

**City of Clearwater, Kansas**  
Sedgwick County  
City Council Meeting - **MINUTES**  
October 11, 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; Justin Shore, Chad Pike, Tex Titterington and Tim Robben. Crystal Walter was present via GoTo Meetings.

The following staff members were present:

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

Julie Stimson with Sedgwick County EM was present as well as the following High School students: Bryce Michael, Lauryn Stapinter, Ally Sharp, Ava Schulte and Emily Cotton.

**3. Approval of Agenda**

Mayor Ussery asked if there were any modifications to the agenda. Zollinger stated that Item 7 – Sedgwick County Emergency Management presentation was added.

**Motion: *Robben*** moved; ***Shore*** 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

Utility Write Off - Deceased

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

**6. Staff Reports:**

- Administration Office – Courtney Zollinger – Council discussed the Ducky dash sales start at 9 a.m. and the even will begin at 2 during the fall festival on Saturday. The wristbands and buttons will get people into the free fall festival events, the carnival will be doing their wristbands for ride promotion at the booths. The upgrades look nice in the conference room.
- Fire Department –Jared Dinwiddie – Council discussed EMS offering the CRV for the Fall festival, it has not been asked but if they are staffed, they are more than welcome to participate. The Fire Department will be present during the Fall Festival.
- Police Department – Kirk Ives – The council had no questions.

- Park – Chadd Posch – The treehouse has been taken down and will be replaced when the family approves the replacement equipment. We hope to have a new piece of equipment up by next year.
- Public Works – Cole Hollis – Council discussed the cattails at Chisholm Ridge ponds should be taken care of by the fishing tournament during the Fall Festival on Saturday morning.
- Senior Center – Amber Ives – Shore stated that 52 participants at the Senior Center was a good number.

**7. Presentation – Sedgwick County Emergency Management CERT**

Julie Stimson with Sedgwick County Emergency Management was here to show a presentation for the CERT- Community Emergency Response Team. Each community builds a unique Culture of Preparedness Focus is on disaster preparedness for the hazards that occur in your community. They offer basic training and advanced training. In last April's Tornado in Andover, 100% of the rescues were neighbors helping each other. CERT teaches community members how to prepare and respond to the needs of themselves and their neighbors. There are only 30 spots for each class. The minimum age is 18, there are teen CERT programs available they are just not ready at the moment as well as college CERT programs.

The dates and location for the scheduled training in Clearwater is:

**Clearwater Senior Center**

November 18 5:30p-9:00p

November 19 8:00a-5:00p

November 20 1:00p-5:00p

To Register for the Class

[sedgwickcounty.org/SGRedi](http://sedgwickcounty.org/SGRedi)

The City will have copies of the flyers for the Fall Festival if Sedgwick County can not make it to set up a booth with the City. They will offer another training class in Haysville in January, weather permitting and other communities are allowed to register. The registration will cut off when it becomes full.

**8. Business**

**a. Ordinance 1085 – Re-Spread Special Assessments Indian Lakes/ Indian Ridge**

Through the Re-Plat of Indian Lakes to Indian Ridge the Governing Body needs to adopt a new Ordinance spreading the EXISTING specials that were assigned to Indian Lakes that is now Indian Ridge. The reason is the lots the original specials were assigned to have been changed to new lots with new sizes. Lagaly Homes and Garver LLC have spread the existing specials onto the newly created lots in sit in the old section.

**Motion:** *Robben* moved; *Pike* seconded to approve the best bid be accepted from Country Club Bank. Voted and passed unanimously.

**b. Resolution 18-2022 – Petition for Sewer Improvements Indian Ridge**

In June 2022 the Governing Body accepted the petitions for improvements for Indian Ridge. The first project, sanitary sewer, went to bid and all bids came in higher than the engineers estimate that were on the original petition (\$167,000). The lowest bid was \$181,980. Lagaly Homes has submitted a new petition for sanitary sewer for \$237,000.

**Motion:** *Titterington* moved; *Pike* seconded to adopt Resolution 18-2022. Voted and passed unanimously.

**c. Resolution 19-2022 – Petition for Storm Water Improvement Indian Ridge**

In June 2022 the Governing Body accepted the petitions for improvements for Indian Ridge. The original Petition for Storm Water included 4 lots that are still part of Indian Lakes 2<sup>nd</sup> Addition

and owned by Duckhorn Properties. The new petition has eliminated lots in Indian Lakes 2<sup>nd</sup> Addition and 100% of the improvements will be spread equally to the lots in Indian Ridge Only.

**Motion:** *Shore* moved; *Titterington* seconded to adopt Resolution 19-2022. Voted and passed unanimously.

**d. Approve Notice of Award Indian Ridge Sewer Improvements**

Sewer bids were opened Wednesday, September 28, 2022, at 2:00 pm. four responses were received with Apex Excavating being the low bid at \$181,980.00. The engineers estimate for the sewer improvements was \$133,372. A new petition for the improvements has been filed for \$237,000.

