

**City of Clearwater, Kansas**  
Sedgwick County  
City Council Meeting - **MINUTES**  
January 10, 2023  
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 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; Justin Shore, Crystal Walter, Chad Pike, Tex Titterington, and Tim Robben.

**3. Approval of Agenda**

Mayor Ussery asked if there were any modifications to the agenda. Zollinger stated that Item C, Pocket Park Proposal and D, Art Walk Special Event Request needed to be moved before item A, Engineering Services CED for Indian Ridge.

**Motion: *Robben* moved; *Titterington* seconded to approve the agenda as modified. Voted and passed unanimously.**

**4. Public Forum**

Parker May was present with Lindy May speaking for him regarding concerns at a previous council meeting and requesting meeting with CEO of May Chiropractic and the governing body to address concerns. Lindy May stated her concerns of the last public forum that Dr. May spoke at as well as past due invoices and their benches being damaged during the Christmas at Clearwater event. Dr. Karl May thanked Tricia Nichols regarding the Art Walk. He spoke on previously addressed concerns regarding the road closures and police matters during events happening in the City.

**5. 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  
Appropriation Resolution 01-2023  
Boundary Resolution 02-2023  
Fee Schedule Resolution 03-2023  
Designate Official Auditor  
Designate Official Depository  
Designate Official Newspaper

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

**6. Staff Reports:**

- Administration Office – Courtney Zollinger – The use of the Concession stand will be put on the Workshop for January 31<sup>st</sup>. The water damage at the library was from the spring and is being repaired this week due to backorders and scheduling. The active nuisances are not all one property owner. The financial report showed budget going over due to raise in Gas and Electric bills, the tax share helped with the revenue for 2022.

- Fire Department –Jared Dinwiddie – The 2023 reports for Sedgwick County will be updated at the next council meeting.
- Police Department – Kirk Ives via Go To Meetings – Council discussed the policy for how the dog tags are enforced. Free registration to Clearwater residents for their dogs will be this Thursday, it was not scheduled on the weekend due to overtime. The City has not received any complaints about this events schedule.
- Park – Chadd Posch – The new epoxy surface on the basketball court made for easier maintenance. The Christmas decorations are evaluated before being stored and extra are kept on hand. The batting cage nets are left up if the weather is nice, the soccer nets belong to AYSO.
- Public Works – Cole Hollis – The most recent lagoon sample passed. Barley has been added and seems to help with the control of algae.
- Senior Center – Amber Ives – There were 37 attendees at the lunch today. The attendee numbers for the beginning of the year were around 100 and at 157 unduplicated attendees for the end of the year.

## 7. **Business**

### a. **Pocket Park Proposal**

Tricia Nichols presented plans for the pocket park proposal. The city purchased 100 E Ross in 2017. All new developments or plans must go before the Planning Commission for them to determine if the plan is in line with the Comprehensive Plan. A community member went before the Planning Commission with a proposal to turn that lot into a pocket park. The Planning Commission reviewed the idea and determined that the proposal is in line with the newly adopted Comprehensive Plan. The proposal includes seating, parking, art displays, and green space. The next step in the process is to bring the idea before the council to see if this is a plan they would like to entertain for use of that lot. The financial commitment requested from the city is to invest in created a shovel ready plan. This way the city would have an idea what it would cost to create the space and be able to apply for grants. The estimated amount to create the plan is roughly \$3,000 to get an engineer’s estimate and professional drawings. There is \$40,000 in reserve for Ross/Tracy empty lot improvements. Council discussed getting other options along with the pocket park such as a parking lot which will raise the cost to create a plan.

**Motion:** *Titterington* moved; *Shore* seconded to authorize a budget not to exceed \$5,000 to create engineers estimates and professional drawings to bring back to council. Voted and passed unanimously.

### b. **Art Walk Special Event Request**

The annual Art Walk will be held April 7, 2023 from 6 to 9pm. The event has requested the use of City Hall, 100 E Ross (empty lot), and the Library. Chief Ives has recommended the road closures on Ross Avenue between Gorin and Byers between 5:00pm to 9:30pm to allow for safe set up, attendance and tear down.

**Motion:** *Walter* moved; *Shore* seconded to Approve the Mayor to issue the Special Event Permit for use of public property for the 2023 Art Walk Event. Voted and passed unanimously.

**Motion:** *Shore* moved; *Titterington* seconded to approve the road closures for the 2023 Art Walk event on Ross Avenue between Gorin to Byers. Voted and passed unanimously.

