

City of Clearwater, Kansas
Sedgwick County
City Council Meeting - **MINUTES**
June 22, 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), Shirley Palmer-Witt, Chad Pike, Crystal Walter and Justin Shore were present.

The following staff members were present:

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

3. Approval of the Agenda

Motion: *Palmer-Witt* moved, ***Walter*** seconded to accept the agenda as presented. 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
RSVP Service Agreement Renewal
Mayoral Appointment – Historical Society

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

6. Staff Reports

a. Administration Office – Courtney Zollinger – Council had no questions.

b. Fire Department –Jared Dinwiddie –Council had no questions.

c. Police Department – Kirk Ives – Council had no questions.

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

e. Public Works – Cole Hollis – Palmer-Witt asked who was responsible for the drainage on N Grant along the creek. Hollis stated that it is the property owners responsibility to maintain what is on their property including the creek. Mayor Ussery mentioned that staff should review the nuisance process and implement what our ordinance states. Griffin asked where Everyg was with the replacements on the lights that are turning purple. Zollinger stated she would follow up with

Every to get an update on the status. Council has no other questions.

f. Senior Center – Amber Ives – Council had no questions.

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

MOTION: *Shore* moved; *Walter* 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 6:53 p.m. Voted and passed unanimously.

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

8. Business

a. City Administrator Discussion

Mayor Ussery stated he has offered the City Administrator position to Courtney Zollinger. Legal put together an employment agreement that will be available upon request. He asked if the council would approve his appointment.

Motion: *Palmer-Witt* moved, *Pike* seconded to approve the employment of Courtney Zollinger as the City Administrator. Voted and passed unanimously.

Motion: *Walter* moved, *Shore* seconded to appoint Courtney Zollinger the the City Administrator. Voted and passed unanimously.

b. 2020 Budget Workshop

Zollinger updated council on the SB13/HB2104 that affects the 2022 budget. It was explained to council that the Clearwater Revenue Neutral Rate for 2022 is \$1,111,521.00. The 2021 mill levy is 64.022 which is \$1,111,521 is tax dollars. Staff has is asking for approval of a budget to maintain the 64.022 mill levy which for 2022 tax dollars equals \$1,213,223.00. The reason for the increase in tax dollars is due to the new residential and commercial builds that is new the city limits as well as some property tax increases due to the County Appraiser.

The budget is presented as follows

	2021	2022	\$ Change	% Change
Admin	\$ 906,459	\$ 914,037	\$ 7,578	0.83%
Sr Center	\$ 48,194	\$ 51,725	\$ 3,531	6.83%
Police	\$ 773,126	\$ 838,991	\$ 65,865	7.85%
Court	\$ 94,356	\$ 87,406	\$ (6,950)	-7.95%
Public Works	\$ 155,238	\$ 170,406	\$ 15,168	8.90%
Fire	\$ 194,883	\$ 219,954	\$ 25,071	11.40%
Park	\$ 147,348	\$ 197,424	\$ 50,076	25.36%
Pool	\$ 94,265	\$ 88,489	\$ (5,776)	-6.53%
Museum	\$ 8,900	\$ 7,900	\$ (1,000)	-12.66%
Lib Build	\$ 9,350	\$ 28,999	\$ 19,649	67.76%
Sp Projects	\$ 60,000	\$ 50,000	\$ (10,000)	-20.00%
Reserve	\$ 800,000	\$ 800,000	\$ -	0.00%
Debt Svc	\$ 815,828	\$ 756,111	\$ (59,717)	-7.90%
Lib Levy	\$ 104,160	\$ 104,301	\$ 141	0.14%
	\$4,212,107	\$4,315,743	\$ 103,636	2.40%

The changes are as follows

Admin – add a social media management service

Sr Center – new flooring to help with echoing and maintenance costs

Police – add a full time officer

Court – decrease in personnel costs

Public Work – increased equipment reserve for equipment replacement

Fire – purchase a new engine

Park – change one seasonal position to a full time position and increase field spraying maintenance

Pool – decreased capital purchases

Museum – decreased to be in line with actual spending

Library – increase equipment reserve for building maintenance

Special Projects – decrease in project cost

Mayor Ussery stated he directed staff to concentrate on holding the mill levy steady. Council agreed.

Motion: *Shore* moved, *Walter* seconded to send the Notice of Intent to exceed the Revenue Neutral Rate to Sedgwick County Clerk . Voted and passed unanimously.

9. Governing Body Comments

Griffin asked if the 3 ring budget binder could be delivered to his house.

Palmer-Witt had no comments

Shore has no comments.

Walter stated she enjoyed the leadership conference.

Ussery had no other comments

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

MOTION: *Palmer-Witt* moved; *Pike* seconded to recess into executive session to discuss preliminary discussion of the acquisition of real property to include the City Administrator and the City Attorney. The open meeting will reconvene in the City Council Chamber at 8:55 p.m. Voted and passed unanimously.

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

MOTION: *Shore* moved; *Palmer-Witt* seconded to authorize the mayor to release a contract for consideration to be presented for land purchase. Voted and passed unanimously.

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 8:56 PM

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 June 22, 2021 City Council meeting.

Given under my hand and official seal of the City of Clearwater, Kansas, this 13th day of July 2021.

Courtney Zollinger, City Clerk