



City of Clearwater Council Meeting Agenda
Tuesday May 28, 2024, at 6:30pm
129 E Ross Clearwater, KS 67026

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- 1. Call to Order/ Invocation and Flag Salute**
- 2. Roll Call**
- 3. Approval of Agenda**
- 4. Public Forum** - Members of the public can address the Mayor and City Council limited to not more than five minutes.
- 5. Consent Agenda** - Items on the Consent Agenda are considered by staff to be routine business items. Approval of the items may be made by a single motion, seconded, and a majority vote with no separate discussion of any item listed.
 - a. [Previous Council Meeting Minutes](#)
 - b. [Claims and Warrants](#)
 - c. [Mayoral Appointments](#)
 - d. [Mattress/ Box Spring Fee Resolution](#)
- 6. Staff Reports**
- 7. Business**
- 8. Governing Body Comments**
- 9. Executive Session**
- 10. Adjournment**

Next Assignment Numbers

Charter Ordinance: 22

Ordinance: 1109

Resolution: 09-2024

NOTICE: SUBJECT TO REVISIONS

It is possible that sometime between 6:00 and 6:30 pm immediately prior to this meeting, during breaks, and directly after the meeting, a majority of the Governing Body may be present in the council chambers or lobby of City Hall. No one is excluded from these areas during those times.

City of Clearwater, Kansas
Sedgwick County
City Council Meeting - **MINUTES**
May 14, 2024
Clearwater City Hall – Council Chambers
129 E. Ross Avenue Clearwater, KS 67026

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, Samantha Warkins, Shirley Palmer-Witt, and Tim Robben. Crystal Walter was absent.

The following staff members were present:

City Administrator Zollinger, City Clerk Poe, Amber Ives, Cole Hollis, Kirk Ives, and City Attorney Scott Ufford.

Others Present:

Shaun Weaver and Allen Lange. Kevin Cowen was present via GoTo Meetings.

3. Approval of Agenda

Mayor Ussery asked to move Item 8d, Wood Street Addition Triplex Incentives to 8b.

Motion: *Shore* moved; *Robben* 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.

Previous Council Meeting Minutes

Claims and Warrants

Brain Freeze Concession Agreement

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

6. Staff Reports:

- Administration Office – Courtney Zollinger – Zollinger asked for council input on if she should act with or without a formal complaint for the numerous violations of the weed ordinance. Palmer-Witt would like to act on a formal complaint. Other council members agreed. They suggested to put a friendly reminder post on the website and Facebook page.
- Fire Department – Courtney Zollinger – A post has been made for the arrival of the new fire truck. There is an open house scheduled tentatively for July 20th. The training needs to be completed before the open house happens.
- Police Department – Kirk Ives – None.

- Public Works/Parks – Cole Hollis – The pool will start getting filled on Friday, the painting was completed last Friday and needs 7 days to cure before it can be filled. The sand blasting had never been done until this year and the time to have this done was underestimated by the company who did the work. All areas of concern were addressed. Council discussed the schedule of painting, Hollis stated they paint as needed but clean it (power wash) every year. Robben asked about the hole at 4th and Ross, Hollis stated this is still on their list of things to get completed.
- Senior Center –Amber Ives – The building has been painted and is not green anymore.

7. National Police Week Proclamation

Mayor Ussery read the Proclamation for National Police Week. WHEREAS, The Congress and President of the United States have designated May 15th as Peace Officers’ Memorial Day, and the week in which May 15th falls as National Police Week; and WHEREAS, the members of the law enforcement agency of the City of Clearwater, Kansas play an essential role in safeguarding the rights and freedoms of City of Clearwater, Kansas; and WHEREAS, it is important that all citizens know and understand the duties, responsibilities, hazards, and sacrifices of their law enforcement agency, and that members of our law enforcement agency recognize their duty to serve the people by safeguarding life and property, by protecting them against violence and disorder, and by protecting the innocent against deception and the weak against oppression; and WHEREAS, the men and women of the law enforcement agency of City of Clearwater, Kansas, unceasingly provide a vital public service; NOW, THEREFORE, I, Burt Ussery, Mayor of the City of Clearwater, Kansas, call upon all citizens of the City of Clearwater, Kansas, and upon all patriotic, civic and educational organizations to observe the week of May 12–18, 2024, as Police Week with appropriate ceremonies and observances in which all of the people may join in commemorating law enforcement officers, past and present, who, by their faithful and loyal devotion to their responsibilities, have rendered a dedicated service to their communities and, in so doing, have established for themselves an enviable and enduring reputation for preserving the rights and securities of all citizens. I further call upon all citizens of the City of Clearwater, Kansas to observe Wednesday, May 15, 2024, as Peace Officers’ Memorial Day in honor of those law enforcement officers who, through their courageous deeds, have made the ultimate sacrifice in service to their community or have become disabled in the performance of duty, and let us recognize and pay respect to the survivors of our fallen heroes.

