

**ELLIS CITY COUNCIL
REGULAR MEETING
Minutes
January 2, 2024**

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 Foreman Joe Kreutzer, City Clerk Amy Burton, Police Chief Avery Smith, and City Attorney Olavee Raub.

PLEDGE OF ALLEGIANCE

AMENDMENTS TO AGENDA

None

PUBLIC PRESENT

Glen Keller, Nickole Byers, Paulette Harp and Jack Nicholson.

CONSENT AGENDA

Council member John Walz moved to approve the consent agenda containing the Minutes from the Regular Meeting on December 18, 2023, Bills Ordinance #2180, and the November 2023 manual journal entries. Council member Jolene Niernberger seconded the motion. The Council approved the consent agenda 6-0.

PUBLIC COMMENTS

Nickole Byers addressed Council on the importance of publishing ordinances and notices in the local newspaper versus the City website.

Paulette Harp urged Council to support the Greyhound Bus Stop as it is a safe and affordable mode of transportation.

Jack Nicholson also expressed support for the Greyhound Bus Stop in that it's a comfortable ride with very nice people.

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

None

SPECIAL ORDER

Mayor David McDaniel and Police Chief Avery Smith drew the winners for the Police Department meat raffle. The winners will have their choice of a quarter section of beef or a half section of pork. The winners drawn were Lance Reese, Kyle Evans, Dave Whisman, Marty Hollern, Abby Sabbarini, and Connie Fox.

UNFINISHED BUSINESS

General Government: Economic Development

Council revisited the Neighborhood Revitalization Plan discussed at the last Council meeting. Council reviewed the suggested clarifying wording from Ellis County and discussed reducing the residential valuation threshold to match that of commercial properties. The Council felt that lowering the residential threshold would encourage more residents to participate in the program. Council member Kellie Crnkovich moved to incorporate the County's suggested wording into the proposed Neighborhood Revitalization Plan. Council member Devin Henderson seconded the motion. The motion carried 6-0. Council further discussed the valuation eligibility thresholds for residential and commercial properties. Council member Jolene Niernberger moved to reduce the residential valuation eligibility threshold from \$10,000.00 to \$5,000.00, and to increase the tax rebate from 70% to 95%. Council member John Walz seconded the motion. The motion carried 6-0. City Clerk Amy Burton will make the revisions and submit the document to the County for review.

NEW BUSINESS

General Government: Financial

Council member John Walz moved to approve Resolution No. 603 waiving Generally Accepted Accounting Principles for financial statement reporting for 2024. Council member Martin LaBarge seconded the motion. The motion carried 6-0.

General Government: Policy

Annually, Council designates the official newspapers and official banks for the City to use. Council member Terry Zerfas stressed the importance of supporting our local newspaper, then moved to designate the Ellis Review and Hays Daily News 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 John Walz seconded the motion. The motion carried 6-0.

Streets: Repair/Maintenance

Public Works Foreman Joe Kreutzer presented two bids for street repairs on 13th Street from Dorrance to Jefferson. Council discussed the complexity of the project due to the elevated bridges and transition to the street and sidewalks. After further discussion, Council decided to table the agenda item until the next meeting in order to gather additional information.

Campground: Grant

City Clerk Amy Burton presented an amendment to the Community Development Block Grant contract adding a provision required by HUD for the Build America Buy America Act (BABA). Council member Jolene Niernberger moved to authorize Mayor David McDaniel to sign Amendment #1 of the CDBG Grant Agreement for Grant Award Number 23-PF-015 as presented. Council member Devin Henderson seconded the motion. The motion carried 6-0.

REPORTS FROM CITY OFFICIALS

Public Works

Public Works Foreman Joe Kreutzer fielded questions from Council regarding the street sweeper, potholes on east 6th Street, and exposed casing west of the stoplight.

Police

Police Chief Avery Smith presented the Monthly Incident Report for December. The Department assisted the Good Samaritan Society in taking residents on a guided tour of Christmas lights. Chief Smith also alerted Council that he will be requesting the purchase of a dedicated supervisor vehicle this year. Council member John Walz inquired about transients at the bus stop. Chief Smith reminded residents to report instances through dispatch or 911 and not by personally visiting the personal residences of officers.

City Clerk

City Clerk Amy Burton presented the November Financial Statements, the Health Insurance Savings Report for November, and the Safety Committee Report of accidents and worker's compensation claims for 2023. Wilson and Company submitted a grant application to the Kansas Water Office for reimbursement of engineering fees on the Water Supply System Improvement Project. Ms. Burton also read a statement addressing recent editorials in the newspaper regarding the publication of City notices and ordinances on the City website.

Attorney

City Attorney Olavee Raub updated Council on the status of the claim filed in municipal court regarding the zoning violation of the Greyhound Bus Stop. Ms. Raub gave the owner the option of applying to re-zone the property; however, the owner indicated that he will terminate the contract with Greyhound. Ms. Raub has not received evidence of this yet. Trial has been set for February 2nd.

Mayor Update and Announcements

Mayor David McDaniel announced that as of 1/1/24, Ellis has a City Administrator. City Clerk

Amy Burton will take on the expanded role for the City. The expanded role has been discussed for several years. A committee was formed in January 2023 to research the position and job description, and Council approved the position in April 2023.


Mayor McDaniel reminded everyone of the meeting with Senator Caryn Tyson at Dolce Vita on January 12th at 6:00 p.m. to discuss property taxes. Dolce Vita owners Guy and Ellen Riedel coordinated the meeting with Ms. Tyson.

Council members are to bring three goals they want to accomplish in 2024 for discussion at the next meeting.


Council member John Walz announced that Ellis will host the K-18 Regionals in July.

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 8:22 p.m.



David McDaniel
Mayor



Amy Burton
City Clerk

**ELLIS CITY COUNCIL
REGULAR MEETING
Minutes
January 15, 2024**

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, John Walz and Terry Zerfas. Also present were Public Works Director John Leiker, City Administrator/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

None

PUBLIC PRESENT

Glen Keller, David Clingan, Verda Flinn, Nickole Byers, and Travis Kohlrus.

CONSENT AGENDA

Council member Devin Henderson moved to approve the consent agenda containing the Minutes from the Regular Meeting on January 2, 2024 and Bills Ordinance #2181. Council member Martin LaBarge seconded the motion. The Council approved the consent agenda 5-0.

PUBLIC COMMENTS

Nickole Byers spoke again on the importance of only designating print media as the official publication of the City, rather than including the City's website. Ms. Byers believes adopting a charter ordinance to allow the City's website is unnecessary legislation. City Attorney Olavee Raub stated that even if the City's website was included as an official publication, the title and summary of the ordinance is still required to be published in the newspaper. Ms. Raub added that internet is more widely accessible than print media. It was suggested to publish legal notices on the City's website for a short time for information only, but to leave the Ellis Review and the Hays Daily News as the official publications of the City.

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

None

SPECIAL ORDER

Economic Development: Committee

Travis Kohlrus, President of the Ellis Development Corporation, spoke on the committee's past and current projects, including the A&W, the TIF project, and a private manufacturing operation looking to expand. This committee does not have the manpower to actively recruit businesses; but is the vehicle to help find property for those businesses wanting to locate in Ellis. Committee members include Mr. Kohlrus, Mike Downing, Allen Weber, Randy Honas, Donnie Younger, Ross Wichman, Jeff Augustine, and Jeff Geschwentner.

Fire: Report

Fire Chief Dustin Vine presented his monthly report summarizing the Department's activities.

UNFINISHED BUSINESS

General Government: Economic Development

City Administrator/Clerk Amy Burton updated Council on the proposed Neighborhood Revitalization Plan (NRP). In communication with County Administrator Darin Myers, the City also has an option to use a minimum investment amount as criteria to be eligible. The current proposed Plan uses a minimum increase in property valuation to be eligible. At the

last Council meeting, Council directed Ms. Burton to reduce the minimum increase in valuation for residential properties from \$10,000.00 to \$5,000.00, and to increase the rebate formula from 70% to 95%, to match the commercial criteria. David Clingan, Grow Hays, cautioned Council on establishing such low criterion, in that a \$5,000.00 minimum investment would not affect the property appraisal enough to benefit the property owners with a tax rebate. Mr. Clingan suggested a minimum investment of \$15,000.00 for residential improvements and \$25,000.00 for commercial improvements in order to cause a large enough appraisal increase to benefit from the Plan. Council member John Walz moved to direct City Administrator/Clerk Amy Burton to revise the criteria for eligibility in the proposed NRP to a minimum investment of \$15,000.00 for residential improvements, \$25,000.00 for commercial improvements, a tax rebate formula of 95% for both types, and to resubmit the Plan to the County for review. Council member Martin LaBarge seconded the motion. The motion carried 5-0.

Streets: Repair/Maintenance

Public Works Director John Leiker discussed repairs needed to 13th Street from Dorrance to Jefferson Streets. Council received the bids from J Corp and Morgan Brothers Construction at the last meeting and had requested more time to review. Mr. Leiker recommended the base bid from J Corp, which includes 170' x 25' of concrete pavement and 50 linear feet of curb and gutter. City Attorney Olavee Raub recommended the City obtain written approval from one of the property owners to abandon the bridge access to the residence since it is not used. It was the consensus of Council to forgo replacing the brick at this time due to the possibility of future waterline replacement and being a side street with low traffic. Council member John Walz moved to approve the base bid from J Corp and Alternate #4 to remove and replace additional curb and gutter at \$50.00 per linear foot in an amount not to exceed \$70,000 with funds to come from the Capital Improvement – Street fund. Council member Jolene Niernberger seconded the motion. The motion carried 5-0.

NEW BUSINESS

Street: Repair/Maintenance

Mr. Leiker continued by reviewing the primary snow removal routes. Emergency responder locations are cleared first (Jefferson St., 4th Street, and 2nd Street), then the Good Samaritan Society. Once those streets are cleared, crews clear the downtown areas and around the schools. Alleys are cleared to allow access for the sanitation trucks. Neighborhoods, if needed, are cleared last. Mr. Leiker emphasized the Department does not start to clear snow until it stops snowing. The primary snow removal routes were included in the December 1, 2023 edition of the *Town Crier*.

Tourism: Contracts

The Tourism Committee has submitted their proposal for 2024 advertising contracts. Transient guest tax receipts were less than half from the year before, therefore, the Committee was forced to scale back on advertising contracts. Contracts with Eagle Radio and Hays Post will not be renewed. Council member John Walz moved to approve the 2024 advertising contracts with Nex-Tech (\$1,500.00), Central Brochure Distribution (\$600.00), and Lamar (\$10,660.00) in the total amount of \$12,760.00 with funds to come from the Tourism fund. Council member Devin Henderson seconded the motion. The motion carried 5-0.

REPORTS FROM CITY OFFICIALS

Public Works

Public Works Director John Leiker presented the Comparative Water Report for the period November 10th to December 10th. Mr. Leiker anticipates the percentage of water accounted for to increase due to the repair of a large leak.

Police

Police Chief Avery Smith presented the Mid-Month Incident Report for January and his Department report. Officer Pritchett is attending a free 64-hour training on sexual assault courtesy of the Kansas Coalition Against Sexual and Domestic Violence. Chief Smith then reviewed a report summarizing department activity in 2023. The Department fielded 462 more calls than 2022. Ninety-seven citations were issued and officers conducted 680 traffic stops. Council members questioned if the Greyhound bus stop increased the City's crime rates, to which Chief Smith stated it remains to be seen, however, it doesn't appear so.

City Administrator/Clerk

City Administrator/Clerk Amy Burton announced the annual rabies clinic will be February 10th from 10:30 a.m. – noon in the City Shop. Public Works was unable to manually read the water meters on the 10th due to the snow; therefore, utility bills will be estimated for the February 1st billing period, and then adjusted to actual for the March 1st billing. Ms. Burton attended a recent webinar sponsored by the League of Kansas Municipalities regarding current legislative issues. The League stressed the importance of Home Rule, the improbability of reinstating the Local Ad Valorem Tax Reduction, and the proposed property tax constitutional amendment.

General Government: Special Project

The Grow Ellis Downtown committee would like to proceed with the extensive process to apply for the National Register Historic District designation. Council member John Walz moved to authorize the Clerk's office to apply for grants to assist with the historic district process. Council member Devin Henderson seconded the motion. The motion carried 5-0.

Streets: Repair/Maintenance

Ms. Burton asked if Council would like to move forward with exploring the grant opportunity under the Bipartisan Infrastructure Law (BIL) to rehabilitate Washington Street. In order to get cost estimates and a scope of the project, an engineer would need to be contacted. Council member John Walz moved to authorize City staff to contact Driggs Design Group to obtain estimates for the Washington Street Project. Council member Jolene Niernberger seconded the motion. The motion carried 5-0.

Attorney

City Attorney Olavee Raub stated that she and City staff completed review of the draft Zoning Ordinance. Suggested edits have been submitted to the consultant.

Mayor Update and Announcements

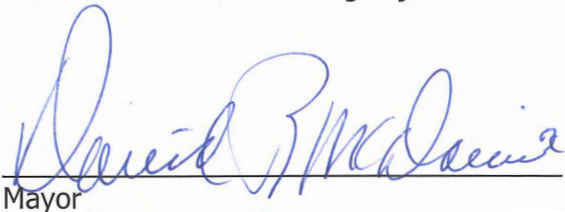
Council member John Walz asked for feedback from Council members on posting legal notices on the City website, if adopting a Charter Ordinance was necessary, and how long the notices should be posted. Ms. Raub stated that a Charter Ordinance wasn't necessary if Council wished to publish the legal notices as information only. Council member John Walz moved to direct the Clerk's office to publish legal notices unofficially on the City's website for 30 days after passage. Council member Martin LaBarge seconded the motion. The motion carried 5-0.

The Governing Body discussed the status of the 2023 goals they set last January. Items accomplished or in progress included the Water Supply System Improvement Project, continued street maintenance, water and sewer infrastructure improvements, downtown revitalization, update City equipment, the TNR program for community cats, increasing employee wages, and addressing the shortage of childcare (through the school district). 2023 goals not yet addressed include progress on the TIF project and addressing the lack of water pressure on the south hill, hosting a monthly listening program for citizens and Council, explore activities for kids, Washington Street repairs, improve wheelchair access on City sidewalks, and touring the museums prior to budget preparation.

Mayor David McDaniel then requested Council input for 2024 goals. The following projects were mentioned: progress on the Water Supply System Improvement Project, water and sewer infrastructure improvements, remove the west section of the pedestrian bridge and survey residents how they'd like to proceed, clean up debris on the spillway of the dam and determine condition and integrity of structure, repair cemetery wall, determine scope of Washington Street project and apply for BIL grants, downtown historic district designation, the TIF project, explore grants for a mural on the south side of City Hall, monthly "Issues and Eggs", establish street and curb repair program, overall sprucing up of the City, replacement of equipment, explore a 1% sales tax to help fund infrastructure, approve and implement the Neighborhood Revitalization Program, develop a youth advisory team, and renew a sense of community and build on what we have.

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 8:48 p.m.



Handwritten signature of David B. McDaniel in blue ink, written over a horizontal line.

Mayor



Handwritten signature of Limmy Bunter in blue ink, written over a horizontal line.

City Clerk

**ELLIS CITY COUNCIL
REGULAR MEETING
Minutes
February 5, 2024**

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, John Walz and Terry Zerfas. Also present were Public Works Director John Leiker, City Administrator/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

Mayor David McDaniel added under New Business a statement from Glen Keller, Chair of the Planning Commission, regarding the Commission's recommendation for Council to consider the proposed re-zoning ordinance for a tract of land on 2nd Street.

PUBLIC PRESENT

Justin Whyte, Glen Keller, Darrin Vlcek, Wanda Younger, Jessica Augustine, Jenni Holmgren, Swede Holmgren, Dava Gaschler, Joe Kreutzer, and Nickole Byers.

Sarbjit Singh, Tim Tague, Michelle Budd, Michael Billinger, Melanie McKee, Love Nixon, Holley Nixon and Mike Downing all arrived at 6:35 p.m.

CONSENT AGENDA

Council member Devin Henderson moved to approve the consent agenda containing the Minutes from the Regular Meeting on January 15, 2024 and Bills Ordinance #2182. Council member John Walz seconded the motion. The Council approved the consent agenda 5-0.

PUBLIC COMMENTS

Jessica Augustine, 303 W. 3rd, stated she was strongly opposed to the re-zoning application due to safety concerns, increased litter and noise, damage to streets, and the negative impact on property values.

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

None

SPECIAL ORDER

General Government: Special Project

Justin Whyte spoke on the 2024 Riverfest event. He presented a cost estimate to replace the electrical at South Chrysler Park from 3-wire receptacles to 4-wire receptacles and to install underground conduit to the gazebo. Mr. Whyte also asked Council to sponsor the meat at the community bar-b-que during the event and to help serve the meal. The Committee would also like the City to construct a permanent, safe dock onto Big Creek from South Chrysler Park. Council took no action but will reconsider the requests closer to the event.

Economic Development: Report

Swede Holmgren shared concerns regarding the proposed re-zoning of the tract of land on 2nd Street. Mr. Holmgren questioned if property owner SJ Singh had a viable business plan, and wanted to know what type of businesses Mr. Singh plans to bring in to the proposed shopping plaza. Mr. Holmgren also questioned the City's plan for traffic management with the proposed new street, and expressed concerns over noise, hours of operation, trash and lighting of the proposed project.

UNFINISHED BUSINESS

Economic Development: Policy

Council reviewed the latest draft of the Neighborhood Revitalization Plan. The proposed Plan was revised to require a minimum investment to be eligible for the Plan, rather than a minimum increase in valuation. Council member John Walz moved to approve the City of Ellis Neighborhood Revitalization Plan as presented. Council member Kellie Crnkovich seconded the motion. The motion carried 5-0.

NEW BUSINESS

Economic Development: Report

Planning Commission Chair Glen Keller spoke on the Commission's recommendation for Council to consider approval of a re-zoning application for Gurkirpa Real Estate Investment Group. The Commission notified all adjacent owners, held a public hearing, and considered the use and building intentions for this property. A letter of support from the Ellis Development Corporation was also received noting the intent of the sale to Mr. Singh was for commercial use for the property. The Commission voted 3-2 to present the requested zoning change to the City Council.

Economic Development: City Code

Council performed a first reading on the proposed ordinance to re-zone a tract of land on 2nd Street from "R-1" Single-Family Dwelling District to "C-S" Highway Service District.

General Government: Committee

Council member John Walz moved to approve Resolution No. 604 declaring the City of Ellis as an official entrant in the Kansas Community Empowerment Program from 2024-2027. Council member Jolene Niernberger seconded the motion. The motion carried 5-0.

Campground: Special Project

City Administrator/Clerk Amy Burton presented the first pay application for the Community Development Block Grant campground improvement project. Council member Devin Henderson moved to approve Request #1 for Payment of CDBG Funds in the amount of \$3,750.00 and to authorize Mayor David McDaniel to sign the related grant documents for the Campground Improvement Project. Council member Jolene Niernberger seconded the motion. The motion carried 5-0.

Fire: License/Permit

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

REPORTS FROM CITY OFFICIALS

Public Works

Public Works Director John Leiker presented a summary of the Department's statistics for 2023. Mr. Leiker reviewed the violation process, including the required length of time residents have to comply depending on the type of violation. The Department served 114 notices for violating mowing, trash and zoning regulations. The 2023 City-Wide Cleanup will be held the week of September 30th. Mr. Leiker was asked by Council to look into extending the sidewalk across the road in Creekside Park.

Police

Police Chief Avery Smith reported the Department is planning to upgrade technology in the office. Council discussed with Chief Smith possible options for slowing down traffic near the Swimming Pool, including speed bumps or stop signs.

Police: Grants

Chief Smith would like to apply for a USDA grant to help fund a dedicated administrative vehicle for himself. Council member Jolene Niernberger moved to authorize Chief Smith to submit an application to USDA for a police vehicle. Council member Kellie Crnkovich

seconded the motion. The motion carried 5-0.

City Administrator/Clerk

City Administrator/Clerk Amy Burton presented the minutes from the recent Planning Commission meeting and the Health Insurance Savings Report for December. The annual Rabies Clinic will be February 10th from 10:30 a.m. – noon in the City Shop. Blue Valley Public Safety will perform preventive maintenance on the outdoor warning sirens this month. Ms. Burton asked Council if they wanted to proceed with a grant application for a mural on the south wall of City Hall. The topic will be added to the February 19th council meeting agenda.

Attorney

Mayor Update and Announcements

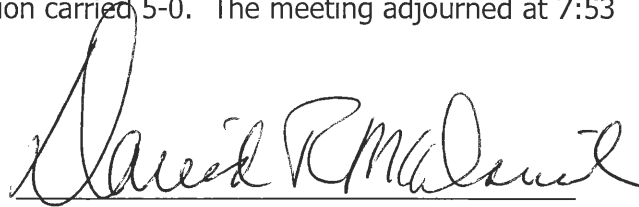
Mayor David McDaniel, Mr. Leiker and Ms. Burton met recently with Brian Spano, Wilson & Company, regarding an update on the Water Supply System Improvement Project. Mr. Spano provided a memo with the projected timeline of the project.

Mayor McDaniel recently attended the League of Kansas Municipalities Local Government Day in Topeka. He reminded Council of the City Leader's Academy April 12th – 13th in Manhattan.

