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[Please note that the meeting agenda is subject to change during the meeting.]

City of Clearwater Council Meeting Agenda
Tuesday April 28, 2020 at 6:30pm
129 E Ross Clearwater, KS 67026

NOTICE: Due to the COVID-19 City Hall will be closed to the public and citizens will not be able to attend the council meeting in person. You may listen to the business meeting through your computer, smart phone or tablet at the following link.

Please join my meeting from your computer, tablet or smartphone.
https://global.gotomeeting.com/join/627732757

You can also dial in using your phone.
United States: +1 (872) 240-3212

Access Code: 627-732-757

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1. **Call to Order/ Invocation and Flag Salute**
2. **Roll Call**
3. **Approval of Agenda**
4. **Public Forum** - Members of the public can address the Mayor and City Council limited to not more than five minutes.
5. **Consent Agenda -** Items on the Consent Agenda are considered by staff to be routine business items. Approval of the items may be made by a single motion, seconded, and a majority vote with no separate discussion of any item listed.
    a. 04/14/20 Council Meeting Minutes
    b. Claims and Warrants
6. **Staff Reports**
7. **Business**
    a. Action: Approve USD 264 Special Event Permit
    b. Discussion: Aquatic Center Opening Date
    c. Action: Approve Hiring Full Time Public Works Operator
8. **Administrators Report**
9. **Governing Body Comments**
10. **Adjournment**

Next Assignment Numbers
Charter Ordinance: 21
Ordinance: 1058
Resolution: 07-2020

NOTICE: SUBJECT TO REVISIONS

It is possible that sometime between 6:00 and 6:30 pm immediately prior to this meeting, during breaks, and directly after the meeting, a majority of the Governing Body may be present in the council chambers or lobby of City Hall. No one is excluded from these areas during those times.

City of Clearwater, Kansas

Sedgwick County
City Council Meeting - **MINUTES**
April 14, 2020
Clearwater City Hall – Council Chambers
129 E. Ross Avenue Clearwater, KS 67026

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1. **Call to Order/ Invocation and Flag Salute**
   Mayor Burt Ussery called the meeting to order at 6:30 p.m. followed the invocation and flag salute.

2. **Roll Call**
   The City Clerk called the roll to confirm the presence of a quorum. The following members were present: Mayor Burt Ussery, Councilmembers; Justin Shore, Shirley Palmer-Witt, and Chad Pike were present. (Justin Shore was by phone)

   Yvonne Coon and Chris Griffin were absent.

   The following staff members were present:
   Ron Marsh, City Administrator, Courtney Meyer, City Clerk.

   Others Present by phone: Jared Dinwiddie, Kirk Ives, Ernie Misak, Justin Patrick, Chadd Posch, Austin Parker, City Attorney.

3. **Approval of the Agenda**
   Mayor Ussery asked if there were any modifications to the agenda. Marsh Item 5d. Street Maintenance and 5e Sale of Ambulance were to be added to the business.

   Mayor Ussery called for a motion to approve the agenda as modified.

   Motion: ***Palmer-Witt*** moved, ***Pike*** seconded to accept the agenda as modified. Voted and passed unanimously.

   Mayor Ussery gave a brief update on the new information that was distributed to the public on the COVID-19 cluster at the Clearwater Nursing and Rehab Center.

   Chris Griffin enters at 6:34PM

4. **Public Forum**
   Mayor Ussery opened the public forum for people to come of mute or type their statements in the comments box on GoToMeetings. None

5. **Approve Consent Agenda**
   Mayor Ussery asked if there was any question on the consent agenda and if not asked for a motion to approve.
   Minutes: 03/24/20
   Claims and Warrants
   Resolution 05-2020 – Appropriation Resolution
   Approval to hire seasonal workers

   Motion: ***Palmer-Witt*** moved, ***Justin Shore*** seconded to approve the consent agenda as presented. Voted and passed unanimously.

6. **Staff Reports**

   a. Police Department – Kirk Ives – Councilmember Griffin asked what was being done about the vandalism in the park. Meyer stated we have met with SKT about cameras in the park and staff had planned on bringing it before council during the budget process. Mayor Ussery asked that the information be brought before council at the next meeting. Council had no other questions.

   b. Fire Department –Jared Dinwiddie –Council had no questions

   c. Public Works – Ernie Misak – Council had no questions

   d. Parks & Maintenance – Chadd Posch – Council had no questions.

7. **Public Hearing – Notice of Intent to Issue Industrial Revenue Bonds for Plains Cotton Cooperative.**

Mayor Ussery called for a motion to open the public hearing at 6:40.

Motion: ***Palmer-Witt*** moved, ***Pike*** seconded to open the public hearing on the notice of intent to issue Industrial Revenue Bonds for Plains Cotton Cooperative. Voted and passed unanimously.

