

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

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 Ussey 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 22nd from 8am – 11am.
- RFD TV "Best of America by Horseback" will be in town June 7th. 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 8th, 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 15th 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 2nd and 3rd 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 11th day of June 2019

Courtney Meyer, City Clerk