

**City of Clearwater, Kansas**  
Sedgwick County  
City Council Meeting - **MINUTES**  
October 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 City Clerk called the roll to confirm the presence of a quorum. The following members were present:

Councilmembers; Justin Shore, Crystal Walter, Chad Pike, Shirley Palmer-Witt and Tim Robben. Mayor Burt Ussery was absent. The following staff members were present:

City Administrator Zollinger, City Clerk Poe, Amber Ives, Kirk Ives, Cole Hollis, and the City Attorney. Jared Dinwiddie was present via GoTo Meetings.

**3. Approval of Agenda**

Council President Shore asked if there were any modifications to the agenda Zollinger Stated there would be no need for an executive session. Item 9 removed.

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

**4. Public Forum**

None.

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

**6. Staff Reports:**

- Administration Office – Courtney Zollinger – Hot dogs will be provided by the Chief, and donations would be accepted for Downtown Trick or Treat if they were given.
- Fire Department – Jared Dinwiddie – The grant for the radios was denied, but Dinwiddie will resubmit at the end of the year. The firehouse subs grant is awarded on a quarterly basis.
- Police Department – Kirk Ives – None.
- Public Works/Parks – Cole Hollis – The storm water drainage in Park Glen is separate from the sewer located in Park Glen. If the current pump in the wet well breaks, Public works would run a gas pump. If there were residents affected by the backup from October 10<sup>th</sup>, they need to contact the Insurance company or City Hall. Public Works checks the wet well everyday.
- Senior Center – Amber Ives – Everything ran smoothly while on vacation. The Senior Center will have a Halloween celebration with the 7/8<sup>th</sup> grade class and then will come downtown to hand out candy at Downtown Trick or Treat.

**7. Business**

**a. Lead and Copper Rule Revision – Community Survey**

The Kansas Department of Health and Environment (KDHE) has mandated that water suppliers submit the Lead Service Line Inventory before October 16, 2024. KDHE also stated the city must make an attempt to obtain private residence information. Many communities are utilizing a survey to obtain the information which has been hit and miss. At the October 10, 2024,

council meeting the governing body authorized issuing a \$10 credit to utility accounts for completed applications and asked for a staff to put together the documents and process for requesting this information. We have made available online the survey for property owners to fill out. Facebook posts will be used as well as news flash on the website. We will also have a message on the utility bills asking people to fill one out. Hard copies will be available at City Hall and the Senior Center for people to pick up. City Hall staff will communicate with customers who call or stop in at City Hall to remind them of the survey. Staff will be able to verify if it is a rental before filing the survey and issuing a credit. If a renter turns in a form that is not signed or submitted by the property owner, we will reach out to them notifying them the property owner must sign off on it before a credit can be issued. By issuing a \$10 credit, an approximate \$10,000 reduction in revenue for water will be expected. The surveys will not be mailed because it would be quite costly. The survey has been available online, and one has been submitted. In 1989 building codes must have changed, and this is why the question is on the survey.

**b. Sign at 4<sup>th</sup> and Ross**

The sign at the 4-way has not worked for over a year and a half. The current sign cannot be repaired. The city received a quote to replace the sign with a new digital sign using the existing poles for \$36,000. A cost share proposal was sent to the school superintendent for the new sign; however, the school board doesn't believe it's in their best interest to share the cost for the new sign. Since the sign has been inoperable the city has received 2 inquiries about putting information on the sign. Other than that, there has been less than a handful that has pointed out it isn't working. With so little interest in the sign, it might not be in the best interest of the city to invest in an informational sign at 4th and Ross. The Governing Body has mentioned signs at K42 and 135th directional sign as well as welcome signs east and west of town. The sign at K42 will require permission from the property owner to place a sign on private property. Then the city must obtain a permit from Sedgwick County and the State of Kansas since it is facing a state highway. If the city intends to cut back any trees the city must also get a survey of the property to ensure we do not cut any trees on the State side property near K42. An informational sign would be less expensive than a digital sign. With Facebook and the City Website, there doesn't seem to be a need to have a digital sign anymore. There was a request for a commercial sign as well from a business in town.

**Motion:** *Shore* moved; *Pike* seconded to Authorize the City Clerk to transfer \$345,000 into a Certificate of Deposit with Emprise Bank for a term of 12 months. Voted and passed unanimously.

**8. Governing Body**

Walter – None.

Palmer-Witt – There will be a Halloween celebration on Friday and Saturday at Shirley's house.

Pike – The rock North of town needs to be cleaned and maintained; it is overgrown. It has been added to the list.

Robben – Hopes to see everyone at the candidate forum on Thursday. The audience can ask questions. This event will not be live on Facebook.

Shore – The lots in Chisholm ridge are online MLS as of Thursday or Friday. The lots are listed separately as well as together.

**9. Executive Session**

Item removed.

**10. Adjournment**

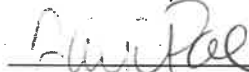
**Motion:** *Roben* moved; *Pike* seconded to adjourn the meeting. Voted and passed unanimously. The meeting adjourned at 6:47 PM

**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 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 November 2023.

  
 Jaye Poe, City Clerk

