

**MINUTES**  
**CITY OF CLEARWATER, SEDGWICK COUNTY, KANSAS**  
**CITY COUNCIL MEETING**

February 24, 2015  
Clearwater City Hall – Council Chambers  
129 E. Ross Avenue  
Clearwater, KS 67026

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**CALL TO ORDER**

The regular meeting of the City of Clearwater, Sedgwick County, Kansas, City Council was called to order by Mayor Michael York on Tuesday, February 24, 2015 at 6:30 p.m., in the Clearwater City Council Chamber, City Hall, 129 E. Ross Avenue, Clearwater, Kansas.

**INVOCATION & PLEDGE OF ALLEGIANCE**

Council Member Griffin gave the invocation which was followed by the pledge of allegiance and flag salute.

**ROLL CALL**

The City Clerk called the roll to confirm the presence of a quorum. The following members were present:

Mike York, Mayor; Chris Griffin, Burt Ussery, Laura Papish, Jim Whitney, Council Members. Council Member Clark was absent.

The following staff members were present:

Jim Heinicke, Interim City Administrator; Courtney Meyer, City Clerk; Others staff members present were: Gene Garcia, Police Chief; Ernie Misak, Public Works Director; Marvin and Mary Schauf, Fire Department; Donald Schauf, EMS Director; Beki Zook, Recreation Director; Todd Dannenberg, Recreation Commission; Mike Champ, Recreation Commission

Others present: Sam Jack, Times Sentinel Newspaper; Jason Martin, Martin Construction; Misty Bruckner, WSU; Austin Wood

**Public Forum**

No one addressed the City Council at this time.

**Consent Agenda**

Papish moved, Ussery seconded to approve the consent agenda as presented. Consent agenda was voted on and passed unanimously with the change. 4-0

**NEW BUSINESS**

**Presentation of Proposed Fire/ Emergency Medical Services Study by Wichita State University**

Misty Bruckner, Assistant Director of Urban Studies Wichita State University, addressed

the Council and stated she put together a proposal with Kent Brown's, former City Administrator, direction. The process proposed will focus on three areas; stakeholder engagement, peer community and best practice research, and management and financial models. Estimated time requirement of this phase is 100 hours. After the process is done the final report will take approximately 35 hours. The whole process should take about 4 months from start to finish.

Ussery inquired if Ms. Bruckner and her team had done a study like this before on volunteer fire/ EMS departments. He also asked if the team conducting the assessment will be consistent.

Bruckner stated she and her team had not done assessments on volunteers before but have on other fire/ EMS departments. She does not see any problems with that. Bruckner also stated she will be the Project Manager and she will be our primary contact through the whole assessment.

Whitney moved, Papish seconded to approve the Management and Financial Assessment Proposal for Fire and Emergency Services. All in favor 4-0.

#### **Recreation Commission/ Park Advisory Board Proposed Plans for City Park**

David Fitzgerald addressed the council and asked if the topic could be moved down due to the presenter not having arrived yet Mayor approved.

#### **Potential Financial impact of Park Glen Estates Improvements**

Interim, Jim Heinicke addressed the Mayor and Council with the probable cost of Phase I of Park Glen Estates. It is expected that Phase I would include a tier of 11 lots along Park Glen Avenue.

While no official action is requested, the purpose of this item was to inform the Council of the fiscal impact of issuing special assessment financing for this portion of public improvements. In the Opinion document are estimates for the street, water and sewer extensions that would be involved in this portion of the project.

The total project cost at this point is expected to be \$362,000. This translates to approximately \$33,000 in specials that would come due annually. To the City, this risk is equivalent of 2.3 mills per year. So in the worst case scenario where nothing is ever paid by the developer, the risk to the City is 2.3 mills over a 15-20 year period based upon current assessed valuation. The City currently levies 54 mills. The 2.3 mill risk represents 4.4% of the total levy.

#### **Recreation Commission/ Park Advisory Board Proposed Plans for City Park**

Todd Dannenberg addressed the Council and stated the grant application for last year to cover the cost of the soft surface was not approved. Therefore the plan for soft surface could not move forward. The Recreation Commission/ Park Advisory Board then found another solution that was still ADA approved and cost effective.

Engineered wood fiber, Sof'Fall, is an all cedar product that will settle 25% which will allow a wheelchair to roll over it. Every three years about 25% of the Sof'Fall will need

to be added back to the area. The ground will be compact enough that run off will not be a large issue.

Dannenberg stated that there is a drainage problem, not quoted, that will need to be addressed. Water can be re-routed around the playground or install a new underground line.