**Motion:** *Shore* moved; *Pike* seconded to approve the notice of award to Apex Excavating for sanitary improvements to Indian Ridge at \$181,980. Voted and passed unanimously.

**e. Resolution 20-2022 - Petition for Annexation 8030 S. Butterfly St.**

A consent for annexation and request to connect to city water was received on October 3, 2022, for the property legal description: Lot 3 Block 1 Prairie Meadows Estates Sedgwick County, Kansas, with a commonly known address of 8030 S Butterfly St Clearwater, Kansas 67026. At this time, Council will need to adopt a resolution requesting Sedgwick County release the property for annexation. Once the County has the consent and the resolution and the Board of County Commissioners approves releasing the property, the Governing Body will need to vote on an ordinance annexing the property into the City.

**Motion:** *Robben* moved; *Titterington* seconded to adopt Resolution 20-2022. Voted and passed unanimously.

**f. Mayoral Appointment – Hammers Prairie Park & Nature Center Foundation**

Through the Memorandum of Understanding between the City and Hammers the city is to appoint two members to the Hammers Prairie Park and Nature Center Foundation board. The primary purpose of the board is for charitable purpose that qualify under IRS 501(c)(3) and 170 (c)(2) and specifically to support the development of the Hammers Prairie Park and Nature Center in Clearwater, KS; to increase awareness of the Hammers Prairie Park and Nature Center and its contribution to the community; to support programs, including education, publication and special events; and to recruit volunteers and raise funds in order to support the Corporation and programs of the Hammers Prairie Park and Nature Center. The newly formed Foundation bylaws state the board will consist of 5 members. Two shall be selected by Hammers, LLC two directors selected by the City of Clearwater and one director selected by the other directors. The directors serve a minimum of one year and until their successor has been elected. At the last meeting Mayor Ussery stated he would like a member of council to sit on that board and asked if any Council member was interested. Tex Titterington stated he was interested in sitting on the board.

**Motion:** *Shore* moved; *Pike* seconded to approve the mayor's appointment of Tex Titterington to the Hammers Prairie Park and Nature Center Foundation. Voted and passed unanimously.

**9. Governing Body**

Walter – None.

Shore – Attended the League Conference this last weekend. It was well attended by department heads, chief of police, clerks...etc. They were all discussing the housing issues in their communities and looking for grant money that is available.

Pike – None.

Titterington – None.

Robben – None.

Ussery – Fall Festival is this weekend, showing appreciation for our Fire Department, Police Department and Public Works. The City would love to have council members volunteer to help sale the ducks for the ducky dash. The Fire Department will run water down the valley and Zollinger will pick the ducks out as they make their way down. The carnival will be setting up on Wednesday as well as the stage. Food trucks will be arriving early Friday, some were wanting to be here for Lunch. There will be roadblocks up for the festival. The carnival will be parking their trucks at the sports complex, along with their campers. It was discussed about semi’s calling to see if there was any place in town that they could park. Zollinger stated they would need to get ahold of the COOP, at this time the only place the City has is being used for material.

**10. Executive Session**

**Motion: Shore** moved; **Pike** seconded to recess into executive session pursuant to non-elected personnel to discuss specific personnel matters, to include the Chief of Police, City Administrator and Council. The City Council will reconvene the open meeting in the City Council Chamber at 7:33 p.m.

No action taken.

**11. Promotion of Officer to Sergeant**

Chief Ives request to approve the promotion of Officer Michael Pickens to Sergeant of the Clearwater Police Department. This will fill the Sergeant position that was opened when Lee Harp retired. This position is the first line in patrol supervision and investigations in the department. Pickens will oversee the patrol duties and assist the line officers with decisions. He will also take part the investigative reports with the Lieutenant to be approved by the DA’s office. Officer Pickens has a background in the capacity from when he worked in the City of Oxford as the interim Chief of Police. A pay increase for Pickens will be to \$24.50 per hour which is within the new pay range and falls in line with the current budget. After a six-month probation he will be eligible for a pay increase.

**Motion: Shore** moved; **Robben** seconded to promote Officer Michael Pickens to Sergeant of the Clearwater Police Department. Voted and passed unanimously.

**12. Adjournment**

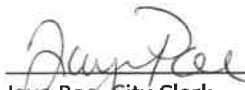
**Motion: Pike** moved; **Robben** seconded to adjourn the meeting. Voted and passed unanimously. The meeting adjourned at 7:33 PM

**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 October 11<sup>th</sup>, 2022, City Council meeting.

Given under my hand and official seal of the City of Clearwater, Kansas, this 25<sup>th</sup> day of October 2022.

  
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Jaye Poe, City Clerk

