

City of Clearwater, Kansas
Sedgwick County
City Council Meeting - MINUTES
June 12, 2018
Clearwater City Hall – Council Chambers
129 E. Ross Avenue Clearwater, KS 67026

1. Call to Order

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

2. 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 and Councilmembers; Yvonne Coon, Laura Papish, Shirley Palmer-Witt, Tex Titterington and Chris Griffin were present.

The following staff members were present:

Ron Marsh, City Administrator; Courtney Meyer, City Clerk; Bill Hisle, Chief; Ernie Misak, Public Works Director; Scott Cooper, Director of Emergency Services; Kristl Rey, Senior & Community Center Director; Austin Parker, City Attorney.

Others present: Mike Snyder and Jamie Tjaden

4. Approval of the Agenda

Mayor Ussery asked if there were any modifications to the agenda. Marsh stated no.

Mayor Ussery called for a motion to approve the agenda as presented

Motion: *Papish* moved, *Coon* seconded to accept the June 12, 2018 agenda as presented. Voted and passed unanimously.

5. Public Forum

Mike Snyder, 200 S Grant, said he wanted to give the council some food for thought. Mr. Snyder proceeded to hold up a 1/3 measuring cup and explained that is the amount of fluid an individual receives in transport to a hospital. He claims the ambulance billings are being based on how sick the person is and not the care they are being given. He doesn't think it is right that if someone is given 1/3 measuring cup of fluids then they shouldn't be charged \$1500.00.

6. Approve Consent Agenda

Minutes May 22, 2018 Council Meeting Minutes

Park Advisory Appointment – Maranda Pike

Recreation Commission Appointment – Jamie Tjaden

Authorize the Mayor to sign the Proposal Acceptance from Great Plains Communication

Griffin asked if there was an additional cost for the VPN access for the phone system. Mayor Ussery stated he would like to pull item 6d off the consent and move it to after 9a.

Motion: *Papish* moved, *Titterington* seconded to move item 6d and move it to normal business. Voted and passed unanimously.

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

7. Claims and Warrants

Meyer stated that the claims and warrants were \$95,717.07.

Motion: *Griffin* moved, *Papish* seconded to pay the claims and warrants as presented. Voted and passed unanimously.

8. Budget Presentations

Ron explained that each department head will be going over their requests for what they are asking for above and beyond their normal operating budget. Ron stated each budget had increases in line items to include economy increases such as gas, electric, fuel, and health insurance.

a. Senior and Community Center – Kristl Rey;

\$4000	New signage to include masonry work
\$3000	Secure Access
\$6534	Equipment Reserve

b. Police and Court – Bill Hisle; Hisle report that normal call as usual the last few weeks. Officer Heiar attended a three-day camp at McConnell AFB for kids. August 7th will be the first National Night Out for Clearwater. Police Department and Community Center are teaming up to put on the event for the community to get together.

POLICE

\$1500	National Night Out
\$11000	Replacement PD Vehicle Payment
\$8000	Equip New PD Vehicle
\$4500	Ammunition
\$7500	Dash Cams
\$1800	New Computers
\$5000	Control Access
\$800	Body Cams
\$12950	Equipment Reserve

COURT

\$1500	Increase court appointed attorney fees
\$3500	Equipment Reserve

c. Public Works – Ernie Misak; Misak reports the recirculation is running but have not discharged yet at the sewer ponds. He did say there is a lot of algae in the ponds.

