

City of Clearwater, Kansas
Sedgwick County
City Council Meeting - **MINUTES**
June 14, 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 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, Austin Wood and Paul Clark were present.

The following staff members were present:

Justin Givens, City Administrator; Courtney Meyer, City Clerk; Ernie Misak, Public Works Director; Donald Schauf, EMS Director; Chuck Reitberger, Pool Manager; Bill Hisle, Police Chief; Taylor Wilkens, Library Director; Nate Sizemore, lifeguard.

Others present: Scott Lucas, Library Board; Rusty Sizemore, Leigh Sizemore, Ivy Sizemore, Luke Sizemore, Jerry Hershey, Tracey Hershey, Alyssa Hershey; Ryan Peck, Morris Lange Law Firm;

4. Approval of the Agenda

Mayor Ussery called for a motion to approve the June 14th agenda as presented.

Motion: *Griffin* moved, *Papish* seconded to accept the June 14, 2016 agenda as presented. Voted and passed unanimously.

5. Public Forum

None

6. Mayoral Recognition: Lifeguard Nathan Sizemore

Mayor Ussery and the Council recognized and thanked Nathan Sizemore for his lifesaving skills after Nathan pulled a toddler out of the pool that was submerged and performed CPR to resuscitate.

7. Consent Agenda

Mayor Ussery called for a motion to approve the consent agenda.

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

8. Special Event Permit – Block Party

A resident requested to have a portion of a roadway closed for multiple days during set hours. After discussion, Council asked staff to check with the individual to see if they would be willing to pick one night and be able to meet the requirements for insurance for closing the road. Council wanted to be clear that if an individual does not obtain insurance does not prevent them from having a party or shooting off fireworks. No action was taken.

9. 2016 Employee Personnel Manual Adoption

Administrator Givens explained that staff gathered all suggestions for the new personnel manual and sent them to an HR attorney, Ryan Peck with Morris Lange, for review and compilation.

Council asked Peck if he was comfortable with the manual as presented and if it was consistent with the law.

Peck stated he was very comfortable with the personnel manual as presented. He then stated that there were two conflicts with city code that need to be addressed either with an amendment to the city code or personnel manual. Chapter 2.50 and 2.40 are the chapters that need reviewed.

Council asked Mr. Peck if he could review the manual and city code one more time to see if there were any more conflicts and at the next meeting have suggestions on how to alleviate the conflict.

10. Mayor Appoints Members to the 2016 Clearwater Strategic Planning Committee

Name	Group Represented
Shawn Weaver	Business Interest
Shirley Palmer-Witt	Business Interest
	Business Interest
Pam Riggs	Chamber of Commerce
Becky Schivelbein	Community at Large
Peggy Brockman	Community at Large (Senior)
Gene Eason	Ministerial Alliance / Other Community Group
Bob Mellen	School
Jennifer Clark	Planning Commission
Justin Givens	City
Bill Hisle	City

Motion: *Marsh* moved, *Wood* seconded for the Mayor to appoint these members to the 2016 Clearwater Strategic Planning Committee. Voted and passed unanimously.

11. Consider Amending the Court Costs for the Municipal Court for the City of Clearwater

Givens explained on every municipal ticket the Clearwater Municipal Court collects a fee that goes to the state. A small portion of that fee goes to training of judges while the majority of the fee goes to support the Law Enforcement Training Fund. At the December 22, 2015 meeting the Governing Body approved a change in the court fee's collected by the Municipal Court to reflect an increase in the amount of monies collected by the state. That fee increase was \$.50 from \$20.50 to \$21.00.

The Court Clerk was informed by the state that the fees collected would once again increase. Starting on July 1, 2016, the state will now collect an additional \$2.50 per ticket. To date, the Municipal Court has received \$10,700 in court fines and has submitted \$1,158 to the state for judicial and law enforcement training.

These fines are paid by those who are found or plead guilty to a municipal violation or enter a

plea of no contest to a municipal offense.

The Governing Body could:

- 1) Adopt an Ordinance that would cover only the cost of the increase;
- 2) Adopt an Ordinance that would cover the cost of the increase as well as an additional \$.50 to create a whole dollar amount;
- 3) Leave the fines at their current level and subsidize the increase from the state.

Based on projecting and additional 55 tickets for 2016, the total cost of the increase would amount to \$137.50.

After discussion Council directed staff to amend the Ordinance for an increase of \$3.00.

12. 2017 Budget

Scott Lucas and Taylor Wilkens presented the Library budget. The Library is asking for a .8 mill increase or a onetime donation to the library in the amount of \$50,000 for next year. The library would like to do some renovations and increase staff for more programming.

Chief Bill Hisle presented the Police and Court budget.