8. Business

a. Resolution 07-2024 – IRB Bond Redemption

In 2022, the City of Clearwater adopted ordinance 1087 authorizing the issuance of \$11,789,523.51 taxable Industrial Revenue Bonds (IRB) for Plains Cotton Cooperative Association (PCCA). The IRB was acquired by PCCA and Security Bank is the issuer of the bonds. Since 2022 PCCA has made interest payments to themselves and now wishes to redeem (payoff) the majority of the IRB. They will not redeem 100%, if they do, they will not be able to continue the 80% ad valorem exemption on their property. Since the City issued the IRB for PCCA this is an administrative move by the City for PCCA to redeem a portion of their bond. The city must adopt a resolution authorizing the redemption and payment of a portion of its taxable IRB. Council discussed the amount PCCA is keeping on the bond, there will be a balance of around \$250,000 to keep the incentive going. Kevin Cowen stated there is nothing statutory to stipulate the amount they could leave on the bond, but they wanted to have a number remaining that would be meaningful. The amount does not change with time, only if they pay off 100% will the incentive stop.

Motion: *Palmer-Witt* moved; *Warkins* seconded to approve Resolution 07-2024 authorizing the redemption and payment of a portion of its taxable industrial revenue bonds, series 2022 (Plains Cotton Cooperative Association project). Voted and passed unanimously.

b. Wood Street Addition Triplex Incentives

Shaun Weaver and Allen Lange with Wheat Capital investments LLC were present. They are planning to build 2 triplexes on their replated lot on Wood Street. The request is to primarily help keep the cost as low to moderate as possible in consideration of new construction build. This housing would be in line with the recently adopted

Comprehension Plan. This would not add additional infrastructure costs to the City. It is all existing infrastructure. The request is 50 % property tax rebate for 5 years, 50 % off building permits and waived Water and Sewer Tap fee's. There will be two water meters, one for each triplex and inside the triplexes. The existing water line is on the south side of Wood Street therefore a boring would need to be done to be able to set the meters on the North side of the road for the property. Boring is charged at \$1,200, 2 water taps would be \$3,000, 2 sewer connections would be \$1,000. Mayor Ussery asked if Shaun has looked into any federal or state programs for low-income housing which he believes stipulates rates cannot exceed 60% of the average income of the City. If this housing falls under that umbrella, Mayor Ussery would like to do more research on this. Weaver stated they have not, they will be funding personally and with bank loans. They will not be able to rent units low enough to qualify for something like Section 8 housing. Reliable Rentals will be managing the units, and they will be all electric to help with costs. Construction is intended to start in June and there will not be a fence since it is residential. The incentives that are being paid currently are all owner occupied. Weaver stated with the exceptions of some businesses. There are no current incentive programs that are City Wide to apply for. The duplexes at Lee and Tracy did not get any incentives in the past. The incentives started with Chisholm Ridge, then Park Glen Estates and then City Wide for new builds (ended in 2022) throughout the City. In 2021 one last specific incentive for Park Glen Estates which ended in 2023. Weaver stated that the Chisholm Ridge incentives paid off all the specials on those lots. Council discussed the upfront total cost to the City for this request which would be the boring and the water meter sets totaling around \$3,200. The sewer fee is staff time only and a revenue source for the sewer department. 50% of the building permits goes to MABCD for inspections and the remaining 50% is administrative costs and revenue for the City. Depending on when the construction is completed is when the first tax implication would be. If not completed by August of 2025, it will not be assessed until 2026. Council discussed having a policy on these kind of requests for consistency. Palmer-Witt is in favor of incentives going to the homeowner rather than an investor. Mayor Ussery does not want to put the City in a position where they have agreed to an incentive for low to moderate housing if it truly is not LMI. From a budgetary standpoint, it seems like this would be an obligation for 2026. The initial cost for boring and meter sets would come from the Water and Sewer department. Mayor asked if a 3-year incentive would be beneficial, Weaver stated yes. Council discussion investor vs homeowner incentives. Weaver mentioned the business incentives with PCCA and Lauer which he believes did not bring many jobs to town. Residential would bring revenue to the City. Council discussed Klausmeyer requesting incentives when he tore down and rebuilt the duplexes on Lee and was turned down in the past. When the decision to stop the incentives happened, it was because the growth of the City was happening. Mayor Ussery believes when Klausmeyer came to the Council it was for reimbursement of sorts, not for an incentive. Zollinger believes that these units would generate about \$2,600 per triplex annually. Mayor Ussery suggested Council take this information to consider as a commercial investment and if others come with similar request, they will be considered on an individual basis. Ultimately, low to moderate housing is mentioned in the comprehensive plan. Council discussed what upper limit of moderate income 60% to 80% of the median average income and Clearwater is \$75,000. Weaver stated their approval process is 3x annual monthly rent for income. Council will want to set a threshold in an agreement for this request and gather more information. Not approving this will only modify the charge to the renter, if approved this can help lower the cost. Weaver is trying to keep the rent around \$1,200. This will be brought back to Council in two weeks.

