

**City of Clearwater, Kansas**  
Sedgwick County  
City Council Meeting - **MINUTES**  
January 24, 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 Mayor stated the entire governing body was present since the Clerk was on GoTo Meetings. The following members were present:

Mayor Burt Ussery, Councilmembers; Justin Shore, Crystal Walter, Chad Pike, Tex Titterington, and Tim Robben.

The following staff members were present:

Courtney Zollinger, City Administrator, Jaye Poe, City Clerk via GoTo, Cole Hollis, Amber Ives, Chadd Posch Jared Dinwiddie, and the City Attorney.

The following residents were present:

Samantha Warkins, Rusty Warkins and Steve Hatfield

**3. Approval of Agenda**

Mayor Ussery asked if there were any modifications to the agenda. Zollinger stated Item 8b, BowerComm Marketing Plan update, needed to be removed.

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

**4. Public Forum**

None.

**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

CFAP Agreement

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

**6. Citizenship Award 2022**

Over the past few years, I've had the privilege to identify someone who has had a significant impact on the City of Clearwater for their significant contributions to the community. I've had the pleasure of recognizing: Lonnie Stieben David Papish Kathy Merchant Yvonne Coon

For 2022, the person that I'd like to recognize has also made significant contributions to the community in many different ways, which include serving on and as the Chairman of the Park Advisory Board, a member of the Planning Commission and the Board of Zoning Appeals, serving on and the President of the Fall Festival Committee, and serving on the Historical Society Board. In every capacity, always cheerful, enthusiastic, presenting a positive "can do" attitude. Never hesitating to jump in where needed and provide leadership and assistance. Steve Hatfield, saying, "when asked to take a leadership role, there was no hesitation and there was immediate organization brought to the committee"! Referring of the Fall Fest Committee. Chadd Posch added, "with knowledge of structural

engineering, provided practical input and suggestions on many projects. Always eager and willing to help in any way. A crucial member of the community and does constant volunteer work to selflessly improve and preserve the history of a community! Of course, I'm talking about Samantha Warkins. On behalf of the City of Clearwater, as the Mayor, I am extremely proud to recognize Samantha as the 2022 Citizen of the Year! Thank you, Samantha, for your many contributions and countless hours of service to our community.

## 7. Staff Reports:

- Administration Office – Courtney Zollinger – Council discussed having data to review for past housing incentives. Zollinger has requested to have one bridge at a time worked on as the ETA for the repairs are to begin when school gets out for the summer. The City updated their field usage agreement to include temporary fencing for the JV field 3 be the responsibility of the school.
- Fire Department – Jared Dinwiddie – The retiree dinner was a success. Members are balancing out to around 25, they are losing a couple and gaining a couple.
- Police Department – Kirk Ives – Council discussed the success of Dog Tag Day.
- Parks – Chadd Posch – Council had no questions.
- Public Works – Cole Hollis – Hollis added that the warranty will be covering the truck repairs. The railroad will be sending a crew to review the issues reported when the weather gets nicer.
- Senior Center – Amber Ives – Commodities will be in tomorrow and can be distributed at our own discretion. Amber will be utilizing Public Works for storage of commodities.

## 8. Business

### a. Clearwater Fall Festival Special Event Permit

Clearwater Fall Festival has booked the carnival for October 6-7, 2023. The Fall Festival would like permission to use City Park and Chisholm Trail Sports Complex for the 2023 Fall Festival from October 4<sup>th</sup> through October 8<sup>th</sup>. The parade is scheduled for October 7<sup>th</sup>. The parade route will be the same as last year (West on Ross, North on Tracy, East on Wood, South on 4<sup>th</sup>) Street closures will be on Ross Ave between 4<sup>th</sup> and 1<sup>st</sup> from Friday around 4pm to Saturday at 11pm for the festival. Samantha Warkins added that they will be having a meeting in February and are looking for volunteers.

**Motion:** *Robben* moved; *Pike* seconded to approve the special event permit for the Clearwater Fall Festival to utilize public property for October 4-8. Voted and passed unanimously.

### b. BowerComm Marketing Plan Update

Item removed.

### c. Petition Indian Ridge Water

At the last council meeting Council was informed of the needed water loop design for Indian Ridge. The proposal was to split the cost 50/50 between Special Assessments and City at Large. Garver is resubmitting a petition for water line improvements for Indian Ridge to include \$10,000 of the water loop project. \$10,000 of the water loop project will be paid by the city at large and the other \$10,000 by special assessments. Gilmore and Bell Bond Counsel has reviewed the petitions and will put together the resolution for the Council's approval.

**Motion:** *Shore* moved; *Titterington* seconded to accept the new petition and approve Resolution 04-2023. Voted and passed unanimously.

### d. 4<sup>th</sup> of July Fireworks Contract

At the last meeting the council discussed options for the 4<sup>th</sup> of July firework display. Victory Pyrotechnics, the company we have used for the past 5 years, will not be able to do a display for less than \$10,000 on 4<sup>th</sup> of July due to demand. In the 2023 budget the fireworks budget was reduced back to \$5,000 which was the budget for many years and only increased to \$8,000 after working with Victory. The options then for the 2023 4<sup>th</sup> of July fireworks display was to:

1. Stay with Victory Pyrotechnics and change the display day to a weekend that wasn't the 4<sup>th</sup>.
2. Stay with Victory and try and raise another \$5,000 to increase the funding to \$10,000 for a 4<sup>th</sup> display.
3. Hire another company to do the display on the 4<sup>th</sup> for the budgeted amount of \$5,000.

The consensus with the council was to keep the 4<sup>th</sup> of July as the display date since that is the holiday and to compare what a \$5,000 show would be to a \$10,000 show. Both Victory Pyrotechnics and Rainbow Fireworks submitted their proposal for council review. Council discussed fundraising for the remaining \$5,000 since it was budgeted for \$5,000 only during the budgeting process. After discussion, council decided to go with Victory Pyrotechnics.

**Motion:** *Shore* moved; *Pike* seconded to hire Victory Pyrotechnics for a 15-minute show for \$10,000. Voted and passed unanimously.

**9. Governing Body**

Walter – Nothing.

Shore – Nothing.

Pike – Nothing.

Titterington – Nothing.

Robben – Nothing.

Ussery – The City has agreed to build a fence when Hammer's Prairie park was being discussed and the quotes will be brought to council for review. It will be a split rail fence. The park will have trails and signage for educational purposes. There will be four generations of the Hammer's family in town this June for the press release of the park.

**10. Executive Session**

**Motion:** to recess into executive session for consultation with an attorney on matters that would be deemed privileged in attorney-client relationship, to include Attorney's, Governing body and City Administrator. We will reconvene the open meeting in the City Council Chamber at 7:25 p.m.

**Motion:** *Walter* moved; *Shore* seconded to recess into executive session and reconvene at 7:25pm.

There was no action taken.

Council Workshop will be held next Tuesday on the 31<sup>st</sup>. Donation Acceptance, Purchasing Policy, Snow and Ice, sign regulations, road project funding.

**11. Adjournment**

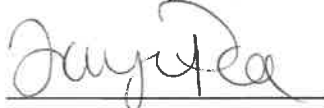
**Motion:** *Shore* moved; *Pike* seconded to adjourn the meeting. Voted and passed unanimously. The meeting adjourned at 7:26 PM

**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 24<sup>th</sup>, 2023, City Council meeting.

Given under my hand and official seal of the City of Clearwater, Kansas, this 14<sup>th</sup> day of February 2023.



Jaye Poe, City Clerk

