

City of Clearwater, Kansas
Sedgwick County
City Council Meeting - **MINUTES**
August 9, 2016
Clearwater City Hall – Council Chambers
129 E. Ross Avenue Clearwater, KS 67026

1. Call to Order

Mayor Burt Ussery called the meeting to order at 6:30 p.m.

2. Invocation and Flag Salute

Mayor Ussery gave the invocation which was followed by the pledge of allegiance and flag salute.

3. Roll Call

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

Mayor Burt Ussery, Councilmembers Ron Marsh, Chris Griffin, Laura Papish, and Paul Clark were present.

The following staff members were present:

Justin Givens, City Administrator; Carol Reitberger, Deputy City Clerk; Bill Hisle, Police Chief; Ernie Misak, Public Works Director.

Others present: Shaun Weaver & Alicia Lange

4. Approval of the Agenda

Mayor Ussery stated that he asked to revise the agenda to add an executive session at the end of the meeting. Mayor Ussery called for a motion to approve the August 9th revised agenda as presented with the change.

Motion: *Marsh* moved, *Clark* seconded to accept the revised August 9, 2016 agenda as presented with the change. Voted and passed unanimously.

5. Public Forum

Shaun Weaver with Clearwater Executive Center would like angle parking painted on the street in front of his building. Mayor Burt Ussery stated they could not take action on that but could take it under advisement and put it on a future agenda. Weaver thanked the Council for their time.

6. Consent Agenda

Mayor Ussery called for a motion to approve the consent agenda. On the consent agenda there is the minutes from July 26th.

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

7. Consider a Request for a Temporary CMB Permit for the Fall Festival

Alicia Lange with First and Last Bar asked the City Council about having a beer garden at the Fall Festival like they did last year. The two possible venues would be either the basketball courts, 2015 location, or the tent that will be set up in the park for other activities. The beer garden would be from 5:00 – 11:00

p.m. on Saturday September 17, 2016.

Mayor Burt Ussery expressed concern about having the beer garden in the City Park with other activities going on during that same time frame. Ussery thought that area should be family friendly.

The Council discussed and agreed that the beer garden should not be located in the park under the tent that is used for other activities.

Motion: Marsh moved, **Clark** seconded to have the beer garden at the basketball court for the 2016 Fall Festival. Voted and passed 3-1. Griffin no

8. Consider a Request for a Temporary Extension of CMB Sales -First and Last Bar

Alicia Lange stated that she would like to have a patio area behind First and Last Bar during Fall Festival on Saturday night September 17, 2016. She did this year and would like to do again.

Council discussed and it was stated there was not problems in the past.

Motion: Clark moved, **Papish** seconded to have a patio area behind First and Last Bar on Saturday September 17, 2016 for Fall Festival. Voted and passed. 3-1 Griffin no

9. Consider Ordinance #1014 Amending and Adopting the Standard Traffic Ordinance

Administrator Givens stated the city, on a yearly basis, incorporates the Standard Traffic Ordinance that is published by the League of Kansas Municipalities.

Motion: Griffin moved, **Marsh** seconded to Adopt the Standard Traffic Ordinance Voted and passed unanimously. Roll Call vote: Griffin, yes; Marsh, yes; Clark, yes; Papish, yes. 4-0

10. Consider Ordinance #1015 Amending and Adopting the Uniform Public Offense Code

Givens stated the city, on a yearly basis, incorporates the Uniform Public Offense Code that is published by the League of Kansas Municipalities.

Motion: Griffin moved, **Clark** seconded to Adopt the Uniform Public Offense Code Roll call vote: Griffin, yes; Marsh, yes; Clark, yes; Papish, yes 4-0

11. 2016 Amended Budget Adoption

Givens stated the 2016 amended budget will allow for additional expenditures in the bond and interest fund as well as the city building fund from \$116,000 to \$150,000 for 2016 road projects. There is no additional revenue that will be needed for the 2016 year. This only increases the budget authority for each fund.

MOTION: Papish moved, **Marsh** seconded to approve the 2016 Amended Budget. Voted and passed unanimously 4-0

12. 2017 Budget Adoption

Givens stated the 2017 budget features a 2 mill increase from 54 to 56. The total budget for General Fund Expenditures will be \$2,475,673 and including the utility funds the total operating budget for the City in 2017 will be \$4,362.761.

MOTION: Marsh moved, **Clark** seconded to approve the 2017 Budget. Voted and passed unanimously 4-0

13. Discussion: City Wide Sales Tax

Givens reported to the Council information about City Wide Sales Tax including the process necessary to implement the ballot question and implement the tax if approved.

Mayor Burt Ussery stated he would like to wait on any decisions about a Sales Tax increase until after the Strategic Planning Committee comes up with a plan for the city and projects they would like to see implemented. Council discussed possible vote in 2017.

Council Member Papish asked for this item to be placed on Old Business for the future.

