report

Fire Chief Dustin Vine presented the March Fire Department report. The county-wide mutual aid drill is scheduled for May 3rd in Ellis.

Fire: Acquisition

Chief Vine stated that the Department's current radios are obsolete and will be offline in the near future. He presented bids for two handheld radios and two truck radios. Council member Kellie Crnkovich moved to approve the purchase of two Motorola APX4500 mobile radios in the amount of \$8,524.78, and two Motorola APX6000 portable radios in the amount of \$11,305.54 from Motorola Solutions with funds to come from the Special Machinery and General-Fire funds. Council member Tricia Pritchett seconded the motion. The motion carried 6-0.

UNFINISHED BUSINESS

General Government: Personnel

Council discussed the proposed City Administrator/Clerk position. Upon Mayor David McDaniel polling the Council, it was the unanimous consensus of Council to move forward with the joint position. A committee made up of Mayor David McDaniel and Council members Jolene Niernberger and Martin LaBarge researched all aspects of the position and prepared a revised job description for consideration. Committee members stressed the need to look at the future and that the position acts also as a succession plan for future Mayors of the City of the Ellis. Council member Martin LaBarge questioned delegating too much

authority to one individual, although that position would still report to the Mayor. Council member Jolene Niernberger discussed the evaluation process and how employees would still be individually evaluated by their supervisor. It was then questioned why the Mayor would evaluate the Department Heads, when the Mayor's position wouldn't even work with those individuals. Council will further discuss the job description at the next Council meeting.

NEW BUSINESS

General Government: License

Council member Devin Henderson moved to approve the Application for License to Sell Cereal Malt Beverages for the Ellis Volunteer Fire Department Auxiliary, contingent on completion of the tax registration number on the application. Council member John Walz seconded the motion. The motion carried 6-0.

General Government: License

Council member Jolene Niernberger moved to approve the Application for License to Sell Cereal Malt Beverages for Guy Riedel, d/b/a Dolce Vita, contingent on completion of the tax registration number on the application and verification of the date of birth. Council member Martin LaBarge seconded the motion. The motion carried 6-0.

Water: Acquisition

Council member Tricia Pritchett moved to approve the purchase of 82 Spectrum 5/8" x 3/4" electronic water meters from Metron-Farnier in the amount of \$29,930.00 with funds to come from the Water Depreciation Reserve fund. Council member Jolene Niernberger seconded the motion. The motion carried 6-0.

Sewer: Repairs/Maintenance

Public Works Director John Leiker reported that the sewer jetter needs a new pump assembly. The sewer jetter is budgeted to be replaced in 2026; however, replacing the pump assembly now will extend the life of the machine. Council member John Walz moved to approve the purchase of a pump assembly from Buckhorn Pumps, Inc. in the amount of \$11,000.00 with funds to come the Special Machinery fund. Council member Devin Henderson seconded the motion. The motion carried 6-0.

General Government: Policy

The Good Samaritan Society has asked the City to enter into an Emergency Services Agreement that would provide an "endless supply" of water for sewage in the case of emergency. City Attorney Olavee Raub recommended the City not sign the agreement as presented due to the agreement missing pertinent information. It was the consensus of Council to have a representative from the Good Samaritan Society present at the next meeting to discuss the proposed agreement.

Streets: Repair/Maintenance

Public Works Director John Leiker reviewed the Bridge Safety Inspection report from Penco Engineering on the 11th Street pedestrian bridge. The superstructure of the bridge is beyond repair and needs to be demolished. However, the condition of the substructure may allow for a new superstructure, but due to water levels in the creek, an accurate assessment was not able to be determined. Council member Martin LaBarge moved to authorize Public Works Director John Leiker to solicit bids to demolish the superstructure only of the 11th Street pedestrian bridge. Council member Jolene Niernberger seconded the motion. The motion carried 6-0.

Sanitation: Recycling

Sonoco Products recently announced that it is shutting down its Hutchinson plant. Unfortunately, the City leases the baler from Sonoco and that is who collects all of the City's recycling. Quincy Recycling, Quincy, Illinois, has contacted the City to express interest in taking over the recycling for the City. Public Works Director John Leiker will continue

communication with Quincy Recycling in order to continue to offer that service to the City.

Street: Repair/Maintenance

Council member John Walz began discussion on the major project of rehabilitating Washington Street. The street is sagging due to water and sewer lines collapsing underneath. The entire infrastructure will need to be replaced. Mr. Walz encouraged Council to envision what they want the street to look like – all brick, partial brick, or no brick. Going back to all brick will possibly double the cost of the project. The life expectancy of a brick street is 100 years, whereas a concrete street is 75 years. The project will probably need to be done in phases to limit traffic disruption and financial capacity.

REPORTS FROM CITY OFFICIALS

Public Works

Public Works Director John Leiker reviewed his regular report. A Trego County resident affected by the Water Supply System Improvement Project questioned why the City doesn't regulate private water wells. City Attorney Olavee Raub explained that the State has to grant the City authorization to regulate private wells, and the State will not grant that authority until the City meets the conditions of and declares a water emergency. Currently, the City does not meet the conditions to declare a water emergency.

Police

Officer Ben Kolas reported that Officer Pritchett continues to perform well at the Kansas Law Enforcement Training Center and is scheduled to graduate in May. Police Chief Avery Smith is attending the FBI LEEDA Supervisor Leadership Institute in Wichita this week.

City Clerk

City Clerk Amy Burton reported the City's SPRINT grant was submitted March 10th. She and Assistant City Clerk Verda Flinn will attend the CCMFOA Spring Clerk's Conference in Manhattan March 21st – 24th.

Attorney

Mayor Update and Announcements

Mayor David McDaniel reported the Legislative Town Hall Meeting has been rescheduled for March 25th at 3:00 p.m. at the Library meeting room.

Mayor McDaniel then asked which department is responsible for dead animals in the street and taking care of the flags. Public Works Director John Leiker stated that his department is responsible in both situations. The Police Department is in charge of live animals.

Council member John Walz suggested contacting Stacie Minson, KSU Watershed Specialist to organize another water fair for the community and to talk to Council about water conservation tips.

Council member Tricia Pritchett stated the community cat volunteers would like to do a TNR trapping in April.

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 7:36 p.m.



Mayor



City Clerk

**ELLIS CITY COUNCIL
REGULAR MEETING
Minutes
April 3, 2023**

CALL TO ORDER

Mayor David McDaniel called the regular 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, Police Chief Avery Smith, and City Attorney Olavee Raub.

PLEDGE OF ALLEGIANCE

AMENDMENTS TO AGENDA

None

PUBLIC PRESENT

Glen Keller, Brian Spano, Darrin Vlcek, Justine Benoit, Verda Flinn, Darrell Romme, Paulette Harp, and Michael Berges.

CONSENT AGENDA

Council member Devin Henderson moved to approve the consent agenda containing the Minutes from the Regular Meeting on March 20, 2023 and Bills Ordinance #2162. 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)**

**PUBLIC HEARING – COMMUNITY DEVELOPMENT BLOCK GRANT – CAMPGROUND
BATHHOUSE PROJECT**

Campground – Grant

Council member Jolene Niernberger moved to open the public hearing regarding an application to the Kansas Department of Commerce for Community Development Block Grant funds for improvements to the Ellis Lakeside Campground. Council member John Walz seconded the motion. The motion carried 6-0. The public hearing opened at 6:31 p.m. Justine Benoit, Northwest Kansas Planning and Development Commission, provided details of the proposed project. A new playground area consisting of three significant pieces of equipment and a prefabricated restroom/shower facility will be installed in the new campground expansion area. The estimated cost of the project is \$477,451 with a grant request of \$334,216. If awarded, the City will have two years to complete the project. There being no further comments, 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 6:35 p.m.

Campground: Grant

Council member Jolene Niernberger moved to approve the contract with Northwest Kansas Planning and Development Commission for grant administrative consulting services in the amount of \$15,750.00. Council member John Walz seconded the motion. The motion carried 6-0. The contract is contingent on the City being awarded CDBG funds.

Campground: Grant

Council member Kellie Crnkovich moved to approve Resolution No. 595 certifying that the City of Ellis has legal authority to apply for Community Development Block Grant funds. Council member Devin Henderson seconded the motion. The motion carried 6-0.

Campground: Grant

Council member John Walz moved to approve Resolution No. 596 assuring the Department of Commerce the City will provide adequate funds for the maintenance and operation of the campground improvements. Council member Tricia Pritchett seconded the motion. The motion carried 6-0.

SPECIAL ORDER

General Government: Insurance

Darrell Romme, Romme Agency, presented the 2023-2024 general insurance policy with EMC Insurance. Most of the increase in premiums is due to property inflation and reinsurance costs. However, the City is part of an insurance pool with other entities, and if there are gains overall the City receives a refund dividend from EMC Insurance. The City has received a dividend check annually for over 10 years. Council member Kellie Crnkovich moved to approve the general insurance policy with EMC Insurance in the amount of \$192,003.00. Council member Jolene Niernberger seconded the motion. The motion carried 6-0.

Cemetery: Special Project

Paulette Harp, Chair of the Cemetery Committee, requested Council consideration for a beautification project around the G.A.R. statue in Mount Hope Cemetery. The Committee would like to plant rose bushes and install a brick border around the flowers. The Committee will maintain the flowers and they would like to complete the project by Memorial Day. Council member Jolene Niernberger moved to approve the landscape improvements to Mount Hope Cemetery at a cost not to exceed \$500.00 with funds to come from the General-Cemetery fund. Council member Kellie Crnkovich seconded the motion. The motion carried 6-0.

UNFINISHED BUSINESS

General Government: Contract

City Attorney Olavee Raub reported that the Maintenance Supervisor at the Ellis Good Samaritan Society will instead come to the April 17th Council meeting to discuss the proposed Emergency Services Agreement with the City.

Water Exploration: Special Project

Brian Spano, Wilson & Company, addressed concerns expressed at the public meeting on February 28th regarding the Water Supply System Improvement Project. Mr. Spano stated that every aquifer is declining, however, most are not drained by domestic use, but commercial use. The City legally owns the water rights and is not "stealing" water; the project is to transport the City's water to the Water Treatment Plant. Mr. Spano then explained the reasoning on the alignment at 6th Street and 130th Street. The southwest corner has several utility lines the contractor would have to work around; therefore, the best path is to stay on the north side and travel west to utilize the ditches already in place before crossing over to the south side later on. Mr. Spano will contact the home owner that expressed the concern to explain the reasoning. After further discussion about the proposed alignment, it was the consensus of Council to continue forward with the current path. Mr. Spano then requested an executive session to discuss the easement acquisitions.

Executive Session

Mayor David McDaniel asked for a motion to recess into executive session at the request of Brian Spano. Council member Kellie Crnkovich moved for City Council to recess into executive session for 15 minutes to discuss the Water Supply System Improvement Project pursuant to the acquisition of real property exception, K.S.A. 75-4319 (b)(6) with City Attorney Olavee Raub, Public Works Director John Leiker, City Clerk Amy Burton, and Brian Spano present. The open meeting will resume at 7:27 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.

General Government: Personnel

Council again discussed the City Clerk/Administrator job description. Council member John Walz suggested the evaluation process be reevaluated. Mr. Walz suggested that the City Clerk/Administrator coordinate with the Mayor in evaluating the Department Heads, rather than the Mayor's position solely evaluating the Department Heads. The Department Heads will still evaluate their staff. Council member Martin LaBarge moved to approve the City Clerk/Administrator job description with the amendment that the Mayor and City Administrator perform the Department Head's performance evaluations. Council member Devin Henderson seconded the motion. The motion carried 6-0. The next step in the process will be amending the City's Charter Ordinance to include the joint position.

NEW BUSINESS**Swimming Pool: Acquisition**

Council Member John Walz moved to approve the purchase of twenty 55-gallon drums of sodium hypochlorate and four 55-gallon drums of hydrochloric acid for the swimming pool in the amount of \$5,976.38 from Brenntag with funds to come from the General-Swimming Pool fund.

REPORTS FROM CITY OFFICIALS**Public Works**

Public Works Director John Leiker presented the Comparative Water Report for February 10th – March 10th. Two contractors have been contacted for bids to demolish the superstructure of the walking bridge; however, no bids have been submitted to date.

Sanitation: Recycling

Quincy Recycling has agreed to purchase the City's recycling; however, they will not accept glass, and possibly not magazines or books either. Mr. Leiker will look at other alternatives for these items, but for now the recycling center will continue to accept them.

Personnel: Exit

Recycling Attendant Paul Cersovsky has given his notice of resignation effective April 14th. Mr. Leiker plans to hire a full-time employee to take over recycling and also help with the parks.

Police

Police Chief Avery Smith presented the Monthly Incident Report for March. Last week, he attended the FBI-LEEDA Supervisor Leadership Institute in Wichita. Chief Smith asked Council to consider a Green River Ordinance that prohibits door-to-door solicitation without approval.

Personnel: Exit

Chief Smith announced that Officer Alanna Woods has resigned from the department effective April 8th.

City Clerk

City Clerk Amy Burton presented the Health Insurance Savings Report for March. She and Pool Manager Ashley Rohleder have conducted the majority of the interviews for the summer pool season. Ms. Burton stated her office will continue to encourage residents sign up for Nixle, the City's emergency warning system.

Attorney

City Attorney Olavee Raub noted that during the recodification of the Zoning Ordinance, the Commission kept a provision for a peddler's license. Ms. Raub will find some samples of a Green River Ordinance for Council to review.

Mayor Update and Announcements

Council member Martin LaBarge requested the Police Department consider posting signs prohibiting compression braking at the entrances into town.

Council member Tricia Pritchett reported there will be community cat trappings this month for the Trap/Neuter/Return program.

Council inquired about the status of the property in violation at 1024 Washington. The property owner is due in court April 7th and faces large fines if the debris isn't secured to the Building Inspector's satisfaction.


Council member John Walz stated that Stacie Minson, KSU Watershed Specialist, will come to the May 1st council meeting to discuss water conservation and a possible water fair.

ADJOURNMENT

Council member Martin LaBarge moved to adjourn the meeting. Council member Devin Henderson seconded the motion. The motion carried 6-0. The meeting adjourned at 7:56 p.m.



Mayor



City Clerk

**ELLIS CITY COUNCIL
REGULAR MEETING
Minutes
April 17, 2023**

CALL TO ORDER

Mayor David McDaniel called the regular 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 were Public Works Director John Leiker, City Clerk Amy Burton, Police Chief Avery Smith, Fire Chief Dustin Vine, and City Attorney Olavee Raub. Council member Martin LaBarge was absent.

PLEDGE OF ALLEGIANCE

AMENDMENTS TO AGENDA

None

PUBLIC PRESENT

Brandon Geschwentner, Janice Wilson, Darrin Vlcek, and Glen Keller (arrived at 6:33 p.m.)

CONSENT AGENDA

Council member Devin Henderson moved to approve the consent agenda containing the Minutes from the Regular Meeting on April 3, 2023, Bills Ordinance #2163, and the Manual Journal Entries for December. Council member John Walz seconded the motion. The Council approved the consent agenda 5-0.

PUBLIC COMMENTS

None

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

General Government: Financial – Budget Request

Brandon Geschwentner presented the 2024 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.

SPECIAL ORDER

Fire: Report

Fire Chief Dustin Vine reported that Department of Transportation inspections have been completed on the fire engines and the Chevy Suburban. Mr. Vine reminded the public of the county-wide mutual aid drill on May 3rd. The training will enact an out-of-control wildfire threatening the City of Ellis.

General Government: Special Project

USD 388 School Superintendent Janice Wilson spoke on the need for child care in the community. The District sponsored a grant to place a modular home on the east side of Washington Grade School. If funded, the project could be complete by the end of the year. Ms. Wilson then spoke on the need for housing in the City. The District expects to be down approximately 20 students in the fall, but without housing for new families to move into, the District estimates a loss of \$120,000 - \$150,000 in funding. This significant funding loss forces the District to make hard decisions on staffing and programs for the next school year.

UNFINISHED BUSINESS

General Government: Contract

City Attorney Olavee Raub has been in communication with the Ellis Good Samaritan Society regarding the proposed Emergency Services Agreement. Ms. Raub requested a copy of the current agreement, but did not receive a response, nor was a representative present at the meeting to discuss the agreement. Therefore, no discussion or action was taken.

