



City of Clearwater Council Meeting Agenda  
Tuesday July 9, 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 6-22-19 Council Workshop](#)
  - b. [Minutes 6-25-19 Council Meeting](#)
  - c. [Claims and Warrants](#)
6. Employee Recognition
7. [STAFF REPORTS](#)
8. FALL FESTIVAL UPDATE – DERREK JEARDOE
9. BUSINESS
  - a. BUDGET REVIEW
10. ADMINISTRATORS REPORT
11. EXECUTIVE SESSION: K.S.A. 75-4319(B) #1 TO DISCUSS PERSONNEL MATTERS OF NONELECTED PERSONNEL
12. GOVERNING BODY COMMENTS
13. ADJOURNMENT

Next Assignment Numbers

Charter Ordinance: 21

Ordinance: 1051

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 Workshop - **MINUTES**  
June 22, 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 8:00am.

**2. Roll Call**

The City Clerk confirmed the presence of a quorum. The following members were present:

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

**3. Discussion – 2020 Budget**

Marsh stated there will be a hard stop at 11:00am

Mayor Ussery explained to the audience that this is a working session for the Governing Body, and this will not be open to the public comment unless asked by council.

Marsh began by stating 3% salary increase has been figured into the budget across the board as requested by the Mayor from the previous meeting. Staff has also reviewed all line item expenditures and has adjusted them accordingly to be more in line with actuals.

Marsh started out by explaining the following:

The starting cash for 2020 is proposed to be \$819,997.69, Revenues (excluding Ad Valorem taxes) is expected to be \$1,562,854.68, and as the budget has been presented in previous meetings the total expenditures rolls up to \$2,779,897.55. Marsh also explained we need to ensure there is a cash carryover to operate in 2021. The cash carryover is recommended to be 3 months' worth of operating for the General Fund by the auditor 3 months' worth is approximately \$800,000 but in order to keep the mill levy down as much as possible we have only budgeted to carry over \$650,000. With beginning cash, plus revenues, minus expenditures and cash carryover, the Ad Valorem Taxes need to be \$1,047,045.18 which equates to 64.08 mills. Debt Service for 2020 will be 1.45 mills and the Library will be 6 mills for a total of 71.32 mills. That will be an 11.67 mill increase for 2020.

Marsh went on to explain looking forward to 2021 without having the \$800,000 starting cash and not wanting to drop the cash carryover below \$650,000 the mill levy would go up again and we would be looking at another mill increase in 2021 of an additional 15 mills. That would take the mill levy in 2021 to around 86.00 mills.

Marsh then pointed out that Council requested at the previous meeting to see what the mill levy would look like if we weren't funding EMS moving forward. The mill increase for 2020 would be around 2.5 mills and that would also be keeping the cash carryover to \$800,000 instead of dropping it to \$650,000.

Mayor Ussery stated council should discuss if the EMS is sustainable or not.

Council discussion for the EMS included:

Should the city absorb the EMS and change the budget practice of cash carryover to ensure the city has adequate cash operating for the city?

The city has hired 3 full time personnel for EMS to make up ½ of the State requirements for staffing an ambulance. We still need to rely on volunteers to fill the other ½. Filling the volunteer half of the scheduling is still challenging. Leadership is trying to fill a week at a time but still some spots have been left unfilled. There has only been 2 consecutive weeks where all spots have been filled. The question remains is this practice sustainable?

It was pointed out that Clearwater is the last city in Sedgwick County with a volunteer EMS service. The other cities in Sedgwick County either use Sedgwick County or fund their own EMS 100%.

At the time of the voting in March it was obvious the room supported the decision to keep EMS but not sure if the community backed it. Council members pointed out that people they have talked to in the community, most of them didn't want their taxes to raise to pay for the service. Titterington said he was not at the meeting where the service was voted on, but he would have voted no due the cost.

If Council approves the budget and increases the mill levy to accommodate the EMS without a vote, then the mill increase for EMS can only be used for EMS it cannot go to pay for the police, fire, or even parks. Council discussed what would happen if the budget was approved and Clearwater was not able to meet the state requirements for running an ambulance transport and the state takes away our license? The answer is since the budget was already adopted at the higher funding level the council would not be able to decrease the budget after the fact. The citizens would have to pay for the increase even if the department was dissolved until 2021 when the next budget would be in place.

It was stated the average response call for Sedgwick county is 15-18 minutes. The county pre-positions themselves throughout the county where they high activity is. Southwest Wichita area is not a high impact area. Council thought if the City doesn't keep the ambulance service Sedgwick County should put in a new station in SW Sedgwick County.

