

**City of Clearwater, Kansas**  
Sedgwick County  
City Council Meeting - **MINUTES**  
May 12, 2020  
Clearwater City Hall – Council Chambers  
129 E. Ross Avenue Clearwater, KS 67026

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

Mayor Burt 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; Justin Shore, Shirley Palmer-Witt, Chris Griffin, and Chad Pike were present. (Justin Shore was by phone)

Yvonne Coon was absent.

The following staff members were present:

Ron Marsh, City Administrator, Courtney Meyer, City Clerk.

Others Present by phone: Jared Dinwiddie, Kirk Ives, Ernie Misak, Justin Patrick, Chadd Posch, Austin Parker, City Attorney.

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

**4. Public Forum**

Mayor Ussery opened the public forum for people to come of mute or type their statements in the comments box on GoToMeetings. 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: 04/28/20

Claims and Warrants

City Park Concession Agreement

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

**6. National Police Week May 10 – 16, 2020 Proclamation**

**7. National Foster Care Month Proclamation**

**8. Staff Reports**

- a. Police Department – Kirk Ives –Palmer-Witt asked if the new Durango was in service. Ives reported it was but looked exactly like the other one. The only difference is one of them as a #2

on the door and the other one has a #5. Council had no other questions.

- b. Fire Department –Jared Dinwiddie –Palmer-Witt asked if there was typically more than one respond at a time. Dinwiddie stated not typically. Council had no other questions.
- c. Public Works – Ernie Misak – Palmer-Witt asked if the street sweeper worked when the roads were wet. Misak reported that it does not work well. Council also asked if the Garvey Line was just located would be on the new GIS system along with any other abandoned like that was located. Staff stated they would ask Midland how other towns approach abandoned lines. Council had no other questions.
- d. Parks & Maintenance – Chadd Posch – Council had no questions.

## 9. Cares Act Presentation

Mayor Ussery informed Council of the Title V (Coronavirus Relief) Funding available through Sedgwick County for purchases made 3/1/2020 through 12/31/2020 specifically for COVID-19.

Mayor Ussery also stated that the City of Clearwater will be looking into applying for a CDBG-CV Grant for the community.

## 10. Business

### a. Mayoral Appointments

Per State Statute and Clearwater Municipal Code, the Mayor is required at the first meeting in May to appoint the following city officers for the City:

State Statute 15-204 requires the Mayor appoint a City Clerk, Treasurer, Freedom of Information Officer, Municipal Judge, Chief of Police and Law Enforcement Officers (City Code 22-19, 22-20).

City Code requires the Mayor appoint a Fire Chief (14-20) and Emergency Management Coordinator (12-23).

City Code, Chapter 2 Article 4, requires the Mayor appoint members of the Planning Commission, Senior Community Advisory Board, Public Building Commission, the Park Advisory Board and two representatives to the Chisholm Trail Recreation Commission to staff each entity or fill vacancies. Appointments are also done to fill vacancies as they occur throughout the year.

The Mayor also will reappoint all volunteer members of the Fire Department at the first meeting in May. Volunteers are also appointed throughout the year as they join the service.

The list of appointments are available at City Hall or they can be found in the Council Packet dated May 12, 2020 online.

**Motion: Shore** moved, **Pike** seconded to approve the Mayoral Appointments. Voted and passed unanimously.

### b. Consider After Prom Request for use of City Pool

Adrienne Noland and Stephanie Carlson explained the school is planning on having a prom so the after-prom committee would like to have a pool party for the after prom. The information is listed below.

- Clearwater High School After Prom July 24, 2020. 11pm-1am.
- Fees waived if possible. Extra money will go to the kids for prizes
- Attendees: Juniors and Seniors from Clearwater High School and their guests

- Must have attended prom to be allowed in
- Estimate 150-200 kids and chaperones
- Lifeguard concern: Most pool employees are juniors & seniors at CHS & would attend this party. Can we get lifeguards from another pool or the YMCA to cover? We will pay them.
- Chaperones to decorate after pool closes for the day
- Decorations to include Christmas lights, glow in the dark beach balls, tiki torches, etc.
- DJ/Emcee for games/prizes, etc. Set up on pool deck.
- Massage chairs with licensed masseuse
- Yard games on pool deck – corn hole, Yatzee, fowling, etc.
- Clean up after 1 am
- Temporary fence placed during the day that doesn't need to be closed off until 11 pm.
- Fence to keep kids from coming and going. Adult chaperones will be present to monitor.
- Pool parking lot closed (or half closed) for Pig Roast & Fire Dancers.
- Fire Dancers 11:00-11:30 pm: Phlox Fire
- Will need approval from Fire Chief before they will perform.
- Hog roast & donated pizza for food. Water in coolers for beverages.
- Non-alcoholic frozen drink machines in concession area
- Tables & chairs in parking lot for seating.
- Student & chaperone parking at CIMS, City Park, Walt's, Casey's, Historical Building