14. Consider the Adoption of an Employee Manual

Council reviewed recommendation from the City Attorney, Parker, and asked if the changes needed to be in the manual for legal reasons or if it was a personal opinion of the City Attorney. Parker stated that some of the items were necessary but not all.

After discussion, Council gave staff direction to exchange attorney contact information in order for the HR Attorney and City Attorney to be able to communicate in order to create the final draft of the employee manual. Council would like a clean copy of the manual by next meeting and both attorneys present.

Ordinance 1013 and Resolution 6-2016 were tabled until the next meeting.

15. Claims and Warrants

Givens presented the claims and warrants in the amount of \$41,444.07

Motion: Marsh moved, **Griffin** seconded to pay the claims and warrants in the amount of \$41,444.07. Voted and passed unanimously.

16. City Administrator Report

- Public Works
 - Staff is investigating an inflow issue between the lagoon discharge and the river. River water or debris may have damaged the check valve and was allowing water to flow into the ponds. Once river waters recede we will be able to see what caused the issue.
 - Staff has been and will continue to stripe cross walks, parking stalls and other areas around town.
 - We received and lightning strike to the irrigation pump and controls at the Chisholm Trail Sports Complex. The damaged items were repaired and submitted to insurance.
 - APAC has begun work again at the Ross and Tracy intersection. An issue with the grates over the inlets slowed construction.
 - Staff repaired a leak on the Garvey Water Line last week.
 - Staff collected water samples and submitted them to the state for analysis.
 - Well 8 has been having communication errors. Comm Tronics will be out this week to trouble shoot the issue.
- Parks and Recreation
 - Volleyball and Football Sign Ups are currently ongoing
 - Had approximately 30 kids take part in the Kids Program at City Park yesterday.
- Library

- Librarian, Taylor Wilkens, has submitted her resignation to the board. The Library Board will be meeting tomorrow night to discuss options for hiring a new librarian.
- Community Center
 - Will be hosting some history based programs in September based on feedback from the Senior Group
 - The lunch program passed a surprise inspection last week and is in need of a Friday Volunteer Driver as well as a Substitute driver
 - Staff will be hosting in conjunction with the Nursing Home a Community Healthcare event on October 8th. More details will come for that event.
- Police
 - Officers have arrested two individuals in connection with the rash of bike thefts and have recovered several bikes based on being registered with the Police Department
 - Officer Harp will return to SRO duties next week
 - Officer Robertson started today.
 - Sean Zernicow, a part-time officer has left the force. He has moved to Colorado for his regular job.
- Administration
 - Renovations to City Hall will begin after the August 23rd meeting.
 - Staff is waiting on paperwork back for another lot sale in Chisholm Ridge
 - Staff has received a revised bid from a contractor for the Chisholm Trail Sports Complex and will be providing that information back to the Sunflower Foundation.
 - Staff is getting revised numbers for a proposal for a fishing dock at the Chisholm Ridge Ponds.
 - Staff received an application for a Zoning Change in Indian Lakes. The request is for the lots on Mesa Court from R-2 Two and Three Family Dwellings to R-3 Multi-family Dwellings. The applicant is wanting the flexibility to build units with more than three doors per unit. The request will be heard by the Planning Commission on September 6th and if approved brought before the City Council on the 13th.
 - The City along with the Chamber, SKT, and Emprise Bank will be hosting a movie night in the City Park on Friday, August 19th with events starting at 7:30 and the movie beginning at approximately 8:30pm. We will be showing "The Wizard of Oz"
 - The Strategic Planning Committee will be meeting on Thursday, August 18th at 6:30pm.

17. Council Reports

Griffin had nothing to report

Marsh had nothing to report

Clark had nothing to report

Papish asked if there was an EMS update. Papish asked about incentives for the Business Park similar to the ones used for the Chisholm Ridge Addition. Papish would like Block Party taken off of Old Business.

Ussery would like solid numbers on the mowing bids for the next meeting.

18. Executive Session:

Mayor Ussery asked for a motion to recess into executive session pursuant to non-elected personnel to discuss specific personnel matters and for consultation with an attorney on matters that would be

deemed privileged in attorney-client relationship, to include the City Attorney and the City Administrator for 25 minutes. The City Council will reconvene the open meeting in the City Council Chambers at 8:25 p.m.

MOTION: *Marsh* moved, *Clark* seconded to recess into executive session. Voted and passed unanimously.

Mayor Ussery called the meeting back to order at 8:25 p.m. and stated no action was taken.

19. Adjournment

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

MOTION: *Marsh* moved, *Clark* seconded to adjourn the meeting. Voted and passed unanimously. The meeting adjourned at 8:30 p.m.

CERTIFICATE

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

I, Carol Reitberger, 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 August 9, 2016 City Council meeting.

Given under my hand and official seal of the City of Clearwater, Kansas, this 23rd day of August 2016.



Carol Reitberger, Deputy City Clerk