Griffin pointed out that Sedgwick County stated that it would cost approximately \$500,000 to add coverage to Clearwater which would be covered by all of Sedgwick County taxpayers (about 400,000 people). Clearwater is looking at funding with full-time and volunteers for \$365,000 and only the citizens of Clearwater (about 2500 people) pay to keep the service local.

Papish pointed out that other cities around Wichita are round the 60 mills. If Clearwater moves forward with the increase to could force people to move out because taxes are too expensive or keep people from moving in for that same reason.

When talking about a first responder program council looked at what available resources, we have to make that work. Clearwater currently have 11 EMS volunteers that are also firefighters. If they choose to stay on, they would still be qualified to make first responder medical calls. Chief Hisle stated that the police department responds to 98% of the all EMS calls as first responders already. Chief Hisle suggested having all police personnel trained as Emergency Medical Responders (EMR) to help with a first responder program. Ernie Misak also suggested that his staff should be trained as well as they are in town during the day.

If the City turned service over to the county, medically trained firefighters and police would show up on scene to help coordinate and stabilize patient and wait for County ambulance. This is the practice other communities do.

As it stands now as of July 1, 2019 Clearwater auto aid agreement with Sedgwick County expires. According to the State we will be on our own and must have 100% of our duty roster filled out and the people who are on the duty roster are the ones that must make the call, the State will be checking. The State has informed us that we are still under investigation.

Council decided it would be irresponsible to decide today without knowing what an alternative program would look like or cost. Council asked for staff to prepare a cost maintenance for first

responder program and what the capabilities would be and bring back to the governing body at the next meeting. At the next meeting council will revisit the cost of keeping the EMS, turning the service into a first responder program, or nothing.

Marsh then went through the enhancement list that was requested by each department.

Admin	13,000	Update firewalls, access points, antivirus, etc	
	15,000	Increase cyber security and IT support	
	1,000	Abatements	
	4,000	Update electronic sign	Council decided to not put money into the old sign as this is out of date. Suggestion was to move funds to equipment reserve to go toward the purchase of a new sign
	7,500	Discretionary	
	3,500	Control Access	
	1,500	New hallway door	
	25,000	2020 Housing incentives	Council discussed and asked to move \$5000 to marketing and only keep \$20,000 for housing incentives which equates to 8 homes instead of 10
	40,000	Transfer to Special Parks	
Sr. Center	600	My Senior Center – Annual	
	1400	Day Trips	
	2200	Folding Chairs	
	1000	New Sign for Center	
	700	Computer Desk stations	
Police	1,000	National Night Out	
	4,000	Part Time police clerk	
	1,500	Retention for new hires	
	15,000	Increase cyber security and IT support	
	5,000	Control Access	
	4,500	Ammo, Person & Car equip	
Court	4,000	Part Time police Clerk	
Public Works	2,000	Propane – annual	
	200	New office door	
	10,000	Dump Truck	
	3,500	Propane Heater for Shop	
EMS	750	iPad and case	
Fire	8,000	2 sets of bunker gear	
	1,000	2 sets of dry suits	
	10,000	1 SCBA	
	2,500	New air compressor	
Park	40,000	Park/ Facility Superintendent	
	1,000	Computer for new employee	
	800	Phone for new employee	
	2,000	Sand and Keel for Diamonds	
	500	Hand tools	

Pool	6,600	Yellow Slide Repair	
	2,700	Blue Slide Repair	
Capital Improvements	2,000	Downtown light décor	
	15,000	Comprehensive plan update	
	5,000	Discretionary	
Special Highway	1,500	Thermoplastic strips	
	2,800	GIS development	
Special Parks	5,000	3 sets of bleachers	
	5,500	Dugout protective fencing	
	29,500	Park improvements	
Water	3,200	On call pay	
	350	Retirement/ reception	
	550	Tablets	
	550	Radio replacement	
	1,015	GIS website hosting	
	500	Tools	
	6,000	Hydrants and valves	
	3,000	Water/ trash pumps	
	10,000	Dump truck	
	2,000	Tommy lift gate	
	14,249	GIS Development	
Sewer	3,200	On Call pay	
	350	Retirement/ reception	
	550	Tablets	
	2,098	GIS website hosting	
	500	Tools	
	10,900	Shoring	
	12,000	Reline manholes	
	10,000	OSHA tripod/ man lifting station	
	21,279	GIS development	

Marsh asked council to review all items. In their copy of the list were items highlighted in yellow that staff recommends putting off a year or decreasing.

