



City of Clearwater Council Meeting Agenda  
Tuesday June 11, 2019 at 6:30pm  
129 E Ross Clearwater, KS 67026

1. CALL TO ORDER / INVOCATION AND FLAG SALUTE
2. ROLL CALL
3. APPROVAL OF AGENDA
4. PUBLIC FORUM  
Members of the public can address the Mayor and City Council limited to not more than five minutes.
5. CONSENT AGENDA  
Items on the Consent Agenda are considered by staff to be routine business items. Approval of the items may be made by a single motion, seconded, and a majority vote with no separate discussion of any item listed.
  - a. [Minutes 5-28-19 Council Meeting](#)
  - b. [Claims and Warrants](#)
6. [STAFF REPORTS](#)
7. BUSINESS
  - a. Action: Change in Zoning 228 W Ross
  - b. Discussion: Budget
8. ADMINISTRATORS REPORT
9. GOVERNING BODY COMMENTS
10. ADJOURNMENT

Next Assignment Numbers

Charter Ordinance: 21

Ordinance: 1050

Resolution: 08-2019

**NOTICE: SUBJECT TO REVISIONS**

It is possible that sometime between 6:00 and 6:30 pm immediately prior to this meeting, during breaks, and directly after the meeting, a majority of the Governing Body may be present in the council chambers or lobby of City Hall. No one is excluded from these areas during those times.

**City of Clearwater, Kansas**  
Sedgwick County  
City Council Meeting - **MINUTES**  
May 28, 2019  
Clearwater City Hall – Council Chambers  
129 E. Ross Avenue Clearwater, KS 67026

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**1. Call to Order/ Invocation and Flag Salute**

Mayor Ussery called the meeting to order at 6:30 p.m. followed the invocation and flag salute.

**2. Roll Call**

The City Clerk called the roll to confirm the presence of a quorum. The following members were present:

Mayor Burt Ussery, Councilmembers; Laura Papish, Shirley Palmer-Witt, Chris Griffin, Yvonne Coon and Tex Titterington were present.

The following staff members were present:

Ron Marsh, City Administrator; Courtney Meyer, City Clerk; Bill Hisle, Chief; Ernie Misak, Public Works Director; Austin Parker, City Attorney; Justin Patrick, Interim EMS Director.

Others Present: Tanner Peissig, Wes Spohr

**3. Approval of the Agenda**

Mayor Ussery asked if there were any modifications to the agenda. Marsh stated no.

Mayor Ussery called for a motion to approve the agenda as presented

**Motion: *Coon*** moved, ***Palmer-Witt*** seconded to accept the agenda as presented. Voted and passed unanimously.

**4. Public Forum**

None

**5. Approve Consent Agenda**

Mayor Ussery asked if there was any question on the consent agenda and if not asked for a motion to approve.

Minutes 05/14/19 Council Meeting

Claims and Warrants

05/29/19 = \$26,756.09

Mayoral Appointments

Planning Commission – Tanner Peissig

Park Advisory Board – Wes Spohr

Emergency Services – Andrew Rakes EMT

Jared Dinwiddie – Interim Fire Chief

**Motion: *Palmer-Witt*** moved, ***Coon*** seconded to approve the consent agenda as presented. Voted and passed unanimously.

**6. Staff Reports**

- a. Police Department – Bill Hisle –asked if council had any questions from his report. Council had no questions.

- b. Public Works – Ernie Misak – Stated that the last 2 samples that were pulled have failed. He is hoping the state will take into account the amount of rain we have received. He also mentioned that we are not discharging right now but cells 2,3 & 4 are all one cell due to amount of rain. We are pumping directly into the river out of cell 4. The state is aware of this as many towns are doing it due to the amount of rain.  
Mayor Ussery pointed out that for the amount of rain that Clearwater has seen the ditches clear out quickly after the rain stops. He thanked the public works for keeping up on the drainage.
- c. Fire/ EMS – Ron Marsh – Marsh reported there has been 1 fire call and 8 EMS calls. Out of the EMS calls 1 no one was available, 1 was an assist for Sedgwick County, and 3 were where only one person could respond and Sedgwick county had to come it to transport. The 3 full-time personnel started on 5/20/19 and started their shift work on 5/25/19

**7. Business**

**a. Consider Victory Pyrotechnics Contract**

Marsh stated the city attorney reviewed the contract and changes were made that he felt were necessary. Marsh clarified that by signing this contract it does not bind the city to a \$15,000 firework show in the future.

