

City of Clearwater, Kansas
Sedgwick County
City Council Meeting - **MINUTES**
July 13, 2021
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; Chris Griffin , Shirley Palmer-Witt, Chad Pike, Crystal Walter and Justin Shore were present.

The following staff members were present:

Courtney Zollinger, City Administrator, Amber Ives, Cole Hollis, Chadd Posch Jared Dinwiddie, Kirk Ives, Justin Patrick.

3. Approval of the Agenda

Motion: Shore moved, **Walter** 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
Claims and Warrants
Aging Products Inc Agreement
Approve Hire

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

6. Staff Reports

a. Administration Office – Courtney Zollinger – Council had no questions.

b. Fire Department –Jared Dinwiddie –Council had no questions.

c. Police Department – Kirk Ives – Council had no questions.

d. Park – Chadd Posch –Council had no questions.

e. Public Works – Chadd Posch – Shore pointed out that the chip seal that was done last year on Southeast Dr has left loose gravel that is still in the road. He would like it addressed if possible. Council has no other questions.

f. Senior Center – Amber Ives – Council had no questions.

7. CDBG-CV3 Grant Presentation

The City was awarded \$150,000 for the CDBG-CV3 small business grant. This grant is for small businesses in Clearwater that are in the City limits, have less than 51 employees, a for profit company, and 51% (including the owner) of the employees need to be low to moderate income. Elizabeth Lawless with SCKEDD was present to list the next steps in the process.

8. Business

a. Special Event Permit Request – Car Show

In 2016 City Council established an application process to close roads for special events. This was to create a more coordinated process, so the City departments are aware of the street closures.

Iris Blossoms is celebrating their 5-year anniversary and would like Council to consider closing Ross From 1st to 2nd to host a car show as part of the celebration. The event will be August 8, 2021, from 3PM to 7:30 PM

Staff recommends approving the Mayor to issue the Special Event Permit to Risse Zimmerman, Iris Blossoms, for road closures requested.

Council had no discussion.

Motion: *Palmer-Witt* moved, *Shore* seconded to approve the Special Event Permit for Iris Blossoms. Voted and passed unanimously.

b. School Resource Officer Agreement

The last updated agreement between USD264 and the City of Clearwater for the School Resource Officer was 2015. Since 2015 USD264 has a new Superintendent, Chris Cooper, and Clearwater has a new Chief of Police, Kirk Ives. Both parties have reviewed the updated document.

The updates from the original are in Section I, Paragraphs (c) – (h)

Chris Cooper has presented the updated agreement to the school board and has signed the updated agreement.

The agreement states the district will reimburse the City at a rate of 67.3% of the total annual compensation paid by the City to the SRO. This is reviewed each year.

Staff recommends authorizing the Mayor and Chief of Police to enter into the School Resource Officer agreement with USD264.

Council had no discussion

Motion: *Walter* moved, *Palmer-Witt* seconded to authorize the Mayor and Chief to enter into the SRO agreement with USD264. Voted and passed unanimously.

c. Chisholm Ridge Phase 3

On June 8, 2021, City Council approve the Final Costs for Chisholm Ridge Phase 3, certified the assessment roll, and approved the date of the public hearing (July 13, 2021) The notice was mailed out to all owners in Chisholm Ridge Phase 3 notifying them of the special assessment hearing.

The City Clerk has not received any written objection to the special assessments.