Mayor Ussery asked staff to prepare a complete list and detail of the GIS development, IT support and cyber security, and to come up with what a budget would look like with and without funding for and EMS department and keeping a first responder program. Mayor Ussery asked council to review the list and the budget email staff with any questions they need answered for them to make suggestions. Any suggestions they have for saving or cutting to please email them to staff so that information can be prepared and discussed at the next meeting.

**4. Adjournment**

At 11:01am Mayor Ussery called the meeting adjourned. *Palmer-Witt* moved, *Coon* seconded.

**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 June 22, 2019 City Council Workshop.

Given under my hand and official seal of the City of Clearwater, Kansas, this 9<sup>th</sup> day of July 2019

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Courtney Meyer, City Clerk

**City of Clearwater, Kansas**  
Sedgwick County  
City Council Meeting - **MINUTES**  
June 25, 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; Chris Griffin, Tex Titterington, Shirley Palmer-Witt, Laura Papish, Yvonne Coon 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: Justin Shore, Devon Stwalley, Carl Fry, Lonnie Stieben, Evan Eisenman, Michelle Leidy Franklin, Rick and Elizabeth Kindle, Esther Harp, Don Schauf.

**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 presented.

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

**4. Public Forum**

Lonnie Stieben thanked council and the police department for the coordination for the Chisholm Trail ride. Nothing but compliments for Clearwater.

**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 06/11/19 Council Meeting

Claims and Warrants

06/26/19 = \$42,797.67

Emergency Service Un-Appointment

Kyler Berger – requested to be removed from EMS

Chad Sterrett – removed due to relocation

**Motion: *Palmer-Witt*** moved, ***Titterington*** 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 – Cole Hollis – Asked if council had any questions from his report – Council had no questions.
- c. Fire/ EMS – Ron Marsh – Marsh reported 16 EMS calls with 1 being a county transport. Out of the 16 calls 4-5 were for the same address for lift assistance. There were 2 fire calls.

**7. Business**

**a. Change in Zoning 228 W Ross**

Richard Horsch bought the house and land at 228 W. Ross at auction earlier this year. While researching what the property was zoned it was discovered that four City lots make up the parcel that is 228 W. Ross, 206, 208, 210, 212. Three of the city lots (208, 210, 212) are zoned I-2, Heavy Industrial, while lot 206 is zoned R-1, Residential. In order to make the parcel of property consistent, City Staff initiated the re-zoning of the three I-2 lots to R-1, accurately reflecting the use of the property.

The Planning Commission/Board of Zoning Appeals met on June 10, 2019 to hear the request. The Commission found the request does not adversely affect surrounding properties; is consistent with current zoning for the property itself and surrounding properties; adequate public services are in place; and the request aligns with the City of Clearwater Comprehensive Plan. The Planning Commission voted unanimously to approve the request for re-zoning.

State statute requires a 14-day protest period for all re-zoning cases. It is recommended the Council adopt the ordinance for re-zoning effective 6/25/19 if no protests have been presented.

**Motion:** *Griffin* moved, *Titterington* seconded to adopt ordinance 1050. Coon, yea; Papish, yea; Palmer-Witt, yea; Titterington, yea; Griffin, yea. Voted and passed unanimously.

**b. Consider City hall Exterior Restoration**

For 2019 the Governing Body approved an expenditure up to \$15,000 (City Capital Improvement/Special Building Fund) for restoration work on the exterior of City Hall.

As the City Hall building continues to age noticeable signs of deterioration are occurring and it is important from an aesthetic and financial standpoint to take care of this deterioration while it is still manageable.

Staff sent out an RFP to 7 vendors requesting proposals for exterior restoration work to City Hall. We received 2 replies, Mid-Continental Restoration Company and David Kimple. Mid-Continental is out of Ft. Scott and their price is \$13,944.00. David Kimple is local (Conway Springs) and has done a couple of projects for the City. His price is \$12,200.00.

The bids are attached for your review.

Both proposals fall within the budgeted amount of \$15,000.

Staff would recommend approving Mid-Continental Restoration for the work. Although their bid was higher, it fell within the budgeted amount and is more detailed and complete.

Council discussed and since Dave Kimple has done work in the City and the work has been good, he was also low bid they would like to go with him.

**Motion:** *Titterington* moved, *Palmer-Witt* seconded award the bid to Dave Kimple in the amount of \$12,200. Voted and passed unanimously.

