

**MINUTES**  
**CITY OF CLEARWATER, SEDGWICK COUNTY, KANSAS**  
**CITY COUNCIL MEETING**  
**September 24, 2013**

The regular meeting of the City of Clearwater, Sedgwick County, Kansas, City Council was held on Tuesday, September 24, 2013, at 6:30 p.m., in the Clearwater City Council Chamber, City Hall, 129 E. Ross Avenue, Clearwater, Kansas.

The following members were present: Mike York, Mayor; Jim Whitney, Paul G. Clark, Chris Griffin, Laura Papish, Council Members; Burt Ussery, Council Member was absent. The following staff members were present: Kent Brown, City Administrator; Barbara Salinas, City Clerk; Janet Amerine, City Attorney. Others present at the meeting were: Mary Schauf, Clearwater Fire Department; Ernie Misak, Public Works Director; Donald Schauf, Ambulance Director; Beki Zook, Recreation Director; Lonnie Stieben, SKT; Todd Dannenberg, SKT; Clint Luckner, Clearwater Police Department; Diane Hurst, United Way.

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Mayor York called the meeting to order at 6:30 p.m. York gave the invocation, which was followed by the Pledge of Allegiance. The Clerk called the roll to confirm the presence of a quorum.

**Approval of the Minutes of the Regular Meeting of September 10, 2013**

Council Member Whitney made a motion to approve the minutes of the September 10, 2013 City Council Meeting. The motion was seconded by Council Member Clark and passed unanimously.

**Consent Agenda**

There was nothing for the consent agenda.

**Mayor York: Proclamation**

- 1 United Way of the Plains Week, September 22 through the 28<sup>th</sup>, 2013

City Administrator Kent Brown read the Proclamation aloud for everyone. Diane Hurst with the United Way introduced herself and thanked the Council for making this happen for United Way. Hurst will be in Clearwater on Wednesday to talk to the City employees. Hurst stated that there have been 786 instances where United Way has helped a Clearwater citizen over the last calendar year. Over 93,000 people in south central Kansas were helped through United Way. The United Way campaign for this year is \$15.4 million. Hurst stated that many people can be reached through American Red Cross, Boys Scouts, Girl Scouts and Salvation Army. Hurst thanked the Council for their time.

**Mayor's Recommendations**

Mayor Mike York did not have any recommendations.

**Public Forum**

Todd Dannenberg with Southern Kansas Telephone stated that the Chamber of Commerce has asked about installing Wi-Fi for the Fall Festival weekend. There will be temporary antennas set up by the Aquatic Center for everyone attending the Fall Festival to use for free. The Wi-Fi has been

tested and is working. Dannenberg also reported to the Council that Asplundh Tree Experts from Wichita will be trimming trees in Clearwater for Southern Kansas Telephone. There will be notifications to all SKT customers and also in the Times Sentinel. There will be 3 – 5 feet clearance on all SKT lines. The project will start in 2 weeks and will last about 2 months. This will be a two man crew and will have their own truck and chipper. Dannenberg asked that all questions and concerns be brought to his attention. Dannenberg also stated to the Council that if the city would like any work done, it may be more economical to have this company do tree trimming while they were in the area.

Lonnie Stieben with Southern Kansas Telephone stated to the Council that the next Focus on the Future meeting will be Monday, September 30 at 6:30 p.m. at the Service Center. Kris Misak will do some of the Facilitating at the meeting. The Chamber of Commerce will be discussing their “Love Notes” to Clearwater. The Focus on the Future will talk about the newsletter and Facebook conversations. Stieben stated that the Facebook conversations have been positive. There have been comments made about how nice the cemetery looks and Stieben is hoping that the sexton Cindy Keiss will be recognized for her good work. Stieben stated that there will need to be 35-40 people involved to implement the next action. Stieben thinks the city should get a visible project set for planning. Council Member Papish stated that at the meeting maybe get a plan and prioritize it and get it out there for people to talk about.

