

CITY OF CLEARWATER, SEDGWICK COUNTY, KANSAS

CITY COUNCIL MEETING

MINUTES

December 23, 2008

The regular meeting of the City of Clearwater, Sedgwick County, Kansas, City Council was held on Tuesday, December 23, 2008, at 6:30 p.m., in the Clearwater City Council Chamber, City Hall, 129 E. Ross Avenue, Clearwater, Kansas.

The following members were present: Mike York, Lyle Berntsen, David FitzGerald, and Jim Whitney. Mike Justice and Sandi Keeler were absent. The following staff members were present: Kent Brown, City Administrator; Cheryl Wright, City Clerk; and Janet Amerine, City Attorney. Others present at the meeting were Marvin Schauf, Clearwater Fire Department; Miranda FitzGerald, Derielle Keiser, citizens.

Council President Mike York called the meeting to order at 6:30 p.m. York gave the invocation, which was followed by the Pledge of Allegiance. The Clerk called the roll to confirm the presence of a quorum.

1. Approval of the Minutes of the Regular Meeting of December 9, 2008

MOTION: Council Member Berntsen made a motion to approve the minutes of the meeting. The motion was seconded by Council Member FitzGerald and passed unanimously.

2. Mayor's Recommendations

There were no appointments or resignations.

3. Public Forum

No one addressed the Council.

4. 2008 Budget Amendment Hearing

At 7:37, Council Member York opened the public hearing for the 2008 Budget amendment. City Clerk Wright reviewed changes to the 2008 budget that were discussed at the previous Council Meeting. These amendments are merely cleanup of monies not foreseen when the budget was prepared 18 months ago. York asked for any public comments. With no response from the audience, York closed the hearing at 7:42.

MOTION: Council Member FitzGerald made a motion to approve the amended 2008 Budget. Council Member Whitney seconded the motion and it passed unanimously.

5. Request from Senior & Community Center Advisory Board

City Clerk Wright stated that during the medical leave of Carl Shaffer, Director of the Senior & Community Center, Farol McMillan stepped in to do some of the duties of the Director, such as opening and closing the center and answering questions. The Senior & Community Center Advisory Board is requesting McMillan be compensated for her efforts. The Board recommends \$300 as compensation for McMillan.

MOTION: Council Member FitzGerald made a motion to approve the compensation of Farol McMillan \$300 for her duties in the absence of the Senior and Community Center Director. Council Member York seconded the motion and it passed unanimously.

6. Write off Uncollectible Utility Bills

City Clerk Wright stated every year the City writes off uncollectable utility bills. This year's write offs are larger than in the past years. Wright stated that this year staff decided to write off unpaid past due accounts that did not have Social Security numbers tied to them and accounts that had been unpaid for more than five years. A list of written off accounts will be kept in hopes to collect if the customer returns to town or monies are received from the State of Kansas Setoff Program. Council Member Whitney asked if a collection agency could be used to collect unpaid balances. Wright stated that the charge by the Setoff Program is minimal and program is easy to use. After a brief discussion about collection options, Council agreed to stick with the Setoff Program and possibly look at using a collection agency in the future if write offs continue to be high.

MOTION: Council Member Whitney made a motion to write off the uncollectible utility bills in the amount of \$2,433.39. Council Member FitzGerald seconded the

motion and it passed unanimously.

7. Write Off Old Outstanding Checks

City Clerk Wright stated every year the City writes off any Payroll or Accounts Payable checks written from the previous year that has not cleared the bank.

MOTION: Council Member Whitney made a motion to write off old outstanding checks totaling \$41.80. Council Member Berntsen seconded the motion and it passed unanimously.

8. Boundary Resolution

City Administrator Brown stated that every year Council passes a resolution defining the boundaries of the City. Two properties have been annexed in this year. Those have been added to the boundary of the City. City Clerk Wright assigned Resolution Number 8-2008.

MOTION: Council Member Berntsen made a motion to approve Resolution Number 8-2008 to define the boundaries of the City of Clearwater. Council Member FitzGerald seconded the motion and it passed unanimously.

9. Reports

Council Member Berntsen stated that a citizen asked him if the City had decided whether it was going to keep the old fire tanker. Brown stated that Public Works had been interested in using the fire tanker, but were currently looking at some other options. Brown stated that Public Works Director Misak is looking at purchasing a used sewer jetter from El Dorado and will be testing it soon to see if it works. Then a decision will be made about the tanker.

Council Member York stated he had a conversation with Charlie Smith of the Flyers Club regarding the trailer house frame at the brush dump. The Flyers Club is still interested in the frame and will be coming to get it soon. They will contact the City when they are ready to pick it up.

City Administrator Brown stated there is currently a quarterly cleaning of the sewer lines happening. Notices have been issued at the affected to homes.

City Administrator Brown stated that Reeves Electric has the old lights down at City Park Ball Field. There are some quartz lights being saved for use at other locations and

some bulbs are being saved in case they can work at the Sports Complex.

City Administrator Brown stated the Masonic Lodge requested a donation of a summer pool pass for a fundraiser. Council agreed not to donate the pass because if they said yes to one group they would have to say yes to all groups.

City Administrator Brown distributed copies of a sign Steve Martens would like to post at the entrance to the Clearwater Business Park. Martens plans to put up the sign at the beginning of the year.

10. Adjournment

MOTION: Being no further discussion to come before the Council, Council Member Fitzgerald moved for adjournment. The motion was seconded by Council Member Berntsen and passed unanimously.

CERTIFICATE

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

I, Jodi McBee, Deputy 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 December 23, City Council meeting.

Given under my hand and official seal of the City of Clearwater, this 13th day of January, 2009.

Jodi McBee, Deputy City Clerk