

City of Clearwater, Kansas
Sedgwick County
City Council Meeting - **MINUTES**
November 13, 2018
Clearwater City Hall – Council Chambers
129 E. Ross Avenue Clearwater, KS 67026

1. Call to Order/ Invocation and Flag Salute

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

Tex Titterington was absent.

The following staff members were present:

Ron Marsh, City Administrator; Courtney Meyer, City Clerk; Bill Hisle, Chief; Ernie Mlsak, Director of Public Works; Austin Parker, City Attorney.

Others present: Lindsey and Alexis Titterington, Lacey Wolf, Sage Gonsalves, Abran Avuber, Bryson Harman, Gage Sarastorz, Rylie Noland, Courtney Long, David Long, Alex Bolln, Conner Branton, Andrew Miner, Dave and Jessa Johnson, Russell Roberts, Lonnie Robers, Lonnie Stieben, Chance Headley, Tucker Stiles.

3. Approval of the Agenda

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

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

Motion: *Papish* moved, *Coon* seconded to accept the November 13, 2018 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 10/23/18 Council Meeting
Claims and Warrants - \$91,404.14

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

6. Staff Reports

a. Chief Hisle stated his report was in the packet and asked if there were any questions. Council did not have any questions

b. Ernie Misak, Public Works Director – stated he had an update on the sewer lagoon ponds. The

sewer ponds passed the October inspection. Another month of passing and the City will be able to turn in the required report to the State.

7. Business

a. Walkability Study

Ben Wagner from Vireo Co. presented the materials they prepared through the walkability study. The walkability study was done by obtaining a grant through WAMPO. Ben Wagner explained that this was a presentation designed to help get grants for future projects. This did not include any cost to complete any of the walking paths.

b. Audit Presentation

Gary George, George Bowerman and Noel P.A., explained the City of Clearwater Financial Statements of 2017.

Motion: *Griffin* moved, *Coon* seconded to accept the audit. Voted and passed unanimously.

c. Consider Plaque Recognizing the Harrington Family Land Deed

In 1922 the Harrington Family of Clearwater deeded a portion of their property to the City to be used as a City Park. Today that portion of City Park is the west half where the baseball field is located.

It has been requested by the family to have a plaque erected in City Park acknowledging the donation by the family to the City. The plaque will be placed on a stand/pedestal next to the flag pole behind the backstop.

Cost of the plaque alone is \$320.00. The funds will come from the administrative discretionary fund. There will be an additional cost to construct a stand to display it on.

The City Attorney has reviewed the original deed. Comment as necessary.

The recommendation is to approve spending the funds from the administrative discretionary line item with costs not to exceed \$800.00

Mayor Ussery asked if a member of the Harrington family had seen the proposal. Marsh stated Yvonne Coon and Tom Corr had both seen it and approved it.

Motion: *Palmer-Witt* moved, *Papish* seconded to approve the purchase and placement of the plaque. Voted and passed unanimously.

d. Consider Park Advisory Board Request for Benches

When the school district began the bond project last spring, several large, long standing trees were removed from the area around what had previously been Clearwater High School and is now the middle school. An enterprising citizen recommended that City have one of the trees carved into a sculpture for the City Park. This was given to the Park Advisory Board for action.

After discussion at several early meetings, the Park Advisory Board did not feel a sculpture would be something to benefit the community and instead has researched using the tree to make benches for the park. The board has talked to a couple of milling experts that feel they can get three quality benches from the tree.

The cost for milling and building the benches is \$2000.00 This includes an in-kind donation of \$680.00. The funds would come from Special Parks.

Staff recommends approving spending \$2000.00 to build the benches for City Park.

Motion: *Palmer-Witt* moved, *Coon* seconded to approve the \$2000 to have the benches constructed. Voted and passed unanimously.

Council asked that staff come back to them with the plan on how the benches will be mounted in the park and position be more permanent.

e. Consider Police Department Remodel Bids

Last January, the Governing Body approved a bid from South Central Adjusting (SCA) for the Police Department remodel in the amount of \$20,659. The remodeling includes moving the evidence room, moving the Chief's office and constructing a more secure front desk area for the Clerk.

While conducting the pre-construction walk through, other improvements were recommended, priced and brought to City Staff. These additional improvements pushed the cost of the project above the budgeted amount of \$25,000. It was decided to go back out for bid to give each vendor an opportunity to bid on the increased project. The bids were sent to 4 vendors with 2 responses received and both were much higher than the budget. It was then decided to scale back the project to the original scope and bid one final time. Two bids were received, SCA in the amount of \$23,648.85 and Triple B Construction in the amount of \$22,659.00.

The 2018 budget has \$25,000 for the police department remodel. The bids are within that budgeted amount.

Staff recommends accepting the bid of SCA in the amount of \$23,648.85. The bid was originally awarded to SCA and the cost difference is less than \$1000. Staff is comfortable with either company and both will do an excellent job.

Council asked if the plans had been reviewed and are ADA compliant. Marsh stated he couldn't answer that question. Council asked that staff talk with Sedgwick County Inspection about what the requirements will be for a project of this size. Council also wanted more information about SCA, what projects have they done, what is the scope of that work, etc.

8. Administrators Report

- Street and drainage improvements for Chisholm Ridge Phase 3 are underway.
- Christmas Comes to Clearwater is December 1st from 5pm – 9pm.
- Interviews for the Senior Community Center Director have begun.
- City offices will close early on November 21st (day before Thanksgiving) at 3:00pm.

Papish asked if a search committee has been formed for the Emergency Service Director. Marsh stated no, but applications close next Friday and the search committee should be formed by next council meeting.

9. Governing Body Comments

Griffin had nothing to report

Palmer-Witt stated she will not be at the December 11th meeting

Papish stated she will be absent on December 11th and asked what the liability of the Mikesell property will be if going to another owner. Ussery stated the results could be the same as Chisholm Ridge where the new owner defaults on the taxes. Nothing is for certain what will happen, but the City will have an interest in the new owner.

Coon had nothing to report

Ussery recognized Clerk Courtney Meyer for her accomplishment of becoming a Certified Municipal Clerk in less than four years and also congratulated her on her upcoming graduation from the CCMFOA Institute.

10. 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 8:05 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 November 13, 2018 City Council meeting.

Given under my hand and official seal of the City of Clearwater, Kansas, this 27th day of November 2018



Courtney Meyer, City Clerk

