

City of Clearwater, Kansas
Sedgwick County
City Council Meeting - **MINUTES**
February 25, 2020
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; Justin Shore, Shirley Palmer-Witt, Chad Pike and Chris Griffin were present.

Yvonne Coon was absent.

The following staff members were present:

Ron Marsh, City Administrator, Courtney Meyer, City Clerk; Austin Parker, City Attorney.

Others Present: John and Ethan Hurley

3. Approval of the Agenda

Mayor Ussery asked if there were any modifications to the agenda. Marsh stated Item 8c needed removed and an Executive Session after item 10

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

Motion: *Palmer-Witt* moved, ***Shore*** seconded to accept the agenda as modified. Voted and passed unanimously.

4. Public Forum

None

5. 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: 02/11/20

Claims and Warrants 02/19/20 = \$34,720.17

Mayoral Appointment – Dena Schule – Public Building Commission term 2019 – 2023

GBN, P.A. Engagement Letter

Motion: *Shore* moved, ***Palmer-Witt*** seconded to approve the consent agenda as presented. Voted and passed unanimously.

6. Recreation Commission Update

John Hurley informed council that basketball just finished. There were 185 kids ranging from 1st through 6th grade that participated. Right now, they are taking baseball sign ups. The Rec Commission has also purchased pitching mounds for use at the Sports Complex for their games. Mr. Hurley also stated the rec will be paying off their portion of the football field this year. That is 3.5 years early.

7. **Staff Reports**

- a. Police Department – Jason Gearhardt – council asked if the cameras in the park are working. Staff reported they are working with SKT on a solution. Gearhardt also reported the officer Nolan will be going to the academy starting March 16th.
- b. Fire Department –Justin Patrick – Council had no questions
- c. Public Works – Ernie Misak –stated the department is discharging at the ponds now, no sample has been pulled yet. There was another vandalism at the park over the weekend. Council asked when more mulch will be put in at the park. Staff mentioned there is enough in equipment reserve now to do this year.

8. **Business**

- a. **Consider Memorandum of Understanding with Sedgwick County & USD 264 for Point of Dispensing Coordination**

Marsh explained this is coordination between Sedgwick County, USD 264 and the City to establish a point of dispensing location in Clearwater in an event there was a public health emergency. This would include disease outbreak, terrorist event or natural disaster. In Clearwater the POD will be the Clearwater Senior Center. If approved by City Council, the MOU would go to the school board for their approval.

Motion: *Shore* moved, *Palmer-Witt* seconded to enter into agreement between the School district and County and authorize the Mayor to sign the memorandum of understanding. Voted and passed unanimously.

- b. **Approve Repair Costs for Public Works Vehicle**

The Public Works 2008 F 150 Ford Pickup Truck developed engine problems. It was taken to Mel Hamblen Ford for evaluation and repair costs for an “Engine Rattle”. Diagnosis determined there was internal damage to motor with a recommendation to replace the long block, replace radiator, flush cooling system and re-install engine in the 2008 F 150 Ford Pickup Truck. Currently, it is not usable.

The new radiator comes with a 2-year unlimited warranty and the new engine block comes with a 3-year, 100,000-mile warranty. Mel Hamblen Ford said it would take one week to make the repairs.

Staff looked at prices for equivalent used vehicle with similar miles and determined that repairing the vehicle was the best solution. The total cost is \$8609.66. Staff proposes to use 50% Sewer Equipment Reserve discretionary and 50% Admin Equipment Reserve discretionary to pay for the repairs.

Palmer-Witt stated she contacted her mechanic and his opinion this was a fair price for the repair.

Motion: *Griffin* moved, *Palmer-Witt* seconded to approve Mel Hamblen to make the repairs on the truck not to exceed \$8609.66. Voted and passed unanimously.

- c. **Business Park Agreement with J. Martin**

Removed

- d. **Resolution 3-2020 Housing Incentives**

Housing incentives include: 3 Year 50% Rebate on City of Clearwater Portion of Property Taxes

and Homebuyer Cash Allowance of \$1500.

Council discussed opportunities to inform people of the incentives. Mentioned; Facebook, website, newspaper, and a way to advertise on the Highway signs.