### **New Business**

#### **Gary George, George, Bowerman & Noel, P.A. will Review 2012 Audit of the City’s Financial Records**

Gary George with George Bowerman & Noel stated to the Council that they have completed the city 2012 Audit. George stated that he had forwarded the numbers from the audit to City Administrator Brown so they could be used by the Council for the 2014 budget recommendations. The report is put together from back to front so detailed information is in the back. The information is combined into the general funds towards the front of the report except for the water and sewer funds which are separate. A financial highlight is the City’s total net position increased by \$210,057 which is a positive sign. At the end of the current fiscal year, total fund balance for the General Fund was \$306,414 or approximately 24% of the total General Fund expenditures and transfers for 2012. George also reviewed the general obligation bonded debt obligations outstanding of \$3,485,000 at the end of 2012. There were also commitments under capital lease arrangements of \$392,900 and outstanding temporary improvement notes of \$1,245,000. George reviewed the 67 page report with Council and staff. Mayor York thanked Gary George for his report.

#### **Request for New Scoreboards at Sports Complex Softball fields.**

City Administrator Kent Brown reported that for 3 years Public Works have tried to repair the scoreboards. The scoreboards are 15-20 years old. Council Member Whitney stated that the scoreboards were bought used when the Sports Complex was built. Todd Dannenberg, representative on the Recreation Commission for the U.S.D. 264 school board stated that the neither the Recreation Board nor the School Board have approved anything. Dannenberg was just here on behalf of the two Boards to see if the City Council would be interested in a three way split between the 3 boards. Administrator Brown asked for direction from the Council. Council Member Whitney thought the matter should be tabled until all three groups have an actual bid from a company so there are no extra billings later in the process. Council Member Whitney stated that if

the scoreboards are purchased, there needs to be someone who can operate and maintain the scoreboards if needed. City Administrator Brown stated that if all 3 Boards have discussions at their respective meetings and a better proposal was presented this may be brought back to the Council for a vote.

#### **Review and Award Bid for the Purpose of Design, Procurement and Installation of a Manual Transfer Switch at Water Well Number 7**

City Administrator Brown stated that this project has been discussed at previous meetings. This switch will allow the city to provide back- up generated power to a different well besides Well # 7. It would allow us to provide power to Well # 8 if there was no power. The City sent this out for bids and accepted all bids until September 24<sup>th</sup>. The City did receive proposals from Tri County Electric and Reeves Electric. Reeves Electric bid \$4,941.00 and Tri-County Electric bid \$5,400.00 for materials, labor and installation.

Council Member Papish made a motion to accept the low bid of \$4,941.00 from Reeves Electric to install the transfer switch. The motion was seconded by Council Member Whitney and passed unanimously.

City Administrator Brown stated that this item was not budgeted but the budget can be amended to allow this expenditure. The city has the ability in reserves to pay for this project but will have to amend the budget at the end of the year.

#### **Approval of the Contract between the City of Clearwater and the Kansas State Employees Health Care Commission**

City Administrator Brown stated that this was discussed at the last meeting and this is the formal contract between the city and the Kansas State Employees Health Care Commission. The contract is a renewal for 3 years. Council Member Papish was absent from the last meeting and asked if there was discussion on employees paying a portion of the family plan. City Administrator Brown stated that the employee pays a percent of every plan.

Council Member Whitney made a motion to accept the contract with Kansas State Employees Health Care Commission. Council Member Clark seconded the motion and passed unanimously.

#### **Department Head Reports**

Donald Schauf, EVS Director stated that the new ambulance has been delivered. Schauf invited the City Council to look at it after the meeting as he had parked it in the back of the city building. The 1996 Ambulance is ready to be sold. Schauf suggests the Purple Wave web site and the ambulance and equipment sale. Schauf reports Purple Wave is a web site that has lots of viewers and has a better chance of getting a higher price than an area auction. Schauf has been in contact with Hutchinson Community College as they use ambulances for training. Schauf has not heard back from HCC yet. Schauf asked Council if there is a price that they would be willing to sell the ambulance for. Council Member Whitney thought a good price would be \$5,000 - \$10,000.

Beki Zook, Recreation Director reported that flag football has been going for kindergarten through 2<sup>nd</sup> grade. Basketball registrations are out and the season will start soon. There will be a

photography class in October and November. Zook also reported there will be a sidewalk chalk activity with the fall festival. The school children from Elementary West will come to City Park from 10:00 a.m. to 1:00 p.m. on Thursday September 26, 2013 class by class and chalk the sidewalks. Mayor York asked what was involved in the photography class. Zook explained that you bring your camera and the instructor will go over the different settings and overall knowledge of your camera. It is free for the first 12 people.

