

**City of Clearwater, Kansas**  
Sedgwick County  
City Council Meeting - **MINUTES**  
January 26, 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, Councilmembers Ron Marsh, Paul Clark, Chris Griffin, Laura Papish, and Austin Wood were present.

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; Taylor Wilkens, Library Director.

Others Present:

Todd Dannenberg and David Fitzgerald, Park Advisory Board; Steve Lackey, Trans Systems; Mark Wilson.

**4. Approval of the Agenda**

Administrator Givens stated and item was added to the agenda as item #12, Adopting Ordinance 1009 Annexation of Prairie Meadows lot.

Mayor Ussery called for a motion to approve the January 26<sup>th</sup> agenda as presented.

**Motion: *Papish* moved, *Clark* seconded to accept the January 26, 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. Park Advisory Board 2016 Improvements**

Todd Dannenburg with the Park Advisory Board showed 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. Total investment for the softball field between Recreation Commission and the City was \$65,000. Total value of the project was approximately \$100,000 - \$150,000. The total investment for the City Park between

the Recreation Commission and the City was \$69,500. The total value of the project was approximately \$110,000.

Dannenburg stated what the Park Advisory Board had discussed for improvements for 2016. The list includes lighting, seating, trees, new fencing around basketball court, and replenish mulch in playground area. The total project estimates are \$38,868.

Dannenburg then stated what the Park Advisory Board's short term and long term goals were for the parks. One of the short and long term goals is to add and complete walking paths around the parks in Clearwater. Mayor Ussery asked Design Engineer, Steve Lackey of TranSystems, to attend our meeting to help the city with grant opportunities with WAMPO.

Mr. Lackey stated he is willing to help the City of Clearwater with an areal or plat of the walking path projects to submit to WAMPO in order to get funding for the walking paths. All he needs is a conceptual drawing with dimensions. The split for funding is 80/20 with the local portion being 20%. This would be at no expense to Clearwater.

Council discussed the presentation and commended the Park Advisory Board on their planning and presentation.

Council also brought up a brief discussion about Fall Festival and how the carnival portion of the festival fits into the park improvement. Council asked staff to speak with the Fall Festival president and ask them to attend a council meeting to discuss.

Council agreed to move the 2016 Park Advisory Board recommendations to an action item on the agenda.

Laura Papish left the meeting at 7:20 p.m.

**Motion:** *Clark* moved, *Wood* seconded to proceed with the Park Advisory Board recommendations for 2016. Voted and passed unanimously.

#### **8. Year-End Report - Recreation**

Recreation Director Zook presented the Recreation 2015 year-end report. The Recreation Department goals for 2016 are: Host one new event, post registration forms online, and search and apply for grants for community needs. Mayor Ussery asked if anyone has ever looked into or seen a portable movie screen. He thought it would be fun to have a movie night in the park. Director Zook mentioned you need to have certain licensing to play movies but staff would look into it.

#### **9. Year-End Report – Library**

Library Board Director Wilkens presented the Library 2015 year-end report. Wilkens stated that printed books remain the most popular item in the Library for the community. The Library's 2016 goals are to have a successful Summer Reading program and reorganize the adult and young adult non-fiction and fiction sections.

#### **10. Year-End Report – Police Department**

Police Chief Hisle presented the Police Department 2015 year-end report. Hisle pointed out all the services the police department respond to and highlights from the year.

#### **11. Adopt Resolution 03-2016 Security Benefits 457 Deferred Comp Plan**

Administrator Givens stated in 2008 the Governing Body adopted a resolution and approved a deferred compensation plan from a secondary source of Security Benefits. In 2011, the Governing Body approved

a resolution that amended the plan and appointed the then City Clerk as the Plan Administrator.

Security Benefits provides an alternative deferred compensation plan to city employees. The plan remains largely unchanged from 2011 but a resolution restating the city's acceptance of the plan and appointing the current City Clerk as the Plan Administrator is required. There is no financial cost to the City for this plan.

**Motion:** *Marsh* moved, *Wood* seconded to adopt resolution 03-2016. Voted and passed unanimously.

#### **12. Adopt Ordinance 1009 Annexation of Prairie Meadows Lot**

Givens stated on December 14<sup>th</sup>, 2015 the city received a consent for and Petition to Annex into the corporate limits of the City of Clearwater from the property owners at 14300 W. Prairie Grass Circle. The property is part of the Prairie Meadows Estates Sub-division and as such is required to petition for annexation in order to receive city water service. A similar action was taken earlier this year for another property in the area. At the December 22, 2015 meeting the Governing Body did adopt a Resolution finding it advisable to annex the referenced property. That resolution was subsequently sent to the Sedgwick County Board of County Commissioners pursuant to state statute. At their January 20, 2016 meeting the Sedgwick County BOCC did adopt a resolution allowing the city to annex the property pursuant to state statute.

