

**City of Clearwater, Kansas**  
Sedgwick County  
City Council Meeting - **MINUTES**  
February 22, 2022  
Clearwater City Hall – Council Chambers  
129 E. Ross Avenue Clearwater, KS 67026

**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; Tim Robben, Tex Titterington, Chad Pike, Crystal Walter, and Justin Shore were present.

The following staff members were present:

Courtney Zollinger, City Administrator, Jaye Poe, City Clerk, Cole Hollis, Chief Jared Dinwiddie, Chief Kirk Ives. Amber Ives, Chadd Posch and Justin Patrick were present in Go To Meeting.

Tricia Nichols, Shelley Rich, City Residents; Austin Layton, HS student was also present.

**3. Approval of Agenda**

**Motion:** *Walter* moved; *Titterington* seconded to approve the agenda with modifications. Voted and passed unanimously.

**4. Public Forum**

None

**5. Consent Agenda**

Mayor Ussery asked if there was any question on the consent agenda and if not asked for a motion to approve.

Minutes

Claims and Warrants

**Motion:** *Shore* moved; *Pike* seconded to approve the consent agenda with modifications. Items c. d. and e. were added to business. Voted and passed unanimously

**6. Staff Reports:**

- Administration Office – Courtney Zollinger – Zollinger added Tex Titterington attending the Governing Body Institute & Kansas Mayors Conference.
- Fire Department –Jared Dinwiddie – no questions.
- Police Department – Kirk Ives – Robben asked about the Flock Camera’s, Ives responded with some camera issues, but being worked out. Shore mentioned Officer Jacks involvement with the Speak Up Program.
- Park – Chadd Posch – Pike mentioned the turf on the baseball fields looked much better than before.
- Public Works – Cole Hollis – Titterington mentioned tap/leak issues. Hollis stated they had fixed a few issues in the last couple of days.

- Senior Center – Amber Ives – Mayor Ussery confirmed schedule for March 3<sup>rd</sup>.

**7. Tobacco Free Parks Presentation – Shelley Rich**

Shelly presented a slide show on Tobacco Free Parks. Mayor Ussery asked how the enforcement would be handled. Rich stated there have been ordinances put in place in Derby and Cheney, but no enforcement has been taken as they are mostly self-policing. Shore stated Derby designated a smoking area in the parks which have not been used. Walter asked if they would provide the signage and Rich stated that they would at no cost. Titterington stated that would be taking away more rights of the residents. No action taken Zollinger suggested to discuss in a Workshop with more information.

**8. Business**

**INSERT – Consent Agenda items c.d.e**

Hire seasonal help – Jace Ives, hire full time Public Works Operator – Cole Collier, hire full-time Court/ Office Clerk Jamie Ensley

Council had no discussion

**Motion: Titterington** moved; **Pike** seconded to approve the hiring of Jace Ives \$12.00/hr, Cole Collier \$15.00/hr and Jamie Ensley \$15.00/hr. Voted and passed unanimously.

**a. Review: 2021 End of Year Budget Report**

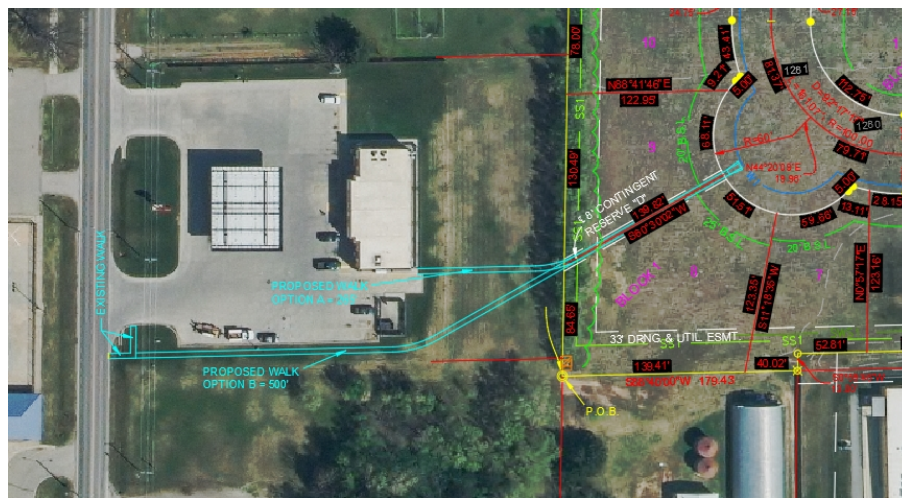
	Budget	YTD Actual	YTD % Budget
<b>Fund: 100 - GENERAL</b>			
Revenues	2,404,918.00	2,636,770.89	109.52%
ADMINISTRATION	906,459.88	786,874.93	86.59%
SENIOR CENTER	48,194.10	47,286.27	98.07%
POLICE	773,126.80	720,285.05	93.17%
COURT	94,366.46	74,330.30	78.78%
PUBLIC WORKS	155,238.84	107,591.48	69.31%
FIRE	194,883.00	181,110.58	92.93%
PARK	147,348.01	147,348.00	100.00%
POOL	93,965.00	74,489.27	79.27%
MUSEUM BUILDING	8,900.00	8,877.80	97.50%
LIBRARY BUILDING	9,350.00	8,107.39	86.71%
SPECIAL PROJECTS	60,000.00	30,000.00	50.00%
Expenditures	2,401,821.89	2,185,881.05	90.92%
<b>Fund: 206 - SPECIAL HIGHWAY</b>			
Revenues	82,230.00	81,818.94	99.50%
Expenditures	167,000.00	32,108.32	19.22%
<b>Fund: 209 - SPECIAL PARKS</b>			
Revenues	41,389.39	42,323.88	102.26%
Expenditures	50,000.00	0.00	0.00%
<b>Fund: 501 - WATER OPERATING</b>			
Revenues	413,875.00	415,425.71	100.37%
Expenditures	427,987.94	370,977.40	86.68%
<b>Fund: 550 - SEWER OPERATING</b>			
Revenues	541,000.00	540,478.73	101.45%
Expenditures	814,278.84	550,496.07	67.61%