NEW BUSINESS

General Government: Financial

Council member John Walz moved to approve Resolution No. 597 authorizing City employees to use the City credit cards. Council member Tricia Pritchett seconded the motion. The motion carried 5-0.

General Government: City Code

City Attorney Olavee Raub presented the proposed revisions to the existing Charter Ordinance regarding the hiring of City officers. The charter ordinance has been updated to reflect the change in job title for the City Clerk to City Clerk/Administrator and to modify the discipline provision to agree to the recently approved job description. Council considered this a first reading.

Street: Acquisition

Council member Devin Henderson moved to approve the purchase of 500 tons of ¼" – ½" chips from Flatlander Dirtworks in the amount of \$26,775.00 with funds to come from the Capital Improvement – Streets fund. The chips will be used for annual street maintenance. Council member Jolene Niernberger seconded the motion. The motion carried 5-0.

Street: Acquisition

Council member Tricia Pritchett moved to approve the purchase of 10,500 lbs. of crack sealing material from Crafcoc in the amount of \$9,345.00 with funds to come from the Capital Improvement – Street fund. Council member Jolene Niernberger seconded the motion. The motion carried 5-0.

REPORTS FROM CITY OFFICIALS

Public Works

Public Works Director John Leiker suggested having the Ellis High School art classes paint flowers and grass on the bottom of the south wall of City Hall. The rest of the wall will be painted sky blue for now. The City plans to add a mural in the future. It was the consensus of Council to allow the art students to paint the wall.

Mr. Leiker announced that the Recycling Center will no longer be able to accept glass due to having to change recycling haulers after Sonoco closed their Hutchinson plant.

Police

Police Chief Avery Smith presented the Mid-Month Incident Report for April. Twenty-four students participated in the DARE graduation at Washington Grade School. The Department is currently accepting applications for the vacant position. Applications will be accepted until May 19th.

City Clerk

City Clerk Amy Burton presented the minutes from the recent Cemetery Committee, Campground Committee, and Planning Commission meetings. Ms. Burton presented a map put together by Driggs Design Group illustrating campground patron's home sites, as indicated on the campground comment cards. Visitors as far away as Germany and Canada have stayed at the Ellis Lakeside Campground. The illustration was included in both the SPRINT grant and Community Development Block Grant applications. Ms. Burton also reviewed the December and year-end financial statements. AdamsBrown will conduct the City's financial audit on April 19th, and Vyve recently installed the new computer server.

Attorney

City Attorney Olavee Raub reported the sale of the property at 1024 Washington continues to move forward. Another court review hearing is set for June 2nd.

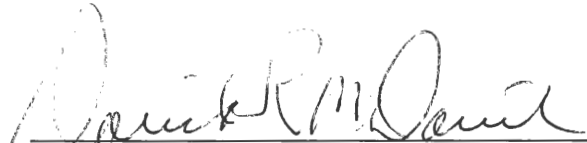
Mayor Update and Announcements

Mayor David McDaniel announced that he, Council members Devin Henderson, Jolene Niernberger and Martin LaBarge, and City Clerk Amy Burton attended the League of Kansas

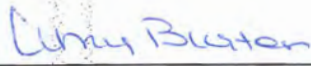
Municipalities Leadership Summit in Hays. Participants shared information from the training sessions.

ADJOURNMENT

Council member Devin Henderson moved and Council member Jolene Niernberger seconded a motion to adjourn the meeting. The motion carried 5-0. The meeting adjourned at 7:31 p.m.



Mayor



City Clerk

**ELLIS CITY COUNCIL
REGULAR MEETING
Minutes
May 1, 2023**

CALL TO ORDER

Mayor David McDaniel called the regular 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, Police Chief Avery Smith, and City Attorney Olavee Raub.

PLEDGE OF ALLEGIANCE

AMENDMENTS TO AGENDA

Public Works Director John Leiker would like to add consideration of bids to remove the 11th Street walking bridge. It was the consensus of Council to add the item for consideration.

PUBLIC PRESENT

Glen Keller, Neal Younger, Doreen Timken, Alan Scheuerman, Vernie Pritchett, Nicole Morton, Darrin Vlcek, and Nickole Byers.

CONSENT AGENDA

Council member Devin Henderson moved to approve the consent agenda containing the Minutes from the Regular Meeting on April 17, 2023, Bills Ordinance #2164, and the Manual Journal Entries for January. Council member Tricia Pritchett seconded the motion. The Council approved the consent agenda 6-0.

PUBLIC COMMENTS

Vernie Pritchett shared that students from St. Mary's Grade School and Washington Elementary recently made posters and May Day baskets for residents at the Good Samaritan Society.

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

General Government: Financial – Budget Request

Doreen Timken, Ambassador for the Center for Life Experience, provided information about the organization's three core grief support groups for individuals seeking support and educational resources after experiencing a loss of a loved one. Ms. Timken requested consideration of \$1,000.00 in the City's 2024 budget. The Council took no action and will consider the request during budget preparation.

Clerk: Proclamation

Mayor David McDaniel read a proclamation in observance of the 54th Annual Professional Municipal Clerks Week from April 30 - May 6, 2023.

SPECIAL ORDER

None

UNFINISHED BUSINESS

General Government: City Code

Council performed a second reading of the proposed Charter Ordinance regarding the hiring of City staff. Sections two and three have been updated to reflect the newly approved job description for the City Clerk/Administrator position. Council member Jolene Niernberger moved to approve Charter Ordinance No. 26 regarding the hiring of City staff. Council member John Walz seconded the motion. The motion carried 7-0, with Mayor David McDaniel allowed to vote on charter ordinances.

NEW BUSINESS

Tourism: Contract

Glen Keller, Chairman of the Tourism Committee, reported that KSN3 would like to stop in Ellis again during their annual Summer Road Trip event. The event will be held at various locations across the state from June 12th – 16th. KSN3 television personalities will arrive in Ellis around 4:30 p.m. to visit with residents, and then will host the 5:00 p.m. and 6:00 p.m. newscasts from Ellis. Council member John Walz moved to approve the Summer Road Trip promotion with KSN3 in the amount of \$1,000.00 with funds to come from the Tourism fund. Council member Tricia Pritchett seconded the motion. The motion carried 6-0.

Parks: Special Project

Nickole Byers presented the event applications for the Ellis Riverfest Revival to be held on June 17th. Ms. Byers asked if the Council would be interested in hosting a community bar-b-que during the event. Council member John Walz moved to approve the Event Request Application, Noise Permit Application and Traffic Control Application for the Ellis Chamber of Commerce for the Ellis Riverfest Revival event to be held in Chrysler Park on June 17th. Council member Devin Henderson seconded the motion. The motion carried 6-0.

General Government: Disposal

Public Works Director John Leiker discussed a letter from the Kansas Division of Water Resources directing the City to remove the collapsed bridge remnants as soon as possible and to consider removing the remaining portion for safety concerns. Mr. Leiker has solicited bids from two different contractors to extract only the collapsed portion or to remove the entire superstructure. Council member Kellie Crnkovich moved to consider bids for complete removal of the superstructure of the 11th Street walking bridge. Council member Jolene Niernberger seconded the motion. The motion carried 6-0.

Mr. Leiker then distributed the bids for complete removal of the bridge. Council discussed how to pay for the project and considered ARPA funds, Special Project funds, Old Electric funds, or repurposing the funds budgeted for the 10th Street project. After further discussion, Council member Kellie Crnkovich moved to approve the bid from Hess Services to completely remove the superstructure of the bridge and extract the collapsed portion from Big Creek in the amount of \$194,375.00, contingent on identifying funding. Council member Devin Henderson seconded the motion. The motion carried 6-0.

Streets: Repair/Maintenance

Mr. Leiker continued by presenting bids to widen 10th Street from Spruce to Monroe. Each contractor presented options for 16", 18", 24" and 30" shoulder widths. Mr. Leiker recommended the 24" shoulder width. The project was budgeted for completion in 2023. Council member Devin Henderson moved to approve the low bid from J Corp to widen 10th Street in the amount of \$48,150.00 with funds to come from the Capital Improvement – Street fund. Council member Tricia Pritchett seconded the motion. The motion carried 5-1, with Council member John Walz voting opposed.

General Government: Contract

City Attorney Olavee Raub suggested Council consider a formal agreement with the Ellis Recreation Commission regarding the four polycarts provided for the Rec at the fairgrounds. For many years, the City has provided the polycarts to the Commission free of charge in exchange for them mowing and maintaining the City's ballparks, however, there is no record of a formal agreement. Another entity has approached the City wanting sanitation free of charge as well, therefore, to clarify the arrangement with the Commission and avoid the perception of favoritism, Ms. Raub suggested Council document the in-kind exchange of services with the Commission. Council member Kellie Crnkovich moved to direct City Attorney Olavee Raub to prepare a contract with the Commission stating that the City will provide sanitation service for the four polycarts free of charge as an in-kind exchange for the Commission mowing and maintaining the City's ballfields. Council member John Walz

seconded the motion. The motion carried 6-0, with Council member Martin LaBarge abstaining due to him serving on the Commission Board.

REPORTS FROM CITY OFFICIALS

Public Works

Parks: Disposal

Dan Pyle, Ellis Recreation Director, has asked the City to remove the sand volleyball court at Creekside Park. The court is full of stickers and cats are using the sand as a litterbox. Council member Martin LaBarge moved to authorize Public Works Director John Leiker to remove the sand volleyball court at Creekside Park. Council member Tricia Pritchett seconded the motion. The motion carried 6-0.

Police

Police Chief Avery Smith reported that a citizen has been cited for allowing their dog to defecate at Mount Hope Cemetery. He reminded citizens to clean up after their animals. Officer Pritchett continues to do well at the Kansas Law Enforcement Training Center and will graduate this month.

City Clerk

City Clerk Amy Burton presented the Health Insurance Savings Report for March, the minutes from the recent Tourism Committee meeting, and the January financial statements. The Community Development Block Grant application deadline has been pushed back to May 12th. SPRINT grants should be announced either May 5th or May 8th. Stacie Minson will come to the May 15th Council meeting to discuss water conservation and possibly hosting another water fair.

Attorney

City Attorney Olavee Raub discussed the sample Green River Ordinances included in the packet. Currently, the City does not require a peddler's license or vet any door-to-door salespeople. Ms. Raub suggested Council read through the samples for discussion at the next Council meeting.

Mayor Update and Announcements

The Civil Engineering department from Arizona State University reached out to Mayor David McDaniel expressing interest in engineering a new pedestrian bridge.

Council member Martin LaBarge announced he will retire from the Ellis Recreation Commission board after serving over 30 years!

Council member Tricia Pritchett reported the TNR project is going smoothly. The Committee has now performed several trappings.

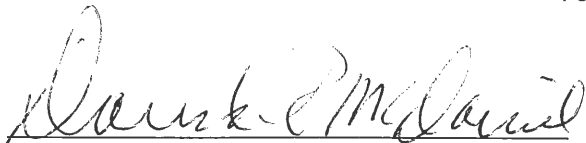
Council member Jolene Niernberger complimented Council members Tricia Pritchett and John Walz for their work on the TNR project.

Council member John Walz added to recognize Pam Augustine for volunteering with the TNR project as well. Mr. Walz then provided an update on projects the PRIDE committee is working on, including the annual painting of the sunflowers, overhauling the Christmas stars and restoring the fountain in Memorial Park.

Council discussed the request to help with the bar-b-que at the Riverfest Revival event on June 17th. Organizer Nickole Byers will solicit bids for hamburgers, hot dogs, and pulled pork for consideration at the next Council meeting.

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 7:55 p.m.



Mayor



City Clerk

**ELLIS CITY COUNCIL
REGULAR MEETING
Minutes
May 15, 2023**

CALL TO ORDER

Mayor David McDaniel called the regular meeting to order at 6:30 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 Avery Smith, Fire Chief Dustin Vine and City Attorney Olavee Raub. Council members Martin LaBarge and John Walz were absent.

PLEDGE OF ALLEGIANCE

AMENDMENTS TO AGENDA

None

PUBLIC PRESENT

Glen Keller, Justin Whyte, Darrin Vlcek, David Clingan, Verda Flinn, Joe Kreutzer, Michael Berges, Lori Miller and Stacie Minson (arrived 6:32 p.m.)

CONSENT AGENDA

Council member Devin Henderson moved to approve the consent agenda containing the Minutes from the Regular Meeting on May 1, 2023, Bills Ordinance #2165, and the Manual Journal Entries for February and March. Council member Tricia Pritchett seconded the motion. The Council approved the consent agenda 4-0.

PUBLIC COMMENTS

None

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

Police: Proclamation

Mayor David McDaniel read a proclamation in observance of National Police Week from May 15 – 21, 2023.

Public Works: Proclamation

Mayor David McDaniel read a proclamation in observance of the 63rd Annual National Public Works Week from May 21 – 27, 2023.

SPECIAL ORDER

Water: Special Project

Stacie Minson, KSU Watershed Specialist, discussed holding another water fair event or assisting with an environmental tour for residents. The City of Hays recently held a tour and it was well attended. The City is also able to request supplies to build more rain barrels, but would need to pick them up in Victoria. Council will discuss possible dates to hold a community water awareness event.

Fire: Report

Fire Chief Dustin Vine presented his monthly report. Chief Vine thanked the other City departments for their participation in the recent county-wide mutual aid drill.

Personnel: Benefits

Lori Miller, Heartland Retirement & Benefits Consulting, presented the 2023 renewal of the City employee's health insurance policies. Blue Cross Blue Shield has offered the City a level-funded option due to its low claims history. The BCBS level-funded plan offers a lower deductible and is 35% less cost in premiums from the City's current plan. Renewal of the current BCBS umbrella plan would be a 13% premium increase. The only drawback of the level-funded option is that there is no COBRA option for retiring or terminated employees.

There are no increases to the premiums for the Vision Care Direct plan. The Advance Life Insurance plan increased \$0.01 per \$1,000 of coverage and the dental premiums increased 7%. Council member Kellie Crnkovich 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, 2023 – June 30, 2024. Council member Jolene Niernberger seconded the motion. The motion carried 4-0.

Water: Policy

Representatives from the Ellis Golf Club requested a discussion on watering at the golf course; however, no representative was present. The Police Department has issued several warnings for watering against water restrictions, and Chief Avery Smith stated maintenance personnel continue not to comply. The City's permit for use of effluent water states that irrigation using effluent water can only be "at times when public access to the irrigated area is restricted." The Public Works Department had previously sent a letter to the Ellis Golf Club informing them of their noncompliant use of effluent water. However, the Club continues to irrigate with patrons on the course. The Kansas Department of Health and Environment could fine and revoke the license from the City's wastewater operator for the Club's noncompliance. The Council discussed several options including citing maintenance personnel for watering against restrictions, ordering the Club to comply with KDHE regulations or terminate use of the effluent water, and reviewing the agreement with the Club for use of effluent water. Currently the Club receives all of the City's effluent water at no charge to water the fairways of the golf course. After further discussion, Council member Kellie Crnkovich moved to direct and authorize City Attorney Olavee Raub to review the current effluent agreement with the Ellis Golf Club and to send a letter informing maintenance personnel that use of the City's effluent water will be terminated if used in violation of KDHE regulations. Council member Tricia Pritchett seconded the motion. The motion carried 4-0.

UNFINISHED BUSINESS

General Government: Special Project

Riverfest Revival committee member Joe Kreutzer presented bids from Jr's Brickhouse and Ellis Hometown Foods for Council to consider in sponsoring a free community bar-b-que during the event on June 17th. The committee is planning for 400 people to attend the supper. After discussion of the bids and the type of meat to purchase, Council member Tricia Pritchett moved to approve the purchase of hamburger patties, hot dogs and buns from Ellis Hometown Foods for the Riverfest Revival event in an amount not to exceed \$600.00. Council member Devin Henderson seconded the motion. The motion carried 4-0.

General Government: Policy

Council reviewed the sample Green River Ordinances provided at the last Council meeting. After discussion, it was the consensus of Council to have City Attorney Olavee Raub draft an ordinance based on the sample from the League of Kansas Municipalities. A Green River Ordinance prohibits door-to-door solicitation without prior permission.