**c. EMS Discussion**

Mayor Ussery started out by stating to council that a decision to fund EMS and continue as is or choose to fund a first responder program only and utilize Sedgwick County.

In March the city held a couple of open houses for the public at the Senior Center in the evenings. The first and second meeting had 25-30 people in attendance however the second meeting was comprised mainly of Sedgwick County personnel on hand to answer concerns for citizens. At the council meeting where it was voted to move forward and fund EMS for 2019 there were a few EMS volunteers spoke out in favor of funding the service.

Mayor Ussery explained again that in 2017 State statute changed to say an ambulance service must be staffed with two certified people 24/7/365 on a duty roster no matter if they are volunteer or paid service. Back in March there were 13 trained volunteers and currently there is 12 volunteers.

The decision to be made today is to 1) turn over ambulance transport to Sedgwick County or 2) maintain local service with 3 full-time personnel plus a director. The budget for a volunteer service and 1 director in 2019 was budgeted at \$184,000 and to move forward with the 3 full-time, 1 director, and volunteer personnel in 2020 the city is looking at a budget of \$364,000. Back in March when this was brought up for vote the budget, we were looking at was \$367,000 and that was due to the difference is assessed valuation.

Earlier this month volunteers signed an agreement to put in a minimum number of hours in a 2-week period to cover the roster. The roster has been filled 100% for the couple of weeks however leadership is working daily to make sure the shifts get covered. The question that must be asked is "is this sustainable?". The State has informed us that we are still under investigation. As of July 1, 2019, we lose our joint agreement auto aid with Mulvane, Sedgwick County, and Conway Springs. At that point the state will view Clearwater as a stand-alone operation. Sedgwick County will still assist but Clearwater will be responsible for having a 24/7/365 duty roster and those on there must respond.

Mayor Ussery explained that total beginning cash for all mill levy funds combined in 2020 is estimated to be \$1,050,112. The expected revenues will be \$2,099,910 for a total cash available of \$3,150,022. The budgeted expenses, with EMS included, roll up to \$3,568,616. The budgeted cash carryover for 2021 is \$741,500 for the mill levy funds. With those numbers the city will need to levy \$1,160,094 in Ad Valorem taxes which equates to 70.77 mills (11.12 difference over 2019).

Mayor Ussery pointed out that the last 5 years the City of Clearwater has kept in the 59 mill range.

In looking at what 2020 would look like without funding an ambulance service the mill levy would equate to 62.31 mills (2.66 difference over 2019). This would include a cash carryover of \$891,500 and \$65,000 in the budget for a 1<sup>st</sup> responder program.

Mayor Ussery pointed out that is a financial discussion with the impact on a long term plan to fund a program, this is not about the EMS program and whether it is working or not right now.

As discussed at the budget workshop there is a compounding effect when it comes to future budgeting for 2021. When using cash carryover for the 2020 budget that amount will not be available in the 2021 budget therefore there is a compounding mill levy effect. With the numbers rolling up to next year and EMS being funded we would see about another 16.68 mill increase in 2021 which would take the mill levy from 59.651 in 2019 to a mill levy of 76.33 by 2021. The Mayor pointed this is as much to do with cash carryover as the continuation of EMS. This does

not mean that EMS will cost more in 2 years' time.

If we take a look at a 2021 without funding EMS, there is still a compounding problem but the mill levy increase is 7.53 which would take the mill levy to 69.85. This would keep the 3-month reserve amount available in case of a crisis which is recommended by our city auditor.

In Saturday's discussion the question was "in reality can Clearwater sustain the EMS transport"? Our records indicate we are on mark to make 200 calls this year. If we take the proposed budget of \$364,000 and divide it by the number of calls (200) that would mean that each call would cost the city \$1,820. That is just to make a call that doesn't mean we are charging for that call.

The Mayor stated that we must put emotion aside and make a financial decision.

Mayor Ussery said that Justin Patrick is doing a phenomenal job working day to day, week to week to ensure we have coverage on the roster. What happens if we decide to move forward and budget for the department what happens if the we are unable to meet the state requirements and the state pull the license? The reality is the citizens will still be taxed because that is how the budget was set. It would not be available for review until 2021. Is this a cost the city should incur or take the Sedgwick County service that residents are already paying for?