**b. 2021 Equipment Reserve End of Year Transfer**

Department	Left in 2021 Budgeted Exp.	Suggested Reserve Use	Reason under Budget
Admin	\$135,000	Discretionary	Change in personnel/ Incentive Payout
PD	\$50,000	Vehicles	Personnel (salaries & ins)
PW	\$45,000	UTV	Personnel / Utility Bed for Pickup
Fire	\$13,700	Vehicles	Personnel/ Training
Pool	\$15,000	Pool Repair	Slide Deck Repair
Sp. Project	\$30,000	Discretionary	Comprehensive Plan
Sp. Highway	\$120,000	Road Improvement	Street Project
Special Park	\$50,000	Park Improvement	Working on Shelter Project
Water	\$20,000	Vehicles	Personnel
Sewer	\$60,000	Sewer Improvement	Personnel/Generator Park Glen took place 2020

**Motion:** *Titterington* moved; *Walter* seconded to the Equipment Reserve End of year transfer as presented. Voted and passed unanimously.

**c. Proposed Sidewalk Cost Share**



**Motion:** *Shore* move; *Titterington* seconded for Option B and to share costs with Legaly Homes and Casey's agreement to maintain the sidewalk. Voted and passed unanimously.

**d. City Hall Interior Remodel**

To continue the improvements on the interior of City Hall the next phase of the project is to update the conference room by removing the paneling and putting sheetrock in its place. We also would like to remove the sliding glass window in the old cemetery office. Right now the window cannot be secured and anyone entering the building has the ability to slide the window open. We do not see a future use for a sliding window in that office. This will create another private office within city hall. In addition to making the front office more secure and updating the walls in the conference room we will have carpet installed in the clerk's offices, conference room, and administrators' room to match the new carpet that went in last year. The cost for this next installation is \$14,700. There \$46,000 is funds available in administration equipment reserve for building upgrades to cover the cost of this.

**Motion:** *Robben* moved; *Shore* seconded to approve the City Hall remodel not to exceed

\$15,000.00. Voted and passed unanimously.

**e. One time impact of proposed wage increase for full time officers in the 2022 budget**

Wichita Police Department on February 14, 2022, posted new job openings with a starting salary of \$24.00 per hour. City of Clearwater and most other agencies can't complete with this pay rate. In order to become desirable or competitive, I feel it is necessary to increase wages for Sgt. Lee Harp to \$25.00, Off. Michael Pickens to \$22.00 and Off. Justin Jacks \$22.00 per hour. Mayor Ussery states the Police Department does not need to take the increase in pay from their Departments Equipment Reserve.

**Motion:** *Pike* moved; *Shore* seconded to approve the one-time impact of proposed wage increase for full time officers as presented. Voted and passed unanimously.

**9. Governing Body**

Walter- suggests the councilmembers add the Bio to the website.

Shore – Thanked Austin Layton for his help in getting the survey for the Comprehensive plan out to the High School. There was a much better response this time with the survey.

Pike– asked about the new city logo. Zollinger stated that she had not heard back but will reach out again for an update.

Titterington- Will attend the meeting on March 3<sup>rd</sup> for the comprehensive plan.

Robben- Sent AMR proposal to Zollinger and Mayor Ussery. Mayor Ussery has invited Sedgwick County here for the first meeting in April.

Ussery – Comprehensive plan meeting will be on March 3<sup>rd</sup> at the Senior Center. There will be a Workshop for Council on March 29<sup>th</sup>.

**10. Executive Session**

None

**Adjournment**

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

**Motion:** *Titterington* moved; *Walter* seconded to adjourn the meeting. Voted and passed unanimously. The meeting adjourned at 8:07 PM

**CERTIFICATE**

State of Kansas        }  
County of Sedgwick   }  
City of Clearwater    }

I, Jaye Poe, 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 February 22, 2022, City Council meeting.

Given under my hand and official seal of the City of Clearwater, Kansas, this 8th day of March 2022.

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Jaye Poe, City Clerk