Council reviewed the contract and asked that the section in line 8 be removed that talked about a storage fee if the fireworks display was postponed.

**Motion: Palmer-Witt** moved, **Titterington** seconded to approve the contract with he modification. Voted and passed unanimously.

**b. Budget Discussion**

Marsh updated council on some budget adjustments to look for during this budget period.

1. Marsh explained that the Special Building Fund 212 was established in 1994 to levy money to help pay for the remodel of the Library. When that fund was established there was a 2 mill cap that the city could levy and also a maximum of 10 years to levy it. Over time the city has paid for the bonds and has been using that fund as a capital improvement fund. Last year during the budget process Sedgwick County reviewed this and informed us that 2019 would be the last year we could levy for that fund. Staff has moved that fund expenditure into the General Fund and created a new department called City Capital Improvement. This will not affect the levy by moving the fund. We will just be levying more for the General Fund to accommodate those expenses instead of in the Special Building Fund.
2. During discussion on the roads, it was talked about moving all personnel expenses and general departmental supplies from Special Highway to General Public Works. The reason is the City was using the Special Building Fund in order to pay for the bi-annual street project and budgeting a maximum of \$150,000 every other year. By moving these expenses into the General Public Works Fund we would use the Gas Tax that funds the Special Highway to pay for the bi-annual street project. With gas tax, this would give the city approximately \$200,000 for the project and we would not have to levy that money.
3. In addition to moving the expense from Special Highway to General Public

Works, the City Auditor has mentioned it is best to disperse personnel expenses to the departments the employees work for. This goes for Administration and Public Works.

The 4 people's salaries who work at City Hall have been split between General Admin, Water and Sewer. This was to ease the Mill Levy because those 4 people did work for each of those departments (General, water, & sewer) For 2020 we will start capturing all the salaries in Admin and will transfer funds from water and sewer department to offset the cost in the General Fund.

In Public works there has been 1 employee 100% in water, 1 employee in 100% of sewer, 1 employee 50/50 between water and sewer, and 1 employee 50/50 between Special Highway and General Parks. Since all of our public work employees work in all departments equally it is better if we split all 4 salaries 33/33/33 between General (Public Works)/ Water/ Sewer. We would also transfer funds from Water and Sewer to accommodate for the change.

It was noted to council that water and sewer fund are enterprise funds for the city and we should utilize them as a supplement for operations when we can.

Marsh explained that at the next council meeting he will be doing a roll up of increases and decreases that were proposed during the initial budget presentations. Binders will be given to council for them to review every departments budget to prepare for the budget workshop that will take place on 6/22/19

#### **8. Administrators Report**

- Budget Workshop is Saturday, June 22<sup>nd</sup> from 8am – 11am.
- RFD TV "Best of America by Horseback" will be in town June 7<sup>th</sup>. I spoke with Lonnie Stieben last week and there are some changes to the schedule that will put the riders and horses at the rodeo grounds an extra day. On Friday they plan to ride down Ross and then go straight to the rodeo grounds. On Saturday, June 8<sup>th</sup>, they will ride to the Chisholm Trail marker and then go by the nursing home.
- Still waiting more cooperative weather to get the scoreboard installed.
- We have made a formal request to Commission O'Donnell to consider Clearwater as a remote hazardous material collection site for 2020. This year the district collection site is in Haysville City Hall on June 15<sup>th</sup> from 9AM to 1PM. We will put that information out for the community if they would like to take advantage of that this year.

#### **9. Governing Body Comments**

Griffin said he will not be at the next council meeting

Titterington had nothing to report

Palmer-Witt reported she sat in on many department budget meetings and found it beneficial

Papish reported that in the alley on Southeast Dr between 2<sup>nd</sup> and 3<sup>rd</sup> there is a drainage issue. Misak reported that the concrete is broke out and needs to be re-poured. She also asked when the tree in the sidewalk will be replaced and Meyer reported in the Fall. Also, she reported a car with a trailer in a side yard. She gave Marsh the address and Marsh will handle the nuisance.

