

**City of Clearwater, Kansas**  
**Sedgwick County**  
**City Council Meeting - MINUTES**  
**July 24, 2018**  
**Clearwater City Hall – Council Chambers**  
**129 E. Ross Avenue Clearwater, KS 67026**

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**1. Call to Order/ Invocation and Flag Salute**

Mayor Ussery called the meeting to order at 6:30 p.m. followed by 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 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; Scott Cooper, Director of Emergency Services; Austin Parker, City Attorney.

Others present: Logan Mills, Certified Engineering; Alicia Lange, First and Last Bar

**3. Approval of the Agenda**

Mayor Ussery asked if there were any modifications to the agenda. Marsh stated a request for Temporary extension needed inserted before Item 8a, removing Item 8e, and adding an executive session before Item 11.

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

**Motion: *Palmer-Witt* moved, *Titterington* seconded to accept the July 24, 2018 agenda as amended. Voted and passed unanimously.**

**4. Public Forum**

None

**5. Approve Consent Agenda**

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Titterington mentioned that on Item 8 his last name was spelled incorrectly

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

**6. Claims and Warrants**

Meyer stated that the claims and warrants were \$52,053.04.

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

**7. Staff Reports**

a. Police – Bill Hisle – nothing out of ordinary to report.

b. Emergency Services – Scott Cooper – reported 5 fire calls and 10 ems calls, 16 people attended the EMT information meeting and class will start on Thursday, Cooper attended a Hazmat training to be able to train others on hazmat awareness, jump kits came in and staff is testing

them out to see if they will be a good fit.

Mayor Ussery asked if there was going to be an additional fee for the increased number of attendees for the EMS training. Marsh said he would look into it.

- c. **Public Works – Ron Marsh – Public works has been working on the Park Glen wet well.**

Mayor Ussery asked if staff had been in contact with Park Glen HOA in regard to their request for the assistance with the drainage and rip rap. Marsh said they were to send a request for funds and we are awaiting their reply.

**INSERT**

Alicia Lange, owner of the First and Last Bar is requesting two permissions to include an outdoor fenced-in area for consumption at the bar, one for a special event August 18, 2018 and one during the Fall Festival.

This type of request has been made before and approved by the Governing Body in years past. Because of Kansas Regulations, they must make this request on a yearly basis and must be approved by the City prior to submitting to the State.

Council asked what the August event was for. Lange stated it was an end-of-summer event she is putting on.

**Motion: *Papish* moved, *Titterington* seconded to approve the extensions for First and Last Bar. Voted and passed 3-2 (Coon and Griffin voted No)**

**8. Business**

- a. **Approve "Notice of Award" for Chisholm Ridge Phase 3 Water & Sewer**

At the April 10, 2018 meeting the Governing Body approved Resolution 9-2018 authorizing street, water, sewer and drainage improvements for Chisholm Ridge Phase 3.

Water and sewer bids were opened Tuesday, July 17, 2018 at 1:30 pm. Seven responses were received with Mies Construction being the low bid at \$108,927.27.

The engineers estimate for the water and sewer improvements was \$175,750, saving the City \$66,822 in special assessment costs.

**Motion: *Papish* moved, *Titterington* seconded to award the bid to Mies Construction. Voted and passed unanimously.**

- b. **Authorize the Mayor to Approve Construction Documents**

If Council approves authorizing the Mayor to sign the "Notice of Award" for Mies Construction, they will have 10 days to submit their construction documents for approval.

Construction documents include performance bond, maintenance bond, statutory bond, certificates of insurance, etc. Mies Construction submits them to Certified Engineering Design, P.A. (CED) for review, then they would come back to Council at the next meeting for approval. To eliminate this step, the Governing Body can authorize the Mayor to sign the documents when they are submitted. This allows the preconstruction conference to be scheduled and notice to proceed issued before the next meeting.

**Motion: *Griffin* moved, *Titterington* seconded to authorize the Mayor to sign the construction documents after counsel review. Voted and passed unanimously.**

- c. **Consider Library's Request to Hold a Wine Tasting Event**

Tina Welch, Library Director, is requesting to have a wine tasting event at the library on November 8, 2018 from 6:30pm – 8:30pm.

The event is very similar to last year's wine tasting and Wyldewood Cellars would be the sponsoring agency. Surveys done at the library continue to request more adult activities with wine tasting being frequently mentioned. Ordinance 1033 was approved last year exempting the library from statutory prohibitions on the drinking and consumption of alcohol in the City Limits.

