

City of Clearwater, Kansas
Sedgwick County
City Council Meeting - **MINUTES**
February 9, 2015
Clearwater City Hall – Council Chambers
129 E. Ross Avenue Clearwater, KS 67026

1. Call to Order

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

2. Invocation and Flag Salute

Councilmember Griffin 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, Councilmembers Ron Marsh, Paul Clark, Chris Griffin, and Austin Wood were present.

Laura Papish was absent.

The following staff members were present:

Justin Givens, City Administrator; Courtney Meyer, City Clerk; Austin Parker, City Attorney; Bill Hisle, Police Chief; Ernie Misak, Public Works Director; Beki Zook, Recreation Director; Pamela Riggs, Senior Center Director; Gareth Adams, police officer.

Others Present:

Todd Dannenberg and David Fitzgerald, Park Advisory Board; Clifford Pray, Fall Festival Committee; Bryce Allenbach, Aidan Brockman, JT Teeter, Troop 898; Carl Fry, Brittan Morris, Greer Huff, Bayley Baker, Lonnie Stieben, Faith Clouse, Erin Crist, Andy and Juliann Jacobs, Shari Mills, Karen Matzen, Becky Schievelbein, Marc Wilson, and Chery Wright, Residents.

4. Approval of the Agenda

Mayor Ussery called for a motion to approve the February 9th agenda as presented.

Motion: *Marsh* moved, *Wood* seconded to accept the February 9, 2016 agenda with modification. 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. City Park Usage

Todd Dannenburg with the Park Advisory Board presented the before and after pictures of the work done to the softball field at the Chisholm Trail Sports Complex and the City Park that was completed in 2015

again for the audience of tonight's meeting.

Dannenburg then explained what the Park Advisory Board's short term and long term goals were for the parks and the approved improvement for 2016 the Council voted on at the last meeting.

Mayor Ussery asked if anyone had comments or questions about future plans for the park.

Kathleen Smothers, Cliff Pray, Andy Jacobs, Erin Crist, Carl Fry, Juliann Jacobs, and one boy scout spoke up for leaving the open area of the park open and to allow heavy equipment in that section of the park.

Todd Dannenburg for the Park Advisory Board and restated that the Park Advisory Board's recommendations are to not allow the heavy equipment in the park at all.

Mayor Ussery recommended a joint meeting with Fall Festival, Park Advisory, the police chief, fire and EMS directors, and public works director to discuss pros and cons to every location the carnival can be set up at and come back to the Council by the End of April with the list so the Council can make an informed decision.

Councilmember Griffin supported the Mayor's recommendations.

Councilmember Clark mentioned he has been on the Fall Festival Committee when the carnival was held in the street and he didn't see it detract from the Fall Festival at all.

Misak stated the improvements that have been approved for 2016 would not hinder heavy equipment being placed in the park for this year. He asked if the Council would make a decision tonight for 2016 Fall Festival Committee to be able to set the carnival up in the park and come back later this year to decide for future use.

Mayor Ussery stated he has spoken to residents over past several months and he found a consensus 9:1 the Fall Festival carnival should be in the park. Mayor Ussery believe the Council should be able to make a decision tonight for the 2016 year.

Mayor asked councilmembers if they would be able to make a decision tonight for the Fall Festival carnival 2016 to be in the park or not. Consensus was they could.

Motion: *Griffin* moved, *Marsh* seconded for the Fall Festival has the ability to set up the carnival in the park for 2016 with a requirement that recommendations for future use of the park be made by the last meeting in April to Council. Voting was tied at 2-2. Mayor Ussery was the tie breaker voting yea. Motion passed with a 3-2 (Wood, Clark) vote.

8. Award Contract to Wilson Building maintenance for Cleaning Services

Over the past several years the city has used multiple people for cleaning services of its public buildings. City staff was informed that the cleaning contractor for City Hall was no longer able to perform the duties and the Contractor for cleaning at the Community Center and Library has also informed the City of their decision to stop providing cleaning services. At the December 7, 2015 meeting staff presented an RFP for Cleaning Services and the Governing Body approved the solicitation for proposals. Staff sent approximately 15 proposals to vendors in the metropolitan area. Of those sent out, two companies looked at the buildings and only one company presented a bid for services.

