

**GOVERNING BODY OF THE CITY OF  
CLEARWATER, KANSAS  
MEETING OF THE CLEARWATER  
MAYOR AND CITY COUNCIL  
TUESDAY, DECEMBER 11, 2012  
6:30 P.M.**

Pursuant to Ordinance No. 917 and Section 2.08.010 adopted by the governing body and approved by the Mayor on November 24, 2009, members of the public are allowed to address the Mayor and City Council for a period of time limited to not more than five minutes.

- **6:30 P.M. Call Council Meeting to Order**
- **Invocation: Please remain standing after the invocation for the flag salute.**
- **Roll Call by City Clerk**
  - Mayor Michael York
  - Lyle Berntsen, Council President
  - Jim Whitney, Council Member
  - David FitzGerald, Council Member
  - Laura Papish, Council Member
  - Sandi Keeler, Council Member
- **Review of Minutes**

City Council Regular Session – November 27, 2012

Action Required:                      Approve/Approve with correction(s)
- **Consent Agenda**
  1. Approve renewal of Cereal Malt Beverage Licenses for 2013 for: Pizza Hut, Casey's General Store, and Mize Food Store, Inc.
  2. Approve renewal of Alcoholic Beverage License for 2013 for Clearwater Liquor Store.

*Description: All matters listed within the Consent Agenda have been distributed to each member of the City Council for reading and study, are considered routine, and will be enacted by one motion of the Council with no separate discussion. If separate discussion is desired on an item, either from the Governing Body or from the audience, that item may be removed from the Consent Agenda and placed on the Regular Agenda.*
- **Mayor York: Recommendation**
- **Public Forum**

- Public Hearing for Amending 2012 Budget**  
 City Administration Brown will present amended 2012 budget. **TAB A**

Action Required: Motion to Approve/Disapprove  
 Action Taken: \_\_\_\_\_

*Description:* The amendment process is a clean-up procedure that is done at the end of every calendar year. The amendment encompasses a few changes to the budget that were not accounted for in the 2012 budget process, which was conducted in the summer of 2011. The amendment will not affect taxes or tax rates.

- Follow-Up on Unsafe or Dangerous Structures at 115 N. Lee Avenue and 118 S. Byers**  
 City Administrator Brown will provide updates on the two properties.

Action Required: Staff/Property Owner Direction  
 Action Taken: \_\_\_\_\_

*Description:* The Council gave both property owners an additional 60 days to continue making improvements to their properties. The property owner at 118 S. Byers was to gather additional information regarding the repairs of the foundation.

- Ordinance Annexing Land to the City of Clearwater: 8301 S. 135<sup>th</sup> St. W, and 13500 West 87<sup>th</sup> St. S**  
 City Administrator Brown will review steps taken to this point. **TAB B**

Action Required: Approve/Disapprove  
 Action Taken: \_\_\_\_\_

*Description:* At the 10-23-12 City Council Meeting, the Council approved resolution #22-2012 requesting the County Commissioners to make certain findings regarding the annexation of the property at 8301 S. 135<sup>th</sup> St. W and 13500 West 87<sup>th</sup> St. S. The County Commissioners met on 11-28-12 and signed a resolution authorizing the annexation of the property to the City of Clearwater. Tonight's ordinance will finalize the annexation process.

- Follow-Up of Intergovernmental Agreement with Sedgwick County – 4<sup>th</sup> Avenue Street Project**  
 City Administration Brown will provide update.

Action Required: Approve/Disapprove  
 Action Taken: \_\_\_\_\_

*Description:* Council provided direction to staff on follow-up items at their 11-13-12 and 11-27-12 Meetings. Council had questions regarding the cost of moving the existing utilities. The City Attorney has had a chance to review the utility franchise agreement.

- **Park Board Recommendation on Wayfaring Sign**  
City Administrator Brown will present the Park Board’s recommendations. **TAB C**

Action Required: Discussion  
Action Taken: \_\_\_\_\_

- **Review Brush Dump Fees for 2013**  
Council will be asked whether to maintain or change the access and use of the City Dump program in 2013.

Action Required: Motion to Approve/Disapprove  
Action Taken: \_\_\_\_\_

*Description:* City Staff will begin selling the brush dump passes on January 2nd for the 2013 season. Currently, residential fees are \$20 for the year pass and \$5 for a single trip. Commercial passes are \$100. The City has earned a little less than \$3,000 in revenues and expended nearly \$4,000.

- **Write-Off of Uncollectible Utility Bills**  
City Clerk Donabauer will present write-offs for Council’s review. **TAB D**

Action Required: Approve/Disapprove  
Action Taken: \_\_\_\_\_

*Description:* A utility bill becomes uncollectable in four situations. First, the account was sent to the Kansas Setoff Program over five years ago and no collection has been received. Second, the customer has declared chapter 7 bankruptcy. Third, there is no social security number on file and the account cannot be placed for collection. Lastly, a citizen passed away and staff was provided a death certificate.

- **Department Head Reports**
- **Committee Reports**  
Meeting minutes included in Council Packets as they become available.

Planning Commission: Meeting scheduled for 12-13-12  
Park Commission: Meeting scheduled for 1-14-13

- **Claims & Warrants**  
Presentation of claims listing for authorization to pay.

Action Required: Approve as presented/with exceptions  
Action Taken: \_\_\_\_\_

- **Old Business**  
Status of old business items from staff and Council.
- **Staff Reports**

- **Council Reports**
- **Adjourn**

If you need any accommodations for the meeting, please contact the City Clerk's Office, 620/584-2311, or the KANSAS RELAY SERVICE 800/766-3777. Please give 48 hours notice.