Council member Terry Zerfas commented on the outstanding displays in the Alumni Room in the basement of the Ellis Railroad Museum. Mr. Zerfas asked which entity is responsible for replacing the hot water heater in the building, as the area does not have hot water.

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 7:53 p.m.



David R. McDaniel
Mayor



Amy Burton
City Administrator/Clerk

**ELLIS CITY COUNCIL
REGULAR MEETING
Minutes
February 19, 2024**

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, Police Chief Avery Smith, City Administrator/Clerk Amy Burton, Fire Chief Dustin Vine, and City Attorney Olavee Raub.

PLEDGE OF ALLEGIANCE

AMENDMENTS TO AGENDA

None

PUBLIC PRESENT

Ben Kolas, Justin Whyte, Nickole Byers, Glen Keller, Jack Nicholson, Paulette Harp, Darcy Kozisek, David Clingan, Jeff Augustine, Allen Weber, Swede Holmgren, Jenni Holmgren, Jessica Augustine, Steve Befort, Sue Ann Tebo, Brad Tebo, Wanda Younger, John Befort, Randy Honas and Mike Downing (arrived at 6:35 p.m.). Love Nixon, Sarbjit Singh, Holley Nixon and Michael Billinger all arrived at 6:38 p.m.

CONSENT AGENDA

Council member John Walz moved to approve the consent agenda containing the Minutes from the Regular Meeting on February 5, 2024 and Bills Ordinance #2183. Council member Devin Henderson seconded the motion. The Council approved the consent agenda 6-0.

PUBLIC COMMENTS

Paulette Harp spoke in favor of the rezoning of the tract of land and the Greyhound bus stop. Ms. Harp stated the bus is an affordable and convenient travel option. The rezoning of the land is essential for community growth potential, and Ms. Harp feels it is inhospitable to reject property owner SJ Singh's development plans.

Darcy Kozisek spoke in favor of the rezoning of the tract of land as long as the property is used in accordance with the zoning regulations. Ms. Kozisek stated the property owner should be able to choose what he wants to do on his property. The rezoning would bring more jobs and revenue to the City.

Jack Nicholson spoke in favor of the Greyhound bus stop as an affordable option for transportation. He also advised Council to consider carefully the ramifications of a Charter Ordinance including the City's website as an official publication outlet for City notices.

Swede Holmgren spoke in opposition to the bus stop due to the clientele he's witnessed exiting the bus. Mr. Holmgren encouraged Council to delay the decision on the rezoning ordinance until Mr. Singh has definite plans for development. Mr. Holmgren stated he appreciated that Mr. Singh bought the land and wants to develop, but the citizens deserve answers as to his development plans.

Paulette Harp spoke again that Mr. Holmgren's critique of the Greyhound bus was general in nature and that he is passing unfair judgment.

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

None

SPECIAL ORDER

Fire: Report

Fire Chief Dustin Vine presented his monthly report and thanked the community for

supporting the Fire Department's recent pancake feed.

Economic Development: Report

Property owner SJ Singh spoke on his pending application for rezoning his tract of land on 2nd Street from "R-1" Residential district to "C-S" Highway Commercial district. Mr. Singh handed out a letter of support from the Ellis Development Corporation and a map of the property. Mr. Singh stated that most communities' welcome investors in their communities and offer encouragement and appreciation. In the last 20 years, Mr. Singh and his partners have invested \$60 million in underserved communities like Ellis. Without the Days Inn or the A&W Restaurant travelers would have no reason to stop in Ellis. Mr. Singh asked Police Chief Avery Smith how many calls the department has had directly related to the bus stop. Chief Smith replied only one to two calls in the seven months of operation, and those were for transient aid. Mr. Singh added that he is trying to help the community by bringing in jobs and revenue. Mr. Singh added that if you want the town to survive, the town needs growth and development.

UNFINISHED BUSINESS

Economic Development: City Code

Council performed a second reading of the proposed ordinance changing the zoning on a tract of land owned by Gurkirpa Real Estate Investment Group. Council member John Walz read a statement saying Ellis has been fortunate to have outside developers invest in our community. He included examples of Wheelchairs of Kansas, the TIF housing project, Ellis Travel Plaza, CCR Landscaping, Days Inn, Casey's General Stores, Dollar General, and A&W Restaurant. Mr. Walz challenged Council members to think what Ellis would look like without all of those outside investors. The Ellis Development Corporation sold the land with the understanding that it would be used as commercial property. Mr. Walz asked the council to read Chapter 2 of "13 Ways to Kill Your Community" by Doug Griffiths.

City Attorney Olavee Raub stated that under the current Zoning Ordinance, annexed land defaults to "R-1" Residential zoning district. That provision is currently subject to change in the zoning recodification. Ms. Raub added that it is not appropriate for Council to base their decision on the applicant, but what is the best use of the property. Ms. Raub stated that if the land is rezoned, the next step would be for the developer to come to the Planning Commission with a plan on how to develop the street, water and sewer infrastructure. Ms. Raub again encouraged the Council to be cognizant of the land use and not the applicant. Council member Kellie Crnkovich and Martin LaBarge requested delaying any decision to give Council time to digest citizen comments. Mr. Walz stated that since this is the second reading Council should move forward; therefore, he made a motion to approve Ordinance No. 1495 changing the zoning of a tract of land on 2nd Street from "R-1" Residential district to "C-S" Highway Service district. Council member Jolene Niernberger seconded the motion. Upon a call for discussion, Council member Terry Zervas stated he felt the street and utility infrastructure should be installed before considering any plans for development. That area has had drainage issues in the past that need to be considered. Mr. Zervas believes the property valuation will actually increase rather than decrease with any new development. Upon a call for the vote, the motion failed 2-4, with Council member Jolene Niernberger and John Walz voting in favor of the motion, and Council members Terry Zervas, Kellie Crnkovich, Martin LaBarge and Devin Henderson voting opposed.

After the vote was recorded, Ms. Niernberger asked how any developer would invest in Ellis when the Council votes no to development and additional jobs for the community. Ms. Raub stated that the property is currently zoned residential. Water run off will be different for residential and commercial properties; therefore, that's why the rezoning application is historically considered prior to the installation of new infrastructure.

Parks: Repair/Maintenance

Justin Whyte asked if Council wanted to participate with the Riverfest Committee in upgrading the electrical work in South Chrysler Park prior to the event in June. Council member John Walz moved to approve the quote from Don's Electric & Rewind, Inc. in the amount of \$3,100.00 for electrical upgrades for South Chrysler Park with funds to come from the Special Parks fund. Council member Devin Henderson seconded the motion. The motion carried 6-0.

General Government: Special Project

City Administrator/Clerk Amy Burton presented numerous murals from other cities for Council to review as examples. Council member Martin LaBarge moved to seek bids on a mural similar to the City of Woodbine's. Council member Jolene Niernberger seconded the motion for the sake of discussion. The City of Woodbine's mural has numerous facets and could include historic images as well as images that highlight what Ellis has to offer. Upon a call for the vote, the motion carried 6-0.

Tourism: Contract

Ms. Burton continued by presenting the contract with Lamar for the City's five billboards. The renewal period runs from April 26, 2024 to April 25, 2025. At the January 15th council meeting, Council approved the Lamar contract for \$10,660.00, but did not include the annual percentage increase. Council member Martin LaBarge moved to ratify the Lamar contract for the City's billboards at a cost of \$11,180.00 with funds to come from the Tourism fund. Council member Devin Henderson seconded the motion. The motion carried 6-0.

NEW BUSINESS

Police: Acquisition

Police Chief Avery Smith presented three bids for the purchase of a fourth vehicle for the Department. Chief Smith stated this vehicle would be designated as an "Admin" vehicle for the Chief to drive. Two of the bids are for a 2021 Ford F-150 pickup and the third bid is for a 2024 Ford F-150 pickup. The recommended bid from Chicago Motors is no longer valid as the 2021 Ford F-150 has since sold. Chief Smith then recommended the purchase from Asia Motors for the other 2021 Ford F-150 that has slightly more miles. Council member Martin LaBarge questioned the need for a pickup since the Department has access to the Public Works' pickups. He would like to see bids for another SUV. Council member Terry Zerfas agreed that he would like to see additional bids as well. Council directed Chief Smith to present additional SUV bids at the next meeting.

Pool: Acquisition

Public Works Director John Leiker presented the quote for swimming pool chemicals. Council member Jolene Niernberger moved to approve the quote from Brenntag for the purchase of 1,375 gallons of sodium hypochlorite (\$6,195.48), 4,000 lbs. of hydrochloric acid (\$2,150.00) and 200 lbs. of isocyanuric acid (\$256.00) for a total cost of \$8,601.48 with funds to come from the General – Swimming Pool fund. Council member John Walz seconded the motion. The motion carried 6-0.

Street: Acquisition

Mr. Leiker continued by presenting two bids for crack sealing material. Council member Devin Henderson moved to approve the bid from Pavement Maintenance Products for 11,700 lbs. Deery 102 crack sealing material in the amount of \$8,658.00 with funds to come from Capital Improvement – Street fund. Council member Martin LaBarge seconded the motion. The motion carried 6-0.

Street: Repair/Maintenance

Mr. Leiker presented the map of the 2024 Street Rehabilitation Project and the letter to send to the County Commissioners requesting assistance. Mr. Leiker stated the map may change

a bit because part of the area included is maintained by the County. Council member John Walz moved to authorize Mayor David McDaniel to sign the letter to the County Commissioners requesting assistance with the 2024 Street Rehabilitation Project. Council member Jolene Niernberger seconded the motion. The motion carried 6-0.

Clerk/Police: Acquisition

City Administrator/Clerk Amy Burton presented bids for upgrading the firewall for the Clerk's and Police Department's offices. The vendors submitted bids for both managed services and for the City to purchase the firewall outright. Ms. Burton's recommendation is to purchase the firewall from the low bidder. Council member John Walz moved to approve the purchase and installation of the Sonicwall Tz470 firewall from GBT in the amount of \$2,676.07 with funds to come from 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 December 10, 2023 to January 10, 2024. The street sweeper and the 1964 mini grader are both out of commission for repairs. Mr. Leiker also noted the cemetery roads have been graded.

Police

Police Chief Avery Smith presented the Mid-Month Incident Report for February and his Department report. Chief Smith warned residents of recent scams and encouraged the community to read his article in the March 1st edition of the *Town Crier*. In the coming weeks, officers will participate in a DUI enforcement refresher and firearms training. Chief Smith invited Council to watch a YouTube video on growing threats in America and stated consideration need to be taken during budget sessions on upgrading physical security on all City buildings.

City Administrator/Clerk

City Administrator/Clerk Amy Burton updated Council on the status of the Campground Improvement Project. The bid opening for the bathhouse portion has been delayed to March 14th. Ellis County Sheriff Scott Braun will be at the March 18th council meeting to discuss an inmate housing agreement. Swimming pool staff interviews will begin next week.

Attorney

None

Mayor Update and Announcements

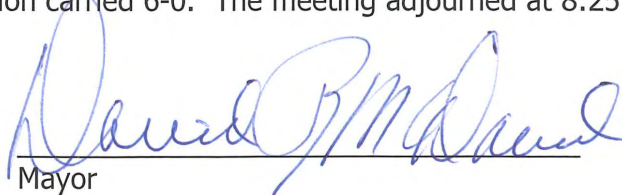
Mayor David McDaniel reminded Council of the work session scheduled for 6:00 p.m. on February 20th with representatives from the County and the Hays Public Library. The League of Kansas Municipalities City Leader Academy will be held April 12-13th in Manhattan, KS. Mayor McDaniel then expressed his disappointment in the vote to deny the rezoning on 2nd Street.

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 8:25 p.m.



City Administrator/Clerk


Mayor

**ELLIS CITY COUNCIL
REGULAR MEETING
Minutes
March 4, 2024**

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, Police Chief Avery Smith, City Administrator/Clerk Amy Burton, and City Attorney Olavee Raub.

PLEDGE OF ALLEGIANCE

AMENDMENTS TO AGENDA

None

PUBLIC PRESENT

Glen Keller, Nickole Byers, Ben Kolas, Jenni Holmgren, Joseph Kreutzer and Neal Younger.

CONSENT AGENDA

Council member John Walz moved to approve the consent agenda containing the Minutes from the Regular Meeting on February 19, 2024 and Bills Ordinance #2184. Council member Devin Henderson seconded the motion. The Council approved the consent agenda 6-0.

PUBLIC COMMENTS

Jenni Holmgren read a statement thanking Council members Terry Zerfas, Martin LaBarge, Kellie Crnkovich, and Devin Henderson for listening to the resident's concerns regarding the recent rezoning application on 2nd Street. She also expressed disappointment in comments made by Mayor David McDaniel, Council member John Walz and Council member Jolene Niernberger in response to the denial of the rezoning application. Ms. Holmgren also commented on issues with the sound on the Council meeting streams on YouTube, and questioned if the swimming pool could stay open longer without lifeguards on duty.

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

Museum: Repair/Maintenance

Ellis Railroad Museum President Glen Keller requested assistance from the City to replace the hot water heater in the basement of the Museum. The Museum leases the building from the City. Public Works Director John Leiker will solicit bids for consideration at the next Council meeting.

SPECIAL ORDER

None

UNFINISHED BUSINESS

Police: Acquisition

Police Chief Avery Smith presented eight bids for consideration for a police admin vehicle – two Ford F-150 pickups, two Chevy Tahoe's, two Ford Explorers, and two Ford Explorer hybrids. Chief Smith recommended the 2021 Ford F-150 pickup from Asia Motors. JR Audio will upfit the vehicle.

Council members questioned Chief Smith's plans for the 2016 Ford Taurus. Chief Smith stated he would like to keep the Ford Taurus through the end of the year, and then sell or trade that vehicle for a new one. Chief Smith added that he would like four patrol vehicles, and eventually, for each officer to have their own unit in order to minimize assistance needed from the Sheriff's Department.

When asked if the proposed admin vehicle would be rotated on patrol, Chief Smith stated that its purpose is a vehicle for the Chief to drive, and it would be parked at City Hall or his

residence. However, it could be used as a backup vehicle if a vehicle was in the shop for repairs. Chief Smith stated that he does not feel safe driving from his residence to City Hall in his personal vehicle while in uniform. Council member John Walz noted that he's driven his personal vehicle to work in uniform for over 20 years without incident.

Council member Martin LaBarge moved to purchase the 2021 Ford F-150, stock no. 23683 in the amount of \$38,795.00 from Asia Motors and to approve the upfitting of the vehicle from JR Audio in the amount of \$12,171.00. If that vehicle is no longer available, then to purchase the 2021 Ford F-150, stock no. 23675, in the amount of \$38,795.00 from Asia Motors. The Ford Taurus must be disposed of by the end of 2024. Council member John Walz seconded the motion. Upon a call for the vote, Council members Kellie Crnkovich, Martin LaBarge and John Walz voted in favor of the motion and Council members Terry Zervas, Devin Henderson and Jolene Niernberger voted opposed. Before the tie-breaking vote, Mayor David McDaniel asked those opposed their reasoning for voting against the motion. The consensus was that the citizens don't support a fourth vehicle for the department, let alone a vehicle for each officer. Additional comments were that just because a vehicle was budgeted in 2024 doesn't mean it has to be purchased, and that a fourth vehicle seems more of a want instead of a need.

Chief Smith noted there are times that every officer is called out. Mayor McDaniel then asked if the Ford Taurus was disposed of right away and the Department only maintained three vehicles, if that would sway any votes. It was the consensus that Council didn't want to see the Police Department have more than three vehicles. With that, Mayor McDaniel voted no, causing the motion to fail 3-4.

Council member Martin LaBarge then moved to keep the motion the same as far as purchasing the 2021 Ford F-150, but to dispose of the Ford Taurus as soon as the pickup is fit to go on duty. Council member John Walz seconded the motion. That motion passed 5-1 with Council member Terry Zervas voting opposed.

NEW BUSINESS

Police: Special Project

Chief Smith continued by requesting approval for the Police Department to host a co-ed softball tournament again this year. The Department has increased the entry fee and would also like to recruit sponsors to help fund the cost of prizes, umpires and maybe bouncy houses for the kids. Council member John Walz moved to allow the Police Department to host a co-ed softball tournament and to ask for financial assistance from sponsors. Council member Devin Henderson seconded the motion. The motion carried 6-0.

Campground: Special Project

Council considered a donation request from the EHS Alumni Association for campground and swim passes for the alumni golf tournament. Council member John Walz moved to approve the Donation Application for the EHS Alumni Association for two one-day campground passes and two 15-day swimming pool passes (one adult and one child.) Council member Martin LaBarge seconded the motion. The motion carried 6-0.

Water: Acquisition

Public Works Director John Leiker presented a bid for electronic water meters. The City budgets funds each year to continue to replace the standard water meters. Electronic meters are more accurate and detect leaks faster than standard meters. Council member Devin Henderson moved to approve the purchase of electronic water meters from Metron-Farnier in the amount of \$40,086.31 with funds to come from the Water Depreciation Reserve fund. Council member Jolene Niernberger seconded the motion. The motion carried 6-0.

General Government: Contract

The City contracts with Mark Augustine to conduct dog pound services. Mr. Augustine has requested Council consider increasing the daily pound fee again. The Council increased fees from \$12.00 to \$15.00 per day in November 2022. Council member John Walz moved to revise the current Municipal Pound Services contract with Mark Augustine to reflect an increase in the daily pound fee from \$15.00 to \$20.00. Council member Jolene Niernberger seconded the motion. The motion carried 6-0.

Water: Policy

Public Works Director John Leiker asked for consideration to lift the Water Warning declaration from November 2023. The City no longer meets the criteria to declare the warning according to the City's Water Conservation Plan. Council member Jolene Niernberger moved to approve Resolution No. 605 recalling the declaration of a Water Warning. Council member Martin LaBarge seconded the motion. The motion carried 6-0.

REPORTS FROM CITY OFFICIALS

Public Works

Mr. Leiker stated that J-Corp will begin work on 13th Street in mid-March. The City's water well levels have increased slightly, and as such, the inflow and infiltration levels have increased as well.

Police

Police Chief Avery Smith presented the Monthly Incident Report for February. Officers have participated in numerous training opportunities. Officer Pritchett recently attended Sexual Assault training and the Pittsburg State Irene Ransom Bradley School of Nursing donated an evidence camera and an alternate light source to the Department to help with sexual-related cases. Stop signs and speed bumps will be installed around the area of the swimming pool to slow down traffic.

City Administrator/Clerk

City Administrator/Clerk Amy Burton presented the Health Insurance Savings Report for January and the regular and special meetings of the Planning Commission. Interviews for the 2024 pool season were conducted last week. The pool will have 12 returning lifeguards and one returning pool house attendant. In response to Ms. Holmgren's suggestion of keeping the pool open longer and hanging signs to "swim at your own risk", the City's liability insurance will not allow the pool to be open without certified lifeguards on duty. Ms. Burton has received several inquiries of what revenue the City receives from businesses on the north hill. The City receives transient guest tax money from the hotel, gas tax revenue from the convenience stores, and sales tax revenue from all of the businesses in that area as well.

General Government: Special Project

Ms. Burton also provided an update on the mural for City Hall. Bid packages have been sent out, with proposed designs and cost estimates due back by March 29th. The deadline for the Office of Rural Prosperity Rural Mural & Public Art Grant is May 10th.

Campground: Special Project

The bid opening for the bathhouse portion of the Campground Improvement Project is March 14th at 3:00 p.m.

Attorney

City Attorney Olavee Raub reported that she has reached out to Wilson & Company again regarding the status of the easement descriptions for the property affected by the Water Supply System Improvement project.

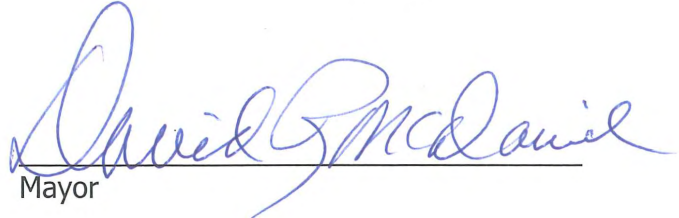
Mayor Update and Announcements

Mayor David McDaniel reminded everyone that Senator Caryn Tyson will be at Dolce Vita on March 10th to discuss property taxes.

Council member Martin LaBarge inquired about adding a 1-cent sales tax to help fund capital projects and equipment needs. The City could add a general-purpose sales tax, but not a special-purpose sales tax due to already having one dedicated to service water debt. If the voters would approve an additional general-purpose sales tax, the Council would need to budget a portion of that sales tax to the Capital Projects funds.

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.



David G. McDaniel

Mayor



Amy Burton

City Clerk

**ELLIS CITY COUNCIL
REGULAR MEETING
Minutes
March 18, 2024**

CALL TO ORDER

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

PLEDGE OF ALLEGIANCE

AMENDMENTS TO AGENDA

None

PUBLIC PRESENT

Glen Keller and Vaughn Snider.

CONSENT AGENDA

Council member Martin LaBarge moved to approve the consent agenda containing the Minutes from the Regular Meeting on March 4, 2024 and Bills Ordinance #2185. Council member Jolene Niernberger seconded the motion. The Council approved the consent agenda 5-0.