NEW BUSINESS

General Government: License/Permit

Council member Devin Henderson moved to approve the Application for License to Sell Cereal Malt Beverages for the Ellis Chamber of Commerce for the Riverfest Revival event on June 17, 2023. Council member Jolene Niernberger seconded the motion. The motion carried 4-0, with Council member Kellie Crnkovich abstaining due to perceived conflict of interest since she is listed on the application.

Tourism: Special Project

Glen Keller, Chair of the Tourism Committee, requested Council consider donating items for the campground and swimming pool raffle baskets during the KSN Summer Road Trip event on June 13th. Council member Tricia Pritchett moved to approve the donation of one campground pass for the campground raffle basket and two adult swim passes and two child swim passes for the swimming pool raffle basket. Council member Devin Henderson seconded the motion. The motion carried 4-0.

Tourism: Policy

Mr. Keller continued by presenting a recommendation from the Tourism Committee to change the buy-in advertising options for not-for-profit organizations. Currently, organizations can purchase eight buy-in ads for \$65.00, with \$5.00 being an administration fee to the City. The Committee recommends offering additional options for larger packages at cost, with no administration fee charged. Council member Tricia Pritchett moved to approve the not-for-profit buy-in options of eight ads for \$60.00; 10 ads for \$75.00; 16 ads for \$120.00; and 20 ads for \$150.00. Council member Devin Henderson seconded the motion. The motion carried 4-0.

Tourism: Contract

The Chamber of Commerce submitted a contract for buy-in advertising prior to the proposed advertising buy-in rates being approved by Council; therefore, the contract will need to be ratified. Council member Devin Henderson moved to ratify the Buy-In Advertising contract from the Chamber of Commerce in the amount of \$240.00 as presented. Council member Tricia Pritchett seconded the motion. The motion carried 4-0, with Council member Kellie Crnkovich abstaining due to her submitting the contract.

General Government: Budget

Council member Kellie Crnkovich moved to approve the contract with AdamsBrown for budget consultation services in the amount of \$4,400.00 with funds to come from the General-Administration fund. Council member Jolene Niernberger seconded the motion. The motion carried 4-0.

Campground: Contract

In performing a final review of the City's application for Community Development Block Grant (CDBG) funds for the Campground Improvement Project, it was brought to the City's attention that the City did not have a contract in place with Driggs Design Group for engineering services. Not having a contract for engineering services would result in a deduction of valuable points in rating the City's application. Driggs Design Group quickly produced a contract and Mayor David McDaniel signed the contract prior to the Council meeting in order to include the contract with our grant application. Council member Tricia Pritchett moved to ratify the contract with Driggs Design Group for professional engineering services for the Campground Improvement Project in the amount of \$13,500.00. Council member Jolene Niernberger seconded the motion. The motion carried 4-0.

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 spoke with the Kansas Department of Wildlife, Parks and Tourism to confirm the fish salvage order is still in effect. The State will not restock the fish until the drought conditions improve.

Police

Police Chief Avery Smith presented the Mid-Month Incident Report for May. Chief Smith announced the department will no longer unlock semi-trucks due to officer safety and time invested. Officer Pritchett will graduate from the Kansas Law Enforcement Training Center on Friday, May 19th.

City Clerk

City Clerk Amy Burton presented the monthly financial statements for February and March. Ms. Burton presented information about possibly utilizing American Rescue Plan funding for the removal of the 11th Street pedestrian bridge. City Attorney Olavee Raub will investigate further.

Attorney

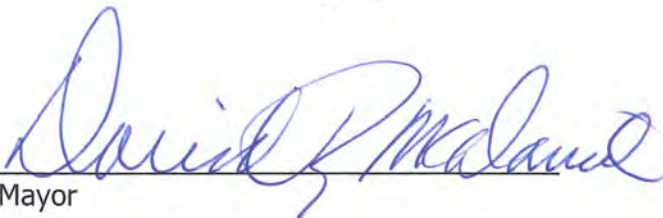
City Attorney Olavee Raub reported that the sale of the property located at 1024 Washington continues to move forward. The potential owner would like the City to continue consideration of funding a study to determine if the downtown area would qualify for an "historical district" designation. The designation would increase grant funding opportunities for property owners to help in rehabilitating the downtown area. It was suggested to hold a town hall meeting to discuss the benefits of the "historical district" designation.

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 8:12 p.m.



David P. Madand

Mayor



Amy Burton

City Clerk

**ELLIS CITY COUNCIL
REGULAR MEETING
Minutes
June 5, 2023**

CALL TO ORDER

Mayor David McDaniel called the regular meeting to order at 6:30 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 Avery Smith, and City Attorney Olavee Raub. Council member Tricia Pritchett was absent.

PLEDGE OF ALLEGIANCE

AMENDMENTS TO AGENDA

None

PUBLIC PRESENT

Glen Keller, Karen Day, Bo Garrison, Adam Pray, Toby Dougherty, Shaun Musil, Rick Gaschler, Dean Gottschalk, Nickole Byers, Vicki Henderson, Dava Gaschler, Gilbert Kinderknecht, Darrin Vlcek, Ben Kolas, Neal Younger, Isaac Harold, Anna Towns (arrived at 6:33 p.m.) and Karen Polifka (arrived at 7:20 p.m.)

CONSENT AGENDA

Council member Devin Henderson moved to approve the consent agenda containing the Minutes from the Regular Meeting on May 15, 2023, Bills Ordinance #2166, and the Manual Journal Entries for April. Council member Jolene Niernberger seconded the motion. The Council approved the consent agenda 5-0.

PUBLIC COMMENTS

Gilbert Kinderknecht shared that the next Chamber of Commerce Quarterly Business Knowledge segment will be on June 14th at 6:00 p.m. in the Ellis Alliance office. Nickole Byers read a prepared statement expressing concerns about the governing body's leadership and encouraged the governing body to listen to all community voices.

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

General Government: Financial – Budget Request

Anna Towns and Isaac Harold, representatives from Options – Domestic and Sexual Violence Services, provided information regarding the specialized services and programs that Options provides. The organization requests consideration of funding in the amount of \$2,000.00 from the City through the 2024 Budget. The Council took no action and will consider the request during budget preparation.

General Government: Financial – Budget Request

Karen Day, Director, presented the 2024 budget request from the Walter P. Chrysler Boyhood Home & Museum. Ms. Day reported that several improvements have been made to both the home and the museum including paint, shutters, guttering, and storm windows. The Chrysler Board requests consideration in the amount of \$15,000.00 from the City in the 2024 budget. The Council took no action and will consider the request during budget preparation.

General Government: Financial – Budget Request

Vicki Henderson, Director of the Ellis Alliance, presented the 2024 budget request from the Community Foundation of Ellis. The Foundation requests consideration in the amount of \$12,000.00 for unrestricted funds. The Council took no action and will consider the request during budget preparation.

General Government: Financial – Budget Request

No one was present to present the Ellis Recreation Commission's 2024 Budget Request. The Commission requests \$10,000.00 to replace the outfield chain link fencing at the Creekside north field. The Council took no action and will consider the request during budget preparation.

SPECIAL ORDER**Water: Special Project**

Hays City Manager Toby Dougherty and Hays Mayor Shaun Musil provided an update on the R9 Ranch Project. The governing bodies of Hays and Russell will hold a Public Comment Hearing on June 20th to discuss the Water Transfer Act. The hearing is part of the regulatory process. The gentlemen thanked the City of Ellis for their continued support of the project.

Economic Development: Special Project

Bo Garrison and Adam Pray discussed the benefits to downtown area property owners if the City of Ellis would be able to become a designated Downtown Historical District. The City would have to incur costs for a survey of each building in the district boundary to determine eligibility. If the survey indicates the district as a whole is eligible, then the City can apply to the State Historical Society for nomination. Mr. Pray gave several examples of downtown buildings in the Chestnut Street District in Hays that he has refurbished with the help of State and Federal tax credits available to property owners within a designated historical district.

Library: Report

Dava Gaschler expressed concerns regarding the administration of the Ellis Public Library. Ms. Gaschler attended the March 6th Library Board meeting to offer suggestions for improvements, but the ideas weren't well received by the librarian. Ms. Gaschler noted the Library is dirty, the shelves are empty, the water fountain is broken and the bathrooms are disgusting. Ms. Gaschler stated there are several local and regional grants available to help with repairs and programming, but the Library hasn't applied for any assistance. Ms. Gaschler asked how the City could get involved to improve the Library experience for everyone. Mayor David McDaniel explained the City only appoints members to the Library Board, but has no hiring authority. City Clerk Amy Burton added that the City levies four mills in the annual budget, along with an additional appropriation, to help with overall funding; however, the City doesn't have the ability to dictate how that money is used.

Parks: Acquisition

Karen Polifka, Ellis PRIDE Committee member, reported the Committee has been working on ideas to freshen up the Christmas stars hung on the light poles. The Committee recommends a simple LED rope light to replace the worn garland on the stars. The only concern is that the rope lights have a five-foot extension cord, whereas the current stars use a seven-foot extension cord. Council member Kellie Crnkovich moved to purchase 1,350 feet of rope light and 65 connections from 1000Bulbs.com in the amount of \$1,684.77 with funds to come from General-Parks. Council member Devin Henderson seconded the motion. Upon a call for discussion, Public Works Director John Leiker expressed a concern that the five-foot extension cord may be too short. Ms. Crnkovich then amended her motion to add "contingent upon verifying the extension cord will be sufficient". Mr. Henderson seconded the amendment. Upon a call for the vote the motion passed 5-0.

UNFINISHED BUSINESS**General Government: Contract**

City Attorney Olavee Raub presented the proposed agreement with the Ellis Recreation Commission for in-kind services. The agreement states the City will furnish the Commission four trash poly carts placed at the baseball and softball fields on the property of the Ellis

Fairgrounds in exchange for the Commission mowing the City's ballfields as needed. City Clerk Amy Burton noted that Commission Director Dan Pyle has asked for an additional poly cart to place at the concession stand. Council member Martin LaBarge moved to approve the agreement with the Ellis Recreation Commission for in-kind services with the amendment to provide five poly carts instead of four. Council member Jolene Niernberger seconded the motion. The motion carried 5-0.

Water: Special Project

Council discussed the desire to hold another Water Fair type event with Stacie Minson, KSU Watershed District Specialist. City Clerk Amy Burton will contact Ms. Minson for possible dates. Council would also like to have Ms. Minson order enough supplies to build 20 rain barrels to sell through the City office.

General Government: City Code

Council performed a first reading on the proposed ordinance prohibiting door-to-door solicitation without a city license. Section 7(a) calls for a maximum fee to be charged. After discussion, it was the consensus of the Council to designate a maximum fee of \$50.00 for any six-month period. The proposed ordinance will be considered for adoption at the next Council meeting.

NEW BUSINESS

Water: City Code

City Attorney Olavee Raub reported that she, Council members Martin LaBarge and Jolene Niernberger, Public Works Director John Leiker, City Clerk Amy Burton, and Ellis Golf Club board members Rick Gaschler and Dean Gottschalk recently met to discuss a letter sent to the Golf Club regarding watering violations. In order to accommodate the effluent water permit from the Kansas Department of Health and Environment, the Golf Club agrees to post additional signage restricting access to any area actively being irrigated with effluent water. Mr. Gaschler reported that additional signage has already been ordered. However, in order to save the greens during the heat of the summer, the Golf Club is asking for Council to allow maintenance to water up to two times a day during the noon to 7:00 p.m. period for approximately 45 minutes each time. Each green would just need to be cooled down for approximately five minutes. City Attorney Olavee Raub stated that Ordinance No. 1387 would need amended to provide for businesses to make application to the City for watering exceptions when watering is deemed "commercial principal use." Council member Martin LaBarge moved to direct City Attorney Olavee Raub to amend Ordinance No. 1387 to provide for a permit procedure for commercial principal water usage. Council member Jolene Niernberger seconded the motion. The motion carried 5-0.

General Government: License/Permit

Council member Jolene Niernberger 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 5-0.

Street: Acquisition

At the April 17th meeting, Council approved the purchase of 500 tons of ½" chips for street repairs. Approximately 502 tons were delivered; therefore, the invoice needs ratified. Council member John Walz moved to ratify the purchase of ½" chips from Flatlander Dirt Works in the amount of \$26,877.28 with funds to come from the Capital Improvement – Street fund. Council member Martin LaBarge seconded the motion. The motion carried 5-0.

General Government: Personnel

Police Chief Avery Smith presented proposed job descriptions for Police Sergeant and Police Corporal. The Sergeant job description has been revised to only require four years of

service, instead of nine, and adds a requirement to attend a leadership training course and a specialization training course. The Corporal position is a new position within the department. Council member Kellie Crnkovich moved to approve the job descriptions for the Police Sergeant and Police Corporal positions as presented. Council member Devin Henderson seconded the motion. Upon a call for discussion, several Council members expressed a desire to revisit the job descriptions at the next meeting. Upon a call for the vote, the motion failed 0-5.

REPORTS FROM CITY OFFICIALS

Public Works

Public Works Director John Leiker presented the Comparative Water Report for the period April 10th to May 10th and the current water well levels. Hess Services is waiting on equipment to begin the demolition of the 11th Street pedestrian bridge. Signs and buoys are in place prohibiting individuals from access to the bridge or the creek underneath. Fifty-two mow violations have already been issued this year.

Police

Police Chief Avery Smith presented the Monthly Incident Report for May. The application period for the vacant position has been extended to June 23rd.

City Clerk

City Clerk Amy Burton presented the Health Insurance Savings Report for April, the minutes from the recent Planning Commission meeting, and the April financial statements.

General Government: Grant

The State Recovery Office responded to Ms. Burton's email asking if ARPA funds could be used for the bridge demolition. The Office doesn't give approval to specific uses of funds, but directed Ms. Burton to sections within the Treasury's guidance. Those sections were the same sections that Ms. Burton discussed at the last meeting. Therefore, Council member Jolene Niernberger moved to approve the use of ARPA funds in the amount of \$194,375.00 for the demolition of the 11th Street pedestrian bridge. Council member John Walz seconded the motion. The motion carried 5-0.

Attorney

Mayor Update and Announcements

Mayor David McDaniel reported that the TIF project with Dan Hess is again stalled. Mayor McDaniel praised the Public Works Department for their work in Memorial Park and Mt. Hope Cemetery for the recent Memorial Day celebrations. Mayor McDaniel will suggest committee members for a Downtown Development Group at the next meeting. It was the consensus of Council to have Ms. Burton solicit a bid from Brenda Spencer for the survey to begin the process of an historical downtown district designation.

Council member John Walz thanked community members for their help in the annual painting of the sunflowers on City streets.


Council member Martin LaBarge asked for the Police Department to grant an exception to allow golf carts to travel to and from parade routes. Golf carts are not allowed on City streets; therefore, the Department required owners to trailer their golf carts to the parade route. Chief Smith stressed that golf carts are not street legal and the Department was trying to ensure all arrived to the parade safely. Chief Smith also expressed concerns over the parade route for the Alumni parade. The route travels through a narrow residential street to go by the Good Samaritan Society.

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 8:54 p.m.



Mayor



City Clerk

**ELLIS CITY COUNCIL
REGULAR MEETING
Minutes
June 19, 2023**

CALL TO ORDER

Mayor David McDaniel called the regular 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, Police Chief Avery Smith, and City Attorney Olavee Raub.

PLEDGE OF ALLEGIANCE

AMENDMENTS TO AGENDA

None

PUBLIC PRESENT

Glen Keller, Justin Whyte, Nicole Morton, Nickole Byers, Vicki Henderson, Robin Henman, Pauleen Edmonds, Steve Arthur, Darrin Vlcek, Kim Bollig, Meagan Wellbrock, Michael Berges, Gilbert Kinderknecht, Adrienne Gaschler, Tracy Andrews, Mary Jo Walz, Connie Fox, Akos Bencze and Rick Gaschler.

CONSENT AGENDA

Council member Devin Henderson moved to approve the consent agenda containing the Minutes from the Regular Meeting on June 5, 2023, Bills Ordinance #2167, and the Manual Journal Entries for May. Council member John Walz seconded the motion. The Council approved the consent agenda 6-0.