c. Approve Annual Mayoral Appointments

City Code, Chapter 2 Article 4, requires the Mayor appoint members of the Public Building Commission (PBC). The PBC was created when the Aquatic Center was being built to take out the general obligation bonds. The City and Recreation was able to pay the PBC to make payments for the general obligation bonds. The Board is required to meet once a year and is comprised of 5 members. Staff verified with Bond Counsel if the City Council could be appointed as the Board and the answer was, yes. A separate meeting will need to be had not in conjunction with a regular City Council meeting once a year. There are funds that still need to be managed by a board. Once the funds are at zero, Council can decide to dismiss the PBC if they so choose. Council discussed the Senior Center Advisory board needing to be removed. The Park Advisory Board is down to one person and there is very little interest in anyone serving on the board, the current members term expires in 2026. The PBC is by name, not by board.

Motion: *Warkins* moved; *Shore* seconded to approve the attached list of Mayoral appointments. Voted and passed unanimously.

d. Field Use Agreement with Chisholm Trail Recreation Commission

The 2024 Field Usage Agreement was sent to the Chairman and Director. The city requested a \$6,000 maintenance fee, as discussed with City Council, as well as a field usage schedule that was discussed between the Director and City Administrator. The schedule is April 8 – May 6, Monday through Friday from 6:30pm to 9:00pm and May 7 until the end of their season Monday through Thursday. The Commission has asked to change the hours of beginning and end time to 5pm to 10pm on game days. This change does not affect the reservation schedule and is acceptable. They also asked to change game weeks to Monday – Friday. The Director and Administrator agreed that we would keep the reservations for games Monday – Thursday and put Friday on a as needed basis with plenty of notice to the City. They only budgeted \$5,000 for this year, but they did approve the \$6,000. Council asked if the schedule would interfere with the Kansas Curve games, Zollinger stated the Rec does not use field 1, so it would not be an issue. Council discussed concessions being utilized during games, this would need to be worked out between the organizations, directed first to the Recreation Commission. Section 3.9 on the agreement addresses banners, Zollinger does not believe there are any banners up currently. Banners can be hung if they are taken down by the end of the season. The City did also request 1 MIL from the Rec, the letter of request attached to the packet. Mayor Ussery has had many conversations regarding the reservations for the fields. If the fields are open, they can be used. If the field is reserved, it cannot be used by anyone other than the person who reserved it. City Attorney Ufford suggests on 6.2 of the agreement, strike the 6:30-8pm to avoid confusion.

Motion: *Shore* moved; *Palmer-Witt* seconded to approve the 2024 Field Usage Agreement with Chisholm Trail Recreation Commission as modified. Voted and passed unanimously.

e. City Hall Hours

City Hall is open from 7am to 5pm Monday – Thursday and 7am – 1pm on Friday. To avoid overtime, the staffing hours at City Hall are staggered. Two come in at 7 and two come in at 7:30 (except for training, vacation, sick time). We started opening earlier to better serve the residents of Clearwater since many work 8am-5pm. With very little to no phone calls or traffic between 4pm-5pm we would like to align everyone's schedule to change the operating hours on Monday – Thursday to 7am – 4pm. Council discussed the different options available online, with the swimming pool opening soon the people do still have to come in to sign for certain things such as the pool passes and swimming lessons.