Public Works Director, Ernie Misak reported that his department replaced the fire hydrants at Grant/Wood and at Gorin and Wood. The additional two leaks on Wood have been repaired. There was also two leaks at Garvey and those have also been repaired. A waste water sample for September has passed the BOD. The TSS is still having issues. Misak is expecting a letter from the State of Kansas. Misak has picked up the repaired DeWeze mower. The Public Works Department has been cleaning up the streets on the parade route and Thursday and Friday will work at the Sports Complex since there will be Fall Festival activities there. The bleachers have been delivered downtown. The repair at the entrance to the alley on Nancy has been completed.

Clint Luckner, filling in for the Police Chief stated that all of the police vehicles are operational now with the exception of the gun mounting for the new truck. The CMB Ordinance that the Chief was working on will be ready for the 2<sup>nd</sup> Council meeting in October. Luckner stated in the Claims and Warrants there was a voucher for Officer Schauf for mileage but there will be reimbursement to the city for that from the grant she received to go the child safety seat seminar. The camera system is up and operational at the city park and will be used for the Fall Festival. There is a trailer at 123 S. Lee and a letter was sent to the owner in June 2012. The trailer was then moved to 201 S. Grant and another letter was sent in June of 2013. The Chief has given the owner a deadline of 30 days to move the trailer or a citation will be issued. Council Member Papish asked about the Dare vehicle parked at True2U. Luckner replied no problems with the vehicle just adding some additional lights as it will lead the parade on Saturday morning of Fall Festival.

### **Committee Reports**

There are no reports at this time.

### **Claims & Warrants**

City Clerk Barbara Salinas presented the claims and warrants as of September 24, 2013 in the amount of \$35,774.26.

After discussion, Council Member Papish moved to authorize payment of the claims and warrants for \$35,774.26. The motion was seconded by Council Member Whitney and passed unanimously.

### **Old Business**

Council Member Griffin stated that his yard had been landscaped by Garretson. The city did some work on the ditch and Griffin stated that further south from his lot the water puddles and the culvert is flooding. Griffin asked if the city could level the dirt on either side of the culvert. Misak responded that public works would check.

Council Member Papish suggested that the high grass and weeds at Tracy and Wood could be removed from the list since it appears to have been taken care of for the moment.

Council Member Griffin stated that Dollar General Manager has been trying to get someone to take care of the yard. Council Member Clark reported that he got a call from the neighbor about the Dollar General yard and the mowers had not bagged the grass and the grass was in the resident's yard. The manager will see about getting the mowers back to bag the grass.

Council Member Whitney stated he drove by 250 N. Byers before the meeting and the workers were tearing off shingles and working on the house. Several trees have been taken down as well.

Mayor York asked about the Water Rights Application. Administrator Brown stated he spoke with Ground Water Associates and several letters had been sent about doing a pump test on city well and monitor the residents well at the same time. Ground Water Associates asked the state for a 90 day extension on behalf of the city.

Council Member Whitney disagreed with the State of Kansas asking the City to hire an engineer regarding the wastewater ponds.

#### **Staff Reports**

City Clerk Salinas had nothing to report.

City Attorney Amerine had nothing to report.

City Administrator Kent Brown stated the Council would have several things to do before the end of 2013. Council Member Papish stated that she liked the Budget Summary and appreciated the work that was done on it. Council Member Papish further commented that she liked the Chaplain Application process that the Police Department is working on.

#### **Council Reports**

Council Member Griffin had nothing to report.

Council Member Whitney had nothing to report.

Council Member Clark had nothing to report.

Council Member Papish asked about the second meeting in December since the day falls on Christmas Eve. City Administrator Brown stated that the meeting date can be changed. The budget amendment will need to be published in December. After discussion, Council talked about only having one meeting in December. City Administrator Brown stated that a short morning meeting will be needed to authorize the paying of the end of the year bills.

Council Member Whitney asked about topics for next Council Meeting as he will not make the meeting. City Administrator stated that there is a vacated property subject that will be talked about at the next meeting involving property in the 200 block of South Grant.

Mayor Mike York had nothing to report.

**Adjournment**

Being no further discussion to come before the Council, Council Member Whitney moved for adjournment and the motion was seconded by Council Member Papish. The motion carried unanimously.

The Meeting adjourned at 8:35 p.m.

**CERTIFICATE**

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

I, Barbara Salinas, 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 September 10, 2013 meeting.

Given under my hand and official seal of the City of Clearwater, this 24th day of September, 2013.

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Barbara Salinas, City Clerk