PUBLIC COMMENTS

Mayor David McDaniel apologized to anyone offended by a remark made at the last Council meeting.

Justin Whyte and Nicole Morton thanked the Council and city staff for their support and help at the recent Riverfest Revival event. The committee has received a lot of positive feedback! Tracy Andrews read a letter from the Library Board addressing comments made by a citizen at the last Council meeting.

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

General Government: Financial – Budget Request

Steve Arthur, Director of the Ellis Public Library, presented the Library's 2024 budget request of four mills of the assessed valuation, \$2,500.00 for employee benefits, \$3,500.00 for programming, \$3,000.00 for programming/project funding, and \$3,000.00 for capital improvements. 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 2024 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.

SPECIAL ORDER

General Government: Financial

Meagan Wellbrock, Adams Brown LLC, presented the 2022 Agreed Upon Procedure reports for the Ellis Community Foundation, Ellis Alliance, Ellis Railroad Museum and the Chrysler Boyhood Home and Museum. The Ellis Community Foundation had no exceptions noted. The Ellis Alliance was unable to provide various payroll tax forms; therefore, payroll procedures were unable to be performed. The Ellis Railroad Museum and Chrysler Boyhood

Home and Museum had exceptions noted in that amounts withheld from employee's paychecks did not match calculated amounts based on the employee's form K-4 and W-4. The Ellis Railroad Museum also had an exception for a miscalculation of an employee's hours worked. Ms. Wellbrock continued by reviewing the City's 2022 audit report. The City had no audit findings and received an unmodified opinion, meaning that the 2022 financial statements are fairly stated in all material respects. There were also no cash or budget violations noted. The audit report also includes the Ellis Public Library. The Library had one finding in that a large encumbrance was not recorded. The reports will be considered for approval at the next Council meeting.

UNFINISHED BUSINESS

Water: Special Project

Stacie Minson, KSU Watershed Specialist, provided a list of available dates to hold another water fair in Ellis. Council expressed an interest in possibly holding it the first day of the Ellis Junior Free Fair since people will be out in the community already. August 1st and July 18th were offered as alternate dates. City Clerk Amy Burton will contact Ms. Minson to finalize a date for the event.

General Government: City Code

Council performed a second reading of the proposed ordinance prohibiting door-to-door solicitation without a city license. After further discussion, Council member John Walz moved to approve Ordinance No. 1488 providing for licensure of solicitors, canvassers and/or peddlers within the city limits. Council member Tricia Pritchett seconded the motion. The motion carried 6-0.

General Government: Personnel

Council again discussed the job descriptions for the corporal and sergeant ranks in the Police Department. Council member Jolene Niernberger questioned the reduction of experience from nine years to four years required for the sergeant position. Police Chief Avery Smith explained that historically the City of Ellis has had a fairly young department. Chief Smith stated that he wouldn't even be eligible for the sergeant position under the current job description since he only has seven years of experience. After further discussion, Council member Martin LaBarge moved to approve the corporal rank in the Police Department with the related job description and the amended job description for the sergeant rank. Council member Jolene Niernberger seconded the motion. The motion carried 6-0.

NEW BUSINESS

General Government: City Code

City Attorney Olavee Raub presented the proposed amendment to the water conservation code providing for a commercial water usage permit during the prohibited hours of noon to 7:00 p.m. Council member Jolene Niernberger moved to approve Ordinance No. 1489 amending the water conservation code to provide for a commercial water usage permit. Council member Devin Henderson seconded the motion. The motion carried 6-0.

General Government: City Code

Ms. Raub continued by reviewing the proposed ordinance providing for the application process of a commercial water usage permit. Council member Jolene Niernberger moved to approve Ordinance No. 1490 outlining the provisions for the application of a commercial water usage permit. Council member Devin Henderson seconded the motion. The motion carried 6-0.

General Government: License/Permit

Council member Tricia Pritchett moved to approve the Fireworks Permit Application for the Ellis Softball Baseball Association at the Ellis fairgrounds, contingent on the applicant submitting proof of liability insurance. Council member John Walz seconded the motion.

The motion carried 6-0.

General Government: Committees

Mayor David McDaniel presented the proposed 2023 Roster of Appointments for committees the City appoints members to. Three committees that changed members will be broken out for individual approval.

Mayor McDaniel started with the Joint Recreation Board. Mayor McDaniel would like to appoint Dena Patee to replace Martin LaBarge, who is retiring due to term limits. Council member Martin LaBarge stated that he would prefer a council member be appointed since the City issues funds to the Recreation Commission. It was the consensus of the Council to table consideration of the appointment of Dena Patee to the Joint Recreation Board.

Mayor McDaniel then asked for consideration of Connie Fox and Mary Jo Walz to the Library Board. Council member Devin Henderson moved to approve the appointment of Connie Fox and Mary Jo Walz to the Library Board. Council member Jolene Niernberger seconded the motion. The motion carried 6-0 with Council member John Walz abstaining due to a perceived conflict of interest.

Mayor McDaniel continued by recommending Gilbert Kinderknecht to fill the current vacancy on the Senior Citizens Advisory Committee. Council member John Walz moved to approve the appointment of Gilbert Kinderknecht to the Senior Citizen Advisory Committee. Council member Tricia Pritchett seconded the motion. The motion carried 6-0.

Council member Kellie Crnkovich then moved to approve the 2023 Roster of Appointments, excluding the Joint Recreation Board, as presented. Council member Devin Henderson seconded the motion. The motion carried 6-0.

Public Works: Acquisition

Public Works Director John Leiker presented two bids for the purchase of a wheel loader. The wheel loader was budgeted for purchase in 2024, therefore, adequate funds are not readily available. Mr. Leiker proposed reallocating funds from the replacement of the motor grader to help fund the purchase in 2023. Council member Martin LaBarge suggested having each vendor come to Council to discuss the equipment and warranty available. After further discussion, Council member Devin Henderson moved to approve the purchase of a Case 521G wheel loader from VLP Equipment in the amount of \$115,515.00 with funds to come from the Special Machinery fund. Council member Jolene Niernberger seconded the motion. The motion carried 5-1, with Council member Martin LaBarge voting opposed.

REPORTS FROM CITY OFFICIALS

Public Works

Mr. Leiker presented the current water well levels for each of the City's wells. The annual street seal began today with the County's assistance. The project should be completed by Tuesday. The demolition of the 11th Street pedestrian bridge is delayed due to Hess waiting on additional equipment.

Police

Police Chief Avery Smith presented the Department's Mid-Month Incident Report for June. Chief Smith attended the Kansas Police Administrators Seminar last week. Some of the topics covered included hiring processes, grant writing and budgeting. Chief Smith then clarified comments made at the last meeting regarding parade routes. He stated that he will not allow the Ellis Alumni parade route to include 12th Street again, but an alternate route will be proposed.

City Clerk

City Clerk Amy Burton presented the minutes from the recent Tourism and Cemetery Committee meetings and the May financial statements. Ms. Burton then discussed the overall process for the downtown area to be nominated and registered as an historical

district. The City has been awarded a grant from the Heartland Community Foundation in the amount of \$7,059.00 to apply towards the Campground Improvement Project.

General Government: Contract

The City's contract with Marvin Planning Consultants does not include updating the subdivision regulations. The Planning Commission recommends the Council approve the additional contract with Mr. Marvin. Council member John Walz moved to approve contracting with Marvin Planning Consultants to update the City's subdivision regulations in conjunction with the recodification of the City's Zoning Ordinance, with funds to come from General-Admin funds. Council member Devin Henderson seconded the motion. The motion carried 6-0.

Attorney

Mayor Update and Announcements

Mayor David McDaniel announced that he and Brian Spano, Wilson and Company, will start making contact with the individual property owners this week regarding the Water Supply System Improvement Project.

Mayor McDaniel will continue to work on appointing an ad-hoc downtown development committee to spearhead the historical district process.

Mayor McDaniel encouraged council members to read the article written by Russell City Manager Jon Quinday in the June edition of the Kansas Government Journal.

Council member Devin Henderson thanked all who attended the recent Riverfest event.

Council member Jolene Niernberger expressed appreciation and offered recognition to Mayor McDaniel and Glen Keller for putting up the flags down Washington Street for almost 50 years!


Council member John Walz read the names of the community volunteers that helped prepare Chrysler Park for Riverfest and offered compliments to the Riverfest committee for hosting a great event! Mr. Walz suggested the Council consider holding a quarterly community forum, such as Issues & Eggs, where the community can visit with a council member outside of a meeting.

ADJOURNMENT

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



Mayor



City Clerk

**ELLIS CITY COUNCIL
REGULAR MEETING
Minutes
July 3, 2023**

CALL TO ORDER

Mayor David McDaniel called the regular 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, Police Chief Avery Smith, and City Attorney Olavee Raub.

PLEDGE OF ALLEGIANCE

AMENDMENTS TO AGENDA

Public Works Director John Leiker requested Council consider the purchase of a new conveyor for the Wastewater Treatment Plant.

PUBLIC PRESENT

Justin Whyte, David Clingan, Tracy Andrews, Jenny Bates and Glen Keller.

CONSENT AGENDA

Council member Devin Henderson moved to approve the consent agenda containing the Minutes from the Regular Meeting on June 19, 2023 and Bills Ordinance #2168. Council member Tricia Pritchett seconded the motion. The Council approved the consent agenda 6-0.

PUBLIC COMMENTS

Justin Whyte, VFW Post Commander, requested permission for the VFW to trim or remove two trees in Memorial Park. The flags at the Memorial are continually getting ripped because they get caught in the overgrown trees. The VFW would like to trim the trees first, but they fear the trees will appear dead once trimmed. The VFW will purchase two new trees, if needed. The VFW leases the Memorial area from Union Pacific; however, the trees are in the area the City leases from Union Pacific. Mayor McDaniel allowed discussion since there was miscommunication between VFW representatives and the Mayor regarding this request being placed on the agenda. Council member Jolene Niernberger moved to allow the VFW to trim or replace two trees at Memorial Park. Council member Martin LaBarge seconded the motion. The motion carried 6-0.

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

General Government: Financial – Budget Request

Jenny Bates and Tracey Andrews presented the 2024 budget request from Big Brothers Big Sisters. Currently, there are 160 matches in Ellis County with 10 of those being in Ellis. There are over 30 children on the waiting list to get matched. The organization requests \$3,000.00 in consideration from the City through the 2024 budget. The Council took no action and will consider the request during budget preparation.

General Government: Financial – Budget Request

David Clingan presented the 2024 budget request from Grow Hays. The organization's mission for Ellis County is *Business Creation, Business Retainment & Expansion, and Business Recruitment*. Mr. Clingan reported movement on the south housing development is scheduled for the end of July, and there are a couple of projects moving forward on the north end of town as well. Grow Hays requests consideration of \$5,000.00 from the City in the 2024 budget. The Council took no action and will consider the request during budget preparation.

SPECIAL ORDER

None

UNFINISHED BUSINESS**General Government: Financial**

Council member John Walz moved to accept the 2022 financial audit report from Adams Brown as presented at the June 19th Council meeting. Council member Jolene Niernberger seconded the motion. The motion carried 6-0.

General Government: Committee

At the June 19th Council meeting, Council tabled consideration of the appointment of Dena Patee to the Joint Recreation Board at the request of Council member Martin LaBarge. Mr. LaBarge prefers to have the vacancy filled with a Council member since the City appropriates money to the Recreation Commission each year. Council member John Walz stated that the City appropriates money to numerous organizations without Council representation on their respective boards. Mr. Walz visited with Recreation Director Dan Pyle and he supports the appointment of Ms. Patee to the board. Council member John Walz moved to approve the appointment of Dena Patee to the Joint Recreation Board. Council member Jolene Niernberger seconded the motion. Upon a call for the vote, Council members Jolene Niernberger, Tricia Pritchett, and John Walz voted in favor of the motion, while Council members Kellie Crnkovich, Devin Henderson, and Martin LaBarge voted opposed. Mayor David McDaniel broke the tie by voting in favor of the motion. The motion carried 4-3.

Water: Special Project

City Clerk Amy Burton presented information on Council's suggestion to host another water fair. KSU Watershed Specialist Stacie Minson recently helped with a similar event in Hays and suggested the City consider some of the same activities. Trego County residents will also be invited to the event to tour City facilities and to learn about the City's water quantity and quality issues. Ms. Burton asked if Council wanted to move forward with the event, and if so, to provide a budget to work within. After discussion of the proposed suggestions, Council member Kellie Crnkovich moved to host a water fair on August 15th with expenditures not to exceed \$4,000.00. Council member Devin Henderson seconded the motion. The motion carried 6-0.

NEW BUSINESS**Water: License/Permit**

Council member Martin LaBarge moved to approve the Commercial Water Usage Application for the Ellis Golf Club as presented. Council member Jolene Niernberger seconded the motion. The motion carried 6-0.

Water: License/Permit

Council member Martin LaBarge moved to approve the Application for Permit to Drill Private Water Well for Devin Schoenthaler as presented. Council member Devin Henderson seconded the motion. The motion carried 6-0 with Council member John Walz abstaining due to perceived conflict of interest.

General Government: License/Permit

Council member Devin Henderson moved to approve the Application for License to Sell Cereal Malt Beverages for JR's Brickhouse as presented. Council member John Walz seconded the motion. The motion carried 6-0.

Streets: Special Event

Leitha King has submitted a request to block off Cottonwood from 10th Street to Ross Street for a family reunion. Police Chief Avery Smith commented that Council hasn't traditionally approved these types of requests and, in addition, the application was not submitted within the two-week required timeframe. Chief Smith stated that it wouldn't be fair to grant this request when other applicants have been previously denied. Council member Tricia Pritchett moved to deny the Traffic Control Application for Event Request for Leitha King. Council

member Devin Henderson seconded the motion. The motion carried 5-1 with Council member Martin LaBarge voting opposed.

Clerk: Disposition

City Clerk Amy Burton presented the list of public records eligible to be destroyed per the City's record retention policy. Council member John Walz moved to approve the Certificate of Destruction of Public Records as presented. Council member Tricia Pritchett seconded the motion. The motion carried 6-0.

General Government: Financial

Council member Martin LaBarge moved to approve Resolution No. 598 authorizing City employees to use the City credit cards. Council member Jolene Niernberger seconded the motion. The motion carried 6-0.

Sewer: Acquisition

Public Works Director John Leiker presented two bids for the purchase of a screw conveyor for the Wastewater Treatment Plant. The purchase is budgeted for 2023. Council member John Walz moved to approve the purchase of a screw conveyor from Conveyor Engineering & Manufacturing in the amount of \$15,010.00 with funds to come from the Special Machinery 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 Hess plans to move equipment into town in the next couple of weeks for the demolition of the 11th Street pedestrian bridge. The delay was due to them needing to purchase a piece of equipment for the job. Crews repaired a water leak at 6th Street and Washington. The Department plans to paint the south wall of City Hall in the coming mornings.

Police

Police Chief Avery Smith presented the Monthly Incident Report for June. Chief Smith addressed signage prohibiting compression braking. Signage will be placed at each entrance into the city limits. City Attorney Olavee Raub reminded Council that the Police Chief has the authority to place signage where needed, regardless of direction from Council. Officer Pritchett has completed his field training and is now able to work shifts independently.

City Clerk

City Clerk Amy Burton presented the Health Insurance Savings Report for May. Registration for the League of Kansas Municipalities Annual Conference in October is now open.

General Government: License/Permit

In preparing the application for the solicitor's license, it was noted that the ordinance references an investigative fee in addition to a license fee. Council determined the license fee when the ordinance was approved, but the investigative fee was not discussed. After discussion, Council member Martin LaBarge moved to set the investigative fee for the solicitor's license at \$25.00. Council member John Walz seconded the motion. The motion carried 6-0.

Attorney

City Attorney Olavee Raub reported that she met with Brian Spano, Wilson & Company to discuss legal matters regarding the Water System Supply Improvement Project and to assist with landowner contact information. Mayor David McDaniel added that he and Mr. Spano reached out to 45 landowners regarding the project and all but two had very positive comments.