PUBLIC COMMENTS

None

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

None

SPECIAL ORDER

Report: Fire

Fire Chief Dustin Vine noted there were zero fire calls for the month. The new bunker gear arrived, but the ordered sizes and logos were incorrect and had to be sent back. The Department plans to focus on tactics and public education to prevent the spread of wildfires.

UNFINISHED BUSINESS

None

NEW BUSINESS

Streets: Acquisition

Public Works Foreman Joe Kreutzer presented a quote for materials for the annual chip seal project. Council member John Walz moved to approve the bid from Flatlander for chip seal chips and crushed rock in the amount of \$30,775.00 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

Mr. Kreutzer continued by presenting the Comparative Water Report for the period January 10th to February 10th. The water well levels have remained stable and water leaks on Taylor Street and 13th Street have been repaired. J Corp will start on the 13th Street project next week. A majority of the curbs in that area should be able to be replaced as well. The project is expected to take up to two weeks.

Police

Police Chief Avery Smith presented the Mid-Month Incident Report for March. Officers will

qualify with their concealed carry weapons March 30th. Various officers will participate in several training courses in the near future, including Essential Spanish, Supervisor Leadership Institute, and Taser Instructor.

City Administrator/Clerk

City Administrator/Clerk Amy Burton presented the Health Insurance Savings Report for February. The bid opening for the bathhouse portion of the Campground Improvement Project was held March 14th. The lone bid was substantially overbudget. Ms. Burton and Assistant City Clerk Verda Flinn are discussing options with Grant Administrator Corina Cox and engineer Buck Driggs on how to move forward, including possibly re-bidding that portion of the project.

Attorney

City Attorney Olavee Raub reported that she has received all of the legal descriptions to start drafting the easement contracts for the Water Supply System Improvement Project.

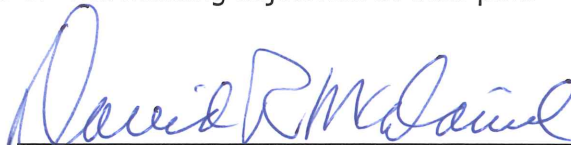
Mayor Update and Announcements

Council member John Walz reported that the City has received several TNR applications for the committee to schedule.


Council member Terry Zerfas inquired about the fireworks resolution. The topic will be on an April agenda for discussion.

ADJOURNMENT

Council member Martin LaBarge moved to adjourn the meeting. Council member John Walz seconded the motion. The motion carried 5-0. The meeting adjourned at 6:53 p.m.



Mayor



City Administrator/Clerk

**ELLIS CITY COUNCIL
REGULAR MEETING
Minutes
April 1, 2024**

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, John Walz and Terry Zerfas. Also present were Public Works Director John Leiker, Police Chief Avery Smith, City Administrator/Clerk Amy Burton, and City Attorney Olavee Raub. Council member Martin LaBarge was absent.

PLEDGE OF ALLEGIANCE

AMENDMENTS TO AGENDA

None

PUBLIC PRESENT

Glen Keller, Buck Driggs, Darrell Romme, Pauleen Edmonds, Daniel Pyle, Verda Flinn, Dustin Key, David Clingan, Nickole Byers, Alex McKenzie, Brandon Comer, Janice Wilson, Scott Braun, and Michael Berges (arrived at 7:34 p.m.)

CONSENT AGENDA

Council member Devin Henderson moved to approve the consent agenda containing the Minutes from the Regular Meeting on March 18, 2024 and Bills Ordinance #2186. Council member John Walz seconded the motion. The Council approved the consent agenda 5-0.

PUBLIC COMMENTS

Brandon Comer asked for Council to reconsider selling the Ford Taurus when the new Ford F-150 police administrator vehicle arrives. Mr. Comer stated he talked to 100 people and no one was concerned how many police vehicles the department had, or even knew how many officers were on staff.

Dustin Key clarified misconceptions regarding the County Commissioners vote to put the question to voters if a county library should be formed. Hays Public Library would not become the county library, nor would residents in Hays even have a vote. The Ellis Public Library would not close. In fact, Ellis could become the county library if it wanted to. If the City of Ellis opts in, it doesn't mean a county library would be formed. All it means is that the question will be put to the voters if they want their tax dollars to stay in Ellis County by forming a county library, or to continue to be sent to Barton County and then re-distributed to 17 counties through the Central Kansas Library System. If approved, residents in the City of Ellis would see a reduction in taxes as the 4 mills levied for the library would no longer be needed since the County Library would provide funding.

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

Parks: Special Project

Pauleen Edmonds, Community Foundation of Ellis, presented a proposal to install a 40' x 60' covered picnic shelter in Creekside Park. The Foundation has applied for a Patterson Foundation matching grant to fund the project. If the project is approved by Council, upon completion the shelter will be gifted to the City. The City will be responsible for continuing maintenance. The shelter will have electricity available and automatic lights that are tied into the street lights. Public Works Director John Leiker expressed concern with the size of the shelter since the park is in a "R-1" Single-Family Dwelling District. The current "R-1" building codes only allow accessory structures up to 1,200 sq. ft. Mayor McDaniel requested this item be tabled until the next meeting in order for Mr. Leiker and City Attorney Olavee

Raub to research if there are any special exemptions for parks in the building codes.

SPECIAL ORDER

Municipal Court: Contract

Ellis County Sheriff Scott Braun presented and discussed a proposed housing agreement for inmates ordered to serve jail time from Ellis Municipal Court. The facility currently provides clothing, food service, and minor medical care for inmates. The proposed housing agreement requests payment of \$100 per calendar day for each inmate. K.S.A. 19-1930 allows the County Sheriff to charge an entity for inmate care even without an agreement. Sheriff Braun stated it is the County Commissioner's decision as to when this agreement would become effective. City Attorney Olavee Raub estimated the Ellis Municipal Court ordered less than ten days of jail time in 2023.

General Government: Insurance

Darrell Romme, Romme Agency, presented the City's 2024-25 general insurance policy with EMC Insurance. The overall premiums increased 3% from last year. The City is part of an insurance pool with other municipal entities. If there are gains overall for the past year, EMC Insurance distributes a premium dividend return. Last year's dividend check back to the City was over \$26,000. Council member Jolene Niernberger moved to approve the 2024-25 general insurance policy with EMC Insurance in the amount of \$199,319.00. Council member John Walz seconded the motion. The motion carried 5-0.

General Government: Report

USD 388 Superintendent Janice Wilson provided an update on the school district. The daycare project has had a couple of setbacks, but the project is progressing. The daycare will be self-funded and teachers within the school district will have first priority on availability. The bond project is in the second year. Work will commence once school dismisses in May for the summer. Bonds will help fund an HVAC system and flooring at Washington Grade School and updated science rooms and a secure entry at Ellis High School. Enrollment is down approximately 50 kids from 10 years ago with part of the reason being lack of housing in town.

Parks: Special Project

Ellis Recreation Commission Director Dan Pyle stated the tennis courts are in need of resurfacing. The City, Recreation Commission, and USD 388 cooperated to build the tennis courts in 1995 and share costs of needed repairs or maintenance. Mr. Pyle proposed converting one of the tennis courts into two pickleball courts when they are resurfaced. He is requesting approval from Council to start seeking grant funding. Council member Kellie Crnkovich moved to authorize the Ellis Recreation Commission to start looking for funding for the resurfacing of the tennis courts and to convert one court to two pickleball courts. Council member John Walz seconded the motion. The motion carried 5-0.

UNFINISHED BUSINESS

Economic Development: Policy

City Attorney Olavee Raub presented the proposed interlocal agreement for Ellis County and USD 388 regarding the Neighborhood Revitalization Plan. David Clingan, Grow Hays, and Mayor David McDaniel will present the agreement to the County Commissioners and School Board for consideration. If approved, a resolution will be adopted formally approving the Plan. Council member John Walz moved to authorize David Clingan and Mayor McDaniel to present the Neighborhood Revitalization Plan Interlocal Agreement to the Ellis County Commission and the USD 388 school board. Council member Jolene Niernberger seconded the motion. The motion carried 5-0.

Campground: Special Project

Buck Driggs, Driggs Design Group, provided an update on the Campground Improvement

Project. The project was bid in two phases – the acquisition and installation of the playground equipment, and then the prefabricated bathhouse and other minor improvements. Three bids were received for the playground equipment, and all three bids were over the original project budget. After discussion with City staff and the City's grant administrator, Mr. Driggs recommends the City accept the low bid from Playscape Recreation with the exception that Playground Assembly #3 will be eliminated from the bid.

The bid packet for the bathhouse portion of the project was sent to over 20 contractors for consideration. Only one bid was received. That bid was \$133,159 over the original project budget, and included over \$142,000 of mobilization costs for \$110,000 of work. The bidder also did not use the suggested buying co-op to save approximately \$20,000 on the actual bathhouse. Mr. Driggs recommends the City reject this bid and rebid the project with modifications. The modifications include the Public Works Department performing the dirt work, seeding, pavement markings, and installation of the water and sewer lines. The construction period will also be extended from December 2024 to June 2025 and the contractor will be required to utilize a municipal buying co-op for the bathhouse. Midwest Energy will install a light pole rather than install decorative lighting. The modifications will then be included in the bid as add alternates.

Council member Devin Henderson moved to approve the bid from Playscape Recreation with a change order eliminating Playground Assembly #3 equipment and installation, for an adjusted cost of \$78,591.00. Council member Jolene Niernberger seconded the motion. The motion carried 5-0.

Council member Kellie Crnkovich then moved to reject the bid from QMC, Inc. and to rebid the bathhouse portion of the project with the recommended modifications. Council member Devin Henderson seconded the motion. The motion carried 5-0.

NEW BUSINESS

Water: Acquisition

Public Works Director John Leiker presented bids for a hydro excavation machine. Even though the quote is not the low bid, Mr. Leiker recommends the machine from Key Equipment in that it also has a valve turner. The machine will be useful for the mandated Lead and Copper Rule (LCR) inventory and will make it easier to replace water meters. Council member Jolene Niernberger moved to purchase the Hurco Valve-N-Vac 300G hydro evacuation machine from Key Equipment in the amount of \$57,844.25 with funds to come from the Special Machinery fund. Council member Devin Henderson seconded the motion. The motion carried 5-0.

REPORTS FROM CITY OFFICIALS

Public Works

Mr. Leiker noted the 13th Street project was progressing and work should be completed within the next two weeks. Speed bumps have been installed by the swimming pool to slow down traffic.

Police

Police Chief Avery Smith presented the Monthly Incident Report for March. Chief Smith and Officer Peterson completed an essential Spanish course for law enforcement. Sergeant Kolas will attend a Supervisor Leadership Institute in April. Chief Smith noted that he requested a two-way stop at 8th and Monroe and signage to slow down around the campground.

City Administrator/Clerk

City Administrator/Clerk Amy Burton reported that one bid was received and one artist requested additional time to submit a proposal for the City Hall mural. Ms. Burton and Assistant City Clerk Verda Flinn recently attended the CCMFOA Spring Conference in Manhattan.

Attorney

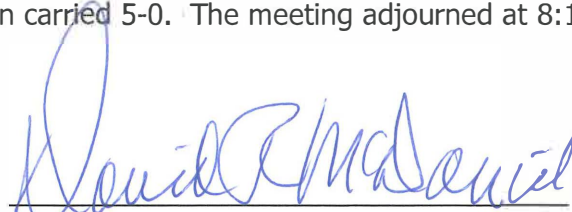
Mayor Update and Announcements

Mayor David McDaniel reminded Council of the work session with the Ellis Public Library Board April 8th at 6:30 p.m.

Council member Terry Zerfas inquired about painting the "No Parking" lines on Washington Street before summer.

ADJOURNMENT

Council member Devin Henderson moved to adjourn the meeting. Council member Kellie Crnkovich seconded the motion. The motion carried 5-0. The meeting adjourned at 8:14 p.m.



Mayor



City Clerk

**ELLIS CITY COUNCIL
REGULAR MEETING
Minutes
April 15, 2024**

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, Police Chief Avery Smith, City Administrator/Clerk Amy Burton, and City Attorney Olavee Raub.

PLEDGE OF ALLEGIANCE

AMENDMENTS TO AGENDA

None

PUBLIC PRESENT

Glen Keller, John Begler, Pauleen Edmonds, David Clingan, Tracy Andrews, Robin Henman, Mary Jo Walz, Brandon Comer, Dean Gottschalk, Gilbert Kinderknecht, Cheryl Kinderknecht, Michael Berges, and Brandon Hines.

CONSENT AGENDA

Council member John Walz moved to approve the consent agenda containing the Minutes from the Regular Meeting on April 1, 2024, Bills Ordinance #2187, and the Manual Journal Entries for December. Council member Jolene Niernberger seconded the motion. The Council approved the consent agenda 6-0.

PUBLIC COMMENTS

John Begler spoke on the County Library proposal. He expressed concerns over the lack of information available and noted that the Central Kansas Library System provides good service to the Ellis Public Library. He is okay with his tax dollars going to support other county libraries and urged Council to opt out of the vote for the County Library proposal. Dean Gottschalk expressed concerns over the newly placed stop signs in the Ellis Lakeside Campground area. He didn't feel the stop signs would be necessary if the police would simply enforce the posted speed limit.

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

None

SPECIAL ORDER

Fire: Report

Fire Chief Dustin Vine was unable to attend the meeting so Council reviewed the submitted report.

UNFINISHED BUSINESS

Park: Special Project

Public Works Director John Leiker reported that Creekside Park is exempt from the accessory structure size restrictions due to the size of the park. As long as the shelter complies with the floodplain regulations, it would be allowed in the park. Council member John Walz moved to approve the Community Foundation of Ellis to continue to explore a covered picnic shelter at Creekside Park. Council member Kellie Crnkovich seconded the motion. The motion carried 6-0.

Police: Disposal

Brandon Comer again asked Council to reconsider selling the Ford Taurus when the new Ford F-150 police administrator vehicle is fully equipped. He believes the Department should be allowed to keep the vehicle since it is already paid for and it would be good to have a

larger police presence in town. Mr. Comer also believes the Police Chief should be allowed to have his own designated vehicle and that Council should trust Chief Smith when he says he needs additional equipment. Council member Kellie Crnkovich agreed that since the vehicle was paid for it would be good for the Police Department to have access to four vehicles. However, other Council members felt the topic had already been discussed and voted on; therefore, it would not be prudent to revisit the issue. No action was taken.

Library: Special Project

Council discussed the option on whether or not to allow Ellis residents to vote in August on the creation of a County Library. City Attorney Olavee Raub clarified that the Council has no control over the daily operations of the Ellis Public Library. The Council only approves the Mayor's appointments to the Library Board and determines the allocated tax. Council expressed concern and disappointment in the compressed time frame to consider whether or not to opt in to the vote. If Ellis does not opt in to the vote, then only rural Ellis County residents will be able to vote on the proposal. If the measure passes, and Ellis agrees to be the site of the County Library, then the newly formed County Library Board would determine the annual operating budget and staffing. The County has provided a draft Memorandum of Understanding (MOU) for review, but noted the document is negotiable. Council proposed holding a work session with the County Commissioners, USD #388 Board of Education, and the Ellis and Hays Public Library Boards to further discuss the proposal.

Library: Special Project

During the April 8th work session held between the Council and the Ellis Library Board, a question arose if City Attorney Olavee Raub would be allowed to advise the Ellis Public Library Board on negotiating provisions of the MOU. Ms. Raub noted that authorization would be contingent on whether or not the City opted into the vote; therefore it wasn't necessary to grant authorization until the Council decides whether or not to allow Ellis residents to vote on the proposal to create a county library.

NEW BUSINESS

Economic Development: Policy

City Attorney Olavee Raub presented a resolution officially approving the Neighborhood Revitalization Plan. Both the County Commissioners and the USD #388 Board of Education have approved the Interlocal Cooperation Agreement. Under the Plan, residents will automatically qualify by investing at least \$15,000 in residential improvements or \$25,000 in commercial improvements. The application must be approved by the County Appraiser before the project is started in order to be eligible for the tax rebate. Council member John Walz moved to adopt Resolution No. 606 approving a Neighborhood Revitalization Plan for the City of Ellis. Council member Devin Henderson seconded the motion. The motion carried 6-0.

Police: Acquisition

Police Chief Avery Smith presented bids for ballistic vests for Officers Peterson, Pritchett and LaBarge. Chief Smith only budgeted for the purchase of two vests in 2024; however, he plans to apply for a grant to reimburse a portion of the purchase. Council member Devin Henderson moved to approve the purchase of three Safariland IIIA ballistic vests (\$3,237.00) and three Oregon City carriers (\$900.00) from Baysinger's Uniforms in the total amount of \$4,137.00 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 presented the Comparative Water Report for the period February 10th to March 10th. J Corp has completed the 13th Street project and the road is

now open to the public. All of the curbing included in the project area was replaced; however, Council may need to ratify a small amount that went over the approved budget for the project. Council inquired about the new federal standards on drinking water.

Police

Police Chief Avery Smith presented the Mid-Month Incident Report for April. The 2021 Ford F-150 has arrived; however, JR Audio stated it could be up to 45 days to get the pickup in to outfit with equipment. The Department will participate in the National Take Back Day for expired or unused prescription drugs on April 27th.

Chief Smith then discussed the stop signs at the Ellis Lakeside Campground. The purpose of the stop signs is to have traffic stop before entering the campground. A top complaint received from campground visitors is the speed of traffic through the campground. Speed bumps are discouraged due to damage to campers. The Standard Traffic Ordinance authorizes the Chief of Police to place signs, where needed, to increase safety. No speed study is required in order to place stop signs. Chief Smith stated that going forward he will bring suggestions to regulate traffic flow to the Council for approval.

Chief Smith then stated the community needs more education on the TNR program on why the cats are brought back to the same area as trapped. The program is proven to be effective, but it will take several years.

City Administrator/Clerk

City Administrator/Clerk Amy Burton presented the minutes from the recent Campground Committee and Tourism Committee meetings. She then reviewed the December and year-end financial statements. A resident has approached the City asking to expand the Walnut Street park to add a basketball court or more playground equipment. Ms. Burton will present cost estimates during budget discussions.

General Government: Special Project

Ms. Burton then discussed the proposed mural at City Hall. The artist has asked for a proposed budget in order to submit a design. Council member Kellie Crnkovich moved to allow up to \$20,000 for a mural on the south wall of City Hall. Council member Devin Henderson seconded the motion. The motion carried 6-0.

Personnel: Exit

Ms. Burton stated that Clerk I Toni Jensen has submitted her resignation effective April 26th. Clerk II Danielle Schaus will be transitioned to the Clerk I position, and advertisement of the Clerk II position has begun.

Attorney

City Attorney Olavee Raub reported that she is still working on the easements for the Water Supply System Improvement Project.

Mayor Update and Announcements

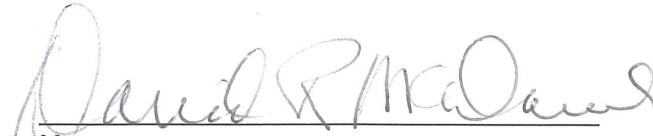
Mayor David McDaniel announced that Hess Services will soon begin work on the TIF project. Hess will construct 20th and 21st streets from Walnut to Maple, and Maple from 20th to 22nd street.

Mayor McDaniel and Council members Jolene Niernberger and John Walz shared information from the recent City Leaders Academy they attended in Manhattan, Kansas.


Councilmember John Walz inquired on numerous projects including repairs to 2nd Street, the Bipartisan Infrastructure grant available, new lawn permits, security at the Water Treatment Plant and police firing range, and ended by encouraging the City to celebrate their successes.

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 8:56 p.m.



Mayor



City Clerk

**ELLIS CITY COUNCIL
REGULAR MEETING
Minutes
May 6, 2024**

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, Police Chief Avery Smith, City Administrator/Clerk Amy Burton, and City Attorney Olavee Raub.

PLEDGE OF ALLEGIANCE

AMENDMENTS TO AGENDA

None

PUBLIC PRESENT

Glen Keller, Justin Whyte, Karen Day, Nickole Byers, Dava Gaschler, Connie Fox, Mary Jo Walz, Robin Henman, Tracy Andrews, Akos Bencze, Jim Carthew, Michael Berges, Tamara Leiker, and Ron Keithley.

CONSENT AGENDA

Council member Devin Henderson moved to approve the consent agenda containing the Minutes from the Regular Meeting on April 15, 2024, Bills Ordinance #2188, and the Manual Journal Entries for January, February and March. Council member John Walz seconded the motion. The Council approved the consent agenda 6-0.

PUBLIC COMMENTS

Glen Keller announced the Sunflower Sod Stompers will hold a 5K and 10K walk on May 10th at 1:30 p.m. Registration will be at the VFW, 813 Jefferson Street.

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

Clerk: Proclamation

Mayor David McDaniel read a proclamation in observance of the 55th Annual Professional Municipal Clerks Week from May 5 - 11, 2024.

SPECIAL ORDER

Cemetery: Special Project

Karen Day, Cemetery Committee, reported the limestone cemetery wall is deteriorating and in need of repair. Council has earmarked \$50,000 in funds to apply toward the repair costs. Ms. Day requested permission for the Committee to fundraise the remaining costs. Council member Jolene Niernberger moved to authorize the Cemetery Committee to hold fundraisers for the repairs needed to the cemetery wall. Council member Martin LaBarge seconded the motion. The motion carried 6-0.