PUBLIC WORKS

\$250	Table Saw
\$2000	Garage Doors for Shop
\$1000	Metal Cutting Band Saw
\$2000	Log Splitter
\$1500	Pallet Racking
\$2500	Equip Reserve

PARKS

\$40000	New Park/ Facility Person
\$1000	Computer for new person
\$800	Phone for new person
\$600	Post hole digger
\$5000	3 sets of bleachers for City Park
\$2000	UTV
\$500	Snow plow blade
\$1250	Sod Cutter
\$7000	Equipment Reserve

SPECIAL HIGHWAY

\$800	Hauling of rock
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\$6500	Paint Stripper
\$1500	Thermoplastic stripes for crosswalks
\$2000	UTV
\$800	Snow blower
\$13922	Equipment Reserve

WATER OPERATING

\$20000	Meter replacement
\$500	Tools
\$6000	Hydrants and valves
\$3000	Water/ Trash Pumps
\$2000	UTV
\$1250	Sod Cutter
\$1000	16" bucket for track hoe
\$1500	Pallet racking
\$20000	Transfer to General Fund
\$13722	Equipment Reserve
\$11589	Transfer to Debt Service

SEWER OPERATING

\$1000	Tools
\$10000	Shoring
\$2000	Aeration
\$800	Boat motor
\$2000	UTV
20000	Reline 8" waste water
\$12000	Reline manholes
\$1500	Pallet Racking
\$20000	Transfer to General Fund
\$47222	Equipment Reserve
\$161400	Transfer to Debt Service

- d. **Fire and EMS – Scott Cooper;** Cooper stated the City had our KBEMS inspection and passed. The open house went well. He will be going over to the nursing home for Touch-A-Truck. He also reported that all the hydrant tops have been painted and hose testing is done.

EMS

\$3000	AED batteries and pads
\$500	Generator maintenance
\$11000	LP 15 last payment
\$4000	800 Radios
\$2500	Controlled Access
\$8000	Jump kits ALS and Pediatric
\$3000	Lighting Upgrade
\$1175	Overhead doors
\$2000	Parking lot repair
\$5000	Wash and paint exterior of building
\$5000	Interior Remodel
\$5000	Equipment Reserve

FIRE

\$6000	Replace 3 sets of bunker gear
\$2000	Allow more volunteer to attend local meetings
\$4000	Hydrant adapter and gaskets
\$1000	4-wheeler maintenance
\$15000	Sedgwick County new fire agreement
\$31000	Replace 3 SCBAs

\$2500	Controlled Access
\$16000	800 Radios
\$10000	Tool storage system for E-71
\$6100	Remote nozzle T-72
\$5000	Wireless headset T-72
\$3000	Lighting Upgrade
\$1175	Overhead doors
\$2000	Parking lot repair
\$5000	Wash and paint exterior of building
\$5000	Interior Remodel
\$1000	Last payment on T-71
\$24000	Brush Truck 2 nd year financing
\$10000	Equipment Reserve

Mayor Ussery stated the number of activities the fire and ems department did in 2015 is probably not that much different than activities in 2018, however the cost of doing business has increased \$150,000 in fire since then with an additional \$35,000 more for 2019. The Mayor challenged staff and council to evaluate whether it is cost effective and in the best interest of the City to continue with a volunteer force that is possibly costing the City the same amount as it would be for Sedgwick County to come in and charge the city their standard 18 mils to operate out of Clearwater 24/7.

e. All other Funds – Ron Marsh

ADMINISTRATION

\$2750	Add Accounts Receivable software
\$15000	Added for Abatements
\$3000	Update recording software in council chambers
\$8000	Codify Subdivision & Zoning Ordinance
\$20000	Discretionary
\$5000	New hall door and New steel back door
\$3000	Control access
\$4000	Office Improvements
\$2500	Gooseneck microphones for council
\$34000	Business Park specials
\$10000	Chisholm Ridge Specials
\$41600	Park Glen Estates specials program 2019
\$25000	Committed Incentives
\$10000	Potential Business Park Incentives
\$34113	Business Park loan
\$40000	Transfer to Special Parks
\$6910	Equipment Reserve

POOL

\$8000	Shade structure replacement
\$600	Storage Shed
\$1500	Submersible Pump
\$7100	Equipment Reserve

MUSEUM BUILDING

\$500	Equipment Reserve
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LIBRARY BUILDING

\$500	Equipment Reserve
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SPECIAL PARKS

\$25000	Scoreboard at Sports Complex
\$15000	Park Improvements
\$1000	Equipment Reserve

