

City of Clearwater, Kansas
Sedgwick County
City Council Meeting - **MINUTES**
July 11, 2023
Clearwater City Hall – Council Chambers
129 E. Ross Avenue Clearwater, KS 67026

1. Call to Order/ Invocation and Flag Salute

Council President Justin Shore 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: Councilmembers; Crystal Walter, Shirley Palmer-Witt, Justin Shore, Chad Pike and Tim Robben. Mayor Burt Ussery was absent.

The following staff members were present:

Courtney Zollinger, City Administrator, Jaye Poe, City Clerk, Amber Ives, Kirk Ives, Jared Dinwiddie, and the City Attorney.

Residents who spoke: Ruth Glenn, Mary Beth Hesa, Mike York, Tim Erwin, Mary Stafford and Jessica Warren.

3. Approval of Agenda

Council President Shore asked if there were any modifications to the agenda, Zollinger stated that the executive session needed to be removed.

Motion: *Shore* moved; *Palmer-Witt* seconded to approve the agenda as modified. Voted and passed unanimously.

4. Public Forum

Ruth Glenn spoke in support of the library. The Library offers the Summer Reading Program with 308 participants, free internet and computer access as well as a meeting space for three different book clubs. The Library does not charge for the services offered to the patrons. Mike York had budget questions regarding the Police Station, Senior Center, and Concession Stand. These are all items not committed to in the budget but have been discussed by Council. The Police department needs room to park their vehicles as the Fire station is getting a new apparatus. The Senior Center is growing in attendance and may need additions to the current building. The concession stand that has been discussed is located at the Sports Complex. Mary Beth Hesa spoke on the needs of the Library building improvements. She also had questions regarding the Police Department and concession stand at the Sports Complex. She has utilized the Police department on a few occasions and feels safe in the town of Clearwater. The \$2 charge on the utility bill in the past was for the payment of the EMS truck and since the City went to volunteer, the vehicle was sold. The funds from the EMS truck sale went back to the Fire Department. Amber Ives spoke regarding her staff report as she had to leave for Senior Swim. The AARP event will cost \$20 for members and \$30 for non-members which will go straight to AARP. There were 64 attendees at the luncheon today. Tim Erwin voiced his concerns about reducing the library MIL and requested the City not charge the Library for their financial services.

5. Consent Agenda

Council President Shore asked if there was any question on the consent agenda and if not asked for a motion to approve.

Minutes

Claims and Warrants

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

unanimously.

6. Staff Reports:

- Administration Office – Courtney Zollinger – Added there was a non-injury accident with a City vehicle today. The incident was handled by the Police Department and has been turned into Insurance. The mowing season has brought on more nuisances than normal. A certified letter is mailed, within 10 days of receipt of the letter it must be mowed, if it does not get mowed then the City pays to have it done and bills the owner. They have 30 days to pay. The sprinkler system at the sports complex is 20 years old and many of the heads have needed to be replaced. Pool memberships are up this year by about \$500. The variance from 6' to 0' was a shed backing up to the privacy fence.
- Fire Department – Jared Dinwiddie – Council discussed the discrepancies with the county staffing, Justin Patrick is working on getting this issue resolved.
- Police Department – Kirk Ives – The Police Department is averaging 1 arrest a day with 7 full time officers, with 2 of them at the Academy there is only 4 patrolling. There was a citation issued for the accident that occurred today with the City vehicle, but not to the City employee.
- Public Works/Parks– Courtney Zollinger – The Lead and Copper samples that were taken will take approximately 30 days to Zollinger's knowledge. These samples are collected City wide and KDHE stipulates the areas to take them from. Public Works has burned some of the small brush at the brush dump, the bigger stuff has been hired out to be removed.

7. Business

a. Professional Services Contract with CED for Park Glen Estates 2nd

CED is the City's engineering firm. Recently the city accepted petitions for installation of internal improvements for Park Glen Estates 2nd. This contract is to hire CED as the consultant on behalf of the city to ensure the project is in accordance to city's design regulations, communicate with the contractors and conduct inspections throughout the process. The design project is not to exceed \$255,092. This amount was part of the petition process and will be covered by the temporary note and will be assessed as part of the special assessments.

Motion: *Pike* moved; *Walter* seconded to authorize the Mayor to sign the agreement with Certified Engineering Design, P.A. Voted and passed unanimously.

8. Governing Body

Walter – The BowerComm mailers for the 1% sales tax election will be going on next week and Zollinger has a meeting scheduled with BowerComm tomorrow to go over more details. Zollinger is unsure of any yard signs being utilized for this marketing campaign. The website will go live on Friday and a press release will be published in the paper next Thursday.

Palmer-Witt – The fireworks show started earlier than what was posted by Victory Pyrotechnics. The City had posted the show to start at dusk to avoid any confusion and was unaware of the company post stating the show to start at 10 pm.

Pike – There were no accidents for the Fire Department over the 4th of July or the weekend after. The bridge work has had delays due to the rain, but the goal is still to have it completed before school starts.

Robben – Enjoys seeing the community members come to the Council meetings and invited them to stay for the budget discussion following this meeting.

Shore – Enjoyed the fireworks show and was glad the 15 minute show vs the 8 minute show was picked.

Wished the absent Mayor Burt Ussery a Happy Birthday.

9. Adjournment

Motion: *Walter* moved; *Robben* seconded to adjourn the meeting. Voted and passed unanimously. The meeting adjourned at 7:11 PM

After the meeting was adjourned, Mary Stafford requested to make comments as she was unaware how the proceedings normally go. Mary stated the Library building is in need of repair due to water damage. They need new shelving and carpet. The library is important as is the Senior Center and Concession stand. Jessica Warren stated the water damage was fixed.

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 July 11th, 2023, City Council meeting. Given under my hand and official seal of the City of Clearwater, Kansas, this 25th day of July 2023.


Jaye Poe, City Clerk