Council member Devin Henderson moved to direct Public Works Director John Leiker to solicit quotes to repair or replace the limestone caps on the cemetery wall. Council member Martin LaBarge seconded the motion. The motion carried 6-0.

UNFINISHED BUSINESS

Library: Special Project

Mayor David McDaniel read a letter from the Ellis Public Library Board stating their decision to opt out of the Ellis County vote to create a county library. Library Board President Tracy Andrews explained there were just too many unknowns about funding and representation on the County Library Board to move forward. City Attorney Olavee Raub added that since the Library Board opted out of the vote, there is no reason for the Council to act since both the Library Board and the City would have to opt in for Ellis residents to be able to vote.

NEW BUSINESS**General Government: Committee**

Mayor David McDaniel presented the 2024 Roster of Appointments for consideration. Council reviewed new appointments due to resignations or expired terms. Several committees still have vacancies that will be considered in a future meeting. Council member John Walz moved to approve the Roster of Appointments as presented. Council member Jolene Niernberger seconded the motion. The motion carried 6-0.

Street: Special Event

Council considered the Traffic Control Application for the annual Ellis High School Alumni parade. Police Chief Avery Smith has already approved the parade route and noted that participants driving golf carts will be allowed to drive along the most direct route 30 minutes before and after the parade. Council member John Walz moved to approve the Traffic Control Application for Event Request for the Ellis High School Alumni for the parade on May 25th. Council member Martin LaBarge seconded the motion. The motion carried 6-0.

Parks: Special Event

Justin Whyte, Riverfest Committee member, discussed the annual event to be held June 15th. New this year will be a 5K run and a 2-mile walk organized by the Ellis High School Track and Cross-Country teams. The Committee requests the closure of 10th Street from Washington Street to the Old High School parking lot. Mr. Whyte also asked for Council's financial support in purchasing the meat for the community BBQ and for setting the new flag pole donated by the Kansas Veterans' Cemetery in WaKeeney. Council member Devin Henderson moved to approve the Event Request Application for the use of Chrysler Park, the Noise Permit Application, and the Traffic Control Application for Event Request for the Ellis Chamber of Commerce for the Riverfest event on June 15th. Council member John Walz seconded the motion. The motion carried 6-0, with Council member Kellie Crnkovich abstaining due to perceived conflict of interest since she serves on the Chamber Board. Council member Jolene Niernberger then moved to approve sponsoring the meat for 400 people in an amount not to exceed \$600.00 for the community BBQ and for Public Works to assist with concrete for the new flag pole. Council member John Walz seconded the motion. The motion carried 6-0, with Council member Kellie Crnkovich abstained.

General Government: Financial

City Administrator/Clerk Amy Burton reported that Golden Belt Bank needs Council approval in order to remove previous employee Toni Jensen from the safe deposit box. Council member John Walz moved to remove Toni Jensen from the list of authorized personnel to access the City's safe deposit box at Golden Belt Bank. Council member Devin Henderson seconded the motion. The motion carried 6-0.

General Government: Grant

Ms. Burton continued by asking for Council support for a grant application to help fund a preservation specialist to explore the possibility of pursuing the designation as a downtown historical district. Council member Kellie Crnkovich moved to authorize Mayor David McDaniel to sign a letter of support for the City's application to the Kansas Historical Society for Historic Preservation funds. Council member Devin Henderson seconded the motion. The motion carried 6-0.

General Government: Policy

Council discussed Ordinance No. 1369 regarding the allowable dates and times for the discharge of fireworks. Council member Terry Zervas would like to rework the ordinance so that residents that reference the website have the correct information. The current ordinance allows discharge of fireworks July 3rd – 5th from 8:00 a.m. to midnight. The ordinance also has a provision that Council may approve a resolution each year modifying

those dates and times, if Council chooses. Police Chief Avery Smith suggested July 4th – 5th and for Council to designate the same times for each day. Council member John Walz moved to direct City Attorney Olavee Raub to draft a resolution establishing the dates and hours permitted to discharge fireworks as July 4th – 5th between the hours of 9:00 a.m. and midnight. Council member Martin LaBarge seconded the motion. The motion carried 5-1, with Council member Terry Zerfas opposed.

Personnel: Benefits

Public Works Director John Leiker asked for Council to consider moving the observed Independence Day holiday from July 4th to July 5th in order to give employees a three-day weekend. City staff are in favor of the change. Council member Martin LaBarge made a motion to move the observed Independence Day holiday to July 5th. Council member Devin Henderson seconded the motion. The motion carried 6-0.

Street: Repair/Maintenance

Mr. Leiker continued by presenting the invoice from J Corp for additional work performed on the 13th Street project. It was necessary to build a stronger street base and add concrete. Council member Terry Zerfas moved to ratify the invoice from J Corp in the amount of \$1,972.00 for additional work on the 13th Street project with funds to come from the Capital Improvement – Street fund. Council member Martin LaBarge seconded the motion. The motion carried 6-0.

Sewer: Repair/Maintenance

Council member John Walz moved to approve contracting with Geist Spreading to haul sludge from the Wastewater Treatment Plant in the amount of \$4,200.00 with funds to come from the Sewer Utility fund. Council member Jolene Niernberger seconded the motion. The motion carried 6-0.

REPORTS FROM CITY OFFICIALS

Public Works

Public Works Director John Leiker reported that crews have begun the cemetery cleanup for Memorial Day. The Kansas Community Empowerment Committee (formerly PRIDE) will paint the street sunflowers on May 18th at 1:00 p.m.

Police

Police Chief Avery Smith presented the Monthly Incident Report for April. The Drug Takeback Day yielded over 20 lbs. of expired and unwanted prescription drugs. The Department continues to work on junk vehicles and Chief Smith noted that officers provided 28 document services in April.

City Administrator/Clerk

City Administrator/Clerk Amy Burton presented the minutes from the recent Cemetery Committee meeting and the January, February and March financial statements. AdamsBrown provided a pre-communication letter for the annual financial audit, and Ms. Burton reviewed the Health Insurance Savings Report for March. The City was unsuccessful in its grant application to the Kansas Water Office for reimbursement of engineering design fees for the Water Supply System Improvement Project.

Attorney

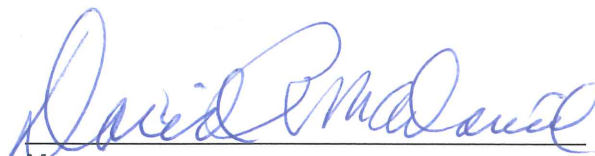
City Attorney Olavee Raub has made revisions to the inmate housing contract with Ellis County and will have the contract and a resolution designating the Chief of Police as the Contracting Agent for consideration at the next meeting. Most of the easements for the Water Supply System Improvement Project are drafted.

Mayor Update and Announcements

Council member John Walz reported there will be a TNR trapping on May 16th at two residences. Mr. Walz invited everyone to help paint the sunflowers on May 18th.

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 7:59 p.m.



David McDonald

Mayor



City Clerk

**ELLIS CITY COUNCIL
REGULAR MEETING
Minutes
May 20, 2024**

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, John Walz and Terry Zerfas. Also present were Public Works Director John Leiker, Police Chief Avery Smith, Fire Chief Dustin Vine, City Administrator/Clerk Amy Burton, and City Attorney Olavee Raub. Council member Kellie Crnkovich was absent.

PLEDGE OF ALLEGIANCE

AMENDMENTS TO AGENDA

None

PUBLIC PRESENT

Gilbert Kinderknecht, Karen Day, Joseph Kreutzer, and Joe (J. D.) Niernberger.

CONSENT AGENDA

Council member John Walz moved to approve the consent agenda containing the Minutes from the Regular Meeting on May 6, 2024 and Bills Ordinance #2189. Council member Martin LaBarge seconded the motion. The Council approved the consent agenda 5-0.

PUBLIC COMMENTS

Gilbert Kinderknecht requested assistance from the Public Works Department in setting stands for the historic walking trail. Each stand will have a plaque commemorating that particular site on the historic trail. Council member John Walz moved to approve the Public Works Department assisting with the installation of the historic walking trail plaque stands as time allows. Council member Jolene Niernberger seconded the motion. The motion carried 5-0.

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

Police: Proclamation

Mayor David McDaniel read a proclamation in observance of National Police Week from May 12 – 18, 2024.

Public Works: Proclamation

Mayor David McDaniel read a proclamation in observance of the 64th Annual National Public Works Week from May 19 – 25, 2024.

General Government: Financial – Budget Request

Karen Day, Director, presented the 2025 budget request from the Walter P. Chrysler Boyhood Home & Museum. Ms. Day announced the Chrysler Museum has been open as a tourist attraction for 70 years and is the only museum still open in the United States dedicated to Walter P. Chrysler. The Chrysler Board requests consideration in the amount of \$15,000.00 from the City in the 2025 budget. The Council took no action and will consider the request during budget preparation.

SPECIAL ORDER

Fire: Report

Fire Chief Dustin Vine presented his monthly report. The fire trucks received some hail damage during the recent storm. The 1999 Freightliner is due for replacement in 2026.

UNFINISHED BUSINESS

Police: Contract

City Attorney Olavee Raub presented revisions to the inmate housing agreement with Ellis

County. The agreement states the City will pay Ellis County an inmate housing fee of \$100.00 per calendar day and \$45.00 per booking for processing mugshots and fingerprints. Council member Devin Henderson moved to approve the Inmate Housing Agreement with Ellis County and Resolution 607 designating the Chief of Police as the contracting agent for the agreement. Council member Jolene Niernberger seconded the motion. The motion carried 5-0.

General Government: Policy

Ms. Raub continued by presenting the proposed resolution establishing the dates and hours for the discharge of fireworks. Council member Jolene Niernberger moved to approve Resolution No. 608 designating July 4th and 5th from 9:00 a.m. to midnight as permitted dates and hours to discharge fireworks, as amended to add "2024" after the dates. Council member Devin Henderson seconded the motion. The motion carried 4-1, with Council member Terry Zerfas opposed.

NEW BUSINESS

General Government: License/Permit

Council member John Walz moved to approve the Fireworks Permit Application for the Ellis Baptist Church 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.

General Government: License/Permit

Council member John Walz moved to approve the Noise Permit Application for the Ellis Golf Club for the alumni event on May 24, 2024. Council member Jolene Niernberger seconded the motion. The motion carried 5-0.

Water: License/Permit

Council member Martin LaBarge moved to approve the Commercial Water Usage Application for the Ellis Golf Club from May 20, 2024 – October 1, 2024. Council member John Walz seconded the motion. The motion carried 5-0. The permit allows the Ellis Golf Club to use water to cool down the putting greens during the prohibited watering hours of noon – 7:00 p.m.

General Government: License/Permit

Council member John Walz moved to approve the Application for License to Sell Cereal Malt Beverages for the Ellis Chamber of Commerce for the Riverfest event on June 15, 2024. Council member Martin LaBarge seconded the motion. The motion carried 5-0.

General Government: Contract

Council member Jolene Niernberger moved to approve the contract with AdamsBrown, LLC in the amount of \$4,600.00 for 2025 budget consultation services. Council member Devin Henderson seconded the motion. The motion carried 5-0.

General Government: Special Project

Council reviewed the proposed contract from Mindy's Murals to paint a mural on the south side of City Hall. At the April 15th Council meeting, Council approved up to \$20,000.00 for a mural. The contract wording suggested the total cost would be in excess of that amount due to "accommodations and equipment rental." Council asked for City Administrator/Clerk Amy Burton to contact Mindy Allen to inquire about the parameters of the proposed contract and if Ms. Allen had estimated costs for equipment and lodging. In the interest of time, it was the consensus of Council to hold a special meeting on May 23, 2024 at 5:30 p.m. to discuss the additional information to be obtained from Ms. Allen.

Water: Repair/Maintenance

Public Works Director John Leiker reported the need to start replacing the meters in the well houses. The meter in Well #2 is not metering accurately and needs replaced now. Council

member John Walz moved to approve the purchase of a 4" TigermagEP Magnetic Flow Meter from Sparling Instruments in the amount of \$4,145.00 with funds to come from the Water Depreciation Reserve fund. Council member Martin LaBarge seconded the motion. The motion carried 5-0.

REPORTS FROM CITY OFFICIALS

Public Works

Mr. Leiker continued by discussing a recent spill on Washington Street. The Kansas Department of Health and Environment suggested it might have been liquid fertilizer and recommended the City spread sand and pick it back up using the street sweeper, then add dirt. The City followed KDHE's recommendation. Council had positive comments on the recently painted curbs and asked for Public Works to fill potholes at 2nd Street and Monroe.

Police

Police Chief Avery Smith reported that all four Police Department vehicles received hail damage in the recent storm. Officers will host a bicycle safety event on May 25th immediately after the Alumni Parade in the parking lot at 9th Street and Jefferson. Officers will also participate in a reality-based training in June.

City Administrator/Clerk

City Administrator/Clerk Amy Burton presented the Health Insurance Savings Report for April. The bid opening for the bathhouse portion of the Campground Improvement Project has been moved to May 30th at 3:00 p.m. in Council chambers due to contractors requesting more time to prepare site plans.

Attorney

Mayor Update and Announcements

Mayor David McDaniel invited everyone to the Memorial Day services at Mt. Hope Cemetery. The Cemetery Committee will be present to accept donations for the repairs to the limestone perimeter wall.


Council member Terry Zerfas commented on the Kansas Tax Rate and Fiscal Data publication from 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 5-0. The meeting adjourned at 7:35 p.m.



Mayor



City Clerk

**ELLIS CITY COUNCIL
SPECIAL MEETING
Minutes
May 23, 2024**

CALL TO ORDER

Mayor David McDaniel called the special meeting to order at 5:30 p.m. Present were Council members Devin Henderson, Martin LaBarge, Jolene Niernberger, John Walz, and Terry Zervas. Also present was City Attorney Olavee Raub and City Administrator/Clerk Amy Burton. Council member Kellie Crnkovich was absent.

PLEDGE OF ALLEGIANCE

PUBLIC PRESENT

Verda Flinn

PURPOSE OF SPECIAL MEETING

Mayor David McDaniel stated the purpose of the special meeting is to consider a contract with a mural artist and authorize a down payment on that contract.

General Government: Special Project

City Administrator/Clerk Amy Burton shared her conversation with Mindy Allen regarding the proposed contract to paint a mural on the south side of City Hall. Ms. Allen clarified that the proposed contract for \$20,000 is all inclusive for any costs associated with the project.

Council member John Walz moved to approve the contract with Mindy's Murals to paint a mural on the south side of City Hall in the amount of \$20,000.00 with funds to come from the Capital Improvement – Special Projects fund, and to authorize payment of 20% of the contract as down payment. Council member Jolene Niernberger seconded the motion. The motion carried 5-0.

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 5:34 p.m.



Mayor



City Clerk

**ELLIS CITY COUNCIL
REGULAR MEETING
Minutes
June 3, 2024**

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, Police Chief Avery Smith, City Administrator/Clerk Amy Burton, and City Attorney Olavee Raub.

PLEDGE OF ALLEGIANCE

AMENDMENTS TO AGENDA

Mayor David McDaniel added consideration of a committee appointment under Unfinished Business.

PUBLIC PRESENT

Glen Keller, Kim Bollig, Meagan Wellbrock, Lori Miller, David Clingan, Pauleen Edmonds, Alicia Flower, Jeremy McGuire, Dan Pyle, Alan Heroneme, and Justin Whyte.

CONSENT AGENDA

Council member John Walz moved to approve the consent agenda containing the Minutes from the Regular Meeting on May 20, 2024, Minutes from the Special Meeting on May 23, 2024, Bills Ordinance #2190 and the Manual Journal Entries for April 2024. Council member Devin Henderson seconded the motion. The Council approved the consent agenda 6-0.

PUBLIC COMMENTS

Justin Whyte provided an update on the Riverfest event to be held June 15th in Chrysler Park. Vendors will be available from 11:00 a.m. to 3:00 p.m. and if anyone is interested in a booth to reach out on the Riverfest Facebook page.

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

General Government: Financial – Budget Request

David Clingan presented the 2025 budget request from Grow Hays. The organization's mission for Ellis County is *Business Creation, Business Retention & Expansion, and Business Recruitment*. Mr. Clingan reported progress on the south housing development and applauded the Council for adopting the Neighborhood Revitalization Plan. Grow Hays requests consideration of \$5,000.00 from the City in the 2025 budget. The Council took no action and will consider the request during budget preparation.

General Government: Financial – Budget Request

Dan Pyle presented the Ellis Recreation Commission's 2025 Budget Request. The Commission requests \$10,000.00 to replace the outfield chain link fencing at the Creekside north field. Mr. Pyle announced that the Patterson Family Foundation will match donations made during the month of June for renovating the tennis courts. The Council took no action and will consider the Commission's request during budget preparation.

General Government: Financial – Budget Request

Pauleen Edmonds, President of the Community Foundation of Ellis, requested consideration of \$12,000.00 in the City's 2025 budget. The Foundation's mission is to enhance the quality of life for Ellis residents through giving. The Patterson Family Foundation has announced they will match donations made in June for the Creekside Park Shelter. The Council took no action and will consider the request during budget preparation.

General Government: Financial – Budget Request

Alicia Flower, Director of the Ellis Alliance, requested consideration of \$10,000.00 in the

City's 2025 budget. The Alliance's mission is success through cooperation. Member organizations include the Ellis Area Chamber of Commerce, the Community Foundation of Ellis and the Ellis Development Corporation. 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 2025 budget request of \$16,000 for consideration. The Museum strives to preserve the history of the railroad in Ellis. Mr. Keller shared a recent video advertisement highlighting the Museum and accompanying doll display. 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 2023 Agreed Upon Procedure reports for the Community Foundation of Ellis, Ellis Alliance, Ellis Railroad Museum and the Chrysler Boyhood Home and Museum. The Community Foundation of Ellis had no exceptions noted. The Ellis Alliance had one exception due to non-payroll checks posted to payroll-related expense and liability accounts. The Ellis Railroad Museum had three exceptions related to bank reconciliations, inaccurate timesheets, and inaccurate reporting of year-end disbursements. The Chrysler Boyhood Home and Museum had one exception 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.

Auditor Kim Bollig continued by reviewing the City's 2023 audit report. The City had no audit findings and received an unmodified opinion, meaning that the 2023 financial statements are fairly stated in all material respects. There were also no statute violations noted. The audit report also includes the Ellis Public Library. The Library had one finding in reference to encumbrances. The audit report will be considered for approval at the next Council meeting.

Personnel: Benefits

Lori Miller, Heartland Retirement & Benefits Consulting, presented the 2024 renewal of the City employee's health insurance policies. Ms. Miller explained that the City has a proprietary health insurance plan whereby a high deductible plan is purchased and then the savings realized from that plan fund the underlying employee claims. Even though the City qualifies for a level-funded high deductible plan with Blue Cross Blue Shield due to its low claims history, the plan premiums increased 29.48%. The premiums for the Blue Cross Blue Shield dental plan increased 17.25%. There are no increases to the premiums for the Vision Care Direct plan or the Advance Life Insurance plan. Ms. Miller explained that even though the premiums last year decreased 35%, the City paid the same amount and put the "extra" funds into the savings reserve account. Those additional reserves, coupled with the current reserves, will fund the City's current maximum liability 195.89%; therefore, the City will be able to absorb the increase in premiums without increasing its monthly premium payment. Council member John Walz 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, 2024 – June 30, 2025. Council member Martin LaBarge seconded the motion. The motion carried 6-0.

UNFINISHED BUSINESS

Library: Committee

Mayor David McDaniel reported the Library Board had a member resign prior to the expiration of their term and recommended Tammy Horesky to fill that position. Council member Jolene Niernberger moved to approve the appointment of Tammy Horesky to the

unexpired term on the Library Board. Council member John Walz seconded the motion. The motion carried 6-0.

NEW BUSINESS

Police: Disposal

Police Chief Avery Smith requested permission to dispose of the Department's outdated tasers and taser cartridges. The Department has 5 - Taser X26 and 5 - Taser X26P they would like to sell. There are several companies that refurbish equipment and re-sell to other agencies. Council member Martin LaBarge moved to allow Chief Smith to sell the outdated tasers to an appropriate business and to donate the unneeded taser cartridges to the Ellis County Sheriff's department. Council member Jolene Niernberger seconded the motion. The motion carried 6-0.

General Government: License/Permit

Council member Devin Henderson moved to approve the Fireworks Permit Application for the Ellis Softball Baseball Association at the Ellis Fairgrounds, contingent on submission of proper proof of liability insurance. Council member Martin LaBarge seconded the motion. The motion carried 6-0.

REPORTS FROM CITY OFFICIALS

Public Works

Public Works Director John Leiker has met with the insurance adjuster on the recent hail storm. The Chrysler Museum has roof damage, but the majority of the City's property and vehicles were not damaged. Ellis County Public Works will assist with the annual street maintenance project this summer. The County did not budget to chip seal Washington Street in 2024, but it will be crack sealed.

Police

Police Chief Avery Smith presented the Monthly Incident Report for May and his Department Report. The United States Deputy Sheriff's Association generously donated two active shooter rifle armor kits. The encryption of radio traffic is set to go live July 8th. The recent updates to the Record Management System should make report writing more efficient.