Kevin Cowan, Gilmore and Bell on the line. Prior to tonight a notice was published and mailed to other taxing district in the City, County and School. Intent resolution is stating the City has the intent to move forward with Industrial Revenue Bonds for Plains Cotton Cooperative. Cowan went through the different sections of the resolution and explained the Payment in Lieu of taxes would be managed by Sedgwick County once finalized. Council had not other discussion. Mayor Ussery called for a motion to close the public hearing.

Motion: ***Griffin*** moved, ***Shore*** seconded to close the public hearing on the notice of intent to issue Industrial Revenue Bonds for Plains Cotton Cooperative. Voted and passed unanimously.

Motion: ***Shore*** moved, ***Griffin*** seconded to adopt Resolution 06-2020 of Intent to issue Industrial Revenue Bonds.. Voted and passed unanimously.

8. **Business**

   a. **Approve Purchase of New Mower**

The Parks department and Public Works currently have mowers that are shared between the 2 departments. In the mowing fleet is a 72" Badboy deck mower, 72" Grasshopper front deck mower, and a 14' LandPride mower that is used with a Tractor (see Table 1 below). The new Parks and Facilities Superintendent acquired 3 governmental quotes on 3 different mowers to purchase for the Parks department. This would allow the Parks Department to have one mower that is not shared with the Public Works department.

The Superintendent would also like for council to approve the sale of the Grasshopper front deck mower for a minimum of $3500 with the proceeds to go towards the purchase of a 2nd new mower for the parks department. The font deck mower can only be used on the ball diamonds and the soccer fields. It would benefit the department if there were two mowers that were useful for all mowing purposes.

This would give the Parks Department 2 mowers that wouldn't be shared with Public Works and allow Public Works to keep the 72" Badboy mower that wouldn't be shared with the Parks Department. This would leave only the LandPride that would be shared between departments until another solution can be found (see Table 2 below).

CURRENT MOWER USE (Table 1)

MOWER	PARK USE	PW USE
72" BADBOY	X	X
72" GRASSHOPPER	X	
14' LANDPRIDE	X	X

PROSPOSED MOWER USE (Table 2)

MOWER	PARK USE	PW USE
72" BADBOY		X
72" GRASSHOPPER (SELL)		
72" NEW MOWER	X	
72" NEW MOWER	X	
14' LANDPRIDE	X	X

There is $14,300 in equipment reserve for mowers this year. The low government price is the Spartan mower from Kansas Golf & Turf for $8,724.25 (see Table 3). To purchase two Spartan mowers the Grasshopper would need to sell for a minimum of $3,200. Staff believes the mower could sell for $5,000 to $6,000. If the unit sells for more than is needed to complete the purchase of a 2nd mower the excess funds would go back to the Equipment Reserve Fund for Parks.

Table 3

VENDOR	MOWER MODEL	PRICE
Wichita Tractor	72" Badboy	$9469.00
Kansas Golf & Turf	72" Hustler	$8859.39
Kansas Golf & Turf	72" Spartan	$8724.25

Council asked questions about the sale of the Grasshopper, since it is only a couple of years old, they questioned if it was in the best interest of the City. Posch explained the grasshopper is a front deck mower doesn't do well unless the ground is level, no slope. The mower will bind up on a slope or if the ground is bumpy. The Spartan mower, lowest bid, had the best decking to cut the all grounds in parks and facilities. Council questioned Posch on the warranty differences between the mowers and he stated they were all very similar.

Council deduced the Grasshopper is a problem when it comes to application and not necessarily maintenance. The Grasshopper doesn't meet all the practical needs we need it to. Council also decided that $3500 was too low of asking price for the Grasshopper and asked to consider a minimum price of $4500

> **Motion:** ***Palmer-Witt*** moved, ***Pike*** seconded to purchase one Spartan mower from Kansas Golf and Turf for $8,754.25 and approve the purchase of a second Spartan mower contingent upon the sale of the Grasshopper mower for not less than $4,500 Voted and passed unanimously.

b. <u>Consider Purchase of Replacement Police Vehicle.</u>

In 2018 one of the police vehicles was involved in an accident that our insurance company ultimately determined to be a total loss. The value received for the vehicle was $14,507.50.

In April 2019 the Governing Body approved the bid from Rusty Eck Ford in the amount of $33,506.00 with a 5-6-month delivery. Since then due to a myriad of reasons including Ford having to retool their police interceptor production lines, Chevy workers going on strike, the police vehicle we ordered in April 2019 has not been built at the Ford factory. I have given Rusty Eck Ford the requisite 30-day cancellation notice which expired April 3rd. The waiting time for both Ford and Chevy police vehicles is long and unpredictable.

Chief Ives has been able to find the Dodge police vehicle available through Superior Emergency

Response Vehicles in Andover. At the March 10, 2020 City Council meeting the Governing Body approved the purchase of a Dodge Durango Police Vehicle as the scheduled and budgeted replacement for an existing vehicle.

Chief Ives has been in contact with Superior Emergency Response Vehicles and they have another Dodge Durango available to purchase.