Donald Schauf presented a suggestion for the 2017 EMS budget. He proposed hiring a full time EMS director and compensating EMS drivers for "runs". The could be justified by charging for ambulance rides. He suggested using a third party for billing.

13. Claims and Warrants

Meyer presented the claims and warrants in the amount of \$74,975.33.

Motion: *Wood* moved, *Griffin* seconded to pay the claims and warrants in the amount of \$74,975.33. Voted and passed unanimously.

14. City Administrators Report

- Public Works
 - Installed a Welding Curtain at the City Shop as per our KDOL inspection
 - Remarking fixtures in advance of the 4th ST Road Project
 - Built and installed a new grate around a back yard drainage fixture in Chisolm Ridge to help keep debris from clogging the inlet.
 - Is catching up with mowing
 - Assisted the Rec. Department with field maintenance while the equipment used to drag the field was down.
 - Based on the road work in the area, staff is looking at alternative locations for the storage of millings.
- Parks and Recreation
 - There are 8 nights of summer baseball/softball left (weather dependent)
 - Clearwater will host a 13-15-year-old district tournament after the 4th of July.
 - Hosted Ballet at the Park last Friday with approximately 300 people in attendance.
 - The heavy rains caused some of the fresh mulch to float away from the tree house. Staff is looking into replenishing the mulch in the area.

- Library
 - The Summer Reading program is in full swing. There are 136 K – 6th graders signed up. 30 teens and 29 adults in this year's program.
- Community Center
 - Staff meet last week with Sed. Co. Department on Aging and received the mill levy funding application this week. The application will be turned in with a request for funding at the next higher level. Staff is also looking at additional alternative funding sources including Sumner Co and other agencies in the area.
 - Hosted the Carry in Lunch today
 - Biscuits and Gravy is on Saturday
- Police
 - PD has done some extra enforcement at Tracy and Diagonal while the construction is ongoing. Some motorists are not expecting traffic to be coming out of Diagonal and we have had several near wrecks in the area.
- Administration
 - Alongside Public Works went thru training and orientation on new hand held meter reading devices and software
 - Collected and assembled MSDS books for required locations
 - Library, Community Center and Administration staff met with researchers from the University of Texas, Oklahoma and Oklahoma State on the Wi-Fi Check Out project. The project is wrapping up this year and the researchers are assessing the program to see if it is a viable program to model for other rural areas.
 - The City had its Annual Audit from KMIT. KMIT provides Workmen's Comp Insurance for the City. The City received enough points to move from the Bronze Level to the Gold Level and will receive an additional reduction in our Workmen's Comp Insurance Rate. All staff should be commended for working hard to be conscious about safety in the work place and especially the City Safety Committee of; Courtney Meyer, Carol Reitberger, Cole Hollis, and Jo Johnson.

15. Council Reports

Wood reported that the residents requesting the road block for the block party would like it blocked off just on July 3rd and he reported that there is a large pothole that needs filled at Gorin and Hellar.

Papish requested the parking stall lines on Lee by City Hall and Emprise Bank be repainted. She also noted the tree at Kansas and Byers was still there.

Clark asked for an update on the Park Usage board. Givens stated he still needed to send the draft report out to the committee for their approval.

Marsh had nothing to report.

Griffin mentioned he noticed that on 135th street that the entire road is a passing zone. Marsh said he would talk with the Sedgwick County Engineers about that.

Ussery asked staff to share with the council any report from an outside government agency was given to the City.

16. Executive Session

Mayor Ussery called for a motion to recess into executive session pursuant to non-elected personnel to

discuss specific personnel matters, to include the City Administrator. The meeting is to reconvene in the City Council Chamber at 9:56pm

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

Mayor Ussery called the meeting back to order at 9:56 p.m. and stated there was no action taken.

Mayor Ussery called for a motion to recess into executive session 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. The meeting is to reconvene in the City Council Chamber at 10:17 p.m.

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

Mayor Ussery called the meeting back to order at 10:17 p.m. and stated there was no action taken in executive session.

MOTION: Clark moved, **Wood** seconded to authorize the Mayor to execute two deeds for the Chisholm Ridge lots. Voted and passed unanimously

17. Adjournment

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

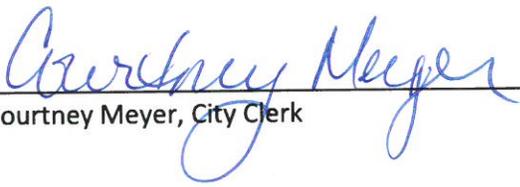
MOTION: Marsh moved, **Clark** seconded to adjourn the meeting. Voted and passed unanimously
The meeting adjourned at 10:20 p.m.

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 June 14, 2016 City Council meeting.

Given under my hand and official seal of the City of Clearwater, Kansas, this 28th day of June 2016.


Courtney Meyer, City Clerk