City Administrator/Clerk

City Administrator/Clerk Amy Burton presented the minutes from the recent Tourism meeting and the April financial statements. The City Clerk's office will have a booth at Riverfest to remind residents of the importance of water conservation.

Personnel: Entry

Sheri Sammons was hired for the Clerk II position effective May 30th.

Attorney

Mayor Update and Announcements

Mayor McDaniel thanked David Clingan with Grow Hays for his work with Hess Services on the TIF project.

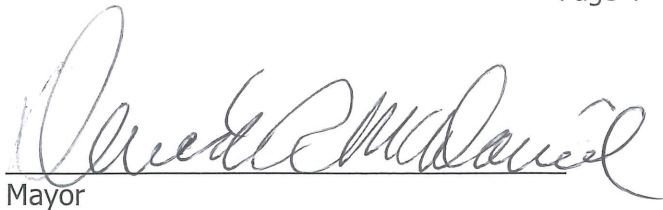
Council member Jolene Niernberger praised the Public Works staff for the positive comments she has received on the campground.

Council member John Walz expressed residents' concerns over dogs at large and suggested the City consider a part-time animal control officer. He also proposed reviewing the new lawn permit for possible revisions.

Council member Kellie Crnkovich thanked Officer Peterson for his assistance during a recent 911 call to her home.


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 8:43 p.m.



David M. Daniel

Mayor



Amy Blaton

City Clerk

**ELLIS CITY COUNCIL
REGULAR MEETING
Minutes
June 17, 2024**

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, Police Sergeant Benjamin Kolas, City Administrator/Clerk Amy Burton, and City Attorney Olavee Raub.

PLEDGE OF ALLEGIANCE

AMENDMENTS TO AGENDA

None

PUBLIC PRESENT

Alan Scheuerman, Glen Keller, Robin Henman, Verda Flinn, Sam Allen, Laura Allen, Jennifer Hecker, Ben Bencze, Connie Fox, Alan Heroneme, Steve Arthur, Jim Carthew, Richard Hanks, Nicki Deines, Buck Driggs, and Joseph Kreutzer.

CONSENT AGENDA

Council member Devin Henderson moved to approve the consent agenda containing the Minutes from the Regular Meeting on June 3, 2024 and Bills Ordinance #2191. Council member Jolene Niernberger seconded the motion. The Council approved the consent agenda 6-0.

PUBLIC COMMENTS

None

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

General Government: Financial – Budget Request

Jennifer Hecker, Executive Director with 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 \$2,500.00 from the City through the 2025 Budget. The Council took no action and will consider the request during budget preparation.

General Government: Financial – Budget Request

Laura Allen, Executive Director for the Center for Life Experience, provided information about the organization's four facilitated peer support groups for individuals seeking support and educational resources after experiencing grief, trauma, and other life challenges. Ms. Allen requested consideration of \$1,000.00 in the City's 2025 budget. The Council took no action and will consider the request during budget preparation.

General Government: Financial – Budget Request

Steve Arthur, Director of the Ellis Public Library, presented the Library's 2025 budget request of four mills of the assessed valuation, \$2,500.00 for employee benefits, \$3,500.00 for programming/project funding, \$3,000.00 for personnel, and \$3,000.00 for capital improvements. Mr. Arthur shared current user statistics and noted that there are 35 children participating in the Summer Reading program. The Council took no action and will consider the request during budget preparation.

SPECIAL ORDER

Fire Department: Report

Fire Chief Dustin Vine was unable to attend the meeting so Council reviewed the submitted report.

General Government: Policy

Alan Heroneme, 306 E. 15th Street, spoke about barking dogs in his neighborhood and requested information on the proper process to follow in order for the Police Department to take action. The City's ordinance on "noisy animals" states that when a complaint is received, the officer will investigate. If the complaint is warranted, the animal's owner will be given a warning. Subsequent complaints will be cited by officers with graduating fines for additional convictions within a one-year period. City Attorney Olavee Raub added that it is helpful when prosecuting to have written complaints whenever possible.

UNFINISHED BUSINESS

General Government: Financial

Council member John Walz moved to accept the 2023 financial audit report from Adams Brown as presented at the June 3rd Council meeting. Council member Jolene Niernberger seconded the motion. The motion carried 6-0.

NEW BUSINESS

Campground: Special Project

Buck Driggs, Driggs Design Group, presented recommendations for bid awards for Phase 2 (prefabricated shower and restroom facility) and Phase 3 (site improvements) of the Campground Improvement Project at the Ellis Lakeside Campground. Two bids were received at the Phase 2 bid letting on May 23, 2024. Mr. Driggs recommends the low bid from Mountain West Precast in the total amount of \$224,820.00, including add alternates. The Phase 3 bid letting was held on June 6, 2024. Two bids were received for the site improvements and Mr. Driggs recommends the low bid from PWC, Inc. in the total amount of \$145,455.00, including add alternates. When comparing the original project budget to the total bids for Phases 1, 2 and 3, the bids came in only \$665.00 over budget. PWC, Inc. is able to start on the site improvements in September. Delivery of the prefabricated bathhouse will take 3-4 months, and the playground equipment has already been delivered. Council member John Walz moved to accept the low bid from Mountain West Precast in the amount of \$224,820.00 for the prefabricated bathhouse, and the low bid from PWC, Inc. in the amount of \$145,455.00 for site improvements. Council member Devin Henderson seconded the motion. The motion carried 6-0.

General Government: Policy

Richard Hanks requested a variance from the regulations establishing a permit for watering newly seeded lawns. The special permit is only applicable for native grasses, such as Bermuda, Buffalo, Zoysia or any hybrid thereof. Mr. Hanks would like to plant fescue grass seed to match the neighborhood grasses. City Attorney Olavee Raub stated the current ordinance does not provide for any exceptions; therefore, the ordinance would have to be amended in order to grant an exception. Council member John Walz suggested the Water Advisory Committee meet to discuss possible revisions to the current ordinance and make a recommendation to Council on how to proceed. Council took no action.

Street: Acquisition

Council member Martin LaBarge moved to approve the purchase of 7,800 lbs. of crack seal material from Mac Pavement Products in the amount of \$6,023.00 with funds to come from the Capital Improvement – Street fund. Council member Jolene Niernberger seconded the motion. The motion carried 6-0.

REPORTS FROM CITY OFFICIALS

Public Works

Public Works Director John Leiker reported on the annual chip seal project. No bids have been received on repairing the cemetery wall, but several contractors have reached out to let him know they are working on it.

Police

Police Sergeant Benjamin Kolas presented the Mid-Month Incident Report and added that Riverfest went without incident. However, he suggested that Public Works apply reflective tape on the barricades so they aren't run into. JR Audio plans to upfit the Ford F150 pickup the week of June 24th.

City Administrator/Clerk

City Administrator/Clerk Amy Burton presented the Health Insurance Savings Report for May. The City has been awarded \$7,500.00 from the Kansas Department of Commerce Office of Rural Prosperity for the mural, and \$7,523.00 from the Kansas Historical Society Historic Preservation fund for the survey portion of the Downtown Historical District project. The League City Forum will be in Stockton July 11th and registration for the League's Annual Conference opens July 1st.

Attorney

Council member Martin LaBarge asked if the City had an ordinance addressing a neighbor's pet defecating in your yard. Ms. Raub stated the owner could be cited for littering. Council member Devin Henderson then inquired if citizens could legally trap and remove cats from their property, to which Ms. Raub replied no. The easement documents for the Water Supply System Improvement Project should be completed this week.

Mayor Update and Announcements


Mayor David McDaniel announced the Kansas State Water Office will hold a Water Needs Priority Meeting in Salina on June 26th. With work commencing on the TIF project, Mayor McDaniel again brought up the need for a pressure station on the south hill. The station will not be part of the TIF project and suggested Public Works Director John Leiker start soliciting bids.

Council members offered many compliments to Riverfest Committee volunteers for a great event!

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 7:49 p.m.



Mayor

City Clerk

**ELLIS CITY COUNCIL
REGULAR MEETING
Minutes
July 1, 2024**

CALL TO ORDER

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

PLEDGE OF ALLEGIANCE

AMENDMENTS TO AGENDA

Mayor David McDaniel added consideration of a committee appointment under New Business.

PUBLIC PRESENT

Rose Tway, John Douglas, Tracey Andrews and Jenny Bates.

CONSENT AGENDA

Council member Jolene Niernberger moved to approve the consent agenda containing the Minutes from the Regular Meeting on June 17, 2024, Bills Ordinance #2192 and the Manual Journal Entries for May 2024. 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

Jenny Bates and Tracey Andrews presented the 2025 budget request from Big Brothers Big Sisters. Ms. Bates projects that 222 youth in Ellis County will be served in 2024, with 11 of those being in Ellis. The organization requests \$3,000.00 from the City for consideration in the 2025 budget. The Council took no action and will consider the request during budget preparation.

SPECIAL ORDER

None

UNFINISHED BUSINESS

None

NEW BUSINESS

General Government: Policy

John Douglas, Manager, Rural Water District No. 2, requested the Council consider changing the address of their property in Ellis. Currently, the legal address is 301 W. 2nd, but their buildings face east on Dorrance Street, which confuses delivery drivers and patrons. The 2nd Street address was established years ago when the shop was built by the previous owner. Mr. Douglas feels it would make more sense to have a Dorrance address. After further discussion, Council member John Walz moved to direct City Attorney Olavee Raub to draft a resolution changing the address for Rural Water District No. 2 from 301 W. 2nd Street to 100 Dorrance Street. Council member Martin LaBarge seconded the motion. The motion carried 5-0.

General Government: Contract

City Attorney Olavee Raub reported that City officials recently met with Dan Hess, Brett

Bedore, Buck Driggs and David Clingan to discuss the scope of the Highland TIF Project. During that meeting, it was determined that some of the unit costs and quantities were incorrect in the proposed bid sheet from Hess Services. There was also discussion regarding the lack of fire protection for the 12 new lots and the need for an additional fire hydrant and water line connection. There was also no allowance for engineer inspections during construction. Mr. Hess agreed to review and submit a corrected bid sheet for consideration. The City did not receive the revised bid sheet until shortly before the Council meeting; therefore, Mr. Driggs or Public Works Director John Leiker have not had a chance to review the proposal. Ms. Raub added that the project parameters need clarified before the Developer Contract can be approved. It was the consensus of Council to table consideration of the contract and bid sheet until it can be reviewed and clarified. The Council agreed to call a special meeting in order to expedite the project.

Water: License/Permit

Justin Wichert, 406 E. 14th Street, has applied for a permit to drill a private water well on his property. Mr. Wichert previously applied in 2022, but the driller did not go deep enough to find water. Council member Martin LaBarge moved to approve the Application for Permit to Drill Private Water Well from Justin Wichert at his residence at 406 E. 14th Street. Council member John Walz seconded the motion. Upon a call for discussion, Council member Terry Zerfas questioned the City's ability to regulate private wells. City Attorney Olavee Raub explained the City only has the authority to regulate private wells during a designated Water Warning or Water Emergency, and then only upon an approved petition to the Kansas Division of Water Resources. Upon a call for the vote, the motion carried 4-1, with Council member Terry Zerfas opposed.

Street: Repair/Maintenance

Flatlander Dirt Works delivered more crushed limestone than was approved and ordered; therefore, the invoice needs to be ratified. The rock is used in the alleys. Council member John Walz moved to ratify the invoice from Flatlander Dirt Works in the amount of \$3,146.25 for crushed limestone with funds to come from the Capital Improvement – Street fund. Council member Jolene Niernberger seconded the motion. The motion carried 5-0.

Street: Repair/Maintenance

Public Works Director John Leiker realized after the fact that Council had not approved the cost of the oil for the annual Street Maintenance Project. Council member John Walz moved to ratify the invoices from Ergon Asphalt and Emulsions in the total amount of \$29,505.10 for 10,600 gallons of oil with funds to come from the Capital Improvement – Street fund. Council member Martin LaBarge seconded the motion. The motion carried 5-0.

Police: Disposal

Police Chief Avery Smith reported that Officer Colin Pritchett has resigned from the Ellis Police department, and subsequently accepted a position with the Ellis County Sheriff's department. The Council just approved the purchase of a ballistic vest and carrier for Officer Pritchett in April. The County has agreed to purchase the ballistic vest and carrier from the City. Council member John Walz moved to authorize the sale of Officer Pritchett's ballistic vest and carrier to the Ellis County Sheriff's department in the total amount of \$1,379.00. Council member Martin LaBarge seconded the motion. The motion carried 5-0.

Personnel: Police

With Officer Pritchett's resignation, Chief Smith would like authorization to start the hiring process to fill the vacancy. When asked about turnover in the department, Chief Smith explained that larger departments have more opportunities for growth, and it's hard for smaller departments to compete with retirement benefits and pay. Council member Jolene Niernberger moved to authorize Chief Smith to start the hiring process for the vacancy in the

Police Department. Council member John Walz seconded the motion. The motion carried 5-0.

Library: Committee

Mayor David McDaniel announced that newly appointed Library Board member Tammy Horesky has resigned. He would like to appoint Tricia Pritchett to the vacancy. Council member Martin LaBarge moved to approve the appointment of Tricia Pritchett to the Library Board to fill the unexpired term. Council member John Walz seconded the motion. The motion carried 5-0.

REPORTS FROM CITY OFFICIALS

Public Works

Public Works Foreman Joe Kreutzer presented the Comparative Water Reports for the periods March 10th – April 10th and from April 10th – May 10th. Council inquired about the Cemetery Committee’s plan for dead trees at Mt. Hope Cemetery, the storm sewer grate on Monroe, and the broken irrigation system in the new addition at the cemetery.

Police

Police Chief Avery Smith presented the Monthly Incident Report for June and his department report. The Ford F-150 is at JR Audio getting upfitted for equipment. Officers responded to an attempted suicide of a subject in a pending court case. The Department will release more information at a later date.

City Administrator/Clerk

City Administrator/Clerk Amy Burton presented the minutes from the recent Planning Commission and Tourism Committee meetings and the May Financial Statements. The City received a \$9,000.00 grant from the Dane G. Hansen Foundation for the mural. EMC Insurance provided checks in the amount of \$11,135.55 for hail damage to the four police vehicles and also the annual return on premium check in the amount of \$15,701.22. The City will host its annual free swim day on July 4th.

Attorney

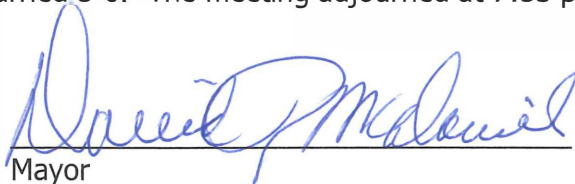
City Attorney Olavee Raub reported that the Ellis County easement contracts for the Water System Supply Improvement Project have been drafted and that she is in the process of drafting the Trego County easement contracts.

Mayor Update and Announcements

Mayor David McDaniel and Council member Jolene Niernberger recently attended the Kansas Water Office statewide meeting on water supply resources. Discussion surrounded the High Plains aquifer and education on water conservation measures.

ADJOURNMENT

Council member Martin LaBarge moved to adjourn the meeting. Council member Terry Zervas seconded the motion. The motion carried 5-0. The meeting adjourned at 7:53 p.m.


Mayor


City Clerk

**ELLIS CITY COUNCIL
REGULAR MEETING
Minutes
July 15, 2024**

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 Foreman Joe Kreutzer, Police Chief Avery Smith, Fire Chief Dustin Vine, City Administrator/Clerk Amy Burton, and City Attorney Olavee Raub.

PLEDGE OF ALLEGIANCE

AMENDMENTS TO AGENDA

None

PUBLIC PRESENT

Glen Keller, David Clingan, Michael Berges and Randy Honas.

CONSENT AGENDA

Council member Devin Henderson moved to approve the consent agenda containing the Minutes from the Regular Meeting on July 1, 2024 and Bills Ordinance #2193. Council member Martin LaBarge seconded the motion. The Council approved the consent agenda 6-0.

PUBLIC COMMENTS

David Clingan thanked Council for their support of the TIF development project. He also recognized City Attorney Olavee Raub, City Administrator/Clerk Amy Burton, Mayor David McDaniel, Buck Driggs, Driggs Design Group, and Dan Hess, Hess Services for their time and efforts on the project.

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

None

SPECIAL ORDER

Fire Chief Dustin Vine presented his monthly report. Both fire trucks passed the annual pump test and inspection, as did the ground ladders. Chief Vine showed a video recently discovered of the fire at the current location of Big Creek Restoration which highlighted the 1926 LaFrance fire truck in action.

UNFINISHED BUSINESS

General Government: Contract

Council considered the contract between the City and Hess Services for developing the infrastructure in the TIF district. City Administrator/Clerk Amy Burton clarified the project parameters with engineer Buck Driggs and several revisions were needed. The project has been modified to include the street, curb and gutter for Maple Street from 20th to 21st Streets and 20th Street from the alley between Spruce and Maple Streets to Walnut Street; the water line installation from the alley between Spruce and Maple Streets from 20th to 21st Streets, including one fire hydrant located at the corner of Maple and 21st Streets; and the sanitary sewer line in the alley between Spruce and Maple Streets from 20th to 150' south of 21st Street. Hess Services provided a proposal for cost of construction in the amount of \$979,703.36. The project will provide the infrastructure for twelve lots, with an additional 7 lots if Spruce Street is completed in a future phase. With the addition of increased demand on the water supply, concerns were raised about how this project will negatively affect the current lack of water pressure on the south hill. Public Works has already been in contact

with an engineer to discuss a pump station for the south hill. After further discussion, Council member John Walz moved to approve the Developer Contract with Hess Services as revised and to issue the Notice to Proceed. Council member Devin Henderson seconded the motion. The motion carried 6-0.

NEW BUSINESS

General Government: License/Permit

Council member John Walz moved to approve the Noise Permit Application and Traffic Control Application for the Ellis Jr. Free Fair events scheduled from July 24 – 27th. Council member Jolene Niernberger seconded the motion. The motion carried 6-0.

Clerk: Disposition

City Administrator/Clerk Amy Burton presented the list of public records eligible to be destroyed per the City's record retention policy. Council member Jolene Niernberger moved to approve the Certificate of Destruction of Public Records as presented. Council member Martin LaBarge seconded the motion. The motion carried 6-0.

General Government: Financial

Council member Devin Henderson moved to approve Resolution No. 609 authorizing City employees to use the City credit cards. Council member Jolene Niernberger seconded the motion. The motion carried 6-0.

REPORTS FROM CITY OFFICIALS

Public Works

The Kansas Department of Labor completed their routine safety audit of City facilities. There were only minor violations cited that will be easily remediable. Public Works Foreman Joe Kreutzer recently completed the FEMA Debris Management Planning for Local Officials course. Public Works crews tended to several water leaks in the last two weeks. The City's water wells are dropping slightly and water stopped flowing over the dam July 3rd. Mr. Kreutzer noted that two bids have been received to re-roof the Chrysler Museum Boyhood Home, but none yet for the repairs to the cemetery wall. Council then asked questions regarding a possible sidewalk replacement program under consideration in the 2025 budget. (Council member John Walz left the meeting at 7:02 p.m.)

Police

Police Chief Avery Smith reported the outfitting of the Ford-150 by JR Audio is complete and will be picked up on July 17th. The new ballistic vests have been received. Sergeant Kolas has completed active shooter instructor training and will provide training to the schools before classes start. Two families in the 600 block of west 10th Street have requested placement of "Children at Play" signs. It was the consensus of the Council to have Chief Smith grant the request and order the signs. Radio traffic is now fully encrypted due to federal regulations.

City Administrator/Clerk

The Ellis Jr. Free Fair will host a free swim day on July 23rd to kick off fair activities. Ms. Burton requested a special meeting to decide on notifying the County Clerk regarding the Revenue Neutral Rate. Council will meet July 18th at 6:00 p.m.

Attorney

Mayor Update and Announcements

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 7:16 p.m.



Mayor



City Administrator/Clerk

**ELLIS CITY COUNCIL
SPECIAL MEETING
Minutes
July 18, 2024**

CALL TO ORDER

Mayor David McDaniel called the special meeting to order at 6:00 p.m. Present were Council members Kellie Crnkovich, Martin LaBarge, Jolene Niernberger, John Walz, and Terry Zerfas. Also present was City Administrator/Clerk Amy Burton. Council member Devin Henderson arrived at 6:42 p.m.

PUBLIC PRESENT

None

PURPOSE OF SPECIAL MEETING

Mayor David McDaniel stated the purpose of the special meeting is to approve notification to the County Clerk of the City's intent to exceed the Revenue Neutral Rate and to further discuss the 2025 budget document.

General Government: Budget

Council member Kellie Crnkovich moved to notify the Ellis County Clerk that the City of Ellis intends to exceed the Revenue Neutral Rate for the 2025 budget with the public hearing to be held on September 3, 2024 at 6:00 p.m. at City Hall. Council member John Walz seconded the motion. The motion carried 5-0.

General Government: Budget


City Administrator/Clerk Amy Burton discussed the draft of the 2025 budget document with Council.

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 7:50 p.m.



Mayor



City Clerk

**ELLIS CITY COUNCIL
REGULAR MEETING
Minutes
August 5, 2024**

CALL TO ORDER

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

PLEDGE OF ALLEGIANCE

AMENDMENTS TO AGENDA

None

PUBLIC PRESENT

Glen Keller, Leonard Schoenberger, Emily Mattheyer, Dava Gaschler, Floyd Henderson, Gilbert Kinderknecht, Michael Berges, Trevor LaBarge and David Clingan.