Papish asked about the first responder program. Marsh said he has spoken to Cheney, who uses first responders and Sedgwick County, and has some ideas. It would take a while to iron out what Clearwater's first responder program would look like. Patrick stated he would like to see BLS and ALS capabilities. ALS bag for the paramedics and BLS bag for EMT's. The first responder would be limited to the level of training, i.e. EMT, AEMT, or Paramedic, as it is now on an ambulance. Once the first responder is on scene, they would give the level of care they are certified to give and wait for transport for Sedgwick County if that is needed. If a transport or additional care is not needed, then the first responders will handle the situation and call of Sedgwick county transport.

Council questioned if there was a liability for the city to say we were going to have a first responder program, but nobody is available at the time a call comes in and the patient must wait for Sedgwick County. City Attorney Parker stated there was no liability there.

Council asked what a monthly impact on a home would be if the mill levy went up the 11 mills.

Appraised Value	\$100,000	\$150,000	\$175,000	\$200,000	\$250,000
Monthly Impact	\$10.54	\$15.81	\$18.45	\$21.08	\$26.35

Titterington pointed out if someone has an escrow account, they payment could be twice as high.

It was asked from the audience what the savings would be if a full-time director was not hired. The answer was about 5 mills.

Mayor Ussery and Marsh stated that for the County's 2020 budget they are requesting to budget a 7/12 operation out of Clearwater but no certainty that vehicle would stay in Clearwater.

Some volunteers voiced their opposition to no longer funding EMS stating that transport can be important and wait times will be longer for transport.

Mayor Ussery pointed out that at this point it is not about wanting the services or whether it is working or not, but it is a matter of whether the community, as a whole, can afford the service. Is it responsible for a city to pay for a service it is already paying for especially when we are so close to Wichita? If we were 45 minutes away, we probably wouldn't be having this discussion.

Council discussed some of their "aha" moments through this discovery. This included that the roster has only been filled for 3 weeks; Volunteers are a thing of the past; Clearwater is the last city trying to fund a volunteer EMS in Sedgwick County; It is not cost effective per call when we see it costs \$1800 per run. Looking forward to 2021, history has proven that things don't get cheaper with times. Costs for medical supplies will most likely continue to increase. Only the people in the city limits of Clearwater pay the taxes for this service. People who have a Clearwater address yet don't live in the City don't have to pay the increased taxes. It was an eye opener at what other town mill levies are in Kansas and if Clearwater moves forward with the mill increase it could hurt Clearwater further when it comes to growth.

It was discussed if Council decides to not move forward with funding then what will happen for 2019 ambulance service. The probably won't continue the ambulance service for the remainder of 2019, Sedgwick County would use available resources they have to cover the area, we would hope that volunteers would continue to volunteer and help when they can, and work on a first responder program.

Mayor Ussery asked for a motion to move forward with the 2020 budget with EMS still included. The question died due to lack of a motion.

Mayor Ussery then asked for a motion to move forward with the budget with EMS taken out and with a First Responder program added. **Tex Titterington** made the motion, **Yvonne Coon** seconded. The vote carried 5-0.

**d. Budget Discussion**

Mayor Ussery said to council that everyone was given a list of enhancement requests for the 2020 budget. Some council members sent suggestions for cuts and they are as follows:

Remove the \$10,000 from Public Works for the Dump Truck

Remove the \$2000 for Downtown Light Décor

Remove the \$5,000 for City Hall Control Access and New Hallway Door

Remove the \$2200 for folding chairs from the Senior Center and apply for a grant

Increase the annual Firework Budget to \$8,000 instead of \$5,000

Discussion on the Park and Facility Superintendent ended decreasing the salary from \$40,000 to \$31,200. The job description has not been outlined and it sounds as though this will be a labor job. Marsh assured council that any new position description will be brought before them for approval.

Discussion on the On Call pay for public works employees ended in a consensus of 3-2 to move forward.

At the last meeting it was asked for staff to give a presentation on the GIS development, what it will do and who will be responsible for it. After the discussion council decided it was a good and necessary investment. Meyer explained the following:

- The system will be a Collection of assets
  - Water
    - Hydrants
    - Hydrant valves
    - Valves

