

**City of Clearwater, Kansas**  
Sedgwick County  
City Council Meeting - **MINUTES**  
May 10, 2022  
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; Tim Robben, Tex Titterington, Crystal Walter, and Justin Shore were present. Chad Pike was not present.

The following staff members were present:

Courtney Zollinger, City Administrator, Jaye Poe, City Clerk, and Trisha Nichols Police Clerk. Cole Hollis, and Chief Jared Dinwiddie were present via Go To Meetings.

Residents: Casey Blokzyl, Xavie Blokzyl and Connie Flemming, were also present.

**3. Approval of Agenda**

Mayor Ussery asked if there were any modifications to the agenda. Zollinger stated item 8b Approve hire of full-time park operator needed to be added. Mayor Ussery called for a motion to approve the agenda as modified.

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

**4. Public Forum**

Casey Blokzyl wanted to voice his concern on the condition of the roads on Southeast Drive. There is excess rock on the street and his children ride their bikes and have crashed due to the loose rock. Connie Flemming brought up a bag with the rock When it gets hot the tar get's sticky and seems to release the rocks. Casey handed out pictures from before and after the streetsweeper had been down the road. He wanted to appreciate the efforts of trying to fix the road, but it is not working. Mayor Ussery thanked him for bringing this to the Council's attention and will get with Public Works and the City Administrator on how to proceed with this issue.

**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
- Approve Hire Seasonal
- Approve Hire Fire Volunteer Services
- Fireworks Stand Permit
- Court Write Off
- Approve Hire Full Time Parks Operator

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

**6. Proclamation – National Police Week**

Mayor Ussery read the Proclamation Presented by the City of Clearwater honoring National Police Week.

## 7. Staff Reports:

- Administration Office – Courtney Zollinger – The water tower is scheduled to be painted in January of 2023. The City Clerk and City Administrator will be attending the annual budget class put on by the state on May 16<sup>th</sup>. The City has until July 20<sup>th</sup> to notify the County Clerk if the City will be going over the Revenue neutral rate. Update on the Park Shelter’s that the masonry for the faux fireplace as well as the mantel and minor details are all that needs to be done, they are working to get it completed before 1 pm on Thursday, May 12<sup>th</sup>. Council asked if it was a working fireplace, Zollinger stated that it is not. Council suggests putting faux logs and a fireplace grate up, so residents know it is not a place to start any fires. cameras are ready to be installed, wiring just needs to be ran. The concrete will be worked on for the basketball court next week to fix the broken area of the court. The City is waiting on quotes for concrete work at the Sports Complex, Police Department, outside of the basketball court, pool and the City park. Shore asked if there would be internet access at the new park shelters. Zollinger stated that SKT had previously mentioned offering free Wi-Fi access at the shelters, but it is up to them.
- Fire Department –Jared Dinwiddie – Shore asked what the maximum capacity of the tornado shelter was, Dinwiddie was not certain, but Zollinger and Ussery thinks it is about 55. Shore asked what the process was for unlocking the doors in severe weather. Dinwiddie said if there is a tornado watch they make sure it is unlocked, the key is up at the station and whoever is on duty can go grab the key. Titterington suggests that the City put information about the shelter on the City website.
- Police Department – Kirk Ives was not present– The Sheriff of Sedgwick County will be launching a Fentanyl awareness campaign on the 16<sup>th</sup> of this month due to the rise in overdoses in the state and county. Shore asked if the officers carry the Narcan. Robben asked if the officer’s have had training with the Narcan, Zollinger stated that they have had the training and have used it and saved lives. Titterington asked if there was a reason arrests were up, Zollinger stated there is no particular reason.
- Park – Chadd Posch was not present– Mayor Ussery asked if the surface they were putting on the basketball court would shred away water and not get slick when it got wet. Zollinger stated it is the same material being used in the bathroom and Concession building. Walter asked if there were enough picnic tables for the new shelters, Zollinger stated that there should be but if not, the Lyons club has already offered to supply funds for any additional tables needed.
- Public Works – Cole Hollis – Mayor Ussery asked if the painting of Yvonne Drive got scheduled yet. Hollis is waiting on the company to get back with him to set up a time, but they did receive the corrected quote to proceed. Ussery suggested that Hollis get with Zollinger on the issue with Southeast Drive and will follow up with the both of them on Monday. It is a safety risk and the City has an obligation to look into the issue. Titterington stated Park Glen had issues with their streets, Zollinger will review all roads that were fixed with the material as Southeast Drive. The City will not consider using the same product in the future.
- Senior Center – Amber Ives was not present. Zollinger updated that their were 25 people who showed up to the lunch & learn. The Senior Center will be having Root Beer Floats on Thursday after the ribbon cutting at the park shelters.