Motion: *Palmer-Witt* moved; *Robben* seconded to approve the office hours change for City Hall. Voted and passed unanimously.

f. Fiber Installation at Chisholm Trail Sports Complex

Superintendent, Jason Johnson, asked if the City would consider installing internet at the sports complex. The school has purchased portable live stream cameras that they can utilize for games. Zollinger reached out to Twin Valley, and they said they would be willing to provide the service at no cost if they can put a Twin Valley Wi-Fi sign at the complex. However, the cost would be \$5 per foot (\$7,500) to do this. Twin Valley said they would be interested in splitting the construction costs with City/ School/ and Rec. The school is unable to utilize funds for installation on property they do not own. The Rec Commission approved to fund 50% up to \$3,750 of the installation at their last meeting. Last year the city invested \$41,000 in the complex with very little assistance and continuing the maintenance. The Special Parks equipment reserve park improvement (\$11,000) is set aside for a new concession stand at the sports complex. Currently there is a group working on a master plan for the sports complex which might change the priorities of the development of the complex. Council discussed going to Twin Valley and seeing if they would accept the offer from the Rec and cover the remaining costs. It was also discussed to include the cost in the field maintenance agreement next year for the school. The school did pay \$7,500 for field usage for 2024. The cameras they are providing are for school use and potentially additional costs from Evergy could fall on the City. There was mention of using a Mi-fi from Verizon or other broadcasting options if the City did not want to have the fiber installed. Council mentioned installing the fiber could be an improvement to the park. Council discussed the school wanting this improvement and maybe they can go out and get the funding then bring

it back to the City. Mayor Ussery suggested go back to the school and see if the school can contact Twin Valley and see if they would do it at no cost for them and the City would allow the installation. The Rec doesn't have cameras so they would not use it since they do not have their own cameras.

g. Resolution 08-2024 Non-Discrimination Policy

The city has received federal grant money for the Volunteer Fire Department. Part of the grant money requirements are that the City has a policy specifically stating its compliance with various civil rights statutes listed specifically. Obviously, it has always been the City's policy to follow the law for everyone including citizens that the City interacts with. But DHS (grant) requires the policy to be in writing and publicized for citizens, contractors, individuals, and anyone else. The current written policies apply to only employment and employees. Counsel has written and prepared the policy and resolution for adoption with request to have it done today to post as soon as possible. Ufford stated an extension can be requested since there is a 30-day window to get this done. If approved a policy on reporting complaints will need to be brought to Council. Shore asked if Title VII should be included, Ufford stated this policy was based on the DHS form with modifications for Clearwater. Shore stated Title VII is for sexual orientation and gender identity. Ufford stated with or without the policy, it is still federal law, and anyone could come forward with a complaint. The policy could always be updated later. It was stated that adding Title VII could be another bullet point added to the proposed policy. Consensus was to add Title VII into the policy.

Motion: *Shore* moved; *Warkins* seconded to adopt Resolution 08-2024 to formally adopt the Policy and Notice of Nondiscrimination for the City of Clearwater, KS as modified. Voted and passed unanimously.

After the Governing Body Comments. Scott Ufford wanted to come back to item **8g, Nondiscrimination policy**. He stated that Title VII is based on employment and since the City already addresses that in the employment policy, he does not think it needs to be added to the policy that was presented. The Policy that was presented is for outside of employment and how the City responds to its citizens. The Consensus was to not add Title VII and retract the motion from 8g and approved the original stated policy.

Motion: *Shore* moved; *Warkins* seconded to adopt Resolution 08-2024 to formally adopt the Policy and Notice of Nondiscrimination for the City of Clearwater, KS as originally stated. Voted and passed unanimously.

9. Governing Body

Shore – Asked if PCCA logged any sales to the Department of Revenue. Zollinger stated that she did not have that answer, it is a pretty long spreadsheet and couldn't recall.

Warkins – The next Fall Festival meeting is on May 20th. The design for the logo deadline is tomorrow. There will be a \$100 prize for the winner.

Palmer-Witt – None.

Robben – With the numerous cyber-attacks happening does the City have a policy in place? Zollinger stated that the City has a couple backups that are done daily as well as cyber-security insurance. There are securities in place, staff is trained not to click on fishy links. Shore stated that multiple backups are good.

Ussery – Inquired about the folding chairs available at the Senior Center. Ives stated there are 23 with pads and 150 without pads. Mayor would like the chairs without pads on June 8th for the dedication at Hammers. Ives stated if the facility is rented, the chairs will be unavailable. She will look into this.

10. Executive Session

None.

11. Adjournment

Motion: *Warkins* moved; *Palmer-Witt* seconded to adjourn the meeting. Voted and passed unanimously. The meeting adjourned at 8:02 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 14th, 2024, City Council meeting.