CONSENT AGENDA

Council member John Walz moved to approve the consent agenda containing the Minutes from the Regular Meeting on July 15, 2024, the Minutes from the Special Meeting on July 18, 2024, Bills Ordinance #2194 and the Manual Journal Entries for June 2024. Council member Jolene Niernberger seconded the motion. The Council approved the consent agenda 5-0.

PUBLIC COMMENTS

Leonard Schoenberger and Emily Mattheyer shared that St. Mary's parish recently hosted young adults in town involved with the Prayer and Action program. The group performed 35 various service jobs for residents in the community. Mr. Schoenberger requested Council waive the invoice received in the amount of \$172.00 for special pickup sanitation fees for three of those residents.

Dava Gaschler inquired why Ellis County Sheriff deputies are policing Ellis alongside the Ellis Police Department.

Gilbert Kinderknecht invited everyone to the Downtown Ellis Art Walk on September 7th from 10:00 am – 2:00 p.m.

Floyd Henderson stated he is compiling a Freedom of Information request regarding his concerns with the Police Department.

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

None

SPECIAL ORDER

None

UNFINISHED BUSINESS

General Government: Policy

Council member John Walz moved to approve Resolution No. 610 revising the address of a property in town from 301 West Second to 100 Dorrance. Council member Martin LaBarge seconded the motion. The motion carried 5-0.

NEW BUSINESS

General Government: City Code

Council member John Walz moved to approve Ordinance No. 1495 adopting the 51st edition of the Standard Traffic Ordinance. 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. 1496 adopting the 40th edition of the Uniform Public Offense Code. Council member Jolene Niernberger seconded the motion. The motion carried 5-0.

Streets: Repair/Maintenance

Public Works Director John Leiker reported the "little grader" used for alley maintenance is in need of repair. It has been difficult to find parts due to the age of the machine; however, a salvage yard was finally able to locate the parts needed. Council member Martin LaBarge moved to approve the purchase of parts from Crane and Tractor Salvage in the amount of \$3,250.00 for the 1964 Allis Chalmers grader with funds to come from the Special Highway fund. Council member Terry Zerfas seconded the motion. The motion carried 5-0.

General Government: Financial

Council member John Walz moved to approve Resolution No. 611 authorizing City employees to use the City credit cards. Council member Martin LaBarge seconded the motion. The motion carried 5-0.

REPORTS FROM CITY OFFICIALS

Public Works

Public Works Director John Leiker reported that he is waiting on a second bid for repairs to 6th Street and still has not received bids for work on the cemetery wall. Council then asked about the conditions needed to be met in order for the City to enter into a Water Warning.

Police

Police Chief Avery Smith presented the Monthly Incident Report for July. The Department has fielded over 100 calls more than this time last year. The Ford F150 pickup has been placed in rotation. Sergeant Kolas will facilitate active shooter training at the Old High School on August 12th. Officers qualified on their firearms and scored well above the Department standard of 80% accuracy.

Chief Smith then addressed Ms. Gaschler's questions during Public Comment. While Sheriff's deputies cannot enforce the local laws, they do have jurisdiction in town for State laws and to also offer mutual aid to the Department. The Police Department has no control of when deputies are in town.

City Clerk/Administrator

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

Personnel: Entry

Staff welcomed Cheryl Snyders to the Department, effective August 1st, for the Clerk II position.

Attorney

City Attorney Olavee Raub reported more easement documents have been completed. The next step will be to send offer letters to the landowners.

Mayor Update and Announcements

Mayor David McDaniel reported the Water Advisory Committee met to discuss the current new lawn watering ordinance and application. The Committee recommends Council not make any revisions to the ordinance at this time.

Council member John Walz requested discussion on Mr. Schoenberger's request for the City to waive the special pickup sanitation fees for the Prayer and Action group. Council offered comments both in favor and against, including the group did save the City staff time and money by performing the cleanup, the group impacted the community in a positive way, however, only a few select households benefitted from the group's efforts rather than the entire community. Another concern was that if the fees are waived, it will set precedent for

other groups. Mr. Walz then stated he will pay the bill to cease discussion.

ADJOURNMENT

Council member Martin LaBarge moved to adjourn the meeting. Council member Kellie Crnkovich seconded the motion. The motion carried 5-0. The meeting adjourned at 7:31 p.m.

Mayor

City Administrator/Clerk

**ELLIS CITY COUNCIL
REGULAR MEETING
Minutes
August 19, 2024**

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, John Walz and Terry Zerfas. Also present were Public Works Director John Leiker, Police Chief Avery Smith, City Clerk/Administrator Amy Burton, and City Attorney Olavee Raub. Council member Kellie Crnkovich was absent.

PLEDGE OF ALLEGIANCE

AMENDMENTS TO AGENDA

None

PUBLIC PRESENT

Glen Keller, Chris Byer, Sylvia Deutscher and Goldie Dinkel.

CONSENT AGENDA

Council member John Walz moved to approve the consent agenda containing the Minutes from the Regular Meeting on August 5, 2024 and Bills Ordinance #2195. Council member Martin LaBarge seconded the motion. The Council approved the consent agenda 5-0.

PUBLIC COMMENTS

Sylvia Deutscher spoke in support of the town's brick streets and questioned why small sections of the brick streets are being repaired in concrete or asphalt. She encouraged the Council to develop a plan to repair or replace the brick streets.

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

Campground: Fines/Fees

Chris Byer requested a waiver of camping fees the night of September 13th for a Cub Scout family outing. Council member John Walz moved to approve a waiver of camp fees for up to 10 tent sites on September 13th for the Cub Scout Pack 111 family outing. Council member Jolene Niernberger seconded the motion. The motion carried 5-0.

SPECIAL ORDER

Fire: Report

Fire Chief Dustin Vine was unable to attend the meeting; therefore, his request for the purchase of a radio will be tabled until a future meeting.

UNFINISHED BUSINESS

General Government: Policy

The Post Office informed City staff that changes in addresses must include "street", "lane", "avenue", etc.; therefore, City Attorney Olavee Raub revised Resolution 610 accordingly. Council member John Walz moved to approve Resolution No. 612 revising the address of a property in town from 301 West Second Street to 100 Dorrance Street. Council member Devin Henderson seconded the motion. The motion carried 5-0.

NEW BUSINESS

General Government: Committee

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

Museum: Repair/Maintenance

Public Works Director John Leiker has submitted two bids to replace the roof at the Chrysler Boyhood Home and Museum. The roof is unique due to the wood shingles. EMC Insurance has submitted a loss statement of \$25,927.62 for the Chrysler Museum Home and \$20,552.26 for the Chrysler Museum garage. Council member John Walz moved to approve the low bid from R.K. Roofing in the amount of \$36,050.00 to replace the roofs on the Chrysler Museum Home and Chrysler Museum garage, contingent upon the receipt of insurance proceeds, with funds to come from the Capital Improvement Fund. Council member Terry Zervas seconded the motion. The motion carried 5-0.

Public Works: Repair/Maintenance

Mr. Leiker continued by reporting repairs needed to the backhoe. He is still gathering estimates so requested the agenda item be tabled until a future meeting.

Street: Repair/Maintenance

City Clerk/Administrator Amy Burton spoke on the Kansas Department of Transportation Cost Share Program. The application period opened August 12th and applications are due September 19th. The program only requires a 15% match. Ms. Burton would like authorization to apply for the grant for the 2nd Street Improvement Project. Council member John Walz moved to authorize the City Clerk's office to submit a grant application to the KDOT Cost Share Program. Council member Martin LaBarge seconded the motion. The motion carried 5-0.

REPORTS FROM CITY OFFICIALS

Public Works

Public Works Director John Leiker presented the Comparative Water Reports from May 10th to June 10th and from June 10th to July 10th.

Council member Terry Zervas questioned the wooden forms the department uses for curb replacement. He suggested Mr. Leiker look into purchasing metal forms so that the curbing could be poured in longer sections, and the sections would all be consistent. It was the consensus of Council to have Mr. Leiker solicit bids for metal forms.

Police

Police Chief Avery Smith reported the Active Shooter training went great. One interview offer has been extended to an applicant for the vacant position. Other applicants have been nonresponsive to department inquiries. Chief Smith will form a hiring committee once an interview schedule is set. Officer LaBarge will attend Field Training Officer training in August.

City Clerk/Administrator

City Clerk/Administrator Amy Burton reported that Hess Services has requested 25,000 – 30,000 gallons of water to mix concrete for the TIF project. Ms. Burton also noted that after the last meeting, Leonard Schoenberger came in and paid the invoice for the special trash pickups for Prayer & Action. Council member John Walz's check was returned.

Attorney

Council members asked City Attorney Olavee Raub several questions related to the TIF project. Several questioned what would happen to the project if Hess Services does not complete the project by the deadline of September 10th, when the TIF district expires. There was also a question of when ownership transfers on the completed streets.

Mayor Update and Announcements

Mayor David McDaniel asked for discussion regarding Ms. Deutscher's comments earlier in the meeting. Council members agreed that the City already has a plan to repair and maintain streets. One issue is that some brick streets cannot be replaced without replacing the underlying water and sewer lines, and the City doesn't have available funds for such a

major project. Another issue is that the cost to lay brick compared to pouring concrete is almost double, so that could result in a property tax increase if grants aren't awarded to help with the cost. The Community Development Block Grant has not offered street or utility infrastructure grants for several years now. However, the Clerk's office has already been exploring other grant opportunities. Public Works Director John Leiker added that in order to repair a brick street and relay the brick, an entire section would need to be replaced or the bricks will pop back out. That is why concrete was used for the small repair patches on Monroe Street.

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 7:26 p.m.



Mayor

City Clerk/Administrator

**ELLIS CITY COUNCIL
REGULAR MEETING
Minutes
September 3, 2024**

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

City Clerk/Administrator 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 2024 proposed budget.

Clayton Rudman, 1910 Walnut Street, questioned why Council would leave the mill rate the same when the estimated assessed valuation increased.

Mayor McDaniel asked Ms. Burton to explain the Revenue Neutral Rate, the mill levy and the projects considered in the 2025 budget.

There being no further comments, Mayor McDaniel asked for a motion to close the public hearing. Council member Jolene Niernberger moved and Council member Devin Henderson seconded a motion to close the Revenue Neutral Rate hearing. The motion carried 5-0. The public hearing closed at 6:11 p.m.

General Government: Financial

Council member John Walz moved to approve Resolution No. 613 authorizing the City of Ellis to levy a property tax exceeding the Revenue Neutral Rate. Council member Jolene Niernberger seconded the motion. A roll call vote was taken with Council members Kellie Crnkovich, Devin Henderson, Jolene Niernberger, John Walz and Terry Zervas all voting in favor of the motion.

PUBLIC HEARING – 2025 BUDGET DOCUMENT

General Government: Financial

Mayor David McDaniel then requested a motion to open the public hearing to discuss the 2025 budget document. Council member John Walz moved to open the 2025 budget hearing. Council member Devin Henderson seconded the motion. The motion carried 5-0. The public hearing opened at 6:12 p.m.

City Clerk/Administrator 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 2025.

There being no further comments, Mayor McDaniel asked for a motion to close the public hearing. Council member Devin Henderson moved and Council member Jolene Niernberger seconded a motion to close the 2025 budget hearing. The motion carried 5-0. The public hearing closed at 6:16 p.m.

General Government: Financial

Council member John Walz moved to approve the 2025 City of Ellis budget document as presented. Council member Jolene Niernberger 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, Jolene Niernberger, John Walz and Terry Zervas. Also present were Public Works Director John Leiker, Police Chief Avery Smith, City

Clerk/Administrator Amy Burton, and City Attorney Olavee Raub. Council member Martin LaBarge was absent.

PLEDGE OF ALLEGIANCE

AMENDMENTS TO AGENDA

An additional request to waive fees at the campground for the Girl Scouts will be added under Special Order.

PUBLIC PRESENT

Glen Keller, Doug Goetz, Gilbert Kinderknecht and Christina Janney.

CONSENT AGENDA

Council member Devin Henderson moved to approve the consent agenda containing the Minutes from the Regular Meeting on August 19, 2024 and Bills Ordinance #2196. Council member Jolene Niernberger seconded the motion. The Council approved the consent agenda 5-0.

PUBLIC COMMENTS

Gilbert Kinderknecht provided an update on the Historic Walking Trail and invited everyone to the Art Walk on September 7th.

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

Campground: Licenses/Fees

Diana Staab was not present to request a waiver of campground fees for the Girl Scouts Junior 3 Part Campout; therefore, Christina Janney provided both requests for the organization. The Junior Campout on September 28th is for 4th and 5th graders to learn outdoor skills, while the October 5th event is for outdoor training for the adults involved with the Girl Scouts. Council member John Walz moved to waive the camping fees on September 28th for 10 tents for the Girl Scouts Junior Campout and on October 5th for six tents for training with adult Girl Scout volunteers. Council member Kellie Crnkovich seconded the motion. The motion carried 5-0.

SPECIAL ORDER

None

UNFINISHED BUSINESS

None

NEW BUSINESS

Water: Special Project

Doug Goetz, Wilson & Company, discussed a proposed contract to evaluate and design a booster pump station for the south end of town. The evaluation will include proposing an ideal location for the station. The Kansas Water Office offers a technical assistance grant that helps fund expenses leading up to soliciting bids for the project. Mr. Goetz would like to submit a grant application on the City's behalf for the project. The application would request assistance in the amount of \$83,400.00 for engineering fees, geotechnical services, legal fees, and the potential purchase of land to install the pump station. Council member Devin Henderson moved to approve the Letter of Agreement with Wilson & Company in the amount of \$51,900.00 for the evaluation and design of a booster pump station with funds to come from the Capital Improvement – Water Exploration fund. Council member John Walz seconded the motion. The motion carried 5-0.

Council member Jolene Niernberger then moved to authorize Mayor David McDaniel to sign the Affidavit in Support of Grant Application and Authority to Sign for the Kansas Water Office Technical Assistance Grant. Council member John Walz seconded the motion. The motion carried 5-0.

Streets: Repair/Maintenance

At the last Council meeting, Council approved authorization for the Clerk's office to submit a grant application to the KDOT Cost Share Program for the 2nd Street Improvement Project. The project reconstructs 2nd Street from Dorrance Street to Washington Street. City staff are working with Buck Driggs, Driggs Design Group, to submit the grant application. Mr. Driggs has submitted a proposal, contingent on KDOT grant funding, for the engineering design. Council member John Walz moved to approve the Agreement for Professional Engineering Services with Driggs Design Group in the amount of \$43,000.00 for the 2nd Street Improvement Project, with funds to come from the Capital Improvement – Street fund. Council member Devin Henderson seconded the motion. The motion carried 5-0.

REPORTS FROM CITY OFFICIALS

Public Works

Public Works Director John Leiker presented his monthly report. Small repairs have been made to the backhoe. Mr. Leiker will have bids for metal concrete forms and sanitation poly carts at the next meeting.

Police

Police Chief Avery Smith presented the Monthly Incident Report for August and his department report. Interviews for candidates interested in the vacant position will be later this month. Officer LaBarge has completed his Field Training Officer course and is registered for Defensive Tactics Instructor school.

City Clerk/Administrator

City Clerk/Administrator Amy Burton presented the Health Insurance Savings Report for July and minutes from the recent Water Advisory Committee and Planning Commission meetings. Ms. Burton noted that additional insurance checks have been received for hail damage to City property.

Attorney

City Attorney Olavee Raub fielded questions on the Highland (TIF) project. Kansas Statutes outline specific parameters for this type of project. The TIF district expires on September 10th; therefore, any work performed by Hess Services after that date is at their own risk. Ms. Raub will contact bond counsel for guidance.

Mayor Update and Announcements

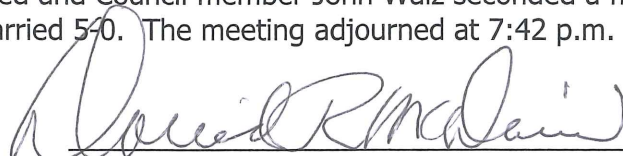
Council member Jolene Niernberger inquired about bids for the cemetery wall.

EXECUTIVE SESSIONS

Mayor David McDaniel asked for a motion to recess into executive session at the request of Police Chief Avery Smith. Council member Kellie Crnkovich moved for City Council to recess into executive session to discuss staffing in the Police Department pursuant to the non-elected personnel matter exception, K.S.A. 75-4319 (b)(1) with City Attorney Olavee Raub, Police Chief Avery Smith and City Clerk/Administrator Amy Burton present. The open meeting will resume at 7:41 p.m. Council member John Walz seconded the motion. The motion carried 5-0. No action was taken in executive session and the open meeting resumed.

ADJOURNMENT

Council member Devin Henderson moved and Council member John Walz seconded a motion to adjourn the meeting. The motion carried 5-0. The meeting adjourned at 7:42 p.m.



Mayor



Assistant City Clerk

**ELLIS CITY COUNCIL
SPECIAL MEETING
Minutes
September 9, 2024**

CALL TO ORDER

Mayor David McDaniel called the special meeting to order at 6:30 p.m. Present were Council members John Walz, Martin LaBarge, Jolene Niernberger and Terry Zervas. Also present were City Attorney Olavee Raub, Public Works Director John Leiker, Assistant City Clerk Verda Flinn and City Administrator/Clerk Amy Burton via Zoom. Council member Kellie Crnkovich and Devin Henderson were absent.

PLEDGE OF ALLEGIANCE

PUBLIC PRESENT

David Clingan and Travis Kohlrus

PURPOSE OF SPECIAL MEETING

Mayor David McDaniel stated the purpose of the special meeting is to discuss status of Highland Addition (TIF) Project and consider a Contract Addendum with Hess Services.

General Government: Special Project

City Attorney Olavee Raub provided an update on her conversation with Kevin Cowan of Gilmore & Bell concerning the remaining TIF funds and the September 10, 2024 disbursement deadline. It was advised to prepay a detailed invoice for the upcoming work and to approve a contract addendum with a completion deadline of September 27, 2024. The addendum would include a \$5,000 per day liquidated damages clause if the work is not finished by the specified date.

John Leiker conducted a site inspection and reported that the storm drain had been completed. He estimated that about 80% of the concrete work would be finished by tomorrow. However, Hess Services still needed to complete the water and sewer lines.

David Clingan shared that he had spoken with Hess Services, and Dan Hess expressed his commitment to completing the project. The completion date was provided by Dan himself, which David viewed as a positive sign for Ellis. David also noted that once the project is finished, it will be up to Dan to decide how to proceed with the property, as he remains the owner.

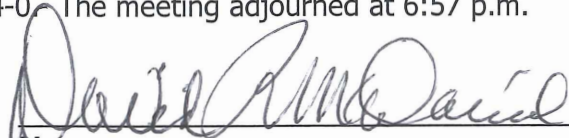
Travis Kohlrus, representing Ellis Development Corporation, addressed concerns regarding affordable housing and the purchase of lots. He emphasized that the project would have a positive impact on housing growth in the area.

Council member John Walz moved to approve the Contract Addendum, which includes a completion date of September 27, 2024 and \$5,000 per day liquidated damages clause if the work is not finished by the specified date, and to authorize Mayor David McDaniel to sign and prepay Invoice No. 0000121669 in the amount of \$670,278.49 immediately from TIF funds.

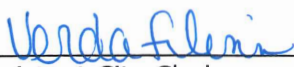
Council member Jolene Niernberger seconded the motion. The motion carried 4-0.

ADJOURNMENT

Council member Martin LaBarge moved and Council member Terry Zervas seconded a motion to adjourn the meeting. The motion carried 4-0. The meeting adjourned at 6:57 p.m.



Mayor



Assistant City Clerk

**ELLIS CITY COUNCIL
REGULAR MEETING
Minutes
September 16, 2024**

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, Police Chief Avery Smith, Assistant City Clerk Verda Flinn and City Attorney Olavee Raub.

PLEDGE OF ALLEGIANCE

AMENDMENTS TO AGENDA

Mayor David McDaniel requested that Chief Dustin Vine's proposal to purchase a radio be postponed to a future meeting, as Chief Vine was unable to attend the current one. Mayor David McDaniel requested an Executive Session for Non-elected Personnel Matter Exception, *K.S.A. 75-4319 (b)(1)*

PUBLIC PRESENT

Pauleen Edmonds, Sarah Wasinger, Sergeant Ben Kolas, Alicia Flower and Glen Keller.

CONSENT AGENDA

Council member John Walz moved to approve the consent agenda containing the Minutes from the Regular Meeting on September 3, 2024 and Bills Ordinance #2197. Council member Martin LaBarge seconded the motion. The Council approved the consent agenda 6-0.

PUBLIC COMMENTS

Pauleen Edmonds, Community Foundation of Ellis representative, reported the Historic Walking Trail is completed and invited the public to a ribbon cutting September 27, 2024 at 8:30 am - Washington Grade School and 11:30 am - Washington Street Bridge. Alicia Flower, Ellis Alliance Director, reported the Ellis Alliance received a grant in the amount of \$1908.78 from Kansas Travel & Tourism for the Ellis Media Project.