Motion: *Shore* moved, *Pike* seconded adopt Resolution 03-2020 Housing Incentives. Voted and passed 2-1 (Griffin, no; Palmer-Witt, abstained).

e. **Approving the Serving of Complimentary Alcoholic Liquor or Cereal Malt Beverages for the 2020 Spring Art Walk.**

In 2015 and 2016, the Clearwater Community Foundation hosted a Spring Art Walk in various locations in the downtown area of Clearwater. At that time several of the participating businesses requested permission to provide complimentary wine and other alcoholic beverages at their place of business. The City Attorney prepared an Ordinance that was adopted by the Governing Body that allowed the serving of complimentary alcohol.

The Clearwater Chamber has made a similar request for the 2020 Spring Art Walk. The event will be held April 3rd from 6:00pm – 9:00pm in various locations. The Community Foundation Annual Art Walk has requested that the Governing Body adopt a similar resolution that would allow for the serving of complimentary alcoholic drinks.

The proposed resolution is required pursuant to KSA 41-104(i) which states that “the serving of complimentary alcoholic liquor or cereal malt beverage on the unlicensed premises of a business by the business owner or owner’s agent at an event sponsored by a nonprofit organization promoting the arts and which has been approved by ordinance or resolution of the governing body of the city, county or township wherein the event will take place and whereby the director of the alcoholic beverage control has been notified thereof no less than 10 days in advance.”

Motion: *Palmer-Witt* moved, *Shore* seconded adopt Resolution 04-2020 approving the serving of complimentary alcoholic liquor or cereal malt beverages for the 2020 Spring Art Walk. Voted and passed 3-1 (Griffin, no).

9. **Administrators Report**

- Kevin Bush has submitted his retirement paperwork. His last day at the City will be 3/27/20. Kevin has been with the City 37 years. A reception will be held at City Hall on March 27th from 4 – 6pm.
- Midland GIS kick-off meeting will be 3/2. Ernie, Courtney and Kevin will be part of the kick-off meeting
- KMIT will be doing their annual risk control audit on March 6th.
- Reminder of the Governing Body Institute/Mayor’s Conference April 24-25 in Manhattan. Justin and I and registered, if you would like to attend please let Courtney or I know.
- Tuesday March 31st will be a Council Workshop starting at 6:30. Topics will include pay scale, chamber update/remodel, and a digital sign discussion (sign at the 4 way stop).
- Chamber of Commerce sponsored Shred Day will be May 16th form 10AM – 1PM @ Mize’s
- Meyer stated that the Chamber has been in contact with KWCH because the news station is working on a new program called Hometown Pride where they are trying to group small town local businesses together to do commercial spots at noon and 4. Council decided this would be a good opportunity to share with the public the housing incentives that were just adopted. Meyer stated it was a 12-month commitment of \$150 per month and council thought that was a good plan.

10. Governing Body Comments

Griffin mentioned that last snow the roads were not cleared and wanted a better procedure for taking care of those situations. Marsh stated that staff had talked and now police will contact the Public Works director when they notice bad road conditions that haven't been treated. He will then get his crew out to treat the roads at that time. Marsh also stated he will speak with the new Police Chief to see if it is okay for their vehicles to be stocked with a couple bags of sand during the winter season to treat smaller areas in an emergency.

Pike had nothing to report

Palmer-Witt had nothing to report.

Shore mentioned that the downtown speed limit is 20 and there is a lot of vehicle moving fast in the mornings. He would like PD to patrol the area.

Ussery mentioned he believes the procedure with public works will work for bad weather.

11. Executive Session K.S.A. 75-4319(B) (1) To Discuss Confidential Data Relating to Financial Affairs or Trade Secrets of Second Parties

Motion: *Griffin* moved, *Palmer-Witt* seconded to recess into executive session pursuant to the financial affairs or trade secrets of a second party to include the City Administrator. The open meeting will reconvene in the City Council Chamber at 7:20 p.m.

Mayor Ussery called the meeting back to order and stated there was no action taken in executive session.

12. Adjournment

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

MOTION: *Palmer-Witt* moved; *Pike* seconded to adjourn the meeting. Voted and passed unanimously. The meeting adjourned at 7:20 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 February 25, 2020 City Council meeting.

Given under my hand and official seal of the City of Clearwater, Kansas, this 10th day of March 2020

Courtney Meyer, City Clerk