Since we have been unable to purchase the Ford vehicle originally approved, Staff is requesting the approval to purchase a second Dodge Durango police vehicle from Superior in the amount of $43,351.50. This includes all ancillary equipment and installation.

The $14,507.50 from the insurance company and $9,587 that was put into equipment reserve last year for this vehicle. will be applied to the price of the vehicle. $19,257 will be financed

Staff recommends approving the purchase of a Dodge Durango police vehicle from Superior Emergency Response Vehicles in the amount of $43,351.50 financing $19,257 for 3 years with an interest rate of 3.33% from Emprise Bank.

Motion: ***Pike*** moved, ***Palmer-Witt*** seconded to approve the purchase of the 2020 Dodge Durango from Superior Emergency Response Vehicle for $43,351.50 and financing $19,257 from Emprise Bank at a rate of 3.33%. Voted and passed unanimously.

c. <u>Approve Applicants Retroactively for 2020 Housing Incentives</u>

During the February 11th council meeting the Governing Body approved the 2020 Incentive Program. These incentives would apply to those in the 2020 calendar year who either pull a building permit this year or sign a contract to purchase a house this year. This was different from the 2019 incentives where the Certificate of Occupancy or home purchase had to occur in 2019 to qualify.

Currently there are 4 customers that do not qualify for either incentive program. Two of the customers pulled building permits in 2019 but will complete the home in 2020 and two who have contracted to purchase a home in 2019 but will not close until 2020.

These four customers would qualify for the 2020 incentives which include the $1500 homebuyer cash allowance and the 50% reimbursement on their taxes for 3 years. They must receive their Certificate of Occupancy or Close on their home in 2020. There is $20,000 in the budget to cover “new” incentives for 2020.

Staff recommends for council to approve the 2020 incentives for customers who contracted to build or purchase a home in 2019.

Council Griffin needed clarification why this needed to be brought before council. Mayor Ussery explained this is a house keeping issue for people who did not come in late. Between 2019 and 2020 we did not have one program or the other with a beginning date or ending date that didn’t match up. For auditing purpose, this would legally align these home owners with one incentive program or the other and the only difference between, budgeting wise, 2019 and 2020 is the property taxes in 2019 are on a sliding scale payout and the 2020 property taxes are 50% each year for 3 years. Attorney Parker agreed.

Motion: ***Shore*** moved, ***Pike*** seconded to retroactively approve the application for housing incentives for 2020. Palmer-Witt abstained, Voted and passed unanimously.

d. <u>Approve Additional Street Maintenance Work</u>

During the 2019 street maintenance work being done, the contractor, Circle C, identified approximately 3200 ft^2 of additional patch work that needs to be done to help prolong pavement until major repair work can be scheduled. In these cases, the pavement has 'alligator cracks' which is caused by surface failure due to traffic loading, inadequate base or subgrade support.

Circle C will be able to repair these areas while in town as part of the street maintenance project. The price from Circle C is $19,500, or $55/yd^3. The Public Works director called another local contractor to check the price and they quoted $60-64/yd^3.

It is important to get these areas repaired as soon as possible to help reduce additional water penetrating the road surface and causing these cracks to spread.

ProSeal contractors was approved to do pavement preservation as part of the 2019 street maintenance at a cost of $23,676.30.

The 2019 budget had $155,000 for street maintenance. The bids for maintenance came in at $99,580 and the ProSeal bid at $23,676.30 leaves $31,743.70 in equipment reserve for street maintenance.

Council questioned if there was more streets than the ones listed that needed repair since there was money left in the budget. Ernie Misak reported that there are other streets but since sealing was being applied to the streets listed that is why the patching needed done. Other repairs will be brought before council at a later date for future projects.

Motion: ***Palmer-Witt*** moved, ***Pike*** seconded to approve Circle C to make the pavement repairs for $19,500. Voted and passed unanimously.

e. <u>Sale of 2013 Ford Traumahawk Ambulance</u>

A potential buyer for the newer of the City's two ambulances has emerged. The City of Wellington is has approved buying an ambulance and would like to do it quickly. Based on the condition, year, and relatively low mileage of the ambulance we should be able to sell it in the $80,000 - $100,000 range.

Wellington is looking for a quick purchase and I would like Council to approve authorizing the City Administrator to enter negotiations with a buyer for the sale of the 2013 TraumaHawk ambulance at a price of not less than $80,000.

Marsh stated, Sedgwick County has not shown interest in the vehicle and would recommend council to approve the sale of the vehicle.

Justin Patrick stated that Wellington City Council will be looking at the vehicle and Weins Auction is helping with the sale. Patrick stated he didn't think there would be a seller's premium for this just a buyer's premium.

Motion: ***Griffin*** moved, ***Palmer-Witt*** seconded to approve the sale of the 2013 ambulance for not less than $80,000. Voted and passed unanimously.