Council reviewed the request and discussed and determined that the school will be responsible for the students who attend. The City would agree to waive the cost for the party. Staff is to check with insurance to see if the City is covered if an event were to occur since the after-prom party is not technically a school event. Council questioned if the Chief of Police would have to have extra officers on duty for that night and Chief Ives reported they would figure it out. Staff was also to check with the Pool Manager to see what number of guards would be needed to cover such an event. Staff will be looking into the option of using our EMT/Firefighters as an option to monitor the pool instead of the high school guards since they would most likely be attending the after-prom party.

**Motion:** *Griffin* moved, *Shore* seconded to approve, contingent upon insurance approval, after-prom party at the pool and waive the fee. Voted and passed unanimously.

c. **Budget Calendar**

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**JUNE 3,4,8,10** - Department Budget Meetings

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**JUNE 23** - Regular Meeting/ Budget Rollup & Discussion

**JUNE 30** - COUNCIL BUDGET WORKSHOP

**JULY 1** - County Clerk notifies City of estimated assessed value

**JULY 7** - Council reviews budget and makes change if necessary

**JULY 21** - Council adoption of Budget for Publication

**JULY 30** - Publish Public hearing in Times Sentinel

**AUGUST 11** - Public Hearing on Budget/ Adopt Budget

**AUGUST 25** - City Clerk certify all taxes and special assessments to County Clerk. Budget DUE

**11. Administrators Report**

- With City Hall re-opening to the Public this week, we have purchased masks for all city staff to utilize when interacting with the Public.
- The Senior Center will re-open to the public on Monday, May 18<sup>th</sup>.
- The City of Wellington has approved purchasing the Ford TraumaHawk ambulance for \$90,000. This money will go into the Fire Department equipment reserve fund.

- Clearwater will host a remote collection event for the Sedgwick County Household Hazardous Waste Department on June 20<sup>th</sup> in the sports complex parking lot. The event will be from 9a – 1p. Sedgwick County will be drafting a contract for Council to approve and provides all the equipment necessary. Our Public Works personnel will help that day.
- Since Waste Connections cancelled our spring curbside cleanup, we have been given the option of having the fall drop off cleanup as scheduled on October 16-17 or having a curbside pickup on November 7<sup>th</sup>. Discussing with staff and the unanimous agreement was the curbside pickup is favored by the citizens. We have informed Waste Connections we would like to have curbside cleanup on Nov 7<sup>th</sup>.
- As of right now, City wide garage sales will be the first weekend in June.
- Jeff Laha will be holding a disc golf tournament on May 23<sup>rd</sup>. All the proceeds from the tournament are split between the Clearwater Lions Club and the Clearwater Village Retirement Center.
- Wholesale Fireworks has paid permit fee for the sale of fireworks for the Government Class fundraiser. Fireworks will be sold July 1 – July 4 which falls within City Code.

## 12. **Governing Body Comments**

Griffin had nothing to report

Pike had nothing to report

Palmer-Witt asked if anymore lots have sold in Chisholm Ridge. Meyer answered no but there have been more inquiries.

Shore thanked all that was involved with the coordination of the graduation parade.

Ussery informed council the City closed on the sale with PCCA and the business park. The amount that the City will receive is \$345,048.65. Council will discuss how to apply the money at the next council meeting. There are no further updates from the nursing home currently.

It was discussed and decided that the next council meeting, the Governing Body will be at City Hall and there will still be a call-in conference call set up for attendees.

## 13. **Adjournment**

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

**MOTION:** *Palmer-Witt* moved; *Pike* seconded to adjourn the meeting. Voted and passed unanimously. The meeting adjourned at 7:25 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 12, 2020 City Council meeting.

Given under my hand and official seal of the City of Clearwater, Kansas, this 26<sup>th</sup> day of May 2020

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Courtney Meyer, City Clerk