Coon reported that the chips in her alley washed out and are now in the street. She is requesting more be put back.

Ussery encourage council and staff to keep in mind that if someone is complaining on Facebook about policy and procedure to keep in mind you are a representative of the city and keep to pure facts.

Ussery also asked Marsh and Misak to report to council with the failed testing at the sewer ponds what could the city be facing in the future with the State.

**10. Adjournment**

With no further discussion Mayor Ussery called for a motion to adjourn.

**MOTION:** *Coon* moved; *Palmer-Witt* seconded to adjourn the meeting. Voted and passed unanimously. The meeting adjourned at 7:47 PM

**CERTIFICATE**

State of Kansas        }  
County of Sedgwick   }  
City of Clearwater    }

I, Courtney Meyer, City Clerk of the City of Clearwater, Sedgwick County, Kansas, hereby certify that the foregoing is a true and correct copy of the approved minutes of the May 28, 2019 City Council meeting.

Given under my hand and official seal of the City of Clearwater, Kansas, this 11<sup>th</sup> day of June 2019

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Courtney Meyer, City Clerk

# Check Register Report

Date: 06/07/2019

Time: 2:29 pm

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City of Clearwater

BANK: EMPRISE BANK

Check Number	Check Date	Status	Void/Stop Date	Vendor Number	Vendor Name	Check Description	Amount
<b>EMPRISE BANK Checks</b>							
45128	06/12/2019	Printed		AMAZ	AMAZON BUSINESS	LASER PRINTERS239.98	1,669.87
45129	06/12/2019	Printed		AFF1	AMERICAN FUN FOOD CO., INC.	POOL CONCESSIONS	205.95
45130	06/12/2019	Printed		AU DIS	AUSTIN HOSE	HOSE REPAIR	68.04
45131	06/12/2019	Printed		BBL1	B & B LUMBER	SUPPLIES	80.85
45132	06/12/2019	Printed		B & T	BAKER & TAYLOR	MATERIALS	100.18
45133	06/12/2019	Printed		BSWI	BRENNTAG SOUTHWEST, INC.	CHEMICAL	1,851.49
45134	06/12/2019	Printed		BROAD	BROADSTROKE INC	UTILITY BILLS/MAY	823.03
45135	06/12/2019	Printed		CI W	CIRUS WATER	POLICE DEPT	9.00
45136	06/12/2019	Printed		CWC02	CLEARWATER WELLNESS CENTER	JUNE	45.00
45137	06/12/2019	Printed		CONT	CONTINENTAL RESEARCH CORP	WASTE WATER TREATMENT	517.64
45138	06/12/2019	Printed		CYBER	CYBERTRON INTERNATIONAL, INC	STATEMENT	912.95
45139	06/12/2019	Printed		D & D E	D & D EQUIPMENT	PUMP FOR SEWER PONDS	1,422.13
45140	06/12/2019	Printed		DELISA	DELISA'S MEDICAL BILLING	MAY BILLING	430.76
45141	06/12/2019	Printed		DENA	DENA SCHULE	WSI REIMBURSE (SAVANNAH)	225.00
45142	06/12/2019	Printed		DDM	DENISE DONNELLY-MILLS	STATEMENT	200.00
45143	06/12/2019	Printed		ERE1	EMERGENCY FIRE EQUIPMENT	ALTERNATOR/LABOR	1,877.50
45144	06/12/2019	Printed		EMP1	EMERGENCY MEDICAL PRODUCTS INC	SUPPLIES	327.02
45145	06/12/2019	Printed		EMPAC	EMPAC, INC.	STATEMENT	477.75