Mayor Ussery asked City Attorney Parker what the procedure was to change a vote. Parker stated he just had to ask for the motion to be restated. Mayor Ussery asked Councilmember Griffin if the item he wanted restated was item 8c, Approve Applicants Retroactively for 2020 Housing Incentives? Griffin stated yes. Mayor Ussery called for the motion to be restated.

Motion: ***Pike*** moved, ***Shore*** seconded to retroactively approve the application for housing incentives for 2020. Palmer-Witt abstained, Voted and passed 2-1. Griffin voted no.

9. Administrators Report

- The State "Stay at Home" order continues through April 19, at which time if it's not extended the County "Stay at Home" will resume in effect through April 25th.
- All closures and staffing remain as they were last meeting with the additional closing of the park playground and basketball courts.
- Midland GIS has completed the on-site water and sewer locating and are in the process of completing the maps for the City.
- Public Works is still looking for one more hire.
- The new Parks & Facilities Superintendent is off to a good start. The transitioning of duties and equipment with Public Works hasn't been without some hiccups but is progressing well. They are housed in the old Public Works shop at 401 W. Ross. Chadd continues to assist Public Works as needed.
- As we get used to the new way of conducting business, we will be starting the budget process. Departmental budget presentations for Council will begin in May.
- The business owner to the East of the City lot at Tracy and Ross has asked to have the posts removed and Marsh has stated the Council would like to keep them in a safety precaution for the property owners building.

  Council asked if Midland GIS was flagging yards when they were doing their work because there are many residences in Park Glen that still have flags in the yards. Misak stated Midland GIS was not flagging yards and it might have been for preliminary mapping for the improvements that will be done at the wet well.

10. Governing Body Comments

Griffin had nothing to report

Pike had nothing to report

Palmer-Witt had nothing to report

Shore stated: I'd like to thank the Mayor and City Administrator for their continued leadership during this community crisis. I'd also like to extend my gratitude and support for the Mayor's, county's, and Governor's actions aimed at stopping the spread of this virus. Finally, I'd like to express my condolences for the loss of our community member. My thoughts are with our affected seniors and their families

Ussery had nothing to report

11. Executive Session K.S.A. 75-4319(b) (1) To discuss Confidential data relating to financial affairs or trade secrets of second parties

> **Motion:** ***Griffin*** moved, ***Palmer-Witt*** seconded to recess into executive session pursuant to the financial affairs or trade secrets of a second party to include the City Administrator and the City Attorney. The open meeting will reconvene in the City Council Chamber at 8:15 p.m. Voted and passed unanimously.

Mayor Ussery called the meeting back to order and stated there was no action taken in executive session.

> **Motion:** ***Palmer-Witt*** moved, ***Shore*** seconded to authorize the Mayor to execute a real estate purchase agreement between City of Clearwater and Plains Cotton Cooperative with the terms int eh contract the Council has seen. Voted and passed unanimously.

Motion: ***Palmer-Witt*** moved, ***Pike*** seconded to recess into executive session to discuss personnel matter of nonelected personnel to include the Chief of Police and the City Administrator and the City Attorney. The open meeting will reconvene in the City Council Chamber at 8:22 p.m. Voted and passed unanimously.

Mayor Ussery called the meeting back to order and stated there was no action taken in executive session

Motion: ***Griffin*** moved, ***Pike*** seconded to hire officer Michael Pickins to join our police department with a salary of $18.50 per hour. Voted and passed unanimously.

12. <u>Adjournment</u>

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

MOTION: ***Palmer-Witt*** moved; ***Shore*** seconded to adjourn the meeting. Voted and passed unanimously. The meeting adjourned at 8:26 PM

<u>CERTIFICATE</u>

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 April 14, 2020 City Council meeting.

Given under my hand and official seal of the City of Clearwater, Kansas, this 24th day of April 2020

