

City of Clearwater, Kansas
Sedgwick County
City Council Meeting - **MINUTES**
September 24, 2019
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; Tex Titterington, Shirley Palmer-Witt, Yvonne Coon and Laura Papish were present. Chris Griffin was Absent

The following staff members were present:

Courtney Meyer, City Clerk; Ernie Misak, Public Works Director; Austin Parker, City Attorney; Justin Patrick and Jared Dinwiddie.

Others Present: Derrek Jeardoe, Lee and Esther Harp, Michelle Leidy-Franklin

3. Approval of the Agenda

Mayor Ussery asked if there were any modifications to the agenda. Meyer stated Lee and Esther Harp will be giving a presentation that will be before staff reports.

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

Motion: *Papish* moved, ***Titterington*** seconded to accept the agenda as presented. Voted and passed unanimously.

4. Public Forum

None

5. Proclamation – Suicide Awareness

Mayor Ussery read a proclamation proclaiming September as Suicide Awareness Month.

Chris Griffin enters at 6:32PM

6. 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 09/10/19 Council Meeting
Claims and Warrants
09/18/19 = \$608,561.74

Motion: *Papish* moved, ***Coon*** seconded to approve the consent agenda as presented. Voted and passed unanimously.

INSERT

Esther and Lee Harp shared the program they have been working on. Clearwater Urban Renewal Effort (C.U.R.E). Esther explained they have purchased two properties in Clearwater that were a blight on the neighborhood and have demolished them. Their intent is to transform the lot in to two separate properties and put Twin Homes on them. These will differ from duplexes as twin homes will have their own legal description and be considered two separate properties, where a duplex sit on one property and is considered one unit split in half. Esther and Lee asked the Council to consider helping with their program, possibly with demolition fees and/ or connection fees.

Council discussed and praised Esther and Lee Harp for their efforts and ideas to improve areas of Clearwater. Mayor Ussery stated the City Administrator, Ron Marsh, has been working on a program for blight areas where funds will be available for anyone who would want to do something similar. Marsh will bring the program ideas to council for their review at a later meeting.

7. Staff Reports

- a. Public Works – Ernie Misak – Stated Fall Festival went well, and the last wastewater sample didn’t meet requirements. Council had no questions or comments.
- b. Fire – Jared Dinwiddie – reported there were 9 calls since last meeting, 4 were transported to the hospital with an average of 15 min wait time for Sedgwick County EMS. There were 3 contacts at Fall Festival, 2 were refusals and 1 was a minor injury.

Griffin stated one of the refusals stated someone told them there would be a 30-minute wait for Sedgwick County. He questioned where that information came from. Dinwiddie stated that information would have come from a Clearwater volunteer without direction from Sedgwick County. Dinwiddie explained that when a person contacts 911 Sedgwick County EMS is dispatched and on their way to the scene. They will continue to the destination until someone from Clearwater Fire tells them different. There have been times when an individual contact Clearwater Fire w/o going through 911. On those calls Sedgwick County is not notified immediately and is not dispatched until Clearwater Fire assessed the situation. If an ambulance is needed, then Clearwater Fire will dispatch an ambulance. He stated somehow at one time the Fire departments “fire bar” number was published and residents that have been in Clearwater for a while still have that number and will call that number instead of 911. Clearwater has since removed that “fire bar” number from any listing and it is no longer published to the public.

After discussion Council directed Chief Dinwiddie to make sure our staff is not presumptuous times to patients. We don’t want to mislead or worry the community with what could be false response times. Also, Mayor Ussery said he would talk with Administrator Marsh and discuss if we should change the Fire Bar number as to prevent people from utilizing that instead of 911.

8. Business

a. MDT Purchase for Police Department

Since 2016 the City has set aside money to update the Mobile Data Terminals (MDT’s) the Police Department uses in their vehicles.

