

**City of Clearwater, Kansas**  
Sedgwick County  
City Council Meeting - **MINUTES**  
November 10, 2015  
Clearwater City Hall – Council Chambers  
129 E. Ross Avenue Clearwater, KS 67026

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**1. Call to Order**

Mayor Burt Ussery called the meeting to order at 6:30 p.m.

**2. Invocation and Flag Salute**

Mayor Ussery gave the invocation which was followed by the pledge of allegiance and flag salute.

**3. Roll Call**

The City Clerk called the roll to confirm the presence of a quorum. The following members were present:

Mayor Burt Ussery, Laura Papish, Austin Wood, Ron Marsh, Paul Clark, Chris Griffin were all present.

The following staff members were present:

Justin Givens, City Administrator; Courtney Meyer, City Clerk; Austin Parker, City Attorney; Jason Gearhardt, Interim Police Chief; Ernie Misak, Public Works Director; Beki Zook, Recreation Director

Others Present:

Don Hellar, EBH Engineers; Todd Dannenberg and Mike Champa, Clearwater Recreation Commission; Cliff Pray, Clearwater Fall Festival; David Lawrence, Peyton Earp, Jennifer Palma, Cara Wiens, Brenda Hastings, Andy Jacobs, Sherri Thomas, Mary Schauf.

**4. Approval of the Agenda**

Administrator Givens asked to add a change order for the waste water project.

Mayor Ussery called for a motion to approve the November 10<sup>th</sup> agenda with the addition.

**Motion:** *Marsh* moved, *Clark* seconded to accept the November 10, 2015 agenda as modified. Voted and passed unanimously.

**5. Public Forum**

None

**6. Consent Agenda**

Mayor Ussery called for a motion to approve the consent agenda.

**Motion:** *Griffin* moved, *Marsh* seconded to approve the consent agenda as presented. Voted and passed unanimously.

**7. Change Order for the Waste Water Project**

Administrator Givens stated that UCI discovered a discharge pipe elevated more than expected when cleaning out the cells. Based on existing conditions that were unexpected it is necessary to protect the pipe from sludge being able to enter into the discharge area. UCI has built a berm around the pipe for the time being but to ensure that the berm is not eroded over time allowing sludge to enter the discharge a

rip-rap covering is being requested at this time. The cost of the change order will be \$4,882.00. This would bring the total project cost to \$381,833.

**Motion: Griffin** moved, **Clark** seconded to approve the change order for the waste water project in the amount of \$4,882.00. Voted and passed unanimously.

#### **8. 2016 Fall Festival**

Representatives from Fall Festival and Park and Recreation Committee came to discuss this past year's event as well as plans for 2016 Fall Festival.

Mayor Ussery stated there would be no action taken tonight by Council for this agenda item. If action is necessary it will be moved to another meeting.

Council listened to representatives from the Fall Festival, Recreation Commission, Police Department, and Public Works on their opinion as to a location for the carnival.

During the discussion it was determined that; the Carnival, if approved, by the City Council, could be located in the Park as long as heavy equipment is not placed inside of the 225 foot baseball area and that precautions should be put in place to protect sidewalks and other park fixtures as well as requiring provisions from the carnival provider that would protect the park including but not limited to a retainage in ticket sales to ensure proper site restoration.

#### **9. 2016 Council Work Plan and Priorities**

Administrator Givens addressed the Council and asked, going forward, what projects they would like to see put at a higher priority in 2016.

Council discussed they would like to see a new personnel policy, a long term lease on the building next door before any renovations can be done, quality of life initiatives; continued ADA improvements and the implementation of policies and procedures in the administration department such as; social media and utility policies.

#### **10. Claims and Warrants**

Meyer presented the claims and warrants in the amount of \$186,712.57 and asked Council if they had any questions.

**Motion: Griffin** moved, **Wood** seconded to pay the claims and warrants in the amount of \$186,712.57. Voted and passed unanimously.

