

City of Clearwater, Kansas
Sedgwick County
City Council Meeting - **MINUTES**
May 25, 2021
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; Chris Griffin (phone), Chad Pike, Crystal Walter and Justin Shore were present.

Shirley Palmer-Witt was absent

The following staff members were present:

Courtney Zollinger, Interim City Administrator, Cole Hollis, Chadd Posch Jared Dinwiddie, Kirk Ives, Justin Patrick.

3. Approval of the Agenda

Mayor Ussery stated he needed an executive session added between item 8 and 9

Motion: *Walter* 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

Claims and Warrants

Mayor Appointment

Approve Hiring – Seasonal Help

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

6. Staff Reports

a. Administration Office – Courtney Zollinger – Added that Yvonne Dr will be open to the public on June 7th. Council had no questions.

b. Fire Department –Justin Patrick –Council had no questions.

Shirley Palmer Witt enters at 6:36pm

c. Police Department – Kirk Ives – Council asked how the SPV permits were going. Ives answered better. Council had no other questions.

d. Park – Chadd Posch – Council had no questions.

- e. Public Works – Cole Hollis – Council has no questions.

7. **Business**

a. **Art Walk Road Closure Request**

In 2016 City Council established an application process to close roads for special events. This was to create a more coordinated process, so the City departments are aware of the street closures.

The Annual Art Walk will be held June 18, 2021 from 6 to 9pm. The event has requested road closures between 5:00pm to 9:30pm to allow for safe set up, attendance and tear down.

The road closure includes Ross Ave between Byers and Gorin.

This event is hosted by the Clearwater Community Foundation and sponsored by various Clearwater organizations and businesses.

No discussion from Council

Motion: *Shore* moved, *Palmer-Witt* seconded to approve the road closures for the Art Walk. Voted and passed unanimously.

b. **Art Walk Temporary Alcohol Ordinance.**

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 2021 Spring Art Walk. The event will be held June 18th 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.”

Griffin asked if staff will be notified if the business receives their permit from ABC. Zollinger answered yes.

Motion: *Palmer-Witt* moved, *Walter* seconded to adopt resolution 05-2021. Voted and passed 3-1 (Griffin, No).

c. **Public Hearing – CDBG-CV**

Motion: *Shore* moved, *Walter* seconded to open the public hearing at 6:47. Voted and passed unanimously.

Zollinger explained the resolution is necessary to adopt in order to apply for the grant. The grant is for small businesses that were affected by COVID-19. IF the city is awarded the grant

businesses may apply for the grant. For single person businesses the maximum grant is \$25,000 and from 1-5 person businesses the maximum is \$30,000. SCKEDD will help review the applications to make sure the businesses qualify for to receive the grant before it goes to council for approval. The maximum amount the City can receive for the grant is \$150,000.

Hearing was closed at 6:55pm

d. CDBG-CV Resolution Application for Grant

Motion: *Griffin* moved, *Palmer-Witt* seconded to approve resolution 06-2021. Voted and passed unanimously.

e. Foster Design Associates, LLC Agreement

On March 9, 2021 council approved to hire Foster Design Associates to update the Clearwater Comprehensive Plan. An agreement has been submitted for the services and the contract has been approved by Foster Design and City Attorney, Jennifer Hill.

Motion: *Walter* moved, *Shore* seconded to authorize the mayor to sign the Foster Design agreement. Voted and passed unanimously.

8. Governing Body Comments

Griffin had no other comments

Palmer-Witt had no other comments

Shore had no other comments

Walter had no other comments

Pike had no other comments

Ussery had no other comments

9. Executive Session: K.S.A. 75-4319(b) For the preliminary discussion of the acquisition of real property

MOTION: *Shore* moved; *Walter* seconded to recess into executive session to discuss preliminary discussion of the acquisition of real property to include the Interim City Administrator and the City Attorney. The open meeting will reconvene in the City Council Chamber at 7:15 p.m. Voted and passed unanimously.

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

10. Executive Session: K.S.A. 75-4319(b) Personnel matters of nonelected personnel

MOTION: *Palmer-Witt* moved; *Shore* seconded to recess into executive session to discuss personnel matters of nonelected personnel to include City Attorney. The open meeting will reconvene in the City Council Chamber at 7:36 p.m. Voted and passed unanimously.

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

11. Adjournment

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

MOTION: *Palmer-Witt* moved; *Shore* seconded to adjourn the meeting. Voted and passed unanimously.
The meeting adjourned at 7:39PM

CERTIFICATE

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

I, Courtney Zollinger, 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 May 25, 2021 City Council meeting.

Given under my hand and official seal of the City of Clearwater, Kansas, this 8th day of June 2021.

Courtney Zollinger, City Clerk