Dannenberg is hopeful money can be saved with volunteer work. Ussery stated he would like Chamber of Commerce, Clearwater Schools, and the City to get together and engage the community to get the City Park completed. If there are savings Dannenberg would like the savings to go to new light poles to be placed around the park.

The new park will have zero degree entrances and ADA entry ramps. Westar will remove old lines at no cost.

Don Schauf, EMS Director, inquired in the engineered wood fiber was flame retardant. Dannenberg answered Yes.

Phase I of the project will be to remove all the old electric lines. Time frame to complete this project will be 2 to 3 months. Westar will take 6 to 8 weeks to come out.

Ussery moved, Griffin seconded to move forward with the appropriated \$37,000 budgeted amount for the park. All in favor 4-0.

Dannenberg addressed the Council with a second request. The Sunflower grant offers potential funds for an extension of existing walk ways of ½ mile or more. Triple B quoted the project at \$83,000. The Sunflower Grant would pay for 50% and the Recreation Commission is asking if the City will cover 25% totaling \$21,000. This will be for the 2016 Budget but will need to commit to spending the money now in order to apply for the grant.

Ussery moved, Griffin seconded the authority to move forward with the Sunflower Grant application and the City would commit to budget \$21,000 for the extension of existing walk ways. All in favor 4-0.

### **Special Events Permit**

Heinicke stated at a previous meeting, Council asked that the Fall Festival Committee to get all its requests for assistance from the City into one request. To facilitate this and to assist those who wish to come forward for assistance in the future, staff recommends adoption of the enclosed permit. This would create the basis for identifying the typically requested items and help everyone better plan for the event. This is strictly an Administration document and not an Ordinance.

There was a consensus on the subject to utilize the proposed permit for special events and to request the permit be turned in 60 days prior to the scheduled event.

### **Department Head Reports**

Ernie Misak, Public Works Director informed Council that one of his employees was hurt on the job and there will be lost time. KMIT has been contacted.

Gene Garcia, Police Chief stated he had an employee resign and they are advertising for a replacement.

Beki Zook, Recreation Director stated baseball sign ups were going on and the new fields are ready to go.

### **Claims & Warrants**

City Clerk Meyer presented the claims and warrants as of February 24, 2015 in the amount of \$34,497.23.

Ussery moved, Papish seconded to authorize the payment of all Claims and Warrants in the amount of \$34,497.23. The motion was voted on and it passed unanimously. 4-0

### **Staff Reports**

Heinicke presented a resolution concerning moving the municipal elections to even years and making such elections partisan. Heinicke stated the disadvantages of moving the elections.

Griffin moved, Ussery seconded to adopt Resolution 3-2015 concerning moving municipal elections. All in favor 4-0.

Heinicke also stated he had received an email back from the school Superintendent and the school board does not have an interest in meeting with the City.

Council discussed the options for the SRO program. The group decided for the time being to keep the current Memorandum of Understanding through the remainder of the school year. It was also the consensus to retain the rotational use of SRO's as described in the current policy.

Ussery moved, Whitney seconded keep the current SRO in place through the calendar school year. All in favor 4-0.

City Clerk Meyer informed the Mayor and Council the financial audit for 2014 has been set for March 16, 2014.

### **Executive Session**

Ussery moved, Griffin seconded to enter into an executive session at 7:52p.m for 25 minutes with Austin Parker, City Attorney to discuss attorney/ client privileges.

Mayor Michael York reconvened the regular meeting at 8:17 p.m. He indicated no decisions were made and no action was taken.

### **Council Reports**

Ussery updated the Council on the status of the Search Committee. The Search Committee will meet Friday to review resumes so interviews can start the week of March 9<sup>th</sup>.

Griffin had nothing to report

Whitney had nothing to report

Papish had nothing to report.

Mayor Mike York had nothing to report.

**Adjournment**

With no further discussion to come before the Council, Ussery moved, Whitney seconded for adjournment. The motion was voted and passed unanimously.4-0.

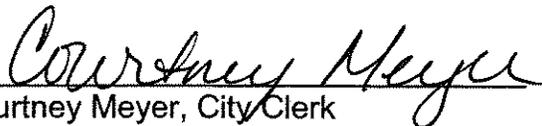
The Meeting adjourned at 8:33 p.m.

**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 February 24, 2015 City Council meeting.

Given under my hand and official seal of the City of Clearwater, Kansas, this 10th day of March, 2015.

  
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Courtney Meyer, City Clerk