45146	06/12/2019	Printed		GAL1	GALL'S INC.	COLLAPSIBLE BATON	187.76
45147	06/12/2019	Printed		GEQ1	GARRETSON EQUIPMENT	HAUL ROCK	200.00
45148	06/12/2019	Printed		GLENDA	GLENDA GLADFELTER	TELESCOPING FLAGPOLE	225.00
45149	06/12/2019	Printed		IRIS	IRIS BLOSSOMS	SCHAUF FLOWERS	125.00
45150	06/12/2019	Printed		JUSTIN P	JUSTIN PATRICK	STOVE	50.00
45151	06/12/2019	Printed		KOC1	KANSAS ONE CALL SYSTEM, INC.	60 LOCATES	72.00
45152	06/12/2019	Printed		KST1	KANSAS STATE TREASURER	REINSTATEMENT/LEO TRAINING	1,235.50
45153	06/12/2019	Printed		KDHE2	KS DEPT HEALTH & ENVIRONMENT	STORMWATER PERMIT FEE	60.00
45154	06/12/2019	Printed		LCS1	LOWE'S	STATEMENT	535.46
45155	06/12/2019	Printed		MERI	MERIDIAN ANALYTICAL LABS, LLC	WATER ANALYSIS	200.00
45156	06/12/2019	Printed		METRO	METROPOLITAN AREA BUILD & CONS	B/E/M/P PERMITS MAY 2019	659.31
45157	06/12/2019	Printed		MC05	MULVANE COOP	STATEMENT	982.13
45158	06/12/2019	Printed		NOP1	NAVRAT'S OFFICE PRODUCTS	CHAIRS WITH ARMS	1,450.00
45159	06/12/2019	Printed		OR	O'REILLY AUTO PARTS	REBUILD CHLORINE SUCTION LINE	331.75
45160	06/12/2019	Printed		PCA1	PETTY CASH	LIBRARY	144.83
45161	06/12/2019	Printed		SAFE	SAFETY TEC	CLEAN POOL FLOOR AND WALLS	531.25
45162	06/12/2019	Printed		SWSC	SALINA WHOLESALE SUPPLY CO	METER PIT	105.50
45163	06/12/2019	Printed		SAM1	SAM'S CLUB	STATEMENT	890.53
45164	06/12/2019	Printed		SCDF	SEDGWICK COUNTY	PRISONER HOUSING	632.50
45165	06/12/2019	Printed		0004	SEDGWICK COUNTY ELECTRIC COOP	STATEMENT	1,450.19
45166	06/12/2019	Printed		SONJA	SONJA FROGGATTE	MILEAGE REIMBURSEMENT	32.16
45167	06/12/2019	Printed		SCKCS	SOUTH CENTRAL COURT SERVICES	STATEMENT	150.00
45168	06/12/2019	Printed		SCK1	SOUTH CENTRAL KANSAS	BLUETOOTH WIRELESS SCANNER	270.00
45169	06/12/2019	Printed		TINA	TINA WELCH	MILEAGE REIMBURSEMENT	23.20
45170	06/12/2019	Printed		USBAN	U.S. BANCORP EQUIPMENT FINANCE	COPIER LEASE	248.02
45171	06/12/2019	Printed		USP1	U.S. POSTMASTER	POST OFFICE BOX/ CITY HALL	128.00
45172	06/12/2019	Printed		UNI	UNIFRIST CORPORATION	SUPPLIES	38.46
45173	06/12/2019	Printed		VER	VERIZON WIRELESS	STATEMENT	160.10
45174	06/12/2019	Printed		VICTORY	VICTORY PYROTECHNICS & SFX	30 % DOWN FIREWORKS SHOW	4,500.00
45175	06/12/2019	Printed		VISA	VISA	FAN/FLOWERS/TOTES	1,549.90
45176	06/12/2019	Printed		WL01	WHITNEY LANDSCAPING	LAWN SERV/FERT/WEEDS	213.00
45177	06/12/2019	Printed		WWW1	WICHITA WINWATER WORKS	PLUMBING FOR CHLORINE PIPE	208.15

# Check Register Report

Date: 06/07/2019

Time: 2:29 pm

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City of Clearwater

BANK: EMPRISE BANK

Check Number	Check Date	Status	Void/Stop Date	Vendor Number	Vendor Name	Check Description	Amount
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**EMPRISE BANK Checks**