#### **11. City Administrators Report**

- Administration
  - Staff will be at the Sed. Co. Commissioners meeting on November 18<sup>th</sup>. The Commission will be considering the island annexation for the property in Prairie Meadows.
  - On December 1<sup>st</sup> staff along with its regular safety meeting will have a presentation from EMPAC on the services that they offer.
  - Aflac will be doing sign ups on November 18<sup>th</sup>
  - Staff will be participating in the United Way Fundraising Campaign. Information will be distributed at the November 17<sup>th</sup> safety meeting.
  - Annual reviews are taking place this week and will be finished next week.
- Public Works
  - Staff will have the Charles Engineering water main completed this week.

- Mayer Specialty cleaned and recorded a section of main on 4<sup>th</sup> Street in advance of the 135<sup>th</sup> ST project.
  - Streets are in the process of being swept this week.
  - Staff is identifying sewer mains and water services for the 4<sup>th</sup> Street project. Relocating costs will be billed to the city
- Parks and Recreation
    - Basketball is underway. There are 47 3-6 year olds participating in the clinic and 17 teams in the 1<sup>st</sup> thru 6<sup>th</sup> grades competing in a three town league with Haysville and Mulvane
    - The Rec Commission board meeting is tomorrow night
    - The Rec and the Library will be hosting a Giving Thanks Party at 10:00 am on November 25<sup>th</sup>. They are asking for a canned food donation but the event is free.
    - The Rec Commission is also having a Turkey coloring contest for children 4-12. The contest ends on November 25<sup>th</sup>.
- Library
    - Lego and Story Time are tomorrow.
    - The Library has an open part time position for an inter library loan clerk. Applications are due on Friday, November 13<sup>th</sup>.
    - The Library Board has two open positions to fill also.
- Community Center
    - The Center received a grant from Walmart for a new flat screen TV.
    - Pizza Hut will be hosting a fundraiser for the Community Center on November 16<sup>th</sup> as well. The fundraiser will help purchase new chairs for the center.
    - The Senior Center will be hosting a trip to the Nutcracker in Wichita on Thursday, December 10<sup>th</sup>.
- Police
    - Actually had a quiet two weeks with only one wreck.
    - Staff is replenishing the supply of ammunition for range training.
    - Interviews for the Chief position are ongoing. The final candidate will be interviewed on Thursday, November 12<sup>th</sup>
- The Planning Commission approved a request for a variance from the maximum accessory structure size for 205 S 1<sup>st</sup> Street. The structure is 24' x 36'.

## **12. Council Reports**

Wood mentioned street signs are turned and don't face the proper direction. Ross and Byers and Hellar and Gorin.

Papish will be absent on November 24<sup>th</sup>.

Clark had nothing to report.

Griffin had nothing to report.

Marsh had nothing to report.

Griffin had nothing to report.

Ussery had nothing to report.

**13. Executive Session**

Givens requested an executive session for non-elected personnel and real-estate.

**MOTION:** *Griffin* moved, *Marsh* seconded to recess into executive session pursuant to non-elected personnel to discuss specific personnel matters and acquisition of real estate to include the City Administrator. The City Council will reconvene the open meeting in the City Council Chambers at 8:37pm. Voted and passed unanimously

Mayor Ussery called the meeting back to order at 8:37 and stated no binding action was taken in executive session.

**14. Adjournment**

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

**MOTION:** *Clark* moved, *Wood* seconded to adjourn the meeting. Voted and passed unanimously

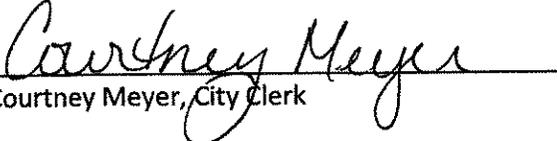
The meeting adjourned at 8:42 p.m.

**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 November 10, 2015 City Council meeting.

Given under my hand and official seal of the City of Clearwater, Kansas, this 24<sup>th</sup> day of November, 2015.

  
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Courtney Meyer, City Clerk