Mayor Update and Announcements

Mayor McDaniel named volunteers to serve on the ad-hoc committee to facilitate the

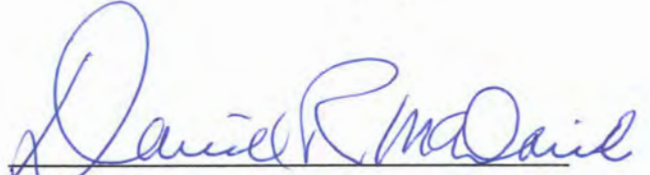
downtown historical district process. Members of the new Grow Ellis Downtown committee include Amy Burton, Nickole Byers, Cory Eberle, Pauleen Edmonds, Travis Kohlrus and John Walz.

Council acknowledged the oversight of determining the dates for discharge of fireworks. Many were under the impression that the resolution approved last year would carry over to the current year. City Attorney Olavee Raub stated the resolution has to be approved each year as stated in Ordinance No. 1369.

Council member John Walz inquired if Council wanted to move forward with the mural on the south wall of City Hall or bypass the project for now. Council would like to move forward if the City is able to receive grants for the project. Council also wants public input on what should be included in the mural. Once a theme is determined, Council will solicit bids from artists in order to prepare for spring grant opportunities. It was the consensus of Council to include a request for public input in the September Town Crier newsletter.

ADJOURNMENT

Council member Martin LaBarge moved to adjourn the meeting. Council member Devin Henderson seconded the motion. The motion carried 6-0. The meeting adjourned at 8:07 p.m.



Mayor



City Clerk

**ELLIS CITY COUNCIL
REGULAR MEETING
Minutes
July 17, 2023**

CALL TO ORDER

Mayor David McDaniel called the regular 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 Foreman Joe Kreutzer, City Clerk Amy Burton, Police Chief Avery Smith, Fire Chief Dustin Vine, and City Attorney Olavee Raub. Public Works Director John Leiker was absent.

PLEDGE OF ALLEGIANCE

AMENDMENTS TO AGENDA

None

PUBLIC PRESENT

Glen Keller, Justin Whyte, Pauleen Edmonds, Nicole Morton, Heather Lang, Ben Kolas, and Michael Berges (arrived at 6:34 p.m.)

CONSENT AGENDA

Council member Devin Henderson moved to approve the consent agenda containing the Minutes from the Regular Meeting on July 3, 2023 and Bills Ordinance #2169. Council member Tricia Pritchett seconded the motion. The Council approved the consent agenda 6-0.

PUBLIC COMMENTS

Pauleen Edmonds, representing the Community Foundation of Ellis, spoke on the new mural on the Coop elevator. The Foundation would like to illuminate the mural by placing a spotlight on a City light pole and have the City pay for the electricity. Ms. Edmonds also provided information on an historical walking trail the Foundation is working on in the downtown area, and the new learning trail in Creekside Park.

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

None

SPECIAL ORDER

Fire: Report

Fire Chief Dustin Vine reported there were three small fires due to fireworks over the Independence Day holiday. The KSN news crew rode in the 1928 LaFrance fire truck during the Summer Road Trip event. The Department has participated in several rescue drills with the Hays Fire Department.

UNFINISHED BUSINESS

Fire: Policy

Council discussed the current ordinance regarding the discharge of fireworks. The ordinance states discharge is allowed from 8:00 a.m. to midnight from July 3rd – 5th. The Police Department received five or six complaints regarding fireworks being discharged on July 5th. After further discussion, it was the consensus of Council to revisit the ordinance and resolution modifying discharge times next May.

NEW BUSINESS

General Government: Special Project

Justin Whyte, Riverfest Committee member, discussed plans for the 2024 Riverfest event. The Committee is again asking for the City to sponsor the cost of the meat for the community bar-b-que for 400 people. They are also asking for four 30-day swim passes to give away in a drawing. The electricity on the south side of Chrysler Park needs upgraded to

4-prong 50-amp service to better accommodate vendors. Also, the Committee requests the City consider running electricity to the gazebo on the south side of the park. The Committee would like to have a waiver to drive golf carts and UTV's during the Riverfest event to run errands and to accommodate individuals that need assistance walking to the park from their vehicle. The Committee would also like the City to construct a permanent, safe dock onto Big Creek from south Chrysler Park. In exchange, the Committee will provide a free booth to the City to provide information on water conservation and awareness. Council directed Public Works Foreman Joe Kreutzer to get estimates for the electrical work needed in South Chrysler Park. No action was taken on the other items requested.

General Government: Budget

Council member John Walz moved to notify the Ellis County Clerk that the City of Ellis intends to exceed the Revenue Neutral Rate for the 2024 budget with the public hearing to be held on August 21, 2023 at 6:00 p.m. at City Hall. Council member Jolene Niernberger seconded the motion. The motion carried 6-0.

General Government: Licenses/Permits

Council member Devin Henderson moved to approve the Noise Permit Application and Traffic Control Application for the Ellis Jr. Free Fair for the events scheduled July 26th – 30th.

Council member Martin LaBarge seconded the motion. The motion carried 6-0.

Police: Special Project

Officer Ben Kolas presented a fundraising event for the Police Department. The Department would like to purchase either a whole or half of a cow and pig to divide into either quarters or halves. There would be three to six winners depending on the amount of meat purchased. Raffle tickets would sell for \$40.00, with a maximum of 500 tickets sold. The Department would also like to host a co-ed softball tournament with 100% of the proceeds paid out to the 1st and 2nd place teams. The tournament would be held August 12th. The Ellis Recreation Commission has given approval to use the fields at the fairgrounds and Playworld Park, if needed. Council member Kellie Crnkovich moved to approve the purchase of meat for the Police Department raffle fundraiser in an amount not to exceed \$5,000.00 with funds to come from the Police Department budget. Council member Tricia Pritchett seconded the motion. The motion carried 6-0.

Council member Martin LaBarge then moved to approve the Police Department sponsoring a co-ed softball tournament on August 12th. Council member Devin Henderson seconded the motion. The motion carried 6-0.

REPORTS FROM CITY OFFICIALS

Public Works

Public Works Foreman Joe Kreutzer presented the Comparative Water Report for the period May 10th to June 10th. J-Corp will start on east 10th Street in September and Hess should be here in the next few weeks to start on the removal of the pedestrian bridge.

Police

Police Chief Avery Smith presented the Mid-Month Incident Report for July. The Department plans to re-advertise for the vacancy in the Department. The stronger applicants have since accepted employment in other agencies; therefore, Chief Smith would like to continue to accept applications. All current officers in the Department have completed their required 40 hours of continuing education training.

City Clerk

City Clerk Amy Burton reported that she, Public Works Director John Leiker and Foreman Joe Kreutzer met with representatives from Hess Services and Driggs Design Group regarding the TIF Highland Addition. Construction is scheduled to start soon. Charter Ordinance No. 26 regarding hiring of City staff became effective July 11th.

General Government: Budget

Council member John Walz suggested the City appropriate an additional \$500.00 to Grow Hays in the 2024 budget and to reduce the TNR program budget by the same. It was the consensus of Council to make the budget revision.

Attorney**Mayor Update and Announcements**

Mayor David McDaniel asked for discussion on the Community Foundation's request for a spotlight on the mural on the Co-op elevator. Council asked how much the monthly electric charge would be, the size of the spotlight, and if there would be any additional charges. Council directed City Clerk Amy Burton and Public Works Director John Leiker to get more information from Midwest Energy.

Due to complaints received regarding a recent Noise Permit issued, Mayor McDaniel reminded Council that the Police Chief has the authority to immediately revoke an approved Noise Permit during an event if verified complaints of any violation of the ordinance are received.

Council member John Walz spoke on a fundraiser to restore the old jail by soliciting donors to pay to lock Mr. Walz in the jail overnight.

Executive Session

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 the City Administrator/Clerk position pursuant to the non-elected personnel matter exception, K.S.A. 75-4319 (b)(1) with City Attorney Olavee Raub present. The open meeting will resume at 7:43 p.m. Council member John Walz seconded the motion. The motion carried 6-0. No action was taken in executive session and the open meeting resumed.

ADJOURNMENT

Council member Martin LaBarge moved to adjourn the meeting. Council member Devin Henderson seconded the motion. The motion carried 6-0. The meeting adjourned at 7:44 p.m.



Mayor



City Clerk

**ELLIS CITY COUNCIL
REGULAR MEETING
Minutes
August 7, 2023**

CALL TO ORDER

Mayor David McDaniel called the regular 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, Police Chief Avery Smith, and City Attorney Olavee Raub.

PLEDGE OF ALLEGIANCE

AMENDMENTS TO AGENDA

Police Chief Avery Smith will make a statement under Special Order.

PUBLIC PRESENT

Glen Keller, Neal Younger, Barbara Perkins, Joe Kreutzer, David Clingan, Trevor LaBarge, Stephanie Soukup, and Michael Berges (arrived at 6:34 p.m.)

CONSENT AGENDA

Council member Devin Henderson moved to approve the consent agenda containing the Minutes from the Regular Meeting on July 17, 2023, Bills Ordinance #2170, and the Manual Journal Entries for June. 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

Chief Smith read a statement regarding the DUI saturation patrol conducted during the Ellis Junior Free Fair.

UNFINISHED BUSINESS

Parks: Special Event

Public Works Foreman Joe Kreutzer reported on cost estimates for the electrical work requested by the Riverfest Committee in north and south Chrysler Parks. In order to update the electrical work to current code, the 3-prong outlets would need to be replaced with 4-prong outlets and external or internal disconnects would need to be installed. The Committee also requests that electricity be ran to the gazebo. No action was taken by Council.

General Government: Special Project

City Clerk Amy Burton provided information to add a spotlight on the mega mural on the Co-op elevator. Ms. Burton presented monthly costs to lease either a 400-watt or a 1,000-watt LED flood light. As a lease, Midwest Energy will perform all maintenance for the light, including replacing the bulb. The lease cost also includes the electricity used. Due to the size of the mural and the distance from the light pole, Midwest Energy recommends the larger light. Council member Jolene Niernberger moved to approve leasing a 1,000-watt LED flood light from Midwest Energy at a monthly cost of \$21.30. Council member Kellie Crnkovich seconded the motion. The motion carried 6-0.

NEW BUSINESS

General Government: Committee

Council member Jolene Niernberger moved to designate Devin Henderson as the voting

delegate and John Walz as the alternate voting delegate at the League of Kansas Municipalities Annual Conference. Council member Martin LaBarge seconded the motion. The motion carried 6-0, with Council members Devin Henderson and John Walz abstaining.

General Government: City Code

Council member John Walz moved to approve Ordinance No. 1491 adopting the 39th edition of the Uniform Public Offense Code. Council member Tricia Pritchett seconded the motion. The motion carried 6-0.

General Government: City Code

Council member John Walz moved to approve Ordinance No. 1492 adopting the 50th edition of the Standard Traffic Ordinance. Council member Devin Henderson seconded the motion. The motion carried 6-0.

Campground: Grant

The City was recently awarded Community Development Block Grant funds in the amount of \$334,216.00 for the Campground Improvement Project. Council member Tricia Pritchett moved to approve Grant Agreement No. 23-PF-015 with the State of Kansas Department of Commerce for CDBG funds for the Campground Improvement Project. Council member Jolene Niernberger seconded the motion. The motion carried 6-0.

Public Works: Repair/Maintenance

Council member Martin LaBarge moved to approve the bid from Carrico Implement in the amount of \$3,843.00 for repairs to the 1972 John Deere tractor. Council member Jolene Niernberger seconded the motion. The motion carried 6-0.

REPORTS FROM CITY OFFICIALS

Public Works

Public Works Director John Leiker provided his department update. Council member John Walz discussed repairs needed to the basement of the Railroad Museum. The area has water damage so the walls need plastered and painted. The Kansas Community Empowerment committee (formerly PRIDE) plans to apply for grants to help fund the repair and restoration of the jail area. After further discussion of additional repairs needed, Council member John Walz moved to direct Public Works Director John Leiker to solicit bids for repairs to the jail area in the basement of the Railroad Museum. Council member Devin Henderson seconded the motion. The motion carried 6-0.

Police

Police Chief Avery Smith presented the Monthly Incident Report for July. The new handguns have been issued to officers. The meat raffle has been pushed back to not compete with a similar raffle planned by Washington Grade School. The softball tournament has been moved to Playworld Park due to a scheduling conflict at the fairgrounds.

City Clerk

City Clerk Amy Burton presented the Health Insurance Savings Report for June and the June financial statements. During budget preparation, Council asked about levying a local fuel tax to help fund street projects and equipment. Ms. Burton reported that Kansas Statutes don't provide for a local fuel tax, however, cities are allowed to levy up to 3% sales tax. The City currently levies 2%. Ms. Burton then provided an update on the Water Fair to be held August 15th at the Fire Station.

Attorney

City Attorney Olavee Raub reported she has a call with Kevin Cowan, Gilmore & Bell, on Wednesday to discuss the TIF project.

Mayor Update and Announcements

Council member Kellie Crnkovich expressed concerns about the historical trail project possibly interfering with the campground bathhouse project. Ms. Burton will request a

member of the Community Foundation of Ellis come to the next meeting to discuss. Council member John Walz publicly thanked Karin Polifka and Jolene Niernberger for their volunteer work in painting fire hydrants.

ADJOURNMENT

Council member Martin LaBarge moved to adjourn the meeting. Council member Devin Henderson seconded the motion. The motion carried 6-0. The meeting adjourned at 7:21 p.m.



David R. McDevil
Mayor



Amy Bunker
City Clerk

**ELLIS CITY COUNCIL
REGULAR MEETING
Minutes
August 21, 2023**

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 Martin LaBarge moved to open the Revenue Neutral Rate hearing. Council member Devin Henderson seconded the motion. The motion carried 5-0. Council member John Walz was absent. The public hearing opened at 6:01 p.m.

Roberta Augustine questioned why her house valuation keeps increasing when she has an older home along the truck route. Council encouraged Ms. Augustine to contact the County Appraiser as the City has no influence on property valuations.

City Clerk Amy Burton stated that the Revenue Neutral Rate hearing is required under K.S.A. 79-2988. The City plans to adopt a budget in excess of the Revenue Neutral Rate, but maintain the same mill levy as the 2023 proposed budget.

There being no further comments, Mayor McDaniel asked for a motion to close the public hearing. Council member Devin Henderson moved and Council member Martin LaBarge seconded a motion to close the Revenue Neutral Rate hearing. The motion carried 5-0. The public hearing closed at 6:09 p.m.

General Government: Financial

Council member Jolene Niernberger moved to approve Resolution No. 599 authorizing the City of Ellis to levy a property tax exceeding the Revenue Neutral Rate. Council member Devin Henderson seconded the motion. A roll call vote was taken with Council members Kellie Crnkovich, Devin Henderson, Martin LaBarge, Jolene Niernberger, and Tricia Pritchett all voting in favor of the motion.

PUBLIC HEARING – 2024 BUDGET DOCUMENT

General Government: Financial

Mayor David McDaniel requested a motion to open the public hearing to discuss the 2024 budget document. Council member Tricia Pritchett moved to open the 2024 budget hearing. Council member Jolene Niernberger seconded the motion. The motion carried 5-0. The public hearing opened at 6:11 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 2024.

There being no further comments, Mayor McDaniel asked for a motion to close the public hearing. Council member Tricia Pritchett moved and Council member Jolene Niernberger seconded a motion to close the 2024 budget hearing. The motion carried 5-0. The public hearing closed at 6:12 p.m.

General Government: Financial

Council member Jolene Niernberger moved to approve the 2024 City of Ellis budget document as presented. Council member Tricia Pritchett seconded the motion. The motion carried 5-0.

CALL TO ORDER

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

Chief Avery Smith, Fire Chief Dustin Vine, and City Attorney Olavee Raub. Council member John Walz was absent.

PLEDGE OF ALLEGIANCE

AMENDMENTS TO AGENDA

None

PUBLIC PRESENT

Roberta Augustine, Glen Keller, Pauleen Edmonds, David Clingan, and Ben Kolas.