The next steps in the special assessment proceedings is:

- Open a public hearing to allow for any verbal or written objections to the special assessments for Chisholm Ridge Phase 3.
- Adopt an Ordinance levying special assessments on certain property to pay the costs of internal improvement in the City of Clearwater, KS, as heretofore authorized by Resolution 9-2018; and providing for the collection of such special assessments
- Adopt a resolution authorizing the offering for sale of General Obligation bonds, Series 2021, of the City of Clearwater, KS

Each property owner will receive another notification informing them of their options to pay in whole or part to the City by August 20, 2021. If not paid the bonds will be issued for a collection period of 20 installments. Estimated special assessment amount for Lots 40-51 Block 1 and Lots 23-28 Block 3 will be \$74.82. Estimated special assessment amount for Lots 15-22 Block 3 will be \$95.93.

i. **Public Hearing: Special Assessments**

Motion: *Shore* moved, *Pike* seconded to open the public hearing for Chisholm Ridge Phase 3 special assessments. Voted and passed unanimously. Public hearing opened at 7:15pm

No comments or questions from public regarding special assessments

Motion: *Shore* moved, *Walter* seconded to close the public hearing for Chisholm Ridge Phase 3 special assessments. Voted and passed unanimously. Public hearing closed at 7:17pm

ii. **Adopt Assessment Ordinance**

Motion: *Shore* moved, *Palmer-Witt* seconded to adopt ordinance 1067 levying special assessments for Chisholm Ridge Phase 3. Voted and passed unanimously.

iii. **Adopt Resolution Offering Sale of GO Bonds**

Motion: *Walter* moved, *Palmer-Witt* seconded to adopt Resolution 09-2021 authorizing the sale of General Obligation bonds, Series 2021. Voted and passed unanimously.

d. **City Park Improvements**

On June 8, 2021, City Council adopted Resolution 8-2021 authorizing the sale of temporary notes for the City Park improvements. The city park improvements consist of new park shelters and camera system.

The next step in the General Obligation Temporary Notes are as follows.

- City Council will review the bids on July 13, 2021 and award the bid to the best bid and authorize the Mayor and City Clerk to execute the bid form.
- Adopt a Resolution authorizing and directing the issuance, sale and delivery of general obligation temporary notes, series 2021A, of the city of Clearwater, Kansas; providing for the levy and collection of an annual tax, if necessary, for the purpose of paying the principal of and interest on said notes as they become due; making certain covenants and agreements to provide for the payment and security thereof; and authorizing certain other document and actions connected therewith.
- Authorize the Issuance of General Obligation Temporary Notes Series 2021A and authorize the Mayor and Clerk to execute the closing documents.

i. **Award Bid**

Motion: *Shore* moved, *Palmer-Witt* seconded to award the bid to Commerce Bank with a average net interest rate of 0.7025%. Voted and passed unanimously.

ii. **Adopt Resolution Authorizing and Directing of Issuance of Notes**

Motion: *Shore* moved, *Walter* seconded to adopt Resolution 10-2021 authorizing and directing the issuance, sale and delivery of general obligation temporary notes, series 2021A. Voted and passed unanimously.

iii. **Closing Documents for Temp Notes**

Motion: *Shore* moved, *Palmer-Witt* seconded to the mayor and clerk to execute the closing documents. Voted and passed unanimously.

e. **Consider Real-Estate Agreement**

Mayor Ussery stated at the last council meeting the governing body authorized him to present a contract to Dwayne Dugan for consideration of a land purchase. The land is located at 95th and 135th in Clearwater. The property is 48.711 acres, and the purchase price is \$481,600. The city will put \$100,000 in cash towards the purchase and finance the remainder with Emprise Bank. Attorney, Michael Andrusak will be setting up the closing process.

Motion: *Shore* moved, *Walter* seconded to enter into a purchase agreement with Dugan as stated in the contract. Voted and passed unanimously.

9. **Governing Body Comments**

Griffin had no comments.

Palmer-Witt had no comments

Pike had no comments

Shore thanked staff for working on the CDBF-CV3 grant.

Walter had no comments

Ussery had no other comments

10. **Adjournment**

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

MOTION: *Shore* moved; *Palmer-Witt* seconded to adjourn the meeting. Voted and passed unanimously. The meeting adjourned at 7:35 PM

CERTIFICATE

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

I, Courtney Zollinger, 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 July 13, 2021 City Council meeting.

Given under my hand and official seal of the City of Clearwater, Kansas, this 27th day of July 2021.

Courtney Zollinger, City Clerk