## 8. Business

### a. Mayor Appointments

## 2022-2023

### ADMINISTRATIVE

|                    |                               |
|--------------------|-------------------------------|
| Courtney Zollinger | City Administrator/ Treasurer |
| Jaye Poe           | City Clerk/ FIO               |

### CHISHOLM TRAIL RECREATION COMMISSION (May – May) 4 yr term

|              |             |
|--------------|-------------|
| Jamie Tjaden | 2022 – 2026 |
|--------------|-------------|

### PARK ADISORY BOARD (May to May) 4 yr Term

|              |             |
|--------------|-------------|
| Craig Mellen | 2022 – 2026 |
|--------------|-------------|

### PLANNING COMMISSION (May to May) 3 yr Term

|              |                    |
|--------------|--------------------|
| Kenny Watson | 2022 - 2025 City   |
| John Hurley  | 2022 - 2025 County |
| Mike McBee   | 2022 - 2025 City   |
| Vacant       | 2022 - 2025 City   |

### REAP REPRESENTATIVES

|                    |      |
|--------------------|------|
| Burt Ussery        | 2022 |
| Courtney Zollinger | 2022 |

### HISTORICAL SOCIETY BOARD

|          |             |
|----------|-------------|
| Bob Pugh | 2022 – 2026 |
| Vacant   | 2022 – 2026 |
| Vacant   | 2022 – 2026 |

### SENIOR CENTER ADVISORY BOARD (May – May) 3 yr term

|        |             |
|--------|-------------|
| Vacant | 2020 – 2023 |
|--------|-------------|

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

i. Full list of staff and boards

## 2022-2023

### ADMINISTRATIVE

|                    |                               |
|--------------------|-------------------------------|
| Courtney Zollinger | City Administrator/ Treasurer |
| Jaye Poe           | City Clerk/ FIO               |
| Carol Reitberger   | Deputy Clerk                  |
| Jennifer Hill      | City Attorney                 |
| Jamie Endsley      | Court/Office Clerk            |
| Amber Ives         | Senior Center Coordinator     |

### PUBLIC WORKS DEPARTMENT

|              |                       |
|--------------|-----------------------|
| Cole Hollis  | Director              |
| Jason Biggs  | Operator I            |
| Philip Rush  | Operator I            |
| Cole Collier | Operator I            |
| Kenny Hughes | Dump Coordinator (PT) |
| John Mishler | Dump Coordinator (PT) |

### PARKS/ FACILITY MAINTENANCE

|                 |                  |
|-----------------|------------------|
| Chadd Posch     | Superintendent   |
| Patricia Seiler | Maintenance (PT) |
| Jace Ives       | Mower Seasonal   |

**FIRE DEPARTMENT****FIREFIGHTER/ MEDICAL**

|                         |   |
|-------------------------|---|
| Jared Dinwiddie         | Fire Chief/ EMT                             |
| Justin Patrick          | Chief Med Of. / Paramedic/ FF/ Training Of. |
| Gabrielle Simon         | Paramedic                                   |
| Michael Cowherd         | EMT/ FF                                     |
| Kyle Berger             | EMT/ FF                                     |
| Andy Rakes              | EMT/ FF                                     |
| Luke Davis              | EMT/ FF                                     |
| Donald Schauf           | Paramedic/ FF                               |
| Lisa Corr               | AEMT  |
| Elizabeth Riddle-Kindle | EMT   |
| Clara Warren            | EMT   |
| Timothy Robben          | Paramedic                                   |