_____

Courtney Meyer, City Clerk

Check Register Report

Date: 04/24/2020
Time: 2:50 pm
Page: 1

City of Clearwater

BANK: EMPRISE BANK

Check Number	Check Date	Status	Void/Stop Date	Reconcile Date	Vendor Number	Vendor Name	Check Description	Amount
EMPRISE BANK Checks								
46154	04/24/2020	Printed			APS1	AAA PORTABLE SERVICES, INC.	RENTAL 3-14 - 4-10	70.00
46155	04/24/2020	Printed			AMS1	AIRGAS MID SOUTH	CYLNDER LEASE	74.60
46156	04/24/2020	Printed			AMA	AMAZON		114.38
46157	04/24/2020	Printed			AMAZ	AMAZON BUSINESS	PROTECTIVE COVERALLS	781.26
46158	04/24/2020	Printed			AXON	AXON ENTERPRISE, INC	TASER BATTERY PKS	307.50
46159	04/24/2020	Printed			BBL1	B & B LUMBER	BALL MOUNT/SHOVEL/SPADE	137.83
46160	04/24/2020	Printed			B & T	BAKER & TAYLOR	MATERIAL	149.02
46161	04/24/2020	Printed			BARDAVON	BARDAVON HEALTH INNOVATIONS	POET/DRUG TEST	110.00
46162	04/24/2020	Printed			BB1	BECKER BROS.	SPRING SERVICE	1,182.56
46163	04/24/2020	Printed			BOUTIQUE	BOUTIQUE @THE BUSY BEE, LLC	PATCHES FOR PD	50.00
46164	04/24/2020	Printed			BRAND	BRANDON EWERTZ	HOME BUYER ALLOWANCE	1,500.00
46165	04/24/2020	Printed			BRIAN N	BRIAN NOONE	HOME BUYER CASH ALLOWANCE	1,500.00
46166	04/24/2020	Printed			CHAD	CHAD BURGE	HOME BUYER CASH ALLOWANCE	1,500.00
46167	04/24/2020	Printed			CIRCLE	CIRCLE C PAVING & CONSTRUCTION	ASPHALT/PATCHING NANCY	20,800.00
46168	04/24/2020	Printed			CI W	CIRUS WATER	CITY BUILDING	9.00
46169	04/24/2020	Printed			COMP	COMPLETE KEY AND LOCK	NEW LOCK AND KEY	145.00
46170	04/24/2020	Printed			CORE &	CORE & MAIN LP	SUPPLIES	3,741.84
46171	04/24/2020	Printed			DOS1	DIGITAL OFFICE SYSTEMS	RICOH CONTRACT	21.33
46172	04/24/2020	Printed			GALE F	GALE FLEMING	3-28-2020 RENTAL REFUND	125.00
46173	04/24/2020	Printed			GAL1	GALL'S INC.	UNIFORM/EQUIPMENT	564.50
46174	04/24/2020	Printed			GILM	GILMORE SOLUTIONS, INC	PD COMPUTER START UP	877.50
46175	04/24/2020	Printed			HIGH	HIGH TOUCH TECHNOLOGIES	PHONE SERVICE WRK STATIONS	1,655.41
46176	04/24/2020	Printed			IIMC	INTERN INST OF MUN CLERKS	IIMC RENEWAL MEYER	195.00
46177	04/24/2020	Printed			ITRON	ITRON, INC	HARDWARE/SOFTWARE MAINT	2,522.57
46178	04/24/2020	Printed			JHS1	J & H STORAGE	STATEMENT	65.00
46179	04/24/2020	Printed			J. MAR	J. MARTIN CO.	CURB REPLACEMENT	23,375.00
46180	04/24/2020	Printed			JASON	JASON BIGGS	2 PAIR JEANS REIMBURSE	32.16
46181	04/24/2020	Printed			KANSAS GOL	KANSAS GOLF AND TURF, INC	72" DECK SPARTAN MOWER	8,724.25
46182	04/24/2020	Printed			AOM1	KATHLEEN KINKAID BRINKERHOFF	MAINTENANCE SIGNS	40.00
46183	04/24/2020	Printed			KDHE1	KDHE - BUREAU OF WATER	ANNUAL FEE	185.00
46184	04/24/2020	Printed			LFP1	LEASE FINANCE PARTNERS	COPIER LEASE	548.95
46185	04/24/2020	Printed			MERI	MERIDIAN ANALYTICAL LABS, LLC	SEWER ANALYSIS	60.00
46186	04/24/2020	Printed			METRO	METROPOLITAN AREA BUILD & CONS	MARCH B/E/M/P PERMITS	27.50
46187	04/24/2020	Printed			MIDL	MIDLAND GIS SOLUTIONS, LLC	UTILITY GPS/GIS PROJECT	22,000.00
46188	04/24/2020	Printed			MCC1	MUNICIPAL CODE CORPORATION	SUPPLEMENT PAGES	569.10
46189	04/24/2020	Printed			NOP1	NAVRAT'S OFFICE PRODUCTS	BUSINESS CARDS	59.15
46190	04/24/2020	Printed			PCA1	PETTY CASH	CITY	20.00
46191	04/24/2020	Printed			REG	REGISTER OF DEEDS	LOT 2 & 3 BLOCK 3 CLEARWATER	21.00
46192	04/24/2020	Printed			RA01	RESERVE ACCOUNT	POSTAGE	300.00
46193	04/24/2020	Printed			RON W	RON WITT	HOME BUYER CASH ALLOWANCE	1,500.00
46194	04/24/2020	Printed			SWSC	SALINA WHOLESALE SUPPLY CO	PIPES/VALVES	4,168.28
46195	04/24/2020	Printed			SEIL	SEILER INSTRUMENT & MFG. CO	GNSS RECEIVER	2,510.67
46196	04/24/2020	Printed			SUNNY	SUNNY COMMUNICATIONS, INC.	DURANGO #2 800 RADIO	697.00
46197	04/24/2020	Printed			SUPERIOR	SUPERIOR EMERGENCEY RESP VEH	2020 DODGE DURANGO	24,094.50
46198	04/24/2020	Printed			TCE1	TRI-COUNTY ELECTRIC CORP	REPLACE LIGHTS/PD	2,234.30
46199	04/24/2020	Printed			USBAN	U.S. BANCORP EQUIPMENT FINANCE	COPIER LEASE	248.26
46200	04/24/2020	Printed			VER	VERIZON WIRELESS	APRIL BILLING	160.04
46201	04/24/2020	Printed			WWW1	WICHITA WINWATER WORKS	METER PIT AND SUPPLIES	562.95