45178	06/12/2019	Printed		WIECH	WIECHMAN BUSH TIRE	BACKHOE TIRES	871.50
45179	06/12/2019	Printed		WILL	WILLIAM HISLE	REIMBURSE EXPENSES	197.44
45180	06/12/2019	Printed		WILSON	WILSON BUILDING MAINT INC	JUNE 2019	960.02

**Total Checks: 53**

**Checks Total (excluding void checks):**

**30,862.82**

**Total Payments: 53**

**Bank Total (excluding void checks):**

**30,862.82**

# Check Register Report

Date: 06/07/2019

Time: 2:29 pm

Page: 3

City of Clearwater

BANK:

Check Number	Check Date	Status	Void/Stop Date	Vendor Number	Vendor Name	Check Description	Amount
<b>Checks</b>							
187	06/12/2019	Printed		AFL1	AFLAC	STATEMENT	831.03
188	06/12/2019	Printed		CLA1	COLONIAL LIFE & ACCIDENT	STATEMENT	163.20
189	06/12/2019	Printed		ETS	ETS CORPORATION	CONVENIENCE FEE	161.07
190	06/12/2019	Printed		ETS	ETS CORPORATION	SURCHARGE	328.16
191	06/12/2019	Printed		INFO	INFORMATION NETWORK OF KANSAS	SOLICITOR PERMITS	60.00
192	06/12/2019	Printed		KGS1	KANSAS GAS SERVICE	109 E. ROSS	64.39
193	06/12/2019	Printed		KGS1	KANSAS GAS SERVICE	921 E. JANET	71.92
194	06/12/2019	Printed		KGS1	KANSAS GAS SERVICE	401 W. ROSS	43.12
195	06/12/2019	Printed		KGS1	KANSAS GAS SERVICE	901 CLEARCREEK	56.32
196	06/12/2019	Printed		KGS1	KANSAS GAS SERVICE	149 N. FOURTH	36.95
197	06/12/2019	Printed		KGS1	KANSAS GAS SERVICE	319 W. ROSS	63.64
198	06/12/2019	Printed		KGS1	KANSAS GAS SERVICE	129 E. ROSS	39.70
199	06/12/2019	Printed		LIBERTY	LIBERTY NATIONAL	STATEMENT	278.41
200	06/12/2019	Printed		SKT1	SKT	CITY BUILDING	393.35
201	06/12/2019	Printed		SKT1	SKT	SENIOR CENTER	73.63
202	06/12/2019	Printed		SKT1	SKT	ELECTRONIC SIGN	58.52
203	06/12/2019	Printed		SKT1	SKT	PUBLIC LIBRARY	127.68
204	06/12/2019	Printed		SKT1	SKT	POLICE AND COURT	294.01
205	06/12/2019	Printed		SKT1	SKT	PUBLIC WORKS	149.82
206	06/12/2019	Printed		SKT1	SKT	EVS AND FIRE	506.82
207	06/12/2019	Printed		SKT1	SKT	HISTORICAL SOCIETY	111.50
208	06/12/2019	Printed		SEHP	STATE EMPLOYEE HEALTH PLAN	STATEMENT	19,760.29
210	06/12/2019	Printed		0001	WESTAR ENERGY	149 N FOURTH	5,152.21

**Total Checks: 23**

**Checks Total (excluding void checks):**

**28,825.74**

**Total Payments: 23**

**Bank Total (excluding void checks):**

**28,825.74**

**Total Payments: 76**

**Grand Total (excluding void checks):**

**59,688.56**



To: Mayor and City Council Members

From: Ernie Misak, Public Works Director

Date: June 11, 2019

Subject: Public Works Summary

1. Due to the excessive rain and our inability to discharge from the ponds, we were unable to collect a second set of samples for our wastewater discharge. Thus we reported to KDHE our results from our first sampling with failed to be within our discharge limits. Our BOD result was 33.4 mg/l (limit 30) and our TSS result was 96.7 mg/l (limit 80). Both failures, I believe can be attributed to the high concentration of algae. Daphnia is also a consideration, however, I don't think the are effecting BOD but may effect TSS.
2. Due to the high water in the river, we were unable to discharge until last Tuesday(June 4). We are still above our normal operating level and may be for another week. Currently we remain unable to collect a sample but we are discharging thru normal channels.
3. Catching up on mowing slowly as the continuing rain pattern in this area does not allow for us to completely mow everything.
4. Spent considerable effort to insure that the City and the Chisholm Trail marker areas look presentable for the western horse riders.
5. New bleachers were received and we are replacing some of the ones at City Park.
6. Have rebuilt ball diamonds that were damaged by the heavy rains.
7. Work on alleys that were damages by heavy rains.
8. Shipping containers for fire have been moved from business park to the brush dump for fire training.
9. Performed normal duties and responsibilities.