CONSENT AGENDA

Council member Devin Henderson moved to approve the consent agenda containing the Minutes from the Regular Meeting on August 7, 2023 and Bills Ordinance #2171. Council member Tricia Pritchett seconded the motion. The Council approved the consent agenda 5-0.

PUBLIC COMMENTS

Sergeant Ben Kolas reported that the softball tournament sponsored by the Police Department was a great success and the Department plans to make it an annual event.

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

None

SPECIAL ORDER

Fire: Report

Fire Chief Dustin Vine thanked Council member Jolene Niernberger and Karin Polifka for recently painting the fire hydrants. Chief Vine requested the curb behind Days Inn be painted red for a fire lane. There is presently a sign prohibiting parking, but it often goes unnoticed.

General Government: Economic Development

David Clingan, Grow Hays, presented a sample Neighborhood Revitalization Plan for Council to consider. Under the Plan, the City could rebate a portion of the property taxes paid by residents and business owners for improvements to an existing structure, or new construction, as long as certain conditions were met. The City could personalize the Plan by determining the percentage to abate and for how many years. Prior to construction, property owners would need to meet with the County Assessor to verify if the improvement or construction would qualify under the Plan. Council will discuss further at a future meeting.

General Government: Special Project

Pauleen Edmonds, Community Foundation of Ellis, presented a map of the proposed historic walking trail. The Foundation would like to use a portion of the concrete slab where the marker for the Kansas Pacific Railroad Roundhouse is located on the Campground expansion side to place a kiosk highlighting the trail. Mayor David McDaniel suggested Ms. Edmonds present the idea to the Campground Committee since the City has a campground project in process. Ms. Edmonds continued by highlighting points of interest along the trail. The sites will be marked with the leftover stands donated by Sizewise approximately ten years ago.

UNFINISHED BUSINESS

None

NEW BUSINESS

Water: Repair/Maintenance

The pump that runs the backwash process at the Water Treatment Plant has quit working. Public Works Director John Leiker contacted Layne Christensen for a quote to repair the pump. Layne Christensen came the next day to remove the pump to take back for repairs. The invoice for consideration is just for the labor to remove the pump equipment and to tear down and inspect the pump in order to provide a quote for repairs. Council member Martin

LaBarge moved to ratify the invoice from Layne Christensen Company in the amount of \$5,325.00 for removal and inspection of the pump equipment with funds to come from the Water Depreciation Reserve fund. Council member Jolene Niernberger seconded the motion. The motion carried 5-0.

REPORTS FROM CITY OFFICIALS

Public Works

Public Works Director John Leiker continued by presenting the Comparative Water Report for the period June 10th to July 10th. The crew tended to water leaks on Taylor, Dorrance, and Walnut Streets. Public Works crews have also spent considerable time mowing and trimming the parks, museums and Mt. Hope Cemetery.

Police

Police Chief Avery Smith presented the Mid-Month Incident Report for August. The Department has several ongoing investigations involving robbery, animal cruelty, theft and a dangerous dog. Chief Smith also congratulated Officer Ben Kolas on his promotion to Sergeant.

City Clerk

City Clerk Amy Burton presented the Health Insurance Savings Report for July and the minutes from the recent Campground Committee meeting. Ms. Burton also provided a summary on the Water Information Fair held August 15th.

Attorney

Mayor Update and Announcements

Mayor David McDaniel announced the ribbon cutting for the Learning Trail at Creekside Park will be August 24th at 4:00 p.m.

Council member Tricia Pritchett stated that five cats were trapped for the TNR program last week, and the committee will perform another trapping this week at the same location.

ADJOURNMENT

Council member Martin LaBarge moved to adjourn the meeting. Council member Devin Henderson seconded the motion. The motion carried 5-0. The meeting adjourned at 7:40 p.m.



Mayor



City Clerk

**ELLIS CITY COUNCIL
REGULAR MEETING
Minutes
September 5, 2023**

CALL TO ORDER

Mayor David McDaniel called the regular 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 were Public Works Director John Leiker, City Clerk Amy Burton, Police Chief Avery Smith, and City Attorney Olavee Raub. Council member Martin LaBarge was absent.

PLEDGE OF ALLEGIANCE

AMENDMENTS TO AGENDA

None

PUBLIC PRESENT

Glen Keller, David Clingan, and Jenni Holmgren.

CONSENT AGENDA

Council member Devin Henderson moved to approve the consent agenda containing the Minutes from the Regular Meeting on August 21, 2023, Bills Ordinance #2172, and the Manual Journal Entries for July. 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

General Government: Special Project

Jenni Holmgren discussed the Hometown Hero Banner Project. There will be 82 banners hung on the sidewalk side of the Midwest Energy poles along the downtown area. The banners will measure 30" x 60" and feature the pictures of service men and women from Ellis. Ms. Holmgren asked if Public Works could trim the trees where branches hit the utility poles so the banners won't be damaged. Council suggested Ms. Holmgren work with Public Works Director John Leiker to see if assistance from the homeowners will be needed. The City is only able to trim trees that project lower than 8' above the sidewalk.

UNFINISHED BUSINESS

Public Works: Acquisition

At the June 19th Council meeting, Council approved the purchase of a 2023 Case 521G wheel loader. Upon ordering the approved equipment, Public Works Director John Leiker was informed it could be Spring 2024 before the equipment is delivered. However, the company has a slightly used 2022 Case 521G wheel loader come in on trade that is available now. Mr. Leiker obtained Mayor David McDaniel's approval to instead purchase the used loader. Council member John Walz moved to rescind the previous motion to purchase the 2023 Case 521G wheel loader in the amount of \$115,515.00 from VLP Equipment. Council member Tricia Pritchett seconded the motion. The motion carried 5-0. Council member John Walz then moved to ratify the purchase of the used 2022 Case 521G in the amount of \$110,515.00 from VLP Equipment, with funds to come from the Special Machinery fund. The motion carried 5-0.

General Government: Economic Development

City Attorney Olavee Raub discussed the provisions of a Neighborhood Revitalization Plan. In order to qualify, the City must meet the conditions listed in K.S.A. 12-17,115 (c). Ms. Raub believes the entire City would qualify under Statute. Council reviewed the sample Neighborhood Revitalization Plan provided by David Clingan, Grow Hays, at the last meeting. After discussion regarding minimum investments for improvements, minimum increases in county-appraised value and length of time for the rebate, it was the consensus of Council to have Ms. Raub draft a plan for review. It was also noted that the plan will need to have the floodplain process included. City Clerk Amy Burton suggested that with the City increasing the types of incentives available to property owners, it would be prudent for the City to require the applicants be current and in compliance with all federal and state tax obligations. This would include applications for the sales tax rebate incentive, industrial revenue bonds and the Neighborhood Revitalization Plan. It was the consensus of Council to add the language to all incentive requirements.

NEW BUSINESS

None

REPORTS FROM CITY OFFICIALS

Public Works

Public Works Director John Leiker presented his Department report. Summer hours will be extended one more week due to forecasted temperatures.

Police

Police Chief Avery Smith presented the Monthly Incident Report for August. Chief Smith reminded residents that the speed limit in town is 20 mph, unless otherwise posted. Officers will focus on residential enforcement of speed limits during the month of September. Chief Smith has hired a full-time certified officer that will start September 18th. The officer will remain unnamed due to his present work with a nearby agency.

City Clerk

City Clerk Amy Burton presented the July financial statements. Ms. Burton and Assistant City Clerk Verda Flinn recently attended the Department of Commerce CDBG Award Ceremony in Hays for the awarded Campground grant. Ms. Burton will attend the IIMC Region VII meeting in Kansas City September 13th – 15th.

Attorney

Mayor Update and Announcements


Ellis High School art teacher Justin Longbine will bring students to the next meeting to discuss ideas for painting City property.

ADJOURNMENT

Council member John Walz moved to adjourn the meeting. Council member Devin Henderson seconded the motion. The motion carried 5-0. The meeting adjourned at 7:12 p.m.



Mayor



City Clerk

**ELLIS CITY COUNCIL
REGULAR MEETING
Minutes
September 18, 2023**

CALL TO ORDER

Mayor David McDaniel called the regular 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, Police Chief Avery Smith, Fire Chief Dustin Vine, and City Attorney Olavee Raub (arrived at 6:53 p.m.)

PLEDGE OF ALLEGIANCE

AMENDMENTS TO AGENDA

None

PUBLIC PRESENT

Michael Berges and Brevin LaBarge

CONSENT AGENDA

Council member John Walz moved to approve the consent agenda containing the Minutes from the Regular Meeting on September 5, 2023 and Bills Ordinance #2173. Council member Devin Henderson seconded the motion. The Council approved the consent agenda 6-0.

PUBLIC COMMENTS

Brevin LaBarge introduced himself as the newest City of Ellis police officer. Officer LaBarge grew up in Ellis and previously served on the Hays Police Department.

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

None

SPECIAL ORDER

Fire: Report

Fire Chief Dustin Vine presented his department report. Firefighter Hillary Newell is working on a grant for five sets of bunker gear for the department. Chief Vine congratulated Ellis resident and Ellis County firefighter Steve Seefeld on his retirement. Mr. Seefeld served on the County fire department for 40 years.

UNFINISHED BUSINESS

General Government: Economic Development

Council reviewed and discussed the latest draft of the proposed Neighborhood Revitalization Plan. City Clerk Amy Burton noted that Council will need to wait to approve the Plan until a boundary resolution is adopted due to the recent 2nd Street annexation. Ms. Burton has already submitted the necessary documents to James Meis, Driggs Design Group, to determine the new city boundaries. It was the consensus of Council to keep moving forward to adopt the Plan.

NEW BUSINESS

Streets: Special Event

Council member John Walz moved to approve the Traffic Control Application for Event Request for the Ellis High School homecoming parade. Council member Tricia Pritchett seconded the motion. The motion carried 6-0.

Water: Repair/Maintenance

Council member Martin LaBarge moved to approve Layne Christensen to repair the backwash pump at the Wastewater Treatment Plant in the amount of \$26,646.30 with funds to come

from the Water Depreciation Reserve fund. Council member Jolene Niernberger seconded the motion. The motion carried 6-0.

Water: Repair/Maintenance

Public Works Director John Leiker reported the meter showing how much water is going into the water tower was damaged in a lightning storm. The cost of the replacement has been submitted to insurance for consideration. Council member Martin LaBarge moved to approve the purchase of a TigermagEP magnetic flow meter from Innovative Automation & Controls, Inc. in the amount of \$7,700.00 with funds to come from the Water Depreciation Reserve fund. Council member Jolene Niernberger seconded the motion. The motion carried 6-0.

Water: Repair/Maintenance

Mr. Leiker continued by reporting that the automatic transfer switch at the Water Treatment Plant was damaged by lightning a couple of years ago. It took over a year for Don's Electric & Rewind to locate parts. In the meantime, a power surge caused by a squirrel did additional damage and the switch now needs additional repairs. Council member John Walz moved to approve the repairs to the automatic transfer switch from Don's Electric & Rewind, Inc. in the amount of \$7,700.00 with funds to come from the Water Depreciation Reserve fund. Council member Tricia Pritchett seconded the motion. The motion carried 6-0.

REPORTS FROM CITY OFFICIALS

Public Works

Mr. Leiker presented the Comparative Water Report for the period July 10th to August 10th. The new wheel loader will be delivered tomorrow. Hess Services has promised to remove the 11th Street pedestrian bridge on September 25th. Traffic has been detoured on Spruce Street for those coming into town on Old Hwy 40 due to the 10th Street project. Eastbound traffic is not affected. The blue-green algae warning has been lifted for Big Creek.

Police

Police Chief Avery Smith presented the Mid-Month Incident Report for September. The department has been focusing on speed limits within residential districts, and 8 citations have been issued thus far. The Monroe Street speed limits will be revisited as they are causing confusion. Chief Smith added that if residents are in doubt of the speed limit, they should comply with the 20 mph signs to avoid a citation.

City Clerk

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

Attorney

Mayor Update and Announcements

Council member Martin LaBarge inquired on the process to instill term limits for elected officials and to change the length of service from two years to four years.

ADJOURNMENT

Council member Martin LaBarge moved to adjourn the meeting. Council member Devin Henderson seconded the motion. The motion carried 6-0. The meeting adjourned at 7:17 p.m.



David R. McDowell
Mayor



Amy Burton
City Clerk

**ELLIS CITY COUNCIL
REGULAR MEETING
Minutes
October 2, 2023**

CALL TO ORDER

Mayor David McDaniel called the regular meeting to order at 6:30 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 Avery Smith, and City Attorney Olavee Raub. Council member Tricia Pritchett was absent.

PLEDGE OF ALLEGIANCE

AMENDMENTS TO AGENDA

PUBLIC PRESENT

Glen Keller, Joe Kreutzer, Corina Cox, D.J. Fischer, Gilbert Kinderknecht, and Neal Younger (arrived at 6:36 p.m.)

CONSENT AGENDA

Council member Devin Henderson moved to approve the consent agenda containing the Minutes from the Regular Meeting on September 18, 2023, Bills Ordinance #2174, and the Manual Journal Entries for August. Council member John Walz seconded the motion. The Council approved the consent agenda 5-0.

PUBLIC COMMENTS

Gilbert Kinderknecht invited everyone to the Quarterly Business Knowledge segment hosted by the Ellis Senior Advisory Committee and the Ellis Chamber of Commerce. An informational meeting on estate planning will be held October 11th at 5:00 p.m. at the Ellis Public Library.

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

None

SPECIAL ORDER

Water: Special Project

D. J. Fischer, EJFF Board President, requested consideration of a waiver of well spacing from the City. The Fair Board would like to drill a well at the fairgrounds in order to water the grounds, including the ballfields and soccer fields. The Division of Water Resources stated there is five-acre feet available, 3 ½ of which is allocated to the school district for the football field and practice field. If both the City and the school district allow a waiver, the Fairgrounds would be able to apply for a permit for the remaining 1 ½ acre feet. After further discussion, Council member Martin LaBarge moved to grant a waiver of well spacing to the Ellis Junior Free Fair Board in order to allow them to drill a well at the fairgrounds. Council member John Walz seconded the motion. The motion carried 5-0.

UNFINISHED BUSINESS

None

NEW BUSINESS

Campground: Special Project

Corina Cox, Northwest Kansas Planning & Development Commission, presented the Environmental Assessment required under the Community Development Block Grant program. The City received CDBG funds for the Campground Improvement project. The environmental assessment compiles comments from state and local agencies on potential impacts to the environment due to the project. Public notice will be posted by the City for

18 days in order for the public to review and comment on the assessment as well. The assessment is then sent to the State for a 15-day comment period. Once that comment period expires, the Department of Commerce will release the grant funds for the project. Council member Jolene Niernberger moved to approve the Environmental Assessment for Project #23-PF-015 as presented. Council member Devin Henderson seconded the motion. The motion carried 5-0.

General Government: Financial

Council member John Walz moved to approve Resolution No. 600 authorizing City employees to use the City credit cards. Council member Jolene Niernberger seconded the motion. The motion carried 5-0.

Parks: Special Event

Council member Devin Henderson moved to approve the Event Request Application for Public Property and the Traffic Control Application for the annual Polar Express event held December 1st – 3rd. Council member Martin LaBarge seconded the motion. The motion carried 5-0.

Streets: Acquisition

Council member Martin LaBarge moved to approve the purchase of 12,600 lbs. of crack seal material from Crafcoc in the amount of \$11,214.00 with funds to come from the Capital Improvement – Streets fund. Council member Jolene Niernberger seconded the motion. The motion carried 5-0.

General Government: City Code

Certified Building Inspector Joe Kreutzer explained to Council the need to adopt updated building codes. The City currently operates under the 2015 International Building Codes and the 2014 National Electric Code. Mr. Kreutzer stated that it is important to stay updated on building codes to protect residents from outdated regulations and to qualify residents for reduced insurance premiums. Council member John Walz moved to approve Ordinance No. 1493 adopting the 2018 International Building Codes. Council member Jolene Niernberger seconded the motion. The motion carried 5-0.

General Government: City Code

Council member John Walz moved to approve Ordinance No. 1494 adopting the 2017 National Electric Code. Council member Devin Henderson seconded the motion. The motion carried 5-0.