Check Register Report

City of Clearwater

BANK: EMPRISE BANK

Check Number	Check Date	Status	Void/Stop Date	Reconcile Date	Vendor Number	Vendor Name	Check Description	Amount
EMPRISE BANK Checks								
46202	04/24/2020	Printed			WILKS	WILKS UNDERGROUND UTILITIES	224 S. TRACY NEW SERVICE	650.00
46203	04/24/2020	Printed			WILLI	WILLIAM BRIAN DAILY	1 YEAR HIRE BONUS	500.00

Total Checks: 50 **Checks Total (excluding void checks): 131,487.41**

Total Payments: 50 **Bank Total (excluding void checks): 131,487.41**

Check Register Report

City of Clearwater

BANK:

Check Number	Check Date	Status	Void/Stop Date	Reconcile Date	Vendor Number	Vendor Name	Check Description	Amount
Checks								
552	04/29/202(	Printed			AFL1	AFLAC	STATEMENT	736.62
553	04/29/202(	Printed			CGSI	CASEY'S	STATEMENT	1,174.68
554	04/29/202(	Printed			CLA1	COLONIAL LIFE & ACCIDENT	STATEMENT	177.80
555	04/29/202(	Printed			HSB1	EMPRISE BANK	FORD F-150	868.23
556	04/29/202(	Printed			KDR1	KANSAS DEPARTMENT OF REVENUE	MARCH SALES TAX	239.73

Total Checks: 5 **Checks Total (excluding void checks): 3,197.06**

Total Payments: 5 **Bank Total (excluding void checks): 3,197.06**

Total Payments: 55 **Grand Total (excluding void checks): 134,684.47**

To: Mayor and City Council

From: Jared Dinwiddie
Clearwater Fire Chief

Date: April 24, 2020

Re: Fire Department Staff Report

- Clearwater Fire responded to 14 medical calls and 1 Fire call since last meeting.
- Average response time for SGCO EMS on medical calls has been around 20 minutes.
- To Date: The department has been unable to respond to **5** emergency calls. This is a result of the normal personnel that respond, were at their full-time job with their respective agencies.
- Currently seeking quotes for paint, body work, and skid unit for new brush unit.
- The 2006 Osage Ambulance has sold on the auction site and the 2013 Trauma Hawk Ambulance is pending per approval from Wellington City Council.
- The department implemented a "No more than 2 responders" policy for medical calls. This is to reduce the amount of PPE equipment used per call and allow our supply to last longer. Exceptions are allowed for high priority calls such as Code Blues, Shootings, etc.
- Confirmed COVID-19 Cases: **Clearwater Nursing and Rehabilitation**
  Clearwater Retirement

****Personnel are being kept up to date on the ever-changing circumstances with COVID-19. The Dept. has a response policy in place and to date, no exposures have been recorded.**

To: Mayor and City Council

From: Kirk Ives,
Chief of Police

Date: April 27, 2020

Re: Police Department Staff Report

Officers:

Update: Zac Nolan our new officer is still extended to go to KLETC on 05/04/2020 due to the COVID-19. Nolan has been working full shifts on his own and doing quite well.

Officer Mike Pickens our new hire, will have a start date of May 4th.

Roy Riggs has finished cleaning out the storage unit to make room for the two speed radar signs and trailers. This will give us room at the fire house for the new 2020 Dodge Durango to park between shifts.

Sgt. Harp was given a Letter of Commendation for his quick response to the AMBER alert last week. SGT. Harp assisted the Sedgwick County Sheriff's department by blocking the road and stopping the suspect 10 min after the AMBER alert was sent out of Nebraska. The children were returned safely to their mother.

We are all still dealing well with the COVID-19 issues. We have the proper gear on hand. We have changed many ways of how to deal with each situation and are learning everyday new ways to work for the future.

Vehicles:

2020 Dodge Durango #1 is almost complete. I will go pick it up Tuesday the 28th.

2020 Dodge Durango #2 is in the shop and is being built now.

Matters of interest since last meeting on Police Activity:

We had 55 Dispatched Calls since the last report.

The citizens of Clearwater are doing very well with the present COVID-19 situation. I have still noticed the social distancing going well. Of course, there has been some feuds on Facebook, but all seems to be under control.

To Serve And Protect With Inte
911
City of
Clearwater
POLICE

To: Mayor and City Council

From: Chadd Posch

Date: 04/22/2020

Re: **Parts/Facilities**

Parks and facilities have made a lot of improvements in the last couple of weeks.