Wilson Building Maintenance of Wichita was the lone bidder to the City. Wilson has a long standing tradition of providing janitorial services in the area. They currently provide janitorial services to Emprise Bank in Clearwater. Wilson is fully licensed and bonded and will provide janitorial services at all three buildings as a fully independent contractor.

Wilson provided a monthly rate of cleaning for each building at \$252.58 which includes weekly cleaning as well as monthly and quarterly requirements. The total cost on a monthly basis will be \$757.74 which is approximately \$30 more per month than what was currently being paid on all three buildings. Savings can be realized in the way of decrease purchases of cleaning supplies. The city was providing those items to our cleaners where Wilson will provide their own cleaning supplies.

Motion: *Clark* moved, *Griffin* seconded to award cleaning services contract to Wilson Building Maintenance. Voted and passed unanimously.

9. Year-End Report – Community Center

Senior/Community Center Director Riggs presented the Community Center 2015 year-end report. The Senior/Community Center is operating at a Level 2 status with funding from the Department on Aging as a Level 1 until funds are available to move up.

The year-end report will be posted on the website for residents to view.

10. Year-End Report – Public Works

Public Works Director Misak presented the 2015 year-end report. Misak reported the department did over 11,400 meter reads, over 750 work orders, maintained approximately 14 miles of sewer mains, 30 blocks received crack sealing, and the street sweeper logged 290 miles.

The year-end report will be posted on the website for residents to view.

11. 2015 Year End Financials

Meyer presented the 2015 financials and stated the only fund that was amended was the Bond and Interest fund. Meyer asked if Council had any questions. Council had no questions

12. Claims and Warrants

Meyer presented the claims and warrants in the amount of \$43,659.37.

Motion: *Griffin* moved, *Clark* seconded to pay the claims and warrants in the amount of \$43,659.37. Voted and passed unanimously.

13. City Administrators Report

- Administration
 - Staff received several positive comments and feedback from residents for the Windmill. We will plan on putting one together this month as well.
 - Staff met and reviewed a portion of the updated personnel manual. It is anticipated that it will be presented to the Governing Body at the second meeting in February or first meeting in March.
 - We have received on quote from Central Glass and are waiting for a few other for the glass above the entryway into the Council Chambers. This will help with heating and cooling expenses.
 - Staff has met again with Triple B Construction including sub-contractors and is awaiting a bid for work on the building next door.

- Unfortunately, there is nothing to report on the backstop. EMC has had several local contractors out and has received our two bids.
- Public Works
 - Staff has been working on the gun range at the WWTF
 - Continued work on putting millings down in alleys
 - Started some crack filling while we had a good weather window.
- Parks and Recreation
 - Baseball sign-ups went to the school today.
 - Daddy Daughter Date Night had approximately 40 couples sign up and was considered a successful event.
- Library
 - Story Time and Lego Club are tomorrow.
 - The board has invited several interested citizens to the next board meeting to fill the vacancy.
- Community Center
 - Will host Tax Day on February 22nd – a free service for those needing tax help.
 - Will be hosting an I.D. Theft Seminar on February 16th
 - The Center will be hosting the Quilts of Valor program on Presidents Day, February 15th at 3:00.
- Police
 - The new patrol vehicle will be delivered in the first part of March (Ford Pursuit SUV)
 - Staff will be looking at Financing Options for the vehicle for approval at the next meeting
 - Officers secured and served a search warrant after movers for one of the apartment complexes found drug paraphilia during an eviction.

City Hall will be closed Monday, February 15th in observation of Presidents Day

14. Council Reports

Griffin had nothing to report.

Marsh had nothing to report.

Clark had nothing to report.

Wood mentioned there large pieces on asphalt in the alley behind his house and asked if public works would be picking them up. Misak said yes.

Ussery had nothing to report.

15. Adjournment

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

MOTION: *Marsh* moved, *Clark* seconded to adjourn the meeting. Voted and passed unanimously
The meeting adjourned at 9:16 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 January 26, 2015 City Council meeting.

Given under my hand and official seal of the City of Clearwater, Kansas, this 9th day of February 2016.



Courtney Meyer, City Clerk