### c. **Engineering Services CED for Indian Ridge**

Garver has been hired as the engineer for Indian Ridge. CED is the city’s engineer and should review the plans and consult the engineer and contractors on the project and also conduct onsite

inspection during the construction phase. The city's engineer cost is part of the overall cost of the project and will be rolled into the special assessments of the properties. CED's portion of the project is not to exceed \$123,294.

**Motion:** *Shore* moved; *Pike* seconded to authorize the mayor to execute the engineering services contract between City of Clearwater and Certified Engineering Design, P.A. Voted and passed unanimously.

**d. Indian Ridge Water Loop Cost Share**

When reviewing the water drawings for the new Indian Ridge addition, Cole Hollis noticed the designs were extending on a service line that already serviced multiple locations. Cole pointed out that the homes that would be at the end of the new addition (Indian Ridge) would most likely not have adequate water pressure if the system was not looped. Upon review Cole took a pressure test at hydrant at the end of the line during a peak time and found the water pressure at 37psi. Logan Mills spoke with Garver who is working on the designs for Indian Ridge to include the looped line. The cost for the change will be approximately \$20,000, \$4,560 for the design fee and \$16,260 for the installation. It is recommended that this be a shared cost with the City of Clearwater and Indian Ridge since it will benefit both. With the change in looping the system the city will need to update the contract with an amendment for Garver for the project. Council discussed when the contract comes back it needs to include that Garver agrees to pay 50/50. Logan Mills has the conversation agreed upon in his email.

**Motion:** *Pike* moved; *Titterington* seconded to authorize the mayor to sign contract amendment no. 1 with Garver and approve the cost share 50/50. Voted and passed unanimously.

**e. 3<sup>rd</sup> Party Mowing City Parks – Bid Award**

The city does not hire seasonal mowers until school is out and it is hard for public works to keep up on mowing with the spring weather. These points were brought up during the budget discussion. Council agreed and adopted the budget to include 3<sup>rd</sup> party mowing for the specific area in the parks that are highly attended in that time frame. A bid request was sent out asking for pricing. The 2023 budget allowed for \$16,000 for 3<sup>rd</sup> party mowing. The city received two bids:

Whitney Landscaping	\$5,800.00
Jeffery Jarvis	\$24,265.00

Council would like staff to ask Whitney Landscaping if negotiations can be made if mowing is needed more than once every two weeks.

**Motion:** *Titterington* moved; *Walter* seconded to Award the bid Whitney Landscaping for 2023. Voted and passed unanimously.

**f. 4<sup>th</sup> of July Fireworks Display**

Victory Pyrotechnics is scheduling the 4<sup>th</sup> of July fireworks show. Due to demand, they are not scheduling any show for July 4<sup>th</sup> that is less than \$10,000.00. For 2023 the budget for city contribution to the fireworks show is \$5,000.00. Rainbow Fireworks confirmed that they would be able to take a \$5,000 show on 4<sup>th</sup> of July. If the city would like Victory Pyrotechnics to do the show on July 4<sup>th</sup>, then sponsors will need to be found for the other half. Council would like to see contracts from both companies for the date of the 4<sup>th</sup> with the specifications of what the show will intel. This item has been tabled until next council meeting.

**8. Governing Body**

Walter – Questioned if the sign at Ross and Tracy was repairable, Zollinger stated it seems to be electrical and needs to contact the school since they handle that aspect.

Shore – Will be attending the local government day in Topeka on the 25<sup>th</sup>. Discussed fee's being added if the City utility lines are hit on more than one instance.

Pike – Asked about the Workshop items, Zollinger stated it will be the remaining topics from the previous workshop with 2 additions.

Titterington – None

Robben - None

Ussery – Hammer's Prairie Park Foundation met last night to discuss the roles of the foundation and the City. There will be an update for the Governing body at the next council meeting and a news/public release being presented for approval. They are still looking for a member for the foundation.

**9. Executive Session**

None.

**10. Adjournment**

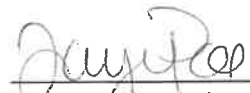
**Motion:** *Shore* moved; *Walter* seconded to adjourn the meeting. Voted and passed unanimously. The meeting adjourned at 7:49 PM

**CERTIFICATE**

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

I, Jaye Poe, 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 January 10<sup>th</sup>, 2023, City Council meeting.

Given under my hand and official seal of the City of Clearwater, Kansas, this 24<sup>th</sup> day of January 2023.

  
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Jaye Poe, City Clerk