- We have almost completely organized the Parks shop at 401 W Ross. Along with keeping up with the mowing and work orders.
- Our new hires for part time have been doing very well and can complete their assigned tasks with very little supervision and they show willingness to work independently.
- We have picked up the new Spartan mower and have been using it. It has exceeded expectations for performance
- We are also working on getting the Grasshopper lawn mower posted to sell
- I have been working with Cole from SKT to come up with a price for another option for security cameras at the park shelter. As of right now I have not received the quote.
- All the fire extinguishers for the city owned properties have been check, tagged, and refilled as needed.
- I am currently working on getting new mulch for around the playground equipment at the park. This is an ongoing yearly safety process.
- We have replaced the rotors on the 2000 ford F-250 and full breaks replacement we were able to do this in house to keep cost low.
- We have also replaced the shifter positioner in the 1995 ford F-150 this was a possible safety issue and also ensures that the truck is visibly in the right gear.

To: Mayor and City Council Members

From: Ernie Misak, Public Works Director

Date: April 28, 2020

Subject: Public Works Summary

1. Relocating water supplies from the old shop to the newer one.
2. Wastewater samples and water samples have been collected and delivered to Lab for analysis. Water sample was acceptable. Wastewater BOD was high with very small chance of coming into compliance with a second test, so a second one will not be taken. This means that our April sample will be out of compliance.
3. Cole has spent approximately 2 more days since the last meeting working with Midland GIS locating water and/or sewer manholes to locate and expose for measurement(s). We have received preliminary mapping and are reviewing for accuracy.
4. Repaired water leak at 628 E. Elaine. Had to cut out street and repair the service line to that address.
5. Currently have a water leak at the Garvey Complex. Has been one-called and is scheduled to be repaired next week.
6. Continuing to search for other candidates. Have telephone interviewed some and will set interview schedule with Ron after his return to work.
7. Circle C has completed the contractual work for wide crack repair, narrow crack repair and some patch work that needed to be completed before they can perform the chip seal portion of the street work. I anticipate that the rock delivery for chip sealing will begin to come in within the next two weeks.
8. Have installed the water service at 220 S. Tracy. This also required boring, thus the street will need patched.
9. We still have 1 service to schedule for installation. Owner has requested to put off at this time. He is taking bids for the complete installation of water and sewer services to the house.
10. Performed street sweeping.
11. Water main extension to the Church of Christ along Diagonal Road has started and should be complete early this week.
12. Read meters and have performed rereads as requested by Clerk.
13. Have installed replacement meters in several locations due to failure to record accurate water usage.
14. Other normal duties and responsibilities.

City of Clearwater
City Council Meeting
April 28, 2020

Approve USD 264 Special Event Permit Request

Context: As a result of the school shut down across the state due to the Corona Virus, districts are looking for ways to honor and highlight their senior classes.

USD 264 is considering a parade through town with each senior in their own vehicle or whatever they chose to use. Chief Ives, Mayor Ussery and Bob Mellen (High School principal) have been in discussion about the logistics of having the parade. Several issues that have been or are being considered:

- Restrict participants to Seniors and their immediate family in a vehicle
- No other non-Senior occupied vehicles will be allowed in the parade
- What vehicles will we allow in the parade? Golf carts, trucks with people in the back, trailers, tractors, etc.
- Line up would be formed at the high school and the parade could begin there and end (to be determined).
- A specific route through town would be designated, announced, and marked in advance. (to be determined).
- Those watching the parade would be directed to be along the parade route and can be in lawn chairs, standing or in parked vehicles. They will be instructed to not gather in a group and they must maintain social distancing as required.
- Police would lead the parade to control the speed and the Fire Department or police would be the tail of the parade for safety.
- Chief Ives and myself will review the route once it is received from the school to determine which, if any, streets will need to be closed.

Per City code the Governing Body must approve a special event permit for these types of events.

Financial: There is no financial consideration for the City.

Legal Considerations: Review and comment as necessary.

Recommendations/Actions: Approve the USD 264 Special Event Permit for a parade to recognize the senior class.

Parade Route

CITY OF CLEARWATER, KANSAS
SPECIAL EVENT PERMIT
ON PUBLIC PROPERTY WITHIN THE CLEARWATER CORPORATE LIMITS

Please return to the City building a minimum of **60 days** prior to the event.

Permitee: USD 264

Permitee Group or Organization (if any)**: Clearwater High School**

Permitee Address: 151 S. First Ave. Clearwater, KS 67026

Permit Date(s): Sunday, May 3, 2020

Permit Hours: **Start Parade at High School at 2:00 pm (begin vehicle line up in CHS Parking Lot at 1:30 pm**

Description of the Area to be Utilized Pursuant to this Permit: NA

Description of Special Event Activities Permitted Pursuant to this Permit: Parade for the recognition of the graduating senior class.

Permit Conditions:

1. Hours of Operation: Pursuant to this permit, the above-described Area to be Utilized Pursuant to this Permit is permitted to be utilized for the above-described Special Event Activities on the Permit Date(s) during the Permit Hours.

