

City of Clearwater, Kansas
Sedgwick County
City Council Meeting - MINUTES
January 8, 2019
Clearwater City Hall – Council Chambers
129 E. Ross Avenue Clearwater, KS 67026

1. Call to Order/ Invocation and Flag Salute

Mayor 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 and Councilmembers; Chris Griffin, Laura Papish, Shirley Palmer-Witt, Yvonne Coon and Tex Titterington were present.

The following staff members were present:

Ron Marsh, City Administrator; Courtney Meyer, City Clerk; Bill Hisle, Chief; Ernie Misak, Director of Public Works; Austin Parker, City Attorney.

Others present: Marvin Schauf, Justin Patrick, Don Schauf, Channing Hinkle, Nicholas Schauf.

3. Approval of the Agenda

Mayor Ussery asked if there were any modifications to the agenda. Marsh stated no.

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

Motion: *Palmer-Witt* moved, *Titterington* seconded to accept the January 8, 2019 agenda as presented. Voted and passed unanimously.

4. Public Forum

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 12/18/18 Council Meeting
Claims and Warrants – 12/26/2018 - \$29,258.29 and 01/09/19 - \$243,904.39
2019 Boundary Resolution 01-2019
Mayor Appointment o Emergency Services
Nicholas Schauf – Cadet Firefighter

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

6. WAMPO Long Range Transportation Plan Update

No Representative from WAMPO showed up.

7. REAP Update – John Waltner

John Waltner from the Regional Economic Area Partnership updated council on the accomplishments of REAP in 2017 and asked them to review the materials he brought and consider adopting the resolution the organization has come up with that is located in the information he supplied.

8. Staff Reports

- a. **Emergency Services – Ron Marsh reported**
 - For the period of December 22nd through January 4th, we had a total of 12 ambulance calls with 9 being completely handled by Clearwater EMS.
 - Two calls required Sedgwick County to transport due to only one Clearwater member responding. On one of those two, two members were on the duty roster but one of those did not respond to the call due to a home plumbing emergency.
 - Of the 12 calls one went completely unanswered by Clearwater.
 - Sedgwick County rendezvoused with us on one transport to provide additional ALS support.
 - Two fire calls during the last period
 - Fire Department ISO audit conducted 1/7/19; will know the results in several weeks.
 - A Storm Spotter class will be taking place on March 4th from 6:30 to 8:30 at the Emergency Service Building
- b. **Police Department – Bill Hisle - Stated council had his report and asked if there were any questions.**
 - i. Council asked if there was a rooster ordinance on file and staff stated there wasn't. Council asked if staff could prepare a rooster ordinance and bring it back to council.
- c. **Public Works – Ernie Misak stated council had his report and he added that we passed our discharge again which makes 9 months in a row. We will be sampling again this month.**
 - i. Mayor Ussery asked what the time frame on the water tower was. Misak reported they are painting now, and the cure time is 2 – 3 weeks.

INSERT – Mayor Ussery wanted to acknowledge Nicholas Schauf who was just appointed as a cadet to the Clearwater Emergency Services. Nick was in attendance with his father, Donald Schauf, and his grandfather, former Fire Chief Marvin Schauf. Mayor Ussery pointed out that this was a milestone for the city and family as Nicholas marked the third generation of Schauf's' to volunteer for the Clearwater Fire Department. As former Fire Chief, Mayor Ussery asked if Marvin would welcome his grandson himself into the service. Marvin shook Nick hand and welcomed him to the department and the Paul Rhodes from the local newspaper took a picture. Marvin reported he had over 50 years of service with the department and Donald had 27 years with the department.

9. Business

a. Consider Fee Resolution 20-2019

The city by resolution, ordinance or other means has established fees for a variety of municipal services. These fees are spread throughout our Municipal Code and are reviewed on an annual basis.

The fees established in the resolution are reflective of current fees that the city charges and any changes required by ordinance or suggested by staff. Changes to the fee schedule are indicated in red on the backup material.

The increases in water and sewer are annual increases (1%) established by ordinance; an addition to the brush dump fees allow for owners of multiple properties to purchase annual passes at a reduced rate for each property after the first; changes to open records fees reflect what the police department currently charges and makes it consistent across City departments; dog tag fees have not been adjusted in several years and the minor changes are consistent across the area; the changes to the trash fees are reflective of Waste Connections increases to the City and these being passed on to residents.

Marsh also brought up the Commercial Brush Dump pass rate. In the resolution it was not marked to increase or decrease however with the number of trees that are already at the dump it is something the council should consider modifying. Currently the city offers a \$300 annual pass with no limit on how many dumps and there is also a \$50 per dump fee for those who do not carry an annual pass.

Last year the City spent \$6500 to bring in a commercial chipping service to help dispose of the tree stumps that could not be managed by City staff. This was accumulative of approximately 3 to 4 years of buildup. Currently it costs \$6800 to staff the brush dump per year and brush dump passes bring in approximately \$5100. Staff also pointed out that a reserve account has been set up for 2019 and the city will start putting in \$2500 into a reserve account to help pay for chipping in the future so there is not a large fee in just one year.