- Lines w/ their sizes
  - Sewer
    - Manholes and their attributes (incoming and outgoing main lines, manhole depth and pipe size)
    - Lift Stations
    - Force Main Valves
    - Lamp Holes
    - Pre-Located Force Main Locations
  - Streets
    - Length and wide
    - Materials the road segments are comprised
  - Zoning
    - Zoning map in one location
- Store all GIS-related data in a centralized location
- Apply rules and relationships to data
- Create a consistent and accurate database of spatial data
- Define relationship classes and topological enforcement rules
- Work in an environment that supports multi-user access and editing
- Advanced search and query; functionality
- Print maps
- Update zoning
- Record and Track nuisance
- Code Enforcement Reports
- Tracking water main breaks
- Tracking sewer cleaning and jetting
- Pavement Management
- CIP Areas and Project Layout
- Ability to link pdf documents and other medio or hard copy maps to the program or specific locations

GIS SERVICE	ONE-TIME FEE	DEPARTMENT RESPONSIBLE FOR UPKEEP
Sewer	\$21,279.00	Public Works
Water Utility	\$14,249.00	Public Works
Zoning Map	\$1,000.00	City Administration
Pavement Management	\$2,800.00	Public Works
Website Development	\$3,000.00	N/A
<b>TOTAL ONE-TIME REQUEST</b>	<b>\$42,328</b>	

GIS Service	ANNAUL FEE	DEPARTMENT RESPONSIBLE FOR UPKEEP
Website Hosting	\$3,600.00	Admin/Water/ Sewer (10%/45%/ 45%)
OPTIONAL: Sewer Cleaning added to GIS mapping w/ video & pics	\$3,000.00	Sewer
<b>TOTAL ANNUAL REQUEST</b>	<b>\$6,600.00</b>	

**8. Administrators Report**

- Due to an equipment problem the scoreboard was not installed on June 13<sup>th</sup>. We are scheduled for this Friday, June 28<sup>th</sup>.

- Park Advisory Board met last week, and they are working on a priority list for parks to present to Council.
- The government fireworks tent will open Friday, June 28<sup>th</sup>. Signs with the City’s discharge policy will be posted throughout the tent.
- League of Kansas Municipalities will be having a KOMA/KORA training for all levels of government to include elected officials. The training will be August 2<sup>nd</sup> in Lyons, KS from 10a – 2p. Please let me know if you are interested in attending.
- Celebrate Clearwater is July 6<sup>th</sup>.

**9. Governing Body Comments**

Griffin had nothing to report

Titterington had nothing to report

Palmer-Witt had nothing to report

Papish said she would not be at the next meeting

Coon asked what the status was on the junk yard next door

Mayor Ussery said he would work with staff on a statement out to the community about the decision that was made tonight.

**10. Adjournment**

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

**MOTION:** *Palmer-Witt* moved; *Coon* seconded to adjourn the meeting. Voted and passed unanimously. The meeting adjourned at 8:41 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 June 11, 2019 City Council meeting.

Given under my hand and official seal of the City of Clearwater, Kansas, this 25<sup>th</sup> day of June 2019