2. Street Closure: The following street(s) are to be closed to non-emergency traffic on the Permit Date(s) during the Permit Hours:____**I do not believe that any street closures are necessary, but would defer that decision to City of Clearwater Officials and Clearwater Police Department.**

3. Parade: One parade spanning from **2:00 pm** to **Approx. 3:00 pm** shall be permitted on one of the Permit Date(s) during the Permit Hours. In accordance with Section 8 below, Permitee, in conjunction with the Permitee Group or Organization (if any), is responsible for the removal of any trash or other debris generated during the course of such parade.

4. Posting: During the entire time this special event permit is in effect, it shall be conspicuously posted within the above-described Area to be Utilized Pursuant to this Permit.

5. Emergency Vehicle Access: A clear path for emergency vehicle access should be maintained across and through the above-described streets on the Permit Date(s) during the Permit Hours.

6. Setbacks: All carnival rides, amusements, midway games, concessionaire stands and equipment as well as all other temporary structures erected in the above-described Area to be Utilized Pursuant to this Permit shall be set back not less than forty (40) feet from all street rights-of-way not closed to non-emergency traffic as set forth above.

7. Adequate Sanitary Facilities: Permitee, in conjunction with the Permitee Group or Organization (if any), is responsible for assuring that the above-described Area to be Utilized Pursuant to this Permit

contains adequate sanitation facilities. Adequate sanitation facilities shall be determined on the basis of one (1) temporary restroom facility per one hundred (100) estimated people in attendance per hour. In this regard, Permitee, in conjunction with the Permitee Group or Organization (if any), shall provide ____ (_) porta potties, properly secured by stakes to the ground, to be utilized in conjunction with the above-described Special Event Activities within the above-described Area to be Utilized Pursuant to this Permit. Additionally, the City of Clearwater will also open its public restroom facilities located within the above-described Special Event Activities on the Permit Date(s) during the Permit Hours.

8. Trash: Permitee, in conjunction with the Permitee Group or Organization (if any), is responsible for providing the appropriate number of trash containers to contain any trash or other debris generated during the above-described Special Event Activities within the Area to be Utilized Pursuant to this Permit, including the placement of containers by all concession areas. Permitee, in conjunction with the Permitee Group or Organization (if any), is also responsible for the removal of any trash or other debris generated during the course of the above-described Special Event Activities from the Area to be Utilized Pursuant to this Permit as well as its surrounding vicinity.

9. Indemnification: Permitee, in conjunction with the Permitee Group or Organization (if any), shall assure that the City of Clearwater is indemnified against any and all losses incurred in connection with the above-described Special Event Activities by procuring and attaching to this Permit the following insurance coverage which names and indemnifies the City from any and all liability in this regard on a primary and non-contributory basis and includes a waiver of subrogation in favor of the City of Clearwater:

- General Liability insurance with limits of not less than $1,000,000 per occurrence and $2,000,000 per aggregate;
- Workers' compensation coverage for all event employees or volunteers; and
- Umbrella insurance with limits no less than $1,000,000.

10. Permits: A Special Event Permit fee of $ NA is required to be paid to the City of Clearwater prior to Permit issuance. The Permitee, in conjunction with the Permitee Group or Organization (if any), is responsible for filing and obtaining all additional necessary and/or appropriate permits and licenses. All costs of such permits and licenses will be the responsibility of the Permitee, in conjunction with the Permitee Group or Organization (if any).

11. Compliance: Strict compliance with all applicable state and local statutes, codes, ordinances, resolutions, rules and regulations as well as the terms and conditions of this Special Event Permit is a condition precedent to the continued validity of this Permit. Any failure to comply immediately nullifies the validity of this Permit. Upon written notice of such nullification to the Permitee or any other member of the Permitee Group or Organization (if any) from the Mayor of the City of Clearwater, all of the above-described Special Event Activities shall immediately terminate. Any continuation of the above-described Special Event Activities in violation of such written notice of nullification may constitute violation(s) of applicable state and local statutes, codes, ordinances, resolutions, rules and regulations.

ISSUED this _____ day of _____, 202_.

_____
MAYOR, BURT USSERY

SEAL
ATTEST:

_____
CITY CLERK, COURTNEY MEYER

City of Clearwater
City Council Meeting
April 28, 2020

Approve Hiring Full Time Public Works Operator

Context: The Public Works Director and City Administrator interviewed applicants for the Public Works Operator vacancy. We are requesting approval to hire Jeffrey Channer at $15.00/hour. Jeff has 4 years' experience working with the City of Wichita sewer department.

This hire is to fill the vacancy when Chadd Posch moved to the Parks Superintendent position.

Financial: This position is funded for 2020.

Legal Considerations: Review and comment as necessary

Recommendations/Actions: Approve hiring Jeffrey Channer to fill the PW vacancy at $15/hour contingent upon passing the post offer employment testing.