**FIREFIGHTER ONLY**

|                   |                     |
|-------------------|---------------------|
| Kurtis Lauterbach | Asst Fire Chief/ FF |
| Carl Fry          | FF Captain/ FF      |
| Jason Templin     | FF Captain/ FF      |
| Kolby Lauterbach  | FF                  |
| Rick Kindle       | FF                  |
| Hank Pate         | FF                  |
| Caven Lewis       | FF                  |
| Nick Schauf       | FF                  |
| Haley Fry         | FF                  |
| Trent Zimmerman   | FF                  |

**POLICE DEPARTMENT**

|                  |                      |
|------------------|----------------------|
| Kirk Ives        | Chief of Police      |
| Jason Gearhardt  | Lieutenant           |
| Lee Harp         | Sergeant             |
| Zach Nolan       | Officer              |
| Michael Pickens  | Officer              |
| Justin Jacks     | Officer              |
| Darrell Haynes   | Officer (PT)         |
| Roy Riggs        | Officer (PT)         |
| Justin Patrick   | Officer (PT)         |
| James Baney      | Officer (PT)         |
| Steve McCorkill  | Officer (PT)         |
| Patricia Nichols | Police Records Clerk |
| Becky L Hurtig   | Municipal Judge      |
| Larry Linn       | City Prosecutor      |
| Pat Lambert      | Animal Control       |

**AQUATIC CENTER**

|                    |                   |
|--------------------|-------------------|
| Chuck Reitberger   | Pool Manager      |
| Mary Mellen        | Asst Pool Manager |
| Emily Cotton       | Lifeguard         |
| Shannon Cleary     | Lifeguard         |
| Autumn Chmieleski  | Lifeguard         |
| Elle Schwerdtfeger | Lifeguard         |
| Elizabeth Tjaden   | Lifeguard         |
| Kaylee Hampton     | Lifeguard         |
| Aiden Snell        | Lifeguard         |
| Rocky Hennes       | Lifeguard         |
| Jacob Wilson       | Lifeguard         |

|                     |                       |
|---------------------|-----------------------|
| Kyran Owen          | Lifeguard             |
| Alyssa Robertson    | Lifeguard             |
| Zach Kirby          | Lifeguard             |
| Brecken Whitney     | Basket Room Attendant |
| Aubrey Gill         | Basket Room Attendant |
| Andi Hutchinson     | Basket Room Attendant |
| Brynna Christiansen | Basket Room Attendant |
| Camryn Carlson      | Basket Room Attendant |

**CHISHOLM TRAIL RECREATION COMMISSION (May – May) 4 yr term**

**CITY**

|              |             |
|--------------|-------------|
| Jamie Tjaden | 2022 – 2026 |
| John Hurley  | 2019 – 2023 |

**USD 264**

Steve Babb  
Brian Christiansen

**AT LARGE (appointed by Rec Commission)**

Wayne Berntsen

**PARK ADISORY BOARD (May to May)**

**4 yr Term**

|                 |             |
|-----------------|-------------|
| Landon Doll     | 2021 – 2025 |
| Samantha Dillon | 2021 – 2025 |
| Connie Fleming  | 2019 – 2023 |
| Tawny Fisher    | 2020 – 2024 |
| Craig Mellen    | 2022 – 2026 |

**PLANNING COMMISSION (May to May)**

**3 yr Term**

|                  |                    |
|------------------|--------------------|
| Kenny Watson     | 2022 - 2025 City   |
| Lyle Berntsen    | 2020 - 2023 City   |
| John Graham      | 2020 - 2023 County |
| Samantha Warkins | 2020 - 2023 City   |
| John Hurley      | 2022 - 2025 County |
| Mike McBee       | 2022 - 2025 City   |
| Vacant           | 2022 - 2025 City   |

**PUBLIC BUILDING COMMISSION (Jan – Jan) 4 yr Term**

|                  |             |
|------------------|-------------|
| Bob Cumming      | 2019 – 2023 |
| Dena Schule      | 2019 – 2023 |
| Jeanne Long      | 2021 – 2025 |
| David Papish     | 2020 – 2024 |
| Chuck Reitberger | 2020 – 2024 |