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Courtney Meyer, City Clerk

# Check Register Report

Date: 07/05/2019

Time: 2:07 pm

Page: 1

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>							
45226	07/10/2019	Printed		APS1	AAA PORTABLE SERVICES, INC.	RENTAL CHARGE 6-8- 7-5	70.00
45227	07/10/2019	Printed		AMAZ	AMAZON BUSINESS	HUB TOWER ADAPTER	92.52
45228	07/10/2019	Printed		AFF1	AMERICAN FUN FOOD CO., INC.	CONCESSIONS	171.94
45229	07/10/2019	Printed		ALB1	ARLENE M. BURROW	STATEMENT	300.00
45230	07/10/2019	Printed		ASC1	ASCAP	LICENSE FEE	11.00
45231	07/10/2019	Printed		AXON	AXON ENTERPRISE, INC	TASER ASSURANCE PLAN	190.55
45232	07/10/2019	Printed		BB1	BECKER BROS.	REPLACE HEAT UNIT IN EMS	4,589.78
45233	07/10/2019	Printed		CENTRAL	CENTRAL STATES ELECTRIC CORP	CHAMBER LIGHTS	1,400.00
45234	07/10/2019	Printed		CH	CHENEY DOOR	OVERHEAD DOOR REPAIR	299.00
45235	07/10/2019	Printed		CI W	CIRUS WATER	POLICE DEPT	18.00
45236	07/10/2019	Printed		CYBER	CYBERTRON INTERNATIONAL, INC	BILLING	912.95
45237	07/10/2019	Printed		DELISA	DELISA'S MEDICAL BILLING	JUNE 2019	916.77
45238	07/10/2019	Printed		DOS1	DIGITAL OFFICE SYSTEMS	OVERAGE	13.16
45239	07/10/2019	Printed		GAL1	GALL'S INC.	SHOES	98.50
45240	07/10/2019	Printed		IRRIGATION	IRRIGATION BY DESIGN	START UP SPRINKLER SYSTEM	134.38
45241	07/10/2019	Printed		JDG1	JOHNNY L. MISHLER	TIME CARDS/RECEIPT BOOKS	85.00
45242	07/10/2019	Printed		KOC1	KANSAS ONE CALL SYSTEM, INC.	57 LOCATES	68.40
45243	07/10/2019	Printed		KRW1	KANSAS RURAL WATER ASSN.	KRWA MEMBERSHIP	911.00
45244	07/10/2019	Printed		NOP1	NAVRAT'S OFFICE PRODUCTS	SALES ORDER BOOK	4.79
45245	07/10/2019	Printed		NT2	NINNESCAH TOWNSHIP	2019 ROAD MAINTENANCE	6,177.87
45246	07/10/2019	Printed		PCA1	PETTY CASH	LIBRARY	24.83
45247	07/10/2019	Printed		REA	REAGAN BERLIN & ALLEN COMM COL	DARE SCHOLARSHIP	500.00
45248	07/10/2019	Printed		RA01	RESERVE ACCOUNT	POSTAGE	300.00
45249	07/10/2019	Printed		SWSC	SALINA WHOLESALE SUPPLY CO	METER BOX	100.50
45250	07/10/2019	Printed		STA	STAPLES	CLEANING SUPPLIES	130.05
45251	07/10/2019	Printed		ST OF KS	STATE OF KANSAS	REINSTATEMENT FEES/ TRAINING	750.50
45252	07/10/2019	Printed		TSSC	TENNANT SALES AND SERVICE CO.	SWEEPER REPAIR	3,226.35
45253	07/10/2019	Printed		TSN1	TIMES-SENTINEL NEWSPAPERS	SG CO FAIR GUIDE	140.00
45254	07/10/2019	Printed		T2UL	TRUE2U AUTOMOTIVE, LLP	BADBAY MOWER TIRE REPAIR	20.00
45255	07/10/2019	Printed		USBAN	U.S. BANCORP EQUIPMENT FINANCE	LEASE	248.02
45256	07/10/2019	Printed		WAV	WAV SERVICES, INC	UPDATE RECORDING SOFTWARE	2,615.00
45257	07/10/2019	Printed		WTC1	WICHITA TRACTOR CO.	BADBOY REPAIRS	477.10
45258	07/10/2019	Printed		WILSON	WILSON BUILDING MAINT INC	JULY JANITORIAL SERVICES	757.74
45259	07/10/2019	Printed		WITMER	WITMER PUBLIC SAFETY GROUP	BUNKER GEAR	3,788.97
<b>Total Checks: 34</b>						<b>Checks Total (excluding void checks):</b>	<b>29,544.67</b>
<b>Total Payments: 34</b>						<b>Bank Total (excluding void checks):</b>	<b>29,544.67</b>

# Check Register Report

Date: 07/05/2019

Time: 2:07 pm

Page: 2

City of Clearwater

BANK:

Check Number	Check Date	Status	Void/Stop Date	Vendor Number	Vendor Name	Check Description	Amount
<b>Checks</b>							
214	07/10/2019	Printed		AFL1	AFLAC	STATEMENT	554.02
215	07/10/2019	Printed		INFO	INFORMATION NETWORK OF KANSAS	KIC ANNUAL SUBSCRIPTION	125.00
216	07/10/2019	Printed		KGS1	KANSAS GAS SERVICE	109 E. ROSS	32.67
217	07/10/2019	Printed		KGS1	KANSAS GAS SERVICE	921 JANET	33.95
218	07/10/2019	Printed		KGS1	KANSAS GAS SERVICE	129 E. ROSS	32.67
219	07/10/2019	Printed		KGS1	KANSAS GAS SERVICE	319 W. ROSS	60.80
220	07/10/2019	Printed		LIBERTY	LIBERTY NATIONAL	STATEMENT	278.41
221	07/10/2019	Printed		SKT1	SKT	CITY BUILDING	354.94
222	07/10/2019	Printed		SKT1	SKT	SENIOR CENTER	72.83
223	07/10/2019	Printed		SKT1	SKT	ELECTRONIC SIGN	59.51
224	07/10/2019	Printed		SKT1	SKT	PUBLIC LIBRARY	128.19
225	07/10/2019	Printed		SKT1	SKT	PUBLIC WORKS	143.14
226	07/10/2019	Printed		SKT1	SKT	POLICE AND COURT	299.46
227	07/10/2019	Printed		SKT1	SKT	EVS AND FIRE	565.18
228	07/10/2019	Printed		SKT1	SKT	HISTORICAL SOCIETY	112.36
229	07/10/2019	Printed		VER	VERIZON WIRELESS	STATEMENT	397.75
230	07/10/2019	Printed		0001	WESTAR ENERGY	109 E. ROSS	105.07
231	07/10/2019	Printed		0001	WESTAR ENERGY	STREET LIGHTS	1,836.69
232	07/10/2019	Printed		0001	WESTAR ENERGY	100 E. ROSS	34.88
233	07/10/2019	Printed		0001	WESTAR ENERGY	921 E. JANET	402.90
234	07/10/2019	Printed		0001	WESTAR ENERGY	129 E. ROSS	519.97
235	07/10/2019	Printed		0001	WESTAR ENERGY	319 W. ROSS	609.75
236	07/10/2019	Printed		0001	WESTAR ENERGY	150 S. PROSPECT	32.95