Given under my hand and official seal of the City of Clearwater, Kansas, this 28th day of May 2024.

Jaye Poe, City Clerk

City of Clearwater, Kansas
Sedgwick County
City Council Workshop - **MINUTES**
May 14, 2024
Clearwater City Hall – Council Chambers
129 E. Ross Avenue Clearwater, KS 67026

1. Call to Order/ Invocation and Flag Salute

Mayor Burt Ussery called the meeting to order at 8:03 p.m.

The following members were present:

Mayor Burt Ussery, Councilmembers; Justin Shore, Samantha Warkins, Shirley Palmer-Witt, and Tim Robben. Crystal Walter was absent.

2. Budget Discussion

The PD general budget was discussed. The salaries for PD are on the lower scale once again. PD is requesting to change the base rate from \$18.50 to \$21.00 - Adjust other salaries accordingly. This is the main reason for the increase. Supplies went up 2,000. Contractual went up 5,789.25. largely due to insurance. PD has discussed removing the Humvee (received from Army) and putting the proceeds into Equipment Reserve for future PD vehicle purchases. They are hoping to replace one of the Durango's in 2025. The radios have been updated to include the encryptions largely paid for by a grant.

The Public Works general fund budget was discussed. They would like to change the base rate from \$18.00 to \$19.00 - Adjust other salaries accordingly. They removed a 6th employee from the budget as Cole has stated it is not needed. Training and seminars decreased due to most of the training be done in 2024. Contractual went up due to Insurance mostly. The hydrovac was a one-time purchase of 42,000 which was removed from the 2025 budget since it was purchased in 2024. Council discussed the equipment replacement schedule; Public Works maintains roughly 64 acres still. The road grater is functional which is used for the dirt roads in town and 133rd.

The Parks general budget was discussed. The wages are split 4 ways, Public Works, Parks, Water and Sewer. The seasonal part time mower was taken from 2 people down to 1 person for 2025 and increased to 15/hr. Continued turf maintenance for the sports complex is budgeted, reseeding is not being done in 2025. Council discussed the irrigation, Chisholm Ridge Pond maintenance (863/mo.) herbicide spray ponds (1,300 annually) to be done twice a year. The emergency fund for unbudgeted repair is 500.

The Pool General budget was discussed. The pay base rate changes from 9/hr.-10/hr. Council discussed any adjustments needing made for ADA compliance. There was a change in the degree for zero entry and the lift for people to enter the pool. No changes have to be made unless the City decides to redo the pool. Workers' compensation went up.

The Museum building general fund was discussed. Repairs have increased due to lights needing to be replaced and Equipment Reserve is also going up for repairs. The City carries insurance for the Museum Building which increase. Council discussed a stipend being a taxable income and maybe raising the pay for Glenda. Glenda will not accept a raise in pay and pays for various things out of her own pocket. The Historical society is ran solely off of donations. Shore mentioned adding funds for HVAC for the Library and the Historical Society buildings.

The library building general fund was discussed. Repairs and contractual were increased for the same reasons as the museum.

The Senior Center and Department on Aging were discussed. Sedgwick County may increase the grant for Clearwater, but it isn't a guarantee. Wages were increased 4%. Amber is utilizing the donations more frequently for items like bingo prizes. Whitney Landscaping has agreed to do the lawn care for the Senior Center. Floor Cleaning was added for 2025 for a deeper cleaning than Patti does. The increase is 3,900. Amber did put in her SCOOP that a water fountain and ice machine is wanted at the Senior Center.

The Court General Fund was discussed. There were no real changes made. The Judge and Prosecutor had pay increases the last 2 years, so it wasn't worked into the 2025 budget.

3. Adjournment

Motion: *Shore* moved; *Palmer-Witt* seconded to adjourn the meeting. Voted and passed unanimously.
The meeting adjourned at 9:05 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 workshop minutes of the May 14th, 2024, City Council Workshop.

Given under my hand and official seal of the City of Clearwater, Kansas, this 28th day of May 2024.

Jaye Poe, City Clerk

Check Register Report

Date: 05/21/2024

Time: 4:28 pm

Page: 1

City of Clearwater

BANK: EMPRISE BANK

Check Number	Check Date	Status	Void/Stop Date	Reconcile Date	Vendor Number	Vendor Name	Check Description	Amount
EMPRISE BANK Checks								
50714	05/22/24	Printed			1ST DUE	1ST DUE EMERGENCY RESPONSE	BUNKER GEAR	397.68
50715	05/22/24	Printed			MONTE	MONTE ALEXANDER	