**REAP REPRESENTATIVES**

|                    |      |
|--------------------|------|
| Burt Ussery        | 2022 |
| Courtney Zollinger | 2022 |

**HISTORICAL SOCIETY BOARD**

|                   |             |
|-------------------|-------------|
| Bob Pugh          | 2022 – 2026 |
| Samantha Dillon   | 2020 – 2024 |
| Vacant            | 2022 – 2026 |
| Vacant            | 2022 – 2026 |
| Sue Smith         | 2019 – 2023 |
| Jennifer McMillan | 2021 – 2025 |
| Charles Becker    | 2021 – 2025 |
| Greta Colbert     | 2021 – 2025 |
| Pam Roberts       | 2019 – 2023 |

**LIBRARY BOARD**

|                             |             |
|-----------------------------|-------------|
| George Wilbur - Chairman    | 2021 – 2025 |
| Tricia Nichols – Vice Chair | 2019 – 2023 |

|                                     |             |
|-------------------------------------|-------------|
| Capsa Reed                          | 2020 – 2023 |
| Michelle Dinwiddie - Secretary      | 2019 – 2023 |
| Doris Schulze – Replaced Vicki Wise | 2020 – 2024 |
| Jenna Roskilly - Treasurer          | 2021 – 2025 |
| Kelly Mize                          | 2020 – 2024 |

**SENIOR CENTER ADVISORY BOARD (May – May) 3 yr term**

|                |             |
|----------------|-------------|
| Vacant         | 2020 – 2023 |
| James Charles  | 2020 – 2023 |
| Maureen Bailey | 2021 – 2024 |
| Carol Clark    | 2021 – 2024 |
| Tom Wallace    | 2021 – 2024 |

**9. Governing Body**

Walter – Would like for everyone to come to the Ribbon cutting on Thursday for the Park Shelters.

Shore – seconded Walter’s comment and suggested the City look into expanding the tornado shelter or looking into building regulations to add a safe room in new builds, up for discussion. In the past the funding and space had been an issue.

Pike – absent.

Titterington- None.

Robben- None.

Ussery – WAMPO approved 95<sup>th</sup> from Derby to Clearwater for future growth which will allow this to qualify for federal funding within the next 2 years. Dan Squires with Derby presented all the different things that Derby was doing and would like to invite him to Clearwater to present it to the City. This may give good ideas to the City. 9 cities submitted their comprehensive plan for active transportation plan, 2 have not. Clearwater was one that had not submitted their active transportation plan. The walkability plan was sent to different organizations. Zollinger stated that the City of Clearwater does not have the active transportation plan yet, that is what is being put together in the Comprehensive plan. Mayor Ussery would like to discuss incentives to revitalize the downtown area with things like murals. The businesses and the City could work together to fund this idea. Signage is not an issue in Clearwater. The housing study needs to be done it has been scheduled since 2021, Zollinger has reached out again to SCKEDD and has not heard back from them. Mayor Ussery would like to personally reach out to SCKEDD to see what Clearwater needs to do to get this scheduled. Zollinger stated that with Covid they pushed it back and they have had a lot of turn around and can not get a clear answer. Mayor Ussery would like to learn more about Star Bonds. How do they work, how do they get funded, when can they be used and when can’t they? The property that the City acquired North of Chisholm Ridge would be an ideal location for an upper to medium scale apartment complex. CRV81 & 82 have been shut down on the weekends Clearwater expects the services promised. May 29<sup>th</sup> will be a work session. Robben will not be here for that meeting.

**Adjournment**

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

**Motion:** *Titterington* moved; *Walter* seconded to adjourn the meeting. Voted and passed unanimously. The meeting adjourned at 7:34 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 May 10, 2022, City Council meeting.

Given under my hand and official seal of the City of Clearwater, Kansas, this 14<sup>th</sup> day of June 2022.

  
Jaye Poe, City Clerk