**Motion:** *Papish* moved, *Palmer-Witt* seconded to approve the Library's request to hold a wine tasting event at the Library. Voted and passed 3-2 (Coon and Griffin voted No).

**d. Consider Participation in the Times Sentinel 2018 Progress Edition**

Every two years the Times Sentinel News produces a Progress Edition highlighting activities, achievements and items of interest in the communities served by the paper. Clearwater participated in 2014 and 2016.

Paul Rhodes, editor/owner of the Times Sentinel will be in attendance to give the Governing Body a presentation on the latest version of the Progress Edition.

In 2016 two full pages in the Progress Edition cost \$950. For 2018, two full color pages cost \$955. Funds are available in Printed Material line item.

Council agreed that the 2016 edition was great and wanted to participate again.

**Motion:** *Coon* moved, *Griffin* seconded to participate in the 2018 Times Sentinel Progress Edition. Voted and passed unanimously.

**e. Consider Request for Temporary Alcohol Permit at Sports Complex**

Tabled

**f. Approve Budget for Publication**

Proposed budget authority is \$4,871,116 with an estimated tax rate of 59.651

**Motion:** *Coon* moved, *Palmer-Witt* seconded to the budget for publication as presented. Voted and passed unanimously.

**g. Adopt Resolution setting Ambulance Billing Rates**

At the July 10, 2018 council meeting the Governing Body elected to decrease the ambulance rates. This is the resolution setting those rates as of July 10, 2018. The rates are as follows:

Call Type	Service Provided	Fee Charge
ALS2	Advanced Life Saving with more than 3 medications given during the run	\$800.00
ALS1	Advanced Life Saving that would include administering an IV and Heart Monitor	\$600.00
BLS2	Advanced 1 <sup>st</sup> Aid with no life support treatment	\$550.00
BLS1	Basic 1 <sup>st</sup> Aid treatment in route to hospital	\$450.00
Transfer	Transportation of patients from one location to another	\$275.00

Mileage Charge	Per mile fee for all calls	\$15.00 per mile
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Mayor Ussery asked what the plan will be the communication plan. Marsh stated the newspaper, utility bill, website, Facebook, mailings, and information at City Hall.

**Motion:** *Coon* moved, *Titterington* seconded to adopt Resolution 12-2018. Voted and passed unanimously.

**9. Administrators Report**

- Continue to conference call with Vireo Company about the Pedestrian Transportation Plan. The stakeholder and community input meeting (Charrette) is scheduled for August 2 & 3. A tentative schedule is attached.
- It has been brought up that there are several houses in Clearwater that do not have house numbers on the exterior. House numbers help facilitate finding said location for PD and Emergency Services. Unless there is consensus to the contrary, I will ask the City Attorney to draft an ordinance requiring house numbers. The City could then purchase the numbers and either provide them or mount them (property owners choice) for the initial install.
- Pool closes August 12<sup>th</sup>.
- Update on YTD water sales compared to last year:

1 QTR 2017 – 23% total projected revenue	1 QTR 2018 – 26.9% total projected revenue
2 QTR 2017 – 46.8% total projected revenue	2 QTR 2018 – 54.8% total projected revenue

Increase in the water rates approved for this year continue to provide the increase revenue needed for the fund to be self-sustaining.

- National Night Out will be August 7<sup>th</sup> from 6 to 9pm in the park. The event is hosted by the Police Department, Senior & Community Center, City of Clearwater, and Clearwater Public Library.

**10. Governing Body Comments**

Griffin had nothing to report.

Papish had nothing to report.

Palmer-Witt had nothing to report.

Titterington asked if there was something in the budget for public communication. Marsh answered that the line item Public Relations is in the budget. Titterington also asked if staff had been in contact with anyone regarding the Chisholm Ridge Ponds. Marsh answered yes.

Coon had nothing to report.

Mayor Ussery asked for staff to send out the new EMS ambulance rates to anyone in the 67026-zip code.

**INSERT Executive Session**

**Motion:** *Titterington* moved, *Palmer-Witt* to recess into executive session pursuant to the financial affairs or trade secrets of a second party to include the City Administrator and the City Attorney. The open meeting will reconvene in the City Council Chamber at 7:31p.m.

Mayor Ussery reconvened the meeting at 7:31pm and stated no action was taken in executive session.

**11. Adjournment**

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

**MOTION:** *Coon* moved, *Papish* seconded to adjourn the meeting. Voted and passed unanimously. The meeting adjourned at 7:33 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 July 24, 2018 City Council meeting.

Given under my hand and official seal of the City of Clearwater, Kansas, this 14<sup>th</sup> day of August 2018

  
Courtney Meyer, City Clerk