Council stated that the brush dump was not something the city should make money on, but it should be able to sustain itself. The council discussed an option that included doing away with the commercial pass and only having the single dump fee of \$50 per dump, increasing the dump fee to \$1000 annually, offer an annual pass with an option to pay quarterly, have a punch card system to allow "x" number of dumps per card, offer a quarterly pass and not an annual pass, or keep the rate the same and evaluate and see how it goes.

Mayor Ussery asked if there was any more discussion with the rest of the resolution fee changes. Council stated no other questions on the suggested changes.

Council stated they did not want to push any commercial business out of town by raising the rates too high but came to a consensus that having a quarterly pass was the way to proceed. As if a commercial business was not busy during a quarter, they did not have to buy a quarterly pass but instead could just pay the Per Dump rate.

Motion: *Papish* moved, *Palmer-Witt* seconded to cancel the \$300 annual dump pass and insert a \$250 quarterly dump fee. Quarters are to be based on calendar year only and not from date of purchase of pass. Voted and passed 4-1 (Griffin voted no).

b. **Discussion of 2019 Incentives for Park Glen Estates**

Marsh explained in 2018 the Governing Body approved incentives for the development of Park Glen Estates:

1. 50% reduction in building permits
2. 50% Water and sewer abatement
3. Cash payment to Builder at the time of closing amounting to 2% of the sale price or real-estate appraisal, whichever is lower, not to exceed \$8,000
4. Cash incentive to homeowner equal to 50% of the city's portion of the property tax bill for a period of five years.

The Incentive package is subject to approval each fiscal year.

Incentives for Park Glen Estates began in 2016 at the request of the owner to "level the playing field" after incentives were approved for City owned lots in Chisholm Ridge Phase 2.

Since the Incentives for Park Glen Estates must be approved at the start of each fiscal year, Council needs to decide what Incentives, if any, they would like to see for Park Glen Estates and who the Incentives should focus on: builder, buyer or both. For discussion purposes, City Staff presents the following options to consider:

1. Continue with current Incentives. These Incentives are for both the builder and buyer but favor the builder more.
2. Decide to not offer Incentives (Benefits neither entity).
3. A three to five-year 50% property tax abatements on the city's portion of the property tax bill (Benefits the buyer). This would be non-transferable.
4. Offer a onetime cash incentive to the buyer upon closing (Benefits the buyer). This has been part of Incentive packages in the past, usually about \$1500.

These options are not meant to be all inclusive and can be varied to meet the desires of the

Governing Body. City Staff believes the Incentive package should focus on the buyer since occupied homes are more beneficial to the City than unoccupied homes. Staff reminded council that the Incentives for Park Glen Estates expired 12/31/2018 and the development is currently not under any Incentives right now for new builds.

Marsh pointed out that the City paid \$17,312.89 in 2018 but budgeted \$50,000, there is 1 house still available (Lot 9 Block1) to the Builder Credit and Homeowner Credit approx. \$9,500 because it fell under one of the first Incentives for Park Glen Estates. To date the City is committed to approximately \$21,343 in taxes to owners of Park Glen Estates properties. This can fluctuate depending on how much City Taxes are in a year. Clearwater's commitment for 2019 Incentives is approximately \$19,760 - Budgeted \$25,000. This will depend on the sale of the remaining lot 9 Block1 and how much City portion of the taxes are on each of the lots.

Council discussed the options and thought it was best to look at incentive for any buildable lot in Clearwater and get away from incentives based on additions. Council would like to entertain tax Incentives for 3 to 5 years for any lots open to build in Clearwater.

Staff stated they could prepare a document that would show the different level of property values and what 50%, 75%, or 100% of taxes would look like for 3 to 5 years for council to better gauge what they would like to see.

10. Administrators Report

- Fire Department ISO audit was yesterday and seemed to go well. This is the process that establishes the fire rating that insurance companies use for determining homeowner policies. We won't know the results for a couple of weeks. Gary Berger put a lot of his time and effort into getting ready for the audit and I want to publicly thank him for his efforts.
- We have met with the insurance claims adjuster for the damage done to the library exterior, sidewalk, bench and tree from the drunk driver last week. In process of getting estimates and submitting them.
- Reminder the League of Kansas Municipalities "Local Government Day" is Wednesday, January 23rd in Topeka. It's a chance to meet with area legislators. If you would like a schedule of events and are interested in going please let me know.
- Workshop is this Saturday, January 12th from 9am – 12pm. We will be discussing the strategic plan and the direction for the EMS department. Please bring your copies of the strategic plan and your budget books.

11. Governing Body Comments

Griffin stated he will not be able to attend the Saturday Workshop

Titterington had nothing to report

Palmer-Witt had nothing to report

Papish had nothing to report

Coon had nothing to report

Mayor he will not be at the 1/22/19 meeting

12. Executive Session Confidential Data Related to Financial Affairs or Trade Secrets of Second Party

Motion: *Papish* moved *Titterington* 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 8:25 p.m. Voted and passed unanimously.

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

Mayor stated that council would like to give direction to staff that City has approved the letter of Intent on the North half of lot 1 of the business park and to move forward and present the request for splitting the lot to the Planning and Zoning Commission. Also, to define the specials and taxes with the change and add the survey cost to the letter.

13. Adjournment

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

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

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 8, 2019 City Council meeting.

Given under my hand and official seal of the City of Clearwater, Kansas, this 22nd day of January 2019

Courtney Meyer
Courtney Meyer, City Clerk