REPORTS FROM CITY OFFICIALS

Public Works

Public Works Director John Leiker reported that Hess has started the removal of the 11th Street pedestrian bridge. There appears to be less materials to remove during the city-wide clean up this week.

Police

Police Chief Avery Smith presented the Monthly Incident Report for September. The Department held a saturation patrol for residential speeding which yielded over 120 traffic stops and 20 citations for speeding. Chief Smith is hopeful drivers will remember to slow down. Trunk or Treat will be held October 31st from 6:00 – 8:00 p.m.

City Clerk

City Clerk Amy Burton presented the minutes from the recent Planning Commission meeting and the August financial statements. Rohr's Carpet Cleaning will clean the carpets at City Hall on the afternoon of October 6th. The Clerk's office will need to close the office at some point in the afternoon in order to not interfere with the cleaning.

Attorney

City Attorney Olavee Raub shared information requested at the last Council meeting

regarding term limits and length of terms. Kansas Statute sets the length of term of elected office at four years. The City passed a Charter Ordinance decades ago to reduce the terms to two years. There is not anything legally prohibiting term limits; however, very few Kansas towns have term limits, especially smaller towns. Council noted that it is already difficult to find individuals to even serve two-year terms, as many local elections are uncontested. If Council would like to revert to four-year terms another Charter Ordinance would need to be adopted.

Mayor Update and Announcements

Mayor David McDaniel announced that several Council members will attend the League of Kansas Municipalities Annual Conference in Wichita this weekend. Mayor McDaniel also urged Council members to use caution in meeting on the sidewalk after the Council meetings.

Parks: Acquisition

Council member Jolene Niernberger noted that volunteers have been working on restringing the Christmas stars and need additional supplies. Council member Jolene Niernberger moved to approve the purchase of additional LED lights and connectors from 1000Bulbs.com in the amount of \$192.88 with funds to come from General-Parks. Council member John Walz seconded the motion. The motion carried 5-0.

ADJOURNMENT

Council member Martin LaBarge moved to adjourn the meeting. Council member Devin Henderson seconded the motion. The motion carried 5-0. The meeting adjourned at 7:25 p.m.



Mayor



City Clerk

**ELLIS CITY COUNCIL
REGULAR MEETING
Minutes
October 16, 2023**

CALL TO ORDER

Mayor David McDaniel called the regular 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, Police Chief Avery Smith, Fire Chief Dustin Vine, and City Attorney Olavee Raub.

PLEDGE OF ALLEGIANCE

AMENDMENTS TO AGENDA

None

PUBLIC PRESENT

Pauleen Edmonds, Genevieve Armbrister, Helen Fischer, Nickole Byers, Julia Brown, Kylie Honas, Chad Pritchett, Verla Seibel, Erin Henderson, Dava Gaschler, Alan Scheuerman, Mark Polifka, Jessica Augustine, Jordan Gabel, Joe Kreutzer, Brian Shannon, Aaron Honas, Randy Honas, Sheila Fischer, John Fischer, Michael Berges, Kathy Ditter, Verda Flinn (arrived at 6:38 p.m.)

CONSENT AGENDA

Council member Devin Henderson moved to approve the consent agenda containing the Minutes from the Regular Meeting on October 2, 2023, Bills Ordinance #2175, and the Manual Journal Entries for September. Council member Tricia Pritchett seconded the motion. The Council approved the consent agenda 6-0.

PUBLIC COMMENTS

Chad Pritchett, Ellis Baptist Church Pastor, read a prepared statement regarding the Ellis Baptist Church's recent grant award from the Community Foundation of Ellis for a temporary transient shelter. Mr. Pritchett stated that due to public and private attacks on the project's partners, the project has been suspended indefinitely and the grant money returned to the Foundation.

Jessica Augustine expressed satisfaction the proposed transient shelter project has been suspended, but also disappointment in the lack of transparency of the Ellis Police Department regarding their participation in the project.

Jordan Gabel stated the Greyhound bus stop is the root cause of the transient problem. St. Mary's Catholic Church had 10 calls in two months from people stranded in town due to the bus stop. The city as a whole need to focus on helping people that actually live in Ellis.

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

Personnel: Award

Mayor David McDaniel announced the annual Service Awards to city officials and staff who reached milestone anniversaries with the City. Neither recipient was present to accept their award, but Mayor David McDaniel recognized Fire Captain Brandon Pfeifer (15 years) and City Treasurer Faith Scheck (15 years) for their service to the City of Ellis.

Parks: Special Project

Librarian Steve Arthur had requested on the agenda to ask permission to plant a moon tree in Memorial Park; however, Mr. Arthur was not in attendance, therefore, no action was taken.

SPECIAL ORDER

Fire: Report

Fire Chief Dustin Vine reported little activity for the Fire Department since the last report. The Department participated in a drill at Ellis High School to go over truck placement around power lines, hose advancement and hooking up to a water hydrant.

General Government: Meeting

Dava Gaschler read a prepared statement regarding her concerns over the Greyhound bus stop at the A&W Restaurant. The bus stop has increased the number of transients roaming the neighborhoods, which has resulted in residents not feeling safe. The current Greyhound arrival and departure times often leave bus patrons in town for almost 24 hours. Ms. Gaschler pointed out that the A&W Restaurant is not even open during the departure and arrival times, although the company website states they are open 24 hours. Upon a discussion with the manager at Love's Travel Stops, she reported many instances of loitering and their retail loss percentage due to theft has increased since the bus stop came to town. Ms. Gaschler stated that many of the transients suffer from some type of mental illness and there are no facilities in the area to help them. She expressed disappointment that owner S.J. Singh contracted with Greyhound without any input from the City or the Police Department.

Mayor David McDaniel read a letter received from Diane Henderson expressing opposition to the Greyhound bus stop and temporary transient shelter.

Jordan Gabel added that Mr. Singh should answer to the City since the City has provided tax incentives for two of his properties, and recently annexed more land for Mr. Singh to develop.

Police Chief Avery Smith stated that they haven't seen an increase in crimes reported, however, there are more people being stranded. This could be due to being kicked off the bus, the bus didn't stop, or Goodland or Abilene authorities pay for their ticket to get out of their communities, and the next stop is Ellis.

City Attorney Olavee Raub stated it is not the City's concern if a business is advertising the wrong business hours. She suggested meeting with Mr. Singh to discuss the citizen's concerns. Council member Jolene Niernberger moved to authorize Police Chief Avery Smith and City Attorney Olavee Raub to meet with Mr. Singh regarding concerns on the Greyhound bus stop. Council member Tricia Pritchett seconded the motion. Upon a call for discussion, Police Chief Avery Smith asked Ms. Gaschler to compile a list of concerns for them to discuss with Mr. Singh. Upon a call for the vote, the motion carried 6-0.

UNFINISHED BUSINESS

General Government: Disposal

Public Works Director John Leiker reported new concerns with the removal of the 11th Street pedestrian bridge from Big Creek. The City hired Hess Services in May to remove the superstructure and the collapsed portion of the bridge. Hess just recently came to town to perform the work. Upon inspection, it was discovered the City's sewer line is just 10-12' north of the bridge, but Mr. Leiker is unsure how deep the line is buried. That sewer line services the entire southwest corner of town. Mr. Leiker is concerned that putting heavy equipment down in the creek bed to remove the collapsed portion might cause enough shift in the bed to break that sewer line. This would result in no sewer service to that section of town, and EPA and KDHE violations due to leaked sewage in the creek. A representative from Hess Services believes the collapsed portion might be able to be removed from the bank. Mr. Leiker stated the sewer line may need to be moved before the rest of the bridge can be removed. Hess Services had originally submitted a bid for \$77,750.00 to just remove the east side and collapsed area of the bridge. City Attorney Olavee Raub stated that if Hess will not honor the original bid, the project scope will need to be revised and rebid to remove the bridge without entering the creek bed. Council member John Walz moved to

have Hess Services only remove the east side and collapsed portion of the bridge at a cost of \$77,750.00. Council member Martin LaBarge seconded the motion. Upon a call for discussion, Council expressed a need to obtain a written contract from Hess Services. The motion carried 6-0.

NEW BUSINESS

General Government: Zoning

Council member John Walz moved to approve Resolution No. 601 redefining the boundaries or corporate limits of the City of Ellis. Council member Devin Henderson seconded the motion. The motion carried 6-0. The resolution was necessary due to the annexation of land on 2nd Street earlier in the year.

Streets: Event Request

Council member Tricia Pritchett moved to approve the Traffic Control Application for Event Request for the annual Trunk or Treat event to be held October 31st from 6:00 – 8:00 p.m. in the City parking lot at 9th Street and Jefferson. Council member Jolene Niernberger 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 August 10th to September 10th. The annual City-wide cleanup was held the first week in October. The volume of materials collected was quite a bit less than last year. Mr. Leiker informed Council they may need to consider moving to a Stage 2 Water Warning as two triggers are already met and the wells continue to slowly decline.

Police

Police Chief Avery Smith presented the Mid-Month Incident Report for October. Chief Smith invited everyone to the Trunk or Treat event on October 31st.

City Clerk

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

Attorney

Mayor Update and Announcements

Mayor David McDaniel and Council members Devin Henderson, Kellie Crnkovich, Jolene Niernberger and John Walz spoke on the League's Annual Conference they attended October 8th – 9th.

The Chamber of Commerce will host an informal candidate forum on Wednesday night from 6:30 – 8:30 p.m. at the VFW.

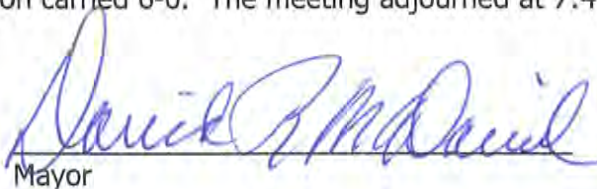
Council congratulated Mayor David McDaniel on receiving the E.A. Mosher Excellence in Local Government award at the League's Annual Conference. The award is the League's highest honor and is awarded to individuals that demonstrate an active commitment to local government and service to the League of Kansas Municipalities.

ADJOURNMENT

Council member Martin LaBarge moved to adjourn the meeting. Council member Devin Henderson seconded the motion. The motion carried 6-0. The meeting adjourned at 7:47 p.m.



City Clerk



Mayor

**ELLIS CITY COUNCIL
REGULAR MEETING
Minutes
November 6, 2023**

CALL TO ORDER

Mayor David McDaniel called the regular 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, Police Chief Avery Smith, and City Attorney Olavee Raub.

PLEDGE OF ALLEGIANCE

AMENDMENTS TO AGENDA

None

PUBLIC PRESENT

Brian Spano, Doug Goetz, Alan Scheuerman, David Clingan, Helen Fischer, Glen Keller, Joseph Kreutzer, Verda Flinn and Jenni Holmgren.

CONSENT AGENDA

Council member Devin Henderson moved to approve the consent agenda containing the Minutes from the Regular Meeting on October 16, 2023 and Bills Ordinance #2176. 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)**

General Government: Special Project

Jenni Holmgren updated Council on the Hometown Hero Banner project. To date, 89 banners have been hung and there are applications for 40 more. Ms. Holmgren requested permission to install poles on the south and west sides of Memorial Park in order to accommodate the additional banners. Council asked Ms. Holmgren to come back to Council with more information regarding the number of poles, spacing, and height.

SPECIAL ORDER

None

UNFINISHED BUSINESS

Water: Special Project

Brian Spano, Wilson & Co., updated Council on the Water Supply System Improvement Project. The project design is approximately 80% complete and focus has shifted to the well design. Approximately 90% of the easement descriptions are drafted. The next step will be negotiations with the land owners. Mr. Spano then alerted Council to a grant opportunity with the Kansas Water Office. He believes the City's project will qualify; however, the City would not be eligible until the easements are secured.

General Government: Economic Development

Council reviewed the latest draft of the Neighborhood Revitalization Plan. The Plan has been updated for the latest boundary description. No other revisions were suggested; therefore, the Public Hearing was set for December 18th at 6:30 p.m. at City Hall.

Campground: Contract

The contract with Driggs Design Group for the campground project has been amended to include the Civil Rights provisions, as required in Community Development Block Grant projects. There is no cost adjustment related to this amendment. Council member Jolene Niernberger moved to approve Contract Amendment #1 with Driggs Design Group for the

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

NEW BUSINESS

General Government: Licenses

Council member Devin Henderson moved to approve the 2024 Cereal Malt Beverage Licenses for Casey's Retail Company and Love's Travel Stops. Council member Martin LaBarge seconded the motion. The motion carried 6-0.

General Government: Special Project

Council member Jolene Niernberger moved to authorize Mayor David McDaniel to sign a letter of support for ACCESS Public Transportation. Council member Tricia Pritchett 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 Holiday Party for staff, elected officials, and their guests. Council member Jolene Niernberger seconded the motion. The motion carried 6-0.

Water: Policy

Public Works Director John Leiker reviewed the "triggers" for entering into a Stage 2 Water Warning. The City currently meets two of the triggers; therefore, it is appropriate to enter into additional water restrictions. Under a Water Warning declaration, Council also has the ability to apply to the Chief Engineer of the Division of Water Resources to regulate private domestic well users. Council member Tricia Pritchett moved to direct City Attorney Olavee Raub to draft a resolution declaring a Stage 2 Water Warning. Council member Jolene Niernberger seconded the motion. The motion carried 6-0.

General Government: Special Project

Mayor David McDaniel addressed complaints about not being able to hear Council discussion if sitting in the back row of the audience. The Clerk's office will look into headsets to check out, a sound booster or additional microphones.

REPORTS FROM CITY OFFICIALS

Public Works

Public Works Director John Leiker reported the 11th Street pedestrian bridge has been removed. The remaining portion cannot be removed until Public Works verifies the underlying sewer line will not be damaged. Crews are working on minor street and curb repairs.

Police

Police Chief Avery Smith presented the Monthly Incident Report for October. The Department is re-evaluating speed limits in some areas of town. Within the next few months all radio traffic will be encrypted to protect the privacy of individuals and to comply with HIPAA regulations. There will be no cost to the City due to a grant received by Ellis County Emergency Management.

City Clerk

City Clerk Amy Burton presented minutes from the recent Tourism and Planning Commission meetings. Midwest Energy has awarded the City a grant in the amount of \$1,000 for the Campground Improvement Project.

Attorney

Mayor Update and Announcements

Mayor David McDaniel stated that Ms. Burton has been awarded a 25% discount to participate in the 2024 Heartland Certified Public Manager program. Council member Jolene Niernberger moved to allow City Clerk Amy Burton to register in the 2024 Heartland Certified Public Manager program. Council member John Walz seconded the motion. The motion

carried 6-0.

Mayor McDaniel, County Commissioner Michael Berges and David Clingan met recently to discuss options for the Tax Increment Financing project on the south end of town. Council member John Walz announced the Christmas stars will go up November 20th.

Executive Session

Mayor David McDaniel asked for a motion to recess into executive session at the request of City Attorney Olavee Raub. Council member Devin Henderson moved for City Council to recess into executive session for 10 minutes to discuss a potential claim pursuant to the attorney-client privilege exception, K.S.A. 75-4319 (b)(2), with City Attorney Olavee Raub, Public Works Director John Leiker, City Clerk Amy Burton and Foreman Joe Kreutzer present. The open meeting will resume at 7:29 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.

Executive Session

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 staffing issues pursuant to the non-elected personnel matter exception, K.S.A. 75-4319 (b)(1) with Public Works Director John Leiker and City Clerk Amy Burton present. The open meeting will resume at 7:40 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.

Executive Session


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 staffing issues pursuant to the non-elected personnel matter exception, K.S.A. 75-4319 (b)(1) with City Attorney Olavee Raub, Public Works Director John Leiker and City Clerk Amy Burton present. The open meeting will resume at 7:50 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.

ADJOURNMENT

Council member Martin LaBarge moved to adjourn the meeting. Council member Devin Henderson seconded the motion. The motion carried 6-0. The meeting adjourned at 7:50 p.m.



Mayor



City Clerk

**ELLIS CITY COUNCIL
REGULAR MEETING
Minutes
November 20, 2023**

CALL TO ORDER

Mayor David McDaniel called the regular 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, Police Chief Avery Smith, Fire Chief Dustin Vine, and City Attorney Olavee Raub.