# Clearwater Senior & Community Center

## Staff Report

June 5, 2019

To: Mayor & City Council

From: Sonja Froggatte, Director

- At 9:00 on Tuesdays and Fridays Marlene leads an exercise class for individuals over 55. On the 11<sup>th</sup> we will begin a basic computer workshop at 10:30 on Tuesdays.
- Every Wednesday at 9:00 we enjoy coffee and visit with attendees. At 10:00 on the 5<sup>th</sup> we will play balloon volleyball.
- Thursdays at 10:00 Pastor Joe comes from the Evangelical Free Church to offer Bible Study; at 1:00 we welcome Bridge players as well as Bingo in the back room.
- After exercise at 9:00 on Friday, on 6/7 we will begin a basic computer workshop at 10:30; and on 6/7 & 6/28 we will show movies with free popcorn at 2:00.
- API serves up a pretty good lunch at the Center weekdays and volunteers deliver lunch to homebound or recovering individuals.
- Tuesday 6/11 will be our June Carry-In Luncheon.
- On 6/12 Edgar Cruz, a guitarist, will be at the Center at 1:00 for the Summer Reading Program and refreshments will be served.
- Marlene Parret was nominated and won the "2019 Owen Papke Award", recognizing an individual or group who has shown exemplary dedication to a volunteer program and positively affects the lives of older adults!
- At 10:00 on 6/14 after exercise we'll welcome the Cowskin Clydesdales and have refreshments for all.
- On Saturday, 6/15, we will offer our fundraising biscuits & gravy breakfast from 7:00-10:00.
- We will welcome Hermes Healthcare to the Center on 6/19. Appointments are necessary; please call (316) 260-4110 to make an appointment.
- At 10:30 on 6/21 the Puppet ladies from Goddard will be here for the Summer Reading Program attendees.
- On Monday 6/24 at 1:00 Shirley Lewis will present her nutrition class, "Shop for Value, Check the Facts".
- At 2:00 on 6/26 Mike Anderson will be here for the Summer Reading Program.
- At 11:00 on 6/27 Wil Hill will be here for the Summer Reading Program.

To: Mayor and City Council

From: Bill Hisle  
Police Chief

Date: June 11, 2019

Re: Police Department Staff Report

05/28/19 19-0458 Assisted Maize PD with a forged check case. The suspects reside in Clearwater.

05/28/19 19-0459 Janet and 4<sup>th</sup>. Driver stopped for having an invalid 60 day tag. D.L. also several years expired. Driver turned out to be one the suspects in the Maize forgery case.

05/29/19 19-0461 200 block of S. 1<sup>st</sup>. Assist F.D. Illegal burning in back yard.

05/29/19 19-0465 100 block of N. Prospect. Death notification.

06/01/19 19-0472, 74, & 75 700 E. Janet. Multiple calls between the same two subjects ending their relationship & trying to divide property. Recovered a gun from a subject with mental issues which we are storing for safe keeping.

We also investigated several animal complaints – dogs at large, and recovered a couple of dogs which were taken to our animal control officer who will follow up with the owners.

Austin Little continues to do well in his Field Training. This week Austin is participating with other Law Enforcement agencies as a counselor at Awareness Camp, which is a day camp for disadvantaged youth held at McConnell Air Force Base.

On Monday and Tuesday of this week, June 3 & 4, I attended the Kansas Criminal Justice Information System Conference in Topeka.

On May 29 Officer Little, Sgt. Harp, and I attended Unconscious Bias training in Goddard to fulfill our state requirement for Racial Bias training. Our other officers have completed a different version of this training on-line.