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

None

SPECIAL ORDER

Sarah Wasinger, President of the Hays Chamber, presented a publication guide for Hays and Ellis County. The Hays Chamber is offering the City of Ellis a two-page layout to promote the community at a discounted price of \$3,200 (20% off). A \$330 Hays Chamber membership fee and a one-time \$125 setup charge is also required. The 2025 membership fee for the Hays Chamber will be \$360. The Council will decide on this proposal during their October 7, 2024 meeting.

Fire: Report

Chief Dustin Vine submitted his monthly report for review.

UNFINISHED BUSINESS

NEW BUSINESS

Special Event – Ellis Polar Express

The Council reviewed the Event Request/Permit for Public Property Application, Traffic Control Application, and Noise Permit Application for the Ellis Polar Express. Police Chief Avery Smith has already reviewed and approved the Traffic Control Application within his department. Council member John Walz moved to approve the Event Request/Permit for Public Property Application, Traffic Control Application, and Noise Permit Application from the

Ellis Polar Express, scheduled for December 6, 7, and 8 from 5:00 p.m. to 11:00 p.m. Council member Devin Henderson seconded the motion. The motion carried 6-0.

Special Event – Ellis High School STUCO

The Council reviewed the Traffic Control Application for Event Request for the Ellis High School homecoming parade on September 20th. Police Chief Avery Smith has already approved the parade route. Council member Devin Henderson moved to approve the Traffic Control Application from the Ellis High School STUCO. Council member Martin LaBarge seconded the motion. The motion carried 6-0.

Sanitation: Polycarts

Public Works Director John Leiker presented two bids for trash polycarts. Council member Martin LaBarge moved to approve the purchase of 150 trash polycarts from The Cart Guy in the amount of \$10,815 with funds to come from Sanitation. Council member Devin Henderson seconded the motion. After discussion the motion failed 1-5, with Martin LaBarge voting in favor. The Council requested Public Works Director John Leiker provide images of both cart options at the next meeting for further discussion.

Steets: Repair/Maintenance

Public Works Director John Leiker presented two bids for metal concrete forms to help with curb and gutter replacement. Council member Terry Zerfas moved to approve the purchase of 10 - 10' x 12" metal concrete forms from Metal Forms Corp in the amount of \$2,829 with funds to come from Special Highway. Council member John Walz seconded the motion. The motion carried 6-0.

Police: Office Equipment

Police Chief Avery Smith presented several bids for a replacement copier in the Police Department. Council member Devin Henderson moved to approve the purchase of a Sharp BP-C535WR Copier, Printer, Scanner and Fax from Northwestern Office Suppliers in the amount of \$2,995 with funds to come from Special Machinery. Council member John Walz seconded the motion. The motion carried 6-0.

REPORTS FROM CITY OFFICIALS

Public Works

Public Works Director John Leiker presented his mid-month report. The Highland Addition is moving forward with some areas of the project nearly completed. Council Member Terry Zerfas inquired about spraying stickers at the North Walter P. Chrysler Park. The Campground Project preconstruction meeting will take place September 18, 2024.

Police

Police Chief Avery Smith presented the mid-month Incident Report for September. Interviews went well and he will be offering the position to someone. The Police Department expressed safety concerns with the young kids riding scooters through town and zooming out in front of vehicles and pedestrians. Council suggested educating the public about the potential hazards by placing an article in the Town Crier. Another safety issue of concern is kids entering the storm drains.

City Clerk/Administrator

Attorney

Mayor Update and Announcements

EXECUTIVE SESSIONS

Mayor David McDaniel asked for a motion to recess into executive session for 30 minutes at the request of Mayor David McDaniel. Council member Kellie Crnkovich moved for City Council to recess into executive session to discuss the resignation of City employee 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 7:59 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.

POST EXECUTIVE SESSIONS

Council member John Walz moved to accept the resignation of City Administrator/Clerk Amy Burton effective immediately, September 16, 2024. Council Member Martin LaBarge seconded the motion. The motion carried 6-0

Council member Martin LaBarge moved to advertise for the position of City Clerk. Council Member Devin Henderson seconded the motion. The motion carried 6-0

ADJOURNMENT

Council member Martin LaBarge moved and Council member Devin Henderson seconded a motion to adjourn the meeting. The motion carried 6-0. The meeting adjourned at 8:00 p.m.



Assistant City Clerk



Mayor

**ELLIS CITY COUNCIL
REGULAR MEETING
Minutes
October 7, 2024**

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, Police Chief Avery Smith, Interim City Clerk Verda Flinn and City Attorney Olavee Raub.

PLEDGE OF ALLEGIANCE

AMENDMENTS TO AGENDA

Mayor David McDaniel requested an Executive Session for Non-elected Personnel Matter Exception, *K.S.A. 75-4319 (b)(1)*

PUBLIC PRESENT

Glen Keller, Sarah Wasinger, Dava Gaschler and Officer Jonathan Turner

CONSENT AGENDA

Council member Devin Henderson moved to approve the consent agenda containing the Minutes from the Special Meeting on September 9, 2024 and Regular Meeting on September 16, 2024, along with Bills Ordinance #2198. Council member Jolene Niernberger seconded the motion. The Council approved the consent agenda 6-0.

PUBLIC COMMENTS

Officer Jonathan Turner introduced himself to Council. He started with the City of Ellis today.

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

None

SPECIAL ORDER

None

UNFINISHED BUSINESS

Tourism: Community Guide for Hays and Ellis County

Glen Keller, President of the Ellis Chamber of Commerce, explained the Chamber opted not to take part in the two-page spread for the City of Ellis in the community guide due to budget constraints. The Council decided not to participate this year, as the expense was not included in the budget, and encouraged Sarah Wasinger to present during next year's budget planning process. No action was taken.

Sanitation: Polycarts

Public Works Director John Leiker presented two bids and images of the trash polycarts. Council member Jolene Niernberger moved to approve the purchase of 150 trash polycarts from The Cart Guy in the amount of \$10,815 with funds to come from Sanitation. Council member John Walz seconded the motion. The motion carried 6-0.

NEW BUSINESS

Sewer/Sanitation: Accounting/Billing

Rachelle Eichman submitted an Application for Local Utility Incentives for Main Dish, a catering business she is opening at 1016 Washington. Council member Jolene Niernberger moved to approve the Application for Local Incentives for Main Dish at 1016 Washington. Council member Martin LaBarge seconded the motion. The motion carried 6-0. The business incentives will take effect with the November 1, 2024 utility billing.

General Government: Financial

The Council reviewed a donation request from the Ellis Recreation Commission for the Polar

Express event. However, they decided not to contribute this year, as the expense was not part of the current budget. The Council encouraged the Ellis Recreation Commission to include the Polar Express in next year's budget request. No action was taken.

General Government: Special Project

Council member John Walz moved to authorize Mayor David McDaniel to sign a letter of support for ACCESS Public Transportation. Council member Devin Henderson seconded the motion. The motion carried 6-0.

General Government: Report

Public Works Director John Leiker presented a punch list from Driggs Design Group for the Highland Addition Project. He noted that all tasks have been completed except for pulling the mandrel on the sanitary sewer line, which is scheduled for October 14, 2024. Mayor David McDaniel added that the lots are owned by Dan Hess, and anyone interested in purchasing one should contact Dan Hess directly.

General Government: Grant

The remaining ARPA funds must be obligated by the end of 2024. Public Works Director John Leiker asked Council to consider using a portion of the remaining funds to purchase supplies for replacing lead and copper water lines in the community. The Council directed Interim City Clerk Verda Flinn to provide a report at the next Council meeting on the remaining ARPA funds available to use.

REPORTS FROM CITY OFFICIALS

Public Works

Public Works Director John Leiker presented the Comparative Water Report for the period July 10th – August 10th. Crews worked the city wide clean up. The water well levels have remained stable. Council Member Terry Zervas raised a question about the expansion joint beneath the new concrete on the south side of West 13th in the 200 block. He also noted that the curb along the south side of the old high school needs replacement. Additionally, Council Member Terry Zervas expressed a safety concern, suggesting the curbs at the corner of 215 W 11th be marked as no parking to improve visibility at the intersection.

Police

Police Chief Avery Smith presented the monthly Incident Report for September. Trunk or Treat is scheduled for October 31, 2024 at the parking lot to the south of City Hall. The Police Department now has the ability to print tickets in two of its patrol vehicles, replacing the need for handwritten tickets. Council Member Martin LaBarge asked about the decommissioning of the Ford Taurus. Police Chief Avery Smith also sought the Council's input on installing two stop signs at the intersection of West 5th Street and Dorrance for the eastbound and westbound lanes. The Council voiced concerns about children's safety when playing in the streets and riding bikes.

Interim City Clerk

Mindy Allen started painting the mural on City Hall today. The City has also created a new Facebook page after losing access to the old one. Clerk II, Cheryl Snyders, has submitted her resignation, with her last day set for October 11, 2024.

Attorney

The Council asked for an update on the easements for the water line project. Interim City Clerk Verda Flinn will work with Attorney Olavee Raub to advance the process.

Mayor Update and Announcements

Mayor David McDaniel reported the Days Inn will be renovating the hotel. Council member Devin Henderson announced that he will be absent from the next three Council meetings as he is rejoining the National Guard.

EXECUTIVE SESSIONS

Mayor David McDaniel asked for a motion to recess into executive session for 15 minutes at the request of Mayor David McDaniel. Council member Martin LaBarge moved for City Council to recess into executive session to discuss administrative matters of non-elected personal 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 7:28 p.m. Council member Jolene Niernberger seconded the motion. The motion carried 6-0. No action was taken in executive session and the open meeting resumed.


POST EXECUTIVE SESSION

Council Member John Walz moved to ratify the promotion of Verda Flinn from Assistant City Clerk to Interim City Clerk at a wage of \$29.35 per hour, retroactive to September 17, 2024. Council Member Jolene Niernberger seconded the motion. The motion carried 6-0.


Council Member Devin Henderson then moved to ratify retired City Clerk Mary Jo Walz to assist Interim City Clerk Verda Flinn during the transition at a contract rate of \$40.00 per hour, as needed. The motion passed 6-0, with Council Member John Walz abstaining.

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 7:30 p.m.



David R. McDaniel, Mayor



Verda Flinn, Interim City Clerk

**ELLIS CITY COUNCIL
REGULAR MEETING
Minutes
October 21, 2024**

CALL TO ORDER

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

PLEDGE OF ALLEGIANCE

AMENDMENTS TO AGENDA

PUBLIC PRESENT

Glen Keller, Daniel Pyle, Sergeant Benjamin Kolas, Ronald Julian, Wesley James, and Michael Berges

CONSENT AGENDA

Council member Martin LaBarge moved to approve the consent agenda containing the Minutes from the Regular Meeting on October 7, 2024, Bills Ordinance #2199 and the 2024 July and August Manual Journal Entries. Council member Jolene Niernberger seconded the motion. The Council approved the consent agenda 5-0.

PUBLIC COMMENTS

Ellis Recreation Director Daniel Pyle announced that a down payment has been made to Mid-American Courtworks for resurfacing one tennis court and two pickleball courts. The project is set to begin in early spring 2025. With \$35,000 secured through grants and donations, the total cost is estimated at \$36,000. Ellis Recreation will cover the remaining \$1,000, which includes the additional expense of adding pickleball lines to the tennis court.

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

Personnel: Award

Mayor David McDaniel presented the annual Service Awards to employees who attained milestone anniversaries with the City. Awards were presented to Sergeant Benjamin Kolas (5 years), Council Member Martin LaBarge (5 Years), Assistant Fire Chief Wesley James (20 years), and Mayor David McDaniel (5 years). Water Treatment Plant Operator Dean Yanda (5 years) and Public Works Director John Leiker (10 years) were not present.

SPECIAL ORDER

Report: Fire

Fire Chief Dustin Vine presented his fire report and stated members from the Fire Department have attended several trainings.

UNFINISHED BUSINESS

Fire: Acquisition

Fire Chief Dustin Vine presented a bid for two handheld radios that would help with communicating during emergencies. Council member John Walz moved to approve the purchase of two Motorola APX6000 mobile radios in the amount of \$4,631.47 from Motorola Solutions with funds to come from the General-Fire funds. Council member Jolene Niernberger seconded the motion. The motion carried 5-0.

General Government: Grant

The remaining SLERF (ARPA) funds must be obligated by the end of 2024. Interim City Clerk Verda Flinn reported the City has \$228,297 left in SLERF funds. Kansas Office of Recovery will

host a webinar on October 23, 2024 to go over the requirements for the allocation of funds. Interim City Clerk Verda Flinn, Public Works Director John Leiker and Mayor David McDaniel will attend the webinar.

NEW BUSINESS

Special Event – Ellis Baptist Church

The Council reviewed the Event Request/Permit for Public Property Application and Traffic Control Application for the Trunk or Treat. Police Chief Avery Smith has already reviewed and approved the Traffic Control Application within his department. Council member John Walz moved to approve the Event Request/Permit for Public Property Application and Traffic Control Application from the Ellis Baptist Church, scheduled for October 31, 2024 from 6:00 p.m. to 8:00 p.m. Council member Martin LaBarge seconded the motion. The motion carried 5-0.

Public Works: Repair/Maintenance

Foreman Joseph Kreutzer reported the Caterpillar quit working on the spot and needed repaired immediately in order to move it. The invoice for consideration is for the labor to remove the DEF Module and reprogram the Caterpillar. Council member John Walz moved to ratify the invoice from Foley Equipment in the amount of \$3,620.57 with funds to come from the Special Machinery fund. Council member Jolene Niernberger seconded the motion. The motion carried 5-0. Council member Martin LaBarge asked if this is something that should be considered in a maintenance schedule, so we can avoid an emergency situation.

Personnel: Financial

Chief Avery Smith discussed a letter the City received from Woodson County Sheriff's Office requesting reimbursement for Officer Turner's salary and travel expenses incurred by the Sheriff's Office while Officer Turner attended the Kansas Law Enforcement Training Center. K.S.A. 74-5609a states the City is required to reimburse these expenses since Officer Turner was hired within one year of graduating KLETC. Council member John Walz moved to approve reimbursement to Woodson County Sheriff's Office in the amount of \$5,200 for Officer Turner's salary and travel expenses during KLETC with funds to come from the General-Police funds. Council member Martin LaBarge seconded the motion. The motion carried 5-0.

General Government: Financial

Council member John Walz moved to approve Resolution No. 614 authorizing City employees to use the City credit cards. Council member Jolene Niernberger seconded the motion. The motion carried 5-0.

General Government: Financial

Interim City Clerk Verda Flinn reported Golden Belt Bank needs Council approval in order to remove previous employee Amy Burton from the safe deposit box. Council member Martin LaBarge moved to remove Amy Burton from the list of authorized personnel and add Mayor David McDaniel to access the City's safe deposit box at Golden Belt Bank. Council member Terry Zerfas seconded the motion. The motion carried 5-0.

General Government: Financial

Interim City Clerk reported the bond for the water treatment plant has been paid off with the October bond payment. City Attorney Olavee Raub announced the current monthly bond payment, assessed per meter on each customer's utility bill to meet the project's debt obligations, must be removed starting with the November 1, 2024, billing cycle. When a new bond payment is needed for the Trego Well Water Line Project, the Council will need to initiate the process of setting a new payment amount on customer utility bills. Council member John Walz moved to approve removing the existing monthly bond payment assessed per meter on each customer's utility bill beginning with the November 1, 2024 billing. Council member Martin LaBarge seconded the motion. The motion carried 5-0.

REPORTS FROM CITY OFFICIALS

Public Works

Foreman Joseph Kreutzer reported the City received a letter of Final Acceptance of Project from Driggs Design Group for the Highland Addition.

The Public Works Department has started winterizing and closing the restrooms in the parks. Mayor David McDaniel met with Doug Goetz of Wilson & Company during the League of Kansas Municipalities Annual Conference. Mr. Goetz presented a map showing a potential location for the south hill pressure station, which is situated on USD 388's property. The City will need to obtain permission from the school board to install the pressure station at this site. Mayor David McDaniel and Public Works Director John Leiker plan to attend a future USD 388 School Board meeting.

A few property easement letters are ready to be mailed for the Trego Well Waterline Project. A grant for the West 2nd Street Project was submitted through the KDOT Cost Share Program. The City expects to receive notification in November regarding whether the project will receive funding.

Council asked about clearing debris from the dam and removing trees from the creek at the campground. Foreman Joseph Leiker suggested the Public Works Department could potentially use a boat to clean along the dam, as the creek is currently below it.

Police

Police Chief Avery Smith presented the mid-month Incident Report for October. Trunk or Treat is scheduled for October 31, 2024 at the parking lot to the south of City Hall. Officer Turner is doing great and will be training with an officer in the department for up to two months. The Police Department is looking at revamping the dog kennel to accommodate more dogs at large. Police Chief Avery Smith will have more details at the next Council meeting.

Interim City Clerk

Interim City Clerk Verda Flinn presented the July and August Financials.

Attorney

Attorney Olavee Raub reported some easement letters are ready to be mailed for the Trego Well Water Line Project.

Mayor Update and Announcements

Mayor David McDaniel received an application for the vacant spot on the Library Board. Applications for City Clerk were due by October 18th. A committee will be formed to do the interviews.

Mayor David McDaniel and Council member Jolene Niernberger shared information from the recent League of Kansas Municipalities Annual League Conference they attended in October. Council Member John Walz reported six cats were taken to the veterinary from the TNR trapping today.

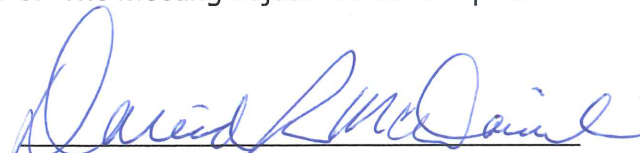
Council member Terry Zervas suggested Council consider rebate programs for sidewalk repairs and xeriscaping to promote water conservation.

ADJOURNMENT

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



Verda Flinn, Interim City Clerk



David R. McDaniel, Mayor

**ELLIS CITY COUNCIL
REGULAR MEETING
Minutes
November 4, 2024**

CALL TO ORDER

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

PLEDGE OF ALLEGIANCE

AMENDMENTS TO AGENDA

PUBLIC PRESENT

Glen Keller, Dava Gaschler and Nickole Byers

CONSENT AGENDA

Council member John Walz moved to approve the consent agenda containing the Minutes from the Regular Meeting on October 21, 2024, Bills Ordinance #2200 and the September 2024 Manual Journal Entries. Council member Martin LaBarge 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: Grant

The remaining SLERF (ARPA) funds must be obligated by the end of 2024. Interim City Clerk Verda Flinn reported that the Kansas Office of Recovery hosted a webinar on October 23, 2024 to review the requirements for allocating these funds by December 31, 2024. Specific criteria must be met to officially record the funds as obligated.

Water: Special Project

City Attorney Olavee Raub reported that she is still working on the easements for the Water Supply System Improvement Project. The Clerk's office has mailed out the easements and accompanying letters received so far from City Attorney Olavee Raub, and a few signed easements have been returned. The Council directed the Clerk's office to schedule payments from the Capital Improvement – Water Exploration fund on the dates of Council meetings.

NEW BUSINESS

General Government: Committee

Mayor David McDaniel requested Council approve his nomination of Rebecca Stites to fill a recent vacancy on the Library Board. Council member Jolene Niernberger moved to approve the Appointment of Rebecca Stites for the Library Board. Council member Martin LaBarge seconded the motion. The motion carried 5-0.

General Government: Contract

Mayor David McDaniel reported investors have shown interest in purchasing two City-owned property parcels: one at East 20th and Maple, and another at 700 East 10th. City Attorney Olavee Raub advised if the Council wishes to proceed with the sale, the properties would need

to go through a bidding process. It was the consensus of Council to table the discussion on selling these parcels until the next meeting.

Municipal Court: Fines/Fees

City Attorney Olavee Raub reported Municipal Judge Ross Wichman recommended increasing court costs to \$100.00. The City's court costs have remained unchanged since 2016 and are among the lowest in the area. Council member John Walz moved to approve Ordinance No. 1495 amending the City's portion of the court costs to \$76.50, making the total court costs assessed \$100.00. Council member Jolene Niernberger seconded the motion. The motion carried 4-1, with Council member Martin LaBarge voting opposed.

REPORTS FROM CITY OFFICIALS

Public Works

Public Works Director John Leiker presented the Comparative Water Report. The water wells are staying about the same level.

The Public Works Department has completed final mowings of City property and began prepping equipment for snow removal.

Foreman Joseph Kreutzer has resigned. His last day is November 15, 2024. Scott Gugler started on October 28, 2024 as the Provisional Recycling Attendant.

Police

Police Chief Avery Smith presented the monthly Incident Report for October.

Trunk or Treat was held October 31st. Police Chief Avery Smith estimated about 200 people attended the event.

Police Chief Avery Smith reported that the F150 was involved in a minor fender bender. No injuries were reported. City policies and procedures were followed with the Sheriff's Department completing the accident report.

Interim City Clerk

Interim City Clerk Verda Flinn presented the Health Insurance Savings Report for August and September and the September Financial Statement.

The mural on the Municipal building is completed. Two grants received for the project will need the final reports completed.

The campground project should start seeing some progress. The prefabricated bathhouse is in production at the manufacturer. The dirt work and utility connections for the bathhouse should begin in the next couple of weeks.

The Clerk's office began interviews for the Clerk II position.