The MDT’s are rugged laptop computers that mount in their vehicles and allow Police Officers the ability to access or upload information. The effective lifespan of an MDT is approximately 4 years and the current GTAC computers were purchased in 2009.

Staff received quotes on the purchase of 4 Panasonic Toughbook 54s from 3 vendors:

COMPANY	PER	TOTAL
Turn-Key Mobile	\$4,478.00	\$17,912.00

Bizco	\$4,926.51	\$19,706.04
Rugged Depot	\$5,528.00	\$22,112.00

Currently there is \$22,000 available in equipment reserve specifically for MDT purchase.

Staff recommends purchasing the Panasonic Toughbook 54's from Turn-Key Mobile

Mayor Ussery asked if there was an additional cost for installation and Meyer stated yes there is an additional \$230.00 per unit to have them installed.

Motion: *Griffin* moved, *Titterington* seconded to authorize the purchase of 4 MDT's from Turn-Key mobile for 17,912.00 with an additional cost of \$1000 for installation. Voted and passed unanimously.

b. Authorize to Dispose Excess Equipment

Clearwater Fire Department currently has two ambulances that are no longer needed for operations: 2006 Osage Ambulance and 2013 Traumahawk. Sedgwick County is interested in the 2013 ambulance and will inventory and inspect it sometime this fall in the anticipation of acquiring it from Clearwater.

Staff is seeking permission to place the 2006 Osage for auction on Purple Wave or a similar online auction site. The money received from the sale of this vehicle could be deposited into the equipment reserve fund for a future fire engine or truck replacement or put back into the general fund.

The city's policy of the disposal of surplus property states that the disposal of any item with a value of more than \$1,000 must be approved by the Governing Body.

The Governing Body can set a minimum bid threshold if they desire.

Staff would like Council to authorize staff to place the 2006 Osage Ambulance on Purple Wave or similar online auction site.

Council discussed and agreed to put a minimum price of \$5000.00 on the 2006 Osage Ambulance and authorize staff to sell the unit.

Motion: *Titterington* moved, *Palmer-Witt* seconded to authorize staff to sell the 2006 Osage ambulance with a minimum amount of \$5000. Voted and passed unanimously.

c. Consider Request to Use Chisholm Trail Sports Complex

Derrek Jeardoe with the Trail Life Troop KS 0264 is requesting to use the Chisholm Trail Sports Complex for a flag retirement ceremony Monday, November 11, 2019. The ceremony will be open to the public. Jeardoe explained that this is a solemn event and the ceremony will be explained to everyone in attendance.

The Fire Chief has been briefed and does not see any issues. The request meets the guidelines of Chapter 14, Article IV of the City Code.

Motion: *Titterington* moved, *Papish* seconded to authorize the Trail Life Troop to use the Sports Complex for the flag retirement ceremony. Voted and passed unanimously.

d. Appoint Interview/ Hiring Committee for Police Chief Vacancy

Mayor Ussery stated that the City hasn't formally announced that the Chief of Police is leaving and with the elections in 5 weeks he feels it would be better to hold off on appointing anyone to the committee until after the elections. The city already has an interim in place so the department will be in good hands in the interim period. After the elections, if there are new members that will be elected, they could be asked if they wanted to be part of the hiring

committee even though they won't take office until January. Staff would continue to screen resumes, but the hiring process will be put on hold until after elections.

e. Consider KHP Vehicle Purchase for Fire Department

Meyer explained Clearwater Fire Department is requesting the authority to purchase a 2015 Ford Explorer police package edition for use as our medical first responder's vehicle. This vehicle is being sold by the Kansas Highway Patrol; they retire their vehicles at 48,500 miles. Justin Patrick and Jared Dinwiddie went to the KHP fleet yard in Topeka on 9/18 and inspected this vehicle. The vehicle is in very good condition with low miles (48,098) and will come with the remaining terms of the factory warranty as well (5 year or 100,000 miles). The price of the vehicle is \$22,250.00 which is \$5,250 higher than requested at the last meeting. This vehicle comes already equipped with a larger alternator, light bar, and siren package. These items plus the additional charging and wiring harness would cost us close to the \$5,250 difference if we were to go out and find a stock vehicle and outfit it. If approved once we obtain this vehicle there will be a small cost in getting the outfitting finalized for what we need but should be minimal. This includes installing radios, a Kusmall Charging Plug, and inverter for charging portable suction and Lucas device.