**Total Checks: 23**

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

**6,793.09**

**Total Payments: 23**

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

**6,793.09**

**Total Payments: 57**

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

**36,337.76**

To: Mayor and City Council

From: Bill Hisle  
Police Chief

Date: July 9, 2019

Re: Police Department Staff Report

06/26 19-0562 600 block of Rolling Hills Ct. Theft of mail.

06/26 19-0564 Phone Scam. Person claiming to be from the Social Security Officer told victim she needed to pay \$700 or a warrant would be issued for her arrest. Settled for \$225.

06/26 19-0565 300 block of S. Gorin. Child custody dispute.

06/28 19-0568 & 69 100 block of S. Lee & 400 block of N. 1<sup>st</sup>, Curfew Violations.

06/29 19-0573 100 block of E Ross. Two individuals advised they were stuck in Clearwater after their boss failed to pick them up. They were given a ride to the Quick Trip at Kellogg and Maize. It was later discovered that their boss was at the Sedgwick County Jail after being arrested on a warrant by another agency.

07/01 19-0581 900 block of E Janet. Unattended Death

07/02 19-0585 200 block of S. Lee. Child in Need of Care report to DCF after children found to be living in filth and squalor.

07/04 19-0594 100 block of S. Grain. Ofc Little discovered a trash can on fire, probably due a child at the residence putting a lit punk in the trash. The fire was extinguished quickly with the homeowner's water hose.

07/04 19-0599 449 N. 4<sup>th</sup>. Theft of a phone from Mize's grocery store. An employee laid her phone down while working. Later, she discovered the phone missing. The "Track my phone" app was used to locate the phone. The phone was retrieved by the suspect's mother. The suspect's parole officer will be contacted.

We also served several warrants, chased several dogs at large catching a few, and responded to several fireworks complaints.



To: Mayor and City Council Members

From: Ernie Misak, Public Works Director

Date: July 9, 2019

Subject: Public Works Summary

1. Wastewater Pond effluent was again discontinued due to the rising river. This is necessary to keep the river water from backing up into the cells. It was again opened for discharge and samples were pulled for analysis. Once again we were successful in meeting the limits for permitted discharge.
2. We have began introducing more bacteria (waste eating bugs) into cell #4 in an effort to facilitate competition for the excess algae (they both eat waste for food) which, if successful, will reduce the amount of algae (TSS) and aid in the reduction of BOD.
3. On July 1<sup>st</sup>, there were 25 shutoffs for non-payment, plus 3 additional new work orders. With 16 being turned back on, there were essentially 44 work orders generated and performed on that day. I only mention this as an example of things that happen behind the scenes that are time consuming but don't show a lot of work performed.
4. All City property has been mowed and partially trimmed to promote our City facilities for the Independence Day Holiday.
5. American flags were put in place in recognition of the Fourth of July. Also Independence Day banners were put up on the 100 blk. of E. Ross.
6. Bleachers for Celebrate Clearwater were delivered to the Football/Track stadium east of the middle school.
7. Water leak was repaired at the intersection of 129<sup>th</sup> West and 87<sup>th</sup> South.
8. Normal duties and responsibilities.

## Clearwater Senior & Community Center

### Staff Report

July 3, 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. We also have 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 first Wednesday of the month 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 the first and last Fridays of the month 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.

Our July Carry-In Luncheon will be on 7/9 at 12:00.

On 7/27 we'll have our second jam session!