AMBULANCE FEE – UTILITY BILL

\$23,085.19	Last Payment for ambulance
CITY CAPITAL IMPROVEMENT	
\$10000	Carryover to next year
\$105000	Street Improvement
\$15000	City Hall exterior work
\$8000	Welcome Rock sign – Chisholm Ridge
\$4000	Downtown light décor
\$75000	Parking log @ Ross & Tracy
\$20000	Discretionary
\$33500	Equipment Reserve
BOND AND INTEREST	
\$50000	Carryover to next year
\$526000	Bond Principal
\$126050	Bond Interest

9. Business**a. Collection Bureau of Kansas – Debt Forgiveness**

At the December 12, 2017 City Council meeting the Governing Body approved an Ambulance Fee Write-Off policy. One of the last steps before writing-off the debt is authorizing the debt collection agency (CBK) to pursue legal action against the debtors.

CBK has sent the City notice of 12 debtors that have they have not been able to resolve the amount owed after following established policy for debt collection. Prior to pursuing legal remedy, the Governing Body has the option to forgive some or all of the debt. If the Governing Body forgives all the amount owed, the debt is rendered uncollectible and meets the requirements to be written-off. If the Governing Body chooses to forgive a portion of the debt, the remaining unforgiven portion will be sent for legal action.

Papish exited the meeting at 9:30pm

Council discussed and decided that they would like one more letter sent to each debtor letting them know again that further legal action will be taken if a payment arrangement or request for financial assistance has not been made. The letter will be constructed by our City Attorney and with that letter the application for financial assistance is to be included with that letter. Council said that if the collection company can send out the final letter that would be great, if they will not send that out then City Hall will need to do so. If those people do not make contact to settle the debt there will be no forgiveness and the full amount of debt will be sent in for further legal action.

Council would like a copy of the letter presented at the next council meeting.

b. Authorize the Mayor to sign the Proposal Acceptance from Great Plains Communication

Griffin wanted clarification that the requirements for the agreement stated that VPN access will be necessary between building for the system to work as requested would affect the approval price of the quote.

Meyer stated no it would not, Cybertron IT has installed routers in each building that will already be used for the phone system. Each location already has their own static IP address.

Motion: *Coon* moved, *Palmer-Witt* seconded to authorize the Mayor to sign the proposal acceptance from Great Plains Communication. Voted and passed unanimously.

10. Administrators Report

- Bike Across Kansas is here... approximately 625 cyclists, crew and support staff are in Clearwater for the evening. Dear Friends is playing at the City Park from 7p-9p (High School auditorium in the event of rain), pool is open for evening swim and the historical museum is open.
- Had our initial phone meeting with Vireo regarding the Clearwater Pedestrian Transportation Plan. Looking at a 4 month start to finish; established to-do lists; tentative 2 day community meeting at the end of July, beginning of August; create list of stakeholders (City, School district, Chamber). Let me know if you think of anyone else.
- Police Department remodel bids are due June 21st. Bids were sent to 4 vendors.
- Reminder the budget workshop is Saturday, June 30th from 8a – 12p.
- Courtney will be gone next week, I will be gone Monday – Wednesday.

11. Governing Body Comments

Griffin had nothing to report.

Titterington stated that there are volunteers will to clean out the fishing ponds and wanted to know if something can be worked out. Marsh stated he will speak with the Ernie Misak and look into it.

Palmer-Witt stated the 2 lot in Park Glen needed mowed. Also, the blinking lights at the four-way stop have stopped working

Coon had nothing to report

Mayor Ussery asked the governing body to be careful when posting things on the Internet. You don't want to commit the council to doing something on your own.

12. Adjournment

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

MOTION: *Coon* moved, *Palmer-Witt* seconded to adjourn the meeting. Voted and passed unanimously. The meeting adjourned at 10:04 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 June 12, 2018 City Council meeting.

Given under my hand and official seal of the City of Clearwater, Kansas, this 26th day of June 2018



Courtney Meyer, City Clerk