Mayor David McDaniel acknowledged Interim City Clerk Verda Flinn for completing the Municipal Clerks Certification Institute.

Attorney

Mayor Update and Announcements

Mayor David McDaniel reported Council Members Martin LaBarge and Jolene Niernberger, along with himself, Public Works Director John Leiker and Interim City Clerk Verda Flinn attended the webinar for the SLERF funds.

The Council is invited to attend the Northwest Kansas Planning and Development Commission meeting held November 12, 2024 in Grainfield.

Mayor David McDaniel, Public Works Director John Leiker, and Doug Goetz from Wilson and Company will attend the next USD 388 School Board meeting to request permission to install a pressure pump station on USD 388 property.

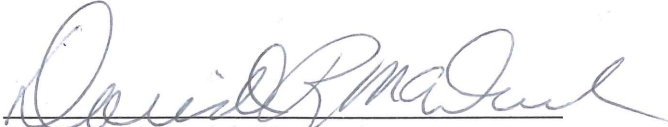
Council Member John Walz reported two cats were taken to the veterinary from the TNR trapping this week.

ADJOURNMENT

Council member Martin LaBarge moved and Council member Terry Zerfas seconded a motion to adjourn the meeting. The motion carried 5-0. The meeting adjourned at 7:31 p.m.



Verda Flinn, Interim City Clerk



David R. McDaniel, Mayor

**ELLIS CITY COUNCIL
REGULAR MEETING
Minutes
November 18, 2024**

CALL TO ORDER

Mayor David McDaniel called the regular meeting to order at 6:30 p.m. Present were Council Members Kellie Crnkovich, Martin LaBarge, Jolene Niernberger, John Walz and Terry Zerfas. Also present were, Police Chief Avery Smith, Interim City Clerk Verda Flinn, Public Works Director John Leiker, Fire Chief Dustin Vine and City Attorney Olavee Raub. Council Member Devin Henderson was absent.

PLEDGE OF ALLEGIANCE

AMENDMENTS TO AGENDA

Mayor David McDaniel requested removing the Letter of Support from the Community Foundation under New Business at their request.

Mayor David McDaniel added under Special Order introduction of a new City Clerk.

PUBLIC PRESENT

Glen Keller, Keith Marvin, Ashley Scheibler, Nick Keller, Dava Gaschler, Michael Berges and Randy Honas.

CONSENT AGENDA

Council Member Martin LaBarge moved to approve the consent agenda containing the Minutes from the Regular Meeting on November 4, 2024, Bills Ordinance #2201. Council Member Jolene Niernberger seconded the motion. The Council approved the consent agenda 5-0.

PUBLIC COMMENTS

Michael Berges, Ellis County Commissioner, informed the Council that the County Commissioners will hold a special work session on November 26, 2024, to discuss roads and bridges. The discussion will include the 10th Street bridge and the 15th Street bridge in Ellis.

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

None

SPECIAL ORDER

Fire: Report

Fire Chief Dustin Vine presented his monthly report summarizing the Department's activities.

Personnel: Entry

Mayor David McDaniel introduced Ashley Scheibler and requested the Council consider a motion to hire her as the new City Clerk. Council Member John Walz moved to approve Ashley Scheibler for the position, and Council Member Martin LaBarge seconded the motion. The motion carried 5-0. Ashley Scheibler's appointment will take effect on November 19, 2024.

UNFINISHED BUSINESS

Municipal Court: Fines/Fees

City Attorney Olavee Raub reported the motion made at the November 4, 2024 meeting to approve Ordinance No. 1495 amending the City's portion of the court costs to \$76.50, making the total court costs assessed \$100.00 referenced the incorrect ordinance number. A new motion is required to address the error. Council Member John Walz moved to approve Ordinance No. 1497, amending the City's portion of the court costs to \$76.50, making the total assessed court costs \$100.00. Council Member Jolene Niernberger seconded the motion. The motion carried 5-0.

General Government: Contract

Mayor David McDaniel reported that investors have expressed interest in purchasing two City-

owned property parcels: one located at East 20th Street and Maple Street, and the other at 700 East 10th Street. Council is not in favor of selling the City-owned land at 700 East 10th Street. Council Member Jolene Niernberger moved to approve the sale of the City-owned land at East 20th Street and Maple Street through a bid process. Council Member John Walz seconded the motion. The motion carried 5-0.

NEW BUSINESS

General Government: Contract

Glen Keller, Planning Commission President, and Keith Marvin of Marvin Planning Consultants presented the recodification of the City's Zoning Ordinance to the Council. This ordinance has been under review by the Planning Commission since 2022. The Council is asked to review the draft Zoning Ordinance in preparation for approval at the December 2, 2024, meeting. Any questions regarding the draft should be directed to City Attorney Olavee Raub or Glen Keller.

General Government: Special Event

Council Member John Walz moved to continue the tradition of holding a City Holiday Party for staff, elected officials, and their guests not to exceed \$600. Council Member Martin LaBarge seconded the motion. The motion carried 5-0.

Water: Special Project

Interim City Clerk Verda Flinn proposed Council consider fund reallocation for the Pressure Pump Station contract with Wilson & Company. With a signed agreement in place, this project qualifies for the ARPA fund obligation by year-end. Reallocating funds from the Capital Improvement – Water Exploration Fund to ARPA Funds will free up budget capacity in the Capital Improvement – Water Exploration Fund and help reduce unused ARPA funds, ensuring we avoid repayment to the State of Kansas.

Council Member John Walz moved to rescind the motion from September 3, 2024 to have funds come from the Capital Improvement – Water Exploration fund in the amount of \$51,900.00 for the evaluation and design of a booster pump station. Council Member Jolene Niernberger seconded the motion. The motion carried 5-0.

Council Member John Walz moved to approve the amount of \$51,900 payable to Wilson & Company for the evaluation and design of the booster pump station, with funds to come from the ARPA Fund. Council Member Terry Zervas seconded the motion. The motion carried 5-0.

Water: Repair/Maintenance

Public Works Director John Leiker reported supplies were ordered to repair water lines. The invoice received from Municipal Supply, Inc. was for \$2517.60. Council Member Martin LaBarge moved to ratify the invoice from Municipal Supply, Inc. in the amount of \$2517.60 for supplies with funds to come from Water Utility fund. Council Member Terry Zervas seconded the motion. The motion carried 5-0.

Sewer: Acquisition

Public Works Director John Leiker presented a quote for required Wastewater Treatment Plant chemicals from Waterwise Enterprises. Council Member Martin LaBarge moved to approve the quote from Waterwise Enterprises for the purchase of 3,405 pounds of Aluminum Chlorohydrate (\$2,672.93), two barrels of polymer (\$2,400.00) and \$90.00 shipping fee for a total cost of \$5,162.93 with funds to come from the Sewer Utility fund. Council Member Terry Zervas seconded the motion. The motion carried 5-0.

Water: Acquisition

Public Works Director John Leiker requested funding from the ARPA funds to replace lead and copper service lines for 30 auto-read meters. Public Works Director John Leiker presented a bid for supplies from Municipal Supply, Inc and electronic water meters from Metron. Council Member John Walz moved to approve the invoice from Municipal Supply Inc. in the amount of \$17,976 for parts and supplies, and the invoice from Metron in the amount of \$12,540 for auto-

read meters to replace water lead and copper service lines for 30 meters with funds to be allocated from ARPA funds. Council Member Martin LaBarge seconded the motion. The motion carried 5-0.

Public Works: Acquisition

Public Works Director John Leiker requested Council approval to crush the stockpiled concrete. Council Member Terry Zerfas moved to approve Flatlander Dirtworks for the project at a cost not to exceed \$60,000, with funds to come from Capital Improvement-Streets. Council Member Martin LaBarge seconded the motion. The motion carried 5-0.

REPORTS FROM CITY OFFICIALS

Public Works

Public Works Director John Leiker presented the department's monthly report. Daniel Newell started on November 12, 2024 as a General Public Works Employee in Sanitation.

Police

Police Chief Avery Smith presented the mid-month Incident Report for November. Officer Jonathan Turner is doing well. He has started Phase 2 of the Police Department's training for a new hire.

Interim City Clerk

Interim City Clerk Verda Flinn presented the minutes from the Planning Commission and Board of Zoning Appeals special meeting.

The City was informed that it did not receive the KDOT Cost Share Grant for the West 2nd Street project. Interim City Clerk Verda Flinn held a Zoom meeting with KDOT to discuss ways to strengthen future grant applications. The feedback received was positive and constructive.

Attorney

City Attorney Olavee Raub requested the Council approve payments for easements related to the Water Supply System Improvement Project from the Water Exploration Fund. Council Member Jolene Niernberger moved to approve the payment of the easements from the Water Exploration Fund, and Council Member John Walz seconded the motion. The motion carried 5-0. City Attorney Olavee Raub further reported the signed easements will be registered with the County. These easements will transfer with the property if it is sold by the original signer.

Mayor Update and Announcements

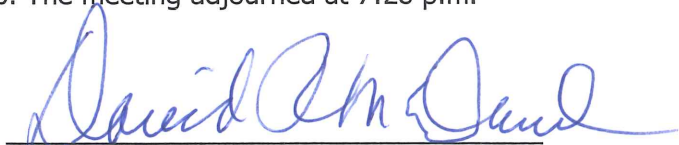
Mayor David McDaniel reported to Council the transparency in the hiring of a new City Clerk. At the December 2, 2024 Council meeting, Council Member Kellie Crnkovich will open the meeting. Newly elected Council Member Dava Gaschler will then take the Oath of Office and assume her seat on the Council.

ADJOURNMENT

Council Member Terry Zerfas moved and Council Member Martin LaBarge seconded a motion to adjourn the meeting. The motion carried 5-0. The meeting adjourned at 7:28 p.m.



Verda Flinn, Interim City Clerk



David R. McDaniel, Mayor

**ELLIS CITY COUNCIL
REGULAR MEETING
Minutes
December 2, 2024**

CALL TO ORDER

Mayor David McDaniel called the regular meeting to order at 6:30 p.m. Present were Council Members Kellie Crnkovich, Council Member-Elect Dava Gaschler, Devin Henderson, Martin LaBarge, Jolene Niernberger, John Walz, and Terry Zerfas. Also present were, Public Works Director John Leiker, Police Chief Avery Smith, City Clerk Ashley Scheibler, Assistant City Clerk Verda Flinn, and City Attorney Olavee Raub.

PLEDGE OF ALLEGIANCE

ADMINISTER OATH OF OFFICE

Personnel: Entry

City Clerk Ashley Scheibler administered the Oath of Office to newly elected Council Members Martin LaBarge, Jolene Niernberger, and Dava Gaschler.

AMENDMENTS TO AGENDA

None

PUBLIC PRESENT

Glen Keller and Nickole Byers

CONSENT AGENDA

Council Member Devin Henderson moved to approve the consent agenda containing the Minutes from the Regular Meeting on November 18, 2024, Bills Ordinance #2202. Council Member Jolene Niernberger seconded the motion. The Council approved the consent agenda 6-0.

PUBLIC COMMENTS

None

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

None

SPECIAL ORDER

None

UNFINISHED BUSINESS

General Government: Special Event

Council Member Martin LaBarge moved to rescind the motion on November 18, 2024 for a City Holiday Party not to exceed \$600.00 and approve the City Holiday Party not to exceed \$1000.00. Council Member Devin Henderson seconded the motion. The motion carried 6-0.

General Government: Contract

Glen Keller, Planning Commission President, spoke to the Council requesting approval for the Recodification of the City's Zoning Ordinance. Council Member Martin LaBarge moved to adopt Ordinance No. 1498 Recodification of the City's Zoning Ordinance. Council Member Jolene Niernberger seconded the motion. The motion carried 6-0.

General Government: Contract

City Clerk Ashley Scheibler sought guidance from the Council on specific details or restrictions they would like to include to proceed with preparing a bid contract for the sale of City Property located at 2000 Maple Street. The Council inquired about a deed restriction on the tract of land being sold. The Council directed City Attorney Olavee Raub to research deed restrictions and draft a proposed contract.

NEW BUSINESS

Personnel: Position Change

Mayor David McDaniel asked for nominations for Council President. The Council President acts

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

Personnel: Benefits

City Clerk Ashley Scheibler requested approval for an increase in the Christmas bonus for each City employee. Council Member Terry Zerfas moved to approve a Christmas bonus for each City employee in the net amount of \$400.00. Council Member Martin LaBarge seconded the motion. The motion carried 6-0.

REPORTS FROM CITY OFFICIALS

Public Works

Public Works Director John Leiker presented the department's monthly report. Mr. Leiker stated Midwest Energy will begin installing Christmas star decorations on December 4th.

Police

Police Chief Avery Smith presented the monthly Incident Report for November. Officer LaBarge is attending a two-week training course. Police Chief Avery Smith requested an extension to decommission the Ford Taurus for the sale of the vehicle. Council Member Devin Henderson moved to approve a 90-day extension for the decommission and sale of the Ford Taurus. Council Member Jolene Niernberger seconded the motion. The motion carried 5-1 with Council Member Dava Gaschler opposing.

City Clerk

City Clerk Ashley Scheibler presented the Minutes from the Planning Commission and Board of Zoning Appeals meetings on November 18, 2024, the Health Insurance Savings Report for October, and the October financial statements. The Council was informed Wilson and Company will provide a preliminary engineering contract for the 2nd Street Project to be presented at the next City Council meeting on December 16, 2024. This contract will assist in utilizing the remaining ARPA funds and position the City to reapply for the KDOT Cost Share grant in mid-February 2025.

Attorney

City Attorney Olavee Raub stated that she continued distributing easements for the Water Supply System Improvement Project.

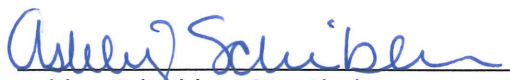
Mayor Update and Announcements

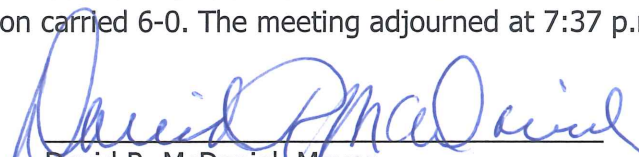
Mayor David McDaniel informed the Council that he attended the Ellis County Commissioners' special work session on November 19, 2024 to discuss roads and bridges in Ellis. He also announced Ellis County Commissioner Michael Berges will attend the next City Council meeting on December 16, 2024, and encouraged Council members to have any questions or concerns prepared for Ellis County Commissioner Michael Berges.

The League will be hosting a webinar on Ethics and Civility December 12, 2024, from 9 a.m. to 12 p.m. Mayor McDaniel encouraged anyone who would like to attend to notify the City Clerk's office.

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 7:37 p.m.


Ashley Scheibler, City Clerk


David R. McDaniel, Mayor

**ELLIS CITY COUNCIL
REGULAR MEETING
Minutes
December 16, 2024**

CALL TO ORDER

Mayor David McDaniel called the regular meeting to order at 6:30 p.m. Present were Council Members Dava Gaschler, Devin Henderson, Martin LaBarge, Jolene Niernberger, John Walz, and Terry Zerfas. Also present were, Public Works Director John Leiker, Police Chief Avery Smith, Fire Chief Dustin Vine, and City Clerk Ashley Scheibler. City Attorney Olavee Raub arrived at 6:54 p.m.

PLEDGE OF ALLEGIANCE

AMENDMENTS TO AGENDA

None

PUBLIC PRESENT

Glen Keller, Doug Goetz, Tyler Glissman, Michael Berges, JR Reynolds, David Clingan, and Nickole Byers.

CONSENT AGENDA

Council Member Martin LaBarge moved to approve the consent agenda containing the Minutes from the Regular Meeting on December 2, 2024 and Bills Ordinance #2203. Council Member Dava Gaschler seconded the motion. The Council approved the consent agenda 6-0.

PUBLIC COMMENTS

JR Reynolds approached Council requesting legalization of Golf Carts on City Streets.

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

None

SPECIAL ORDER

Fire: Report

Chief Dustin Vine submitted his monthly report for review.

UNFINISHED BUSINESS

General Government: Contract

Wilson and Company representatives, Doug Goetz and Tyler Glissman, spoke to Council outlining the Pre-Engineering Contract for the 2nd Street Improvement Project. Council Member John Walz moved to approve the Pre-Engineering Contract from Wilson and Company for the 2nd Street Improvement Project in the amount of \$81,256.00 coming from the ARPA fund. Council Member Martin LaBarge seconded the motion. The motion carried 6-0.

Mayor David McDaniel asked Wilson and Company representative Doug Goetz to report on the School Board meeting session involving the Booster Pump Station. Doug stated USD 388 School Board Members requested the City of Ellis consider moving the proposed Booster Pump Station to the North side of the South entrance. Doug stated they will begin to survey the location and present a design sometime in February.

General Government: Contract

City Clerk Ashley Scheibler informed Council the city-owned property at 2000 Maple Street is deeded as three separate Lots and would require additional Conveyance and a possible Lot Split before a bid contract can be drafted. City Attorney Olavee Raub suggested Council table this item until next Council meeting to allow Public Works Director John Leiker and herself to develop a plan.

NEW BUSINESS

General Government: Contract

Ellis County Commissioner Michael Berges presented his report to the Council from the Ellis County Commission meeting held on November 26, 2024. He discussed potential collaboration

with Council on the deck replacement for the 10th Street Bridge. Additionally, he reported the possibility of closing the 15th Street Bridge, located west of Ellis in the County.

General Government: Contract

Public Works Director John Leiker presented Council with three Contract options for the 6th Street Improvement Project from JCorp. Council Member John Walz moved to approve option one in the amount of \$74,600.00 with the funds coming from the remaining ARPA fund. Council Member Jolene Niernberger seconded the motion. The motion carried 6-0.

General Government: License/Permit

Council Member Devin Henderson moved to approve the Application for License to Sell Cereal Malt Beverages for Love's Travel Stop. Council Member Dava Gaschler seconded the motion. The motion carried 6-0.

General Government: License/Permit

Council Member Devin Henderson moved to approve the Application for License to Sell Cereal Malt Beverages for Casey's General Store. Council Member Terry Zervas seconded the motion. The motion carried 6-0.

General Government: License/Permit

Council Member Martin LaBarge moved to approve the Application for License to Sell Cereal Malt Beverages for Arthur's Pizza and Mexican Foods. Council Member Devin Henderson seconded the motion. The motion carried 6-0.

General Government: License/Permit

Council Member Martin LaBarge moved to approve the Application for License to Sell Cereal Malt Beverages for Rich's IGA, Inc. Council Member Dava Gaschler seconded the motion. The motion carried 6-0.

City Clerk: Financial

Council Member Dava Gaschler moved to authorize the City Clerk's office to pay any outstanding vendor invoices due and payable at year-end. Council Member Terry Zervas seconded the motion. The motion carried 6-0.

General Government: Financial

City Clerk Ashley Scheibler presented the list of utility bad debts to be written off in 2024. Writing off the bad debts is an annual accounting procedure and does not affect the City's ability to collect these debts. The amount to be written off represents approximately 0.22% of the City's 2024 total receivables. 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 Jolene Niernberger moved to approve the write-off of the utility bad debts in the amount of \$3,316.22 as presented. Council Member John Walz seconded the motion. The motion carried 6-0.

General Government: Financial

City Clerk Ashley Scheibler informed Council FundBalance, the main processing software used in the Clerk's office, is expected to expire by December 31, 2026. As a result, all data will need transferred to a new program infrastructure, which will incur additional costs not included in the current budget. Council Member Jolene Niernberger moved to approve the transfer from Capital Improvement – Streets to Special Machinery in the amount of \$25,000.00. Council Member Devin Henderson seconded the motion. The motion carried 6-0.

Each year, Council considers transferring excess budgeted funds from several of the General Fund departments into the Special Machinery fund. 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. 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 department's monthly report. John reported City Crushed Concrete is designated for City Use Only and not for sale.

Police

Police Chief Avery Smith presented the monthly Incident Report for December. Mayor McDaniel requested Avery's thoughts on legalizing Golf Carts on City Streets. He stated he was not opposed to the idea and has followed the City of Hays' reports; no incidents have been reported since the legalization of Golf Carts on their streets.

City Clerk

City Clerk Ashley Scheibler presented the Health Insurance Savings Report for November. Ashley informed Council about a citizen complaint regarding sewage backups at their residence, which resulted from flushable wipes being introduced into the city's main line. The resident has experienced multiple backups and requested a plan from the city to prevent future occurrences. Public Works Director John Leiker responded by stating the Public Works Department implement a routine maintenance plan, which will include flushing the lines every one to two months to improve the flow and hopefully prevent future backups.

Attorney

None

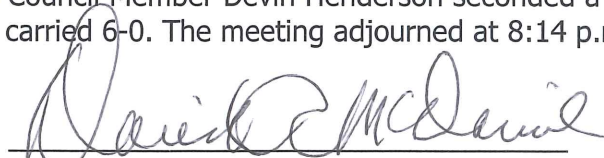
Mayor Update and Announcements

Mayor David McDaniel reminded Council to submit their RSVPs to the City Clerk's Office. He also provided an update on his recent meeting with the League of Municipalities in Mulvane. During their meeting, they highlighted two major topics of discussion: Cyber Security and Child Care within the State of Kansas.

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 8:14 p.m.


Ashley Scheibler, City Clerk


David R. McDaniel, Mayor