There will be an additional \$1000-\$1500 needed to finish outfitting.

Staff recommends council approve the purchase of the vehicle.

Council questioned the color since the vehicle is silver will that cause issues? Patrick and Dinwiddie commented that they don't foresee a problem however if it is then a wrap could be considered in the future.

Motion: *Griffin* moved, *Palmer-Witt* seconded to authorize the purchase of the KHP vehicle in the amount of \$22,250 plus an additional \$1500 to outfit. Voted and passed unanimously.

f. Request to Use Vacant City Lot at 100 E. Ross

The Clearwater Public Library Teen Club, "Books & Beyond" would like permission to use the empty lot across the street for a food vendor on October 19, 2019 for our Third Annual Geek Con. Staff has already requested for the food vendor to provide proof of insurance.

Council asked if there was a form that could have been used for this request. Meyer answered when this request came through, we realized we did not have a form for this purpose and staff recognized the need and are working on a special use permit for the Fall Festival and one for other requests. Council also asked if we charged for the electrical use. Staff answered at this time there is no fees established for electrical use.

Motion: *Palmer-Witt* moved, *Titterington* seconded to authorize the use of the vacant lot at 100 E Ross contingent upon proof of insurance. Voted and passed unanimously.

9. Administrators Report

- The RFP for IT Services is with the City Attorney and is scheduled to go out October 1. The RFP for Utility GIS Mapping will go to the attorney soon and is scheduled to go out November 1.

Mayor Ussery asked how long the attorney has had the document. Parker answered about 1 ½ weeks and he should be done reviewing it by the end of the week. Mayor Ussery then asked if council had the desire to review the RFP prior to it going out? Council did not feel the need to review the document prior to going out since it was being review by the City Attorney

- Last spring the Governing Body directed staff to move money from other budgets into the EMS fund to cover the rest of 2019 costs of hiring full time personnel (\$118,000). With the decision to end EMS operations and consolidate EMS with Fire, we have moved the money back into the original budgets. The EMS budget is back to its original and there is enough in EMS to cover salaries through the end of the year.

Mayor Ussery asked if the funds were being moved back to the departments would that automatically authorize the departments to purchase the items that were pushed. Meyer answered not it would not since council already voted to move the funds. If the departments wanted to move forward with the items, this year they would have to come back before council to make the request.

Council requested the list of items be brought back to the next meeting to be reviewed to see if any item needs to be put back into the budget for 2019.

10. Governing Body Comments

Griffin asked if the Police and Fire received the thank you bags from the ministerial alliance from the Fall Festival. PD answered they were brought to the station.

Titterington stated he spoke to Meyer before the meeting but mentioned that he had a question about the use of the lakes and what the hours were. Meyer had reported the lakes are considered a park and the hours for parks are Sunday through Thursday between 12am and 6am parks are not to be in use and on Friday and Saturdays from 2am to 6am. Meyer then went on to say that she will be reviewing those times with the Chief of Police and the City Administrator to see if there is any adjustments that need made to the times.

Palmer-Witt had nothing to report.

Papish will not be at the next meeting.

Coon had nothing to report.

Mayor Ussery had nothing to report.

11. Adjournment

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

MOTION: *Coon* moved; *Palmer-Witt* seconded to adjourn the meeting. Voted and passed unanimously. The meeting adjourned at 7:32 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 September 24, 2019 City Council meeting.

Given under my hand and official seal of the City of Clearwater, Kansas, this 8th day of October 2019

Courtney Meyer, City Clerk