When developed the Prairie Meadows Subdivision did not have adequate ground water for domestic water service. As such the developers and city of Clearwater negotiated an agreement that the city would provide water service in the area and that the property owners once necessary, would consent and petition for annexation into the city in exchange for the water service. Due to changes in Kansas Annexation Law, the city is required to present the request to the Sedgwick County Board of County Commissioners for approval. Once approved a separate Ordinance will be adopted officially annexing the property into the city. The city however does proceed with the installation of water service for the property owners pending approval.

**Motion:** *Wood* moved, *Clark* seconded to adopt Ordinance 1009. Clark, yea; Marsh, yea; Wood, yea; Griffin, yea.

#### **13. Claims and Warrants**

Meyer presented the claims and warrants in the amount of \$320,719.13 and stated \$248,989.32 was for Cornejo and Sons work done in Park Glen Estates.

Councilmember Wood questioned the price of the oil changes listed. He stated they seemed high in price. Mayor Ussery stated the council has had this conversation in the past and council directed staff to research prices on maintenance of vehicles.

**Motion:** *Wood* moved, *Clark* seconded to pay the claims and warrants in the amount of \$320,719.13. Voted and passed unanimously.

#### **14. City Administrators Report**

- Administration
  - "The Windmill" has been included in your information. This will go out with the utility bills. We may continue to use this as another means of communication with residents. The cost to add it to the mailing was less than \$200.00
  - Staff is reviewing the updated personnel manual. It is anticipated that it will be presented to the Governing Body at the second meeting in February.
  - Walmart Update:

- The Workforce Center has been in touch with Walmart and is monitoring the situation and if necessary will be working with Walmart and dislocated workers to provide their Rapid Response Services that occur in layoffs.
    - Staff has been in contact with KDHE on the status of the gas tanks. KDHE has a protocol that Walmart will have to follow in a short term and long term situation. KDHE does have a program that would help a potential buyer remove the tanks if they are not wanted.
  - Staff is reviewing proposals for cleaning services for City Hall, the Library and Community Center and anticipates having something on the February 9<sup>th</sup> meeting agenda.
  - Staff has met with Triple B Construction 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. It is anticipated that we will have information from them this week.
  - Staff received a letter from LKM updated us on the Property Tax Lid. Staff will put together a letter for the next meeting to send to our representatives stating our opinions.
- Public Works
  - Staff is continuing to work on alleys with new millings and grading.
  - Public Works will use the good weather to do some crack filling this week.
  - Staff is working with a local church outside of the city limits to provide water service. This would be a similar situation as what was done for Charles Engineering.
  - Staff has begun some work at the shooting range and that project will continue thru the year.
  - Staff will be moving the fire hydrant at Ross and Tracy in advance of the work on that intersection this spring. Staff also met with Westar about the placement of street lights in the intersection.
- Parks and Recreation
  - Basketball season concluded on Saturday.
  - February 5<sup>th</sup> the Rec will be hosting a Daddy Daughter Date Night.
- Library
  - Story Time and Lego Club are tomorrow.
  - A recently appointed board member has stepped down citing conflicting events during board meeting times.
- Community Center
  - The new chairs were delivered last week. A grant from the Clearwater Foundation helped purchase chairs to replace the ones that were beginning to fall apart.
  - The Community Center will be hosting free tax information and preparation for seniors and others in the community. Consultations will begin in February.
  - The Center will be hosting an Identity Theft Workshop in February as well.
  - The hot water tank at the Community Center was replaced. A new tankless system was installed.
- Police
  - Officer Adams will be able to attend KLETC in February. His training there will last approximately 3 months.

- Officers received and acted on a complaint about door to door sales people. They were informed of the process for background checks and licensing. They did take information with them but did not submit anything at this time.

### **15. Council Reports**

Griffin mentioned the Church of the Nazarene is celebrating their 100<sup>th</sup> year in Clearwater in October.

Marsh stated the 4<sup>th</sup> Street, intersections Lee and Ross and Tracy and Ross will go to bid on March 29<sup>th</sup>. The job should start in April

Clark had nothing to report.

Wood was approached by a Fire/EMS volunteer asking if the City would pay for a discounted membership to the Wellness Center. Council expressed its interest for staff to look into.

Ussery wanted to make sure staff they talk with the Fall Festival committee president to set up a time to talk about Fall Festival and where it will be held at.

### **16. Adjournment**

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

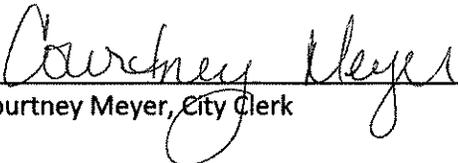
**MOTION:** *Clark* moved, *Wood* seconded to adjourn the meeting. Voted and passed unanimously  
The meeting adjourned at 8:33 p.m.

### **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 9<sup>th</sup> day of February 2016.

  
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Courtney Meyer, City Clerk