PLEDGE OF ALLEGIANCE

AMENDMENTS TO AGENDA

None

PUBLIC PRESENT

Terry Zerfas, Glen Keller, Jessica Augustine, Pauleen Edmonds, Tracy Augustine, Wanda Younger, Michael Berges, Dava Gaschler, Joe Kreutzer, Ellen Riedel, and Guy Riedel.

CONSENT AGENDA

Council member Devin Henderson moved to approve the consent agenda containing the Minutes from the Regular Meeting on November 6, 2023 and Bills Ordinance #2177. Council member Tricia Pritchett seconded the motion. The Council approved the consent agenda 6-0.

PUBLIC COMMENTS

Dava Gaschler inquired on the status of the operation of the Greyhound bus stop on 2nd Street. Public Works Director John Leiker reported that the owner has been cited for a zoning violation and the case is currently in legal.

Pauleen Edmonds, Ellis Community Foundation, presented the City with a complimentary copy of a history book of Ellis. The books are on sale at the Alliance office. The proceeds will help fund the historical walking trail.

Ellen Riedel expressed concerns over the safety of the community's residents, especially children, with the Greyhound bus stop operating in town. She and her husband, Guy Riedel, are opposed to the re-zoning of the lot on 2nd Street that is currently under consideration by the Planning Commission. As a realtor, she fears the re-zoning will negatively affect property values in that area. Ms. Riedel urged the Council to be proactive and put the safety of the children and community as a first priority.

Ellis County Commissioner Michael Berges invited the Council to the next County Commission meeting where James Robben from Grow Hays will speak on Neighborhood Revitalization Plans.

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

None

SPECIAL ORDER

Fire Chief Dustin Vine presented his monthly report. He recently attended the Fire Chief's conference in Manhattan where they covered fire behavior and tactics.

Fire: Acquisition

Chief Vine has submitted two bids for five sets of bunker gear. Currently, five firefighters are using 20-year-old bunker gear. Firefighter Hillary Newell submitted a grant to the Kansas Fire Marshal to help fund the purchase, and the Fire Department was awarded \$3,059.32. There are adequate funds in the Special Machinery fund to absorb the balance. Council member Jolene Niernberger moved to approve the purchase of five sets of bunker gear from 1st Due Emergency Response Solutions in the amount of \$11,026.90 with funds to

come from Special Machinery. Council member Kellie Crnkovich seconded the motion. The motion carried 6-0.

UNFINISHED BUSINESS

Water: Policy

City Attorney Olavee Raub presented the proposed resolution declaring a water warning for the City. A warning does not mandate additional water use restrictions; however, it alerts the public that water supplies are decreasing and to be conscientious about water conservation. Declaring a water warning also allows the City to petition the Division of Water Resources for authorization to regulate private water wells. Council member Kellie Crnkovich moved to approve Resolution No. 602 declaring a water warning for the City of Ellis. Council member John Walz seconded the motion. Upon a call for discussion, the Council discussed reviewing the well levels every meeting to determine if a letter needs to be submitted to the Division of Water Resources. The motion carried 6-0.

NEW BUSINESS

General Government: License/Permit

Council member Jolene Niernberger moved to approve the Application for License to Sell Cereal Malt Beverages for JR's Brickhouse. Council member John Walz 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 September 10th – October 10th. Midwest Energy will assist with hanging the Christmas stars on Tuesday.

Police

Police Chief Avery Smith presented the Mid-Month Incident Report for November. Tickets are being sold for the Department's meat raffle. Proceeds from the raffle will be used to upgrade the Department's ballistic vests and officer training. Officers executed a search warrant that resulted in numerous drug related charges.

City Clerk

City Clerk Amy Burton presented the Health Insurance Savings Report for October. The City's final assessed valuation decreased the mill levy from 75.235 to 75.161. City offices will be closed November 24th and 25th for Thanksgiving.

Attorney

Mayor Update and Announcements

Mayor David McDaniel thanked the Kansas Community Empowerment committee members and residents who volunteered their time repainting and restringing the lights on the Christmas stars. Those recognized included Karin Polifka, Jolene Niernberger, John Walz, Emily Mattheyer, Alex Begler, Colton Metzler, Jenny Schartz, Sabree Walker and City employees Jake Schartz, Joe Kreutzer, John Leiker, Josh McIntyre and Nathan Cox. Council member Tricia Pritchett thanked everyone for their support and stated it was a privilege to serve on the City Council the last four years. Ms. Pritchett did not seek re-election.

Council member Devin Henderson inquired about the meeting that Police Chief Avery Smith and City Attorney Olavee Raub were to have with S.J. Singh regarding the citizen's concerns on the Greyhound bus stop. Chief Smith stated the meeting is on hold pending the outcome of the zoning violation in progress.

Council member Jolene Niernberger asked for citizens to evaluate the condition of any United States flags in their yard, and to take down, or replace, if needed. Ms. Niernberger noted numerous flags in town that are tattered and ripped.


Council member John Walz suggested Council read and discuss "13 Ways to Kill Your Community" by Doug Griffiths.

ADJOURNMENT

Council member Martin LaBarge moved to adjourn the meeting. Council member Devin Henderson seconded the motion. The motion carried 6-0. The meeting adjourned at 7:12 p.m.



David P. McDaniel
Mayor



Amber Burton
City Clerk

**ELLIS CITY COUNCIL
REGULAR MEETING
Minutes
December 4, 2023**

CALL TO ORDER

Mayor David McDaniel called the regular meeting to order at 6:30 p.m. Present were Council members Kellie Crnkovich, Devin Henderson, Martin LaBarge, Jolene Niernberger, John Walz and Council member-elect Terry Zerfas. Also present were Public Works Director John Leiker, City Clerk Amy Burton, and Police Chief Avery Smith. City Attorney Olavee Raub was absent.

PLEDGE OF ALLEGIANCE

ADMINISTER OATH OF OFFICE

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, John Walz, and Terry Zerfas.

AMENDMENTS TO AGENDA

None

PUBLIC PRESENT

Glen Keller, Tamara Leiker, Dale Henderson, Vicki Henderson, Faith Scheck, Cheryl Kinderknecht, Joe Kreutzer, Ellen Riedel, and Colin Pritchett (arrived at 6:42 p.m.)

CONSENT AGENDA

Council member John Walz moved to approve the consent agenda containing the Minutes from the Regular Meeting on November 20, 2023, Bills Ordinance #2178, and the October manual journal entries. Council member Devin Henderson seconded the motion. The Council approved the consent agenda 6-0.

PUBLIC COMMENTS

Mayor David McDaniel reminded Council and staff that public comment is for the public to speak. If a speaker would like interaction with the Council, they are encouraged to ask to be placed on the agenda.

Ellen Riedel inquired about the status of the zoning violation issued to the Greyhound Bus Stop. Ms. Riedel then spoke on the book "13 Ways to Kill Your Community" by Doug Griffiths, as suggested by Council member John Walz at the last Council meeting. She encouraged Council to do better at shielding residents from higher property taxes in order to encourage new businesses and residents.

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

None

SPECIAL ORDER

None

UNFINISHED BUSINESS

None

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 Martin LaBarge moved to elect Devin Henderson as Council President. Council member John Walz seconded the motion. There being no other nominations, Mayor

McDaniel called for the vote. The motion carried 6-0, with Council member Devin Henderson abstaining.

General Government: Licenses

Council member John Walz moved to approve the Application for License to Sell Cereal Malt Beverages for Rich's IGA. Council member Jolene Niernberger seconded the motion. The motion carried 6-0.

Personnel: Benefits

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

REPORTS FROM CITY OFFICIALS

Public Works

Public Works Director John Leiker reported a significant water leak in the area of 12th Street and Cottonwood. The water well levels remain stable and daily demand has decreased. Mr. Leiker reminded everyone that the recycling center no longer accepts glass. Council member Martin LaBarge inquired about crack sealing Washington Street.

Police

Police Chief Avery Smith presented the Monthly Incident Report for November. Several officers will attend training at the Hays KLETC regional site. Chief Smith explained that it is legal for citizens to ride their bicycle on the sidewalks as long as they yield to pedestrians.

City Clerk

City Clerk Amy Burton presented the minutes from the recent Tourism Committee meeting and the October financial statements. The City was awarded \$40,000 from the Patterson Family Foundation for the Campground Improvement Project. Council orientation is scheduled for December 11th at 6:00 p.m.

Water/Sewer: Financial

The Council recently declared a Water Warning, which triggers conservation water rates for excess usage. Ms. Burton requested consideration to delay the conservation water rates until the end of the sewer evaluation period (December 10th – March 10th) since that is how the "Base Water Allowance" is calculated. Residents typically conserve water during this period already in order to reduce their sewer rate. Council member John Walz moved to delay enactment of the conservation water rates until the April 1st billing. Council member Martin LaBarge seconded the motion. The motion carried 6-0.

Attorney

Mayor Update and Announcements

Mayor David McDaniel referred citizens to the *Town Crier* quarterly newsletter for articles regarding the cleanup of the pedestrian bridge, the Neighborhood Revitalization Plan, and mural ideas.

Council member Jolene Niernberger urged residents to contact legislators with the need to reinstate the Local Ad Valorem Tax Reduction in an effort to reduce the property tax on citizens. The State is ordered to fund this program by law; however, distributions have not been made for decades.

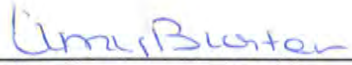
Council member Kellie Crnkovich reported the Follow the Star event and Polar Express event were very successful!

ADJOURNMENT

Council member Martin LaBarge moved to adjourn the meeting. Council member Devin Henderson seconded the motion. The motion carried 6-0. The meeting adjourned at 7:16 p.m.



Mayor



City Clerk

**ELLIS CITY COUNCIL
REGULAR MEETING
Minutes
December 18, 2023**

CALL TO ORDER

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

PLEDGE OF ALLEGIANCE

AMENDMENTS TO AGENDA

None

PUBLIC PRESENT

Glen Keller, Dillon Kinderknecht, Adam Kinderknecht, Gary Weigel, Clarene Weigel, Joseph Kreutzer, Richard Hanks, Nicki Deines, Cory Eberle, Martin Weimer, Guy Riedel, Ellen Riedel, David Clingan, and Randy Honas.

CONSENT AGENDA

Council member Devin Henderson moved to approve the consent agenda containing the Minutes from the Regular Meeting on December 4, 2023 and Bills Ordinance #2179. 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)**

PUBLIC HEARING – NEIGHBORHOOD REVITALIZATION PLAN

Council member John Walz moved to enter into the Public Hearing to entertain comments on the proposed Neighborhood Revitalization Plan. Council member Martin LaBarge seconded the motion. The motion carried 6-0. Mayor David McDaniel declared the Public Hearing open at 6:32 p.m.

David Clingan, Grow Hays, stated the goal of the Neighborhood Revitalization Plan is to reward individuals that newly construct or make improvements to either their residence or business by offering partial tax abatements for the increase in property taxes due to the improvement. Mr. Clingan stressed that before starting any project, the property owner should contact the Ellis County Appraiser to determine if the project qualifies under the Plan. The tax abatement is transferable to the new owner if the property is sold within the 10-year abatement; however, the Plan cannot be applied for retroactively. The Plan, as proposed, offers a 70% tax abatement for improvements to residential property that increase the property valuation by at least \$10,000; the abatement increases to 95% for commercial properties that increase their property valuation by at least \$5,000 due to improvements. There being no further public comments, Council member John Walz moved and Council member Martin LaBarge seconded the motion to close the Public Hearing. The motion carried 6-0. Mayor David McDaniel closed the Public Hearing at 6:57 p.m. No action was taken.

SPECIAL ORDER

Fire: Report

Fire Chief Dustin Vine was unable to attend the Council meeting; however, Council members reviewed the monthly Fire Department report.

General Government: Financial

Guy Riedel spoke on the high increase in property taxes that were assessed to his residential and commercial properties, and invited Council to a presentation by Senator Caryn Tyson on several bills that were passed by legislation that address increasing property taxes. The presentation will be at Dolce Vita on January 12th at 6:00 p.m. Council encouraged Mr. Riedel to consider the Neighborhood Revitalization Plan under review or a retroactive Industrial Revenue Bond issuance as well.

UNFINISHED BUSINESS

None

NEW BUSINESS

General Government: License/Permit

Council member John Walz moved to approve the Application for License to Sell Cereal Malt Beverages for Arthur's Pizza and Mexican Foods. Council member Jolene Niernberger seconded the motion. The motion carried 6-0.

General Government: Contract

Council member John Walz moved to approve the contract for audit services with AdamsBrown for 2023 through 2025 at a cost of \$14,090, \$14,515, and \$14,950, respectively. Council member Jolene Niernberger seconded the motion. The motion carried 6-0.

General Government: Contract

Council member Jolene Niernberger moved to approve the engagement letters with AdamsBrown for agreed-upon procedures and financial statement preparation for the Community Foundation of Ellis, Ellis Alliance, Chrysler Boyhood Home & Museum, and Railroad Museum in the amount of \$1,655.00 per entity for the year ended December 31, 2023. Council member John Walz seconded the motion. The motion carried 6-0.

City Clerk: Financial

Council member John Walz 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 2nd Council meeting.

General Government: Financial

City Clerk Amy Burton presented the list of utility bad debts to be written off in 2023. 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 0.26% of the City's 2023 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 John Walz moved to approve the write-off of the utility bad debts in the amount of \$3,995.01 as presented. Council member Devin Henderson seconded the motion. The motion carried 6-0.

General Government: Financial

Each year, Council considers transferring excess budgeted 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. Council member John Walz moved to transfer

\$7,500.00 from the General Government department and 100% of any excess budgeted funds from the Police, Fire, Parks and Swimming Pool Departments to the Special Machinery Fund. Council member Jolene Niernberger 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 October 10th – November 10th. Council asked Mr. Leiker to research if there are any recycling companies that accept glass, since our current service provider does not. Mr. Leiker reported he has started to receive bids for repairs to West 13th Street. Council members discussed whether to put back the bricks, pour concrete, or do brick accents. Some preferred the look and longevity of brick, but others were concerned about the considerable cost difference. Police Chief Avery Smith stated that brick streets are hard on vehicles, plus the bricks get very slick in winter weather and cause more accidents. Council will continue discussion once bids are presented for consideration. Mr. Leiker explained that small sections of Monroe Street were repaired with concrete instead of brick because when that street is rehabilitated, the bricks would be torn out for the project. It didn't make sense financially to replace the brick at a higher cost when it could be torn out again for repairs.

Police

Police Chief Avery Smith presented his Mid-Month Incident Report for December. The Department's meat raffle has been postponed until January 2, 2024. The Kansas Bureau of Investigation is assisting the Department with the recent rape case reported.

City Clerk

City Clerk Amy Burton provided the 2021 addendum to the Purchasing Policy for reference. Wilson and Company offered to apply for the technical assistance grant from the Kansas Water Office on the City's behalf. If awarded, the grant will reimburse the City for a portion of Wilson and Company's engineering fees for the Water Supply System Improvement Project. Ms. Burton asked Council if there was any interest in also designating the City's website as an official publication outlet.

Attorney

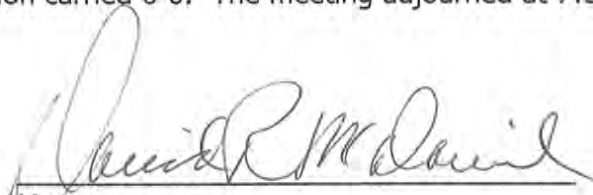
None

Mayor Update and Announcements


Council member John Walz suggested exchanging Christmas light pole decorations with other towns each year instead of purchasing new ones. Mr. Walz also stated the jail area in the basement of the Railroad Museum needs renovated. Funds for the renovation would be raised through the Kansas Community Empowerment committee (formerly PRIDE). It was the consensus of Council to authorize Mr. Walz to obtain estimates for the project.

ADJOURNMENT

Council member Martin LaBarge moved to adjourn the meeting. Council member Devin Henderson seconded the motion. The motion carried 6-0. The meeting adjourned at 7:56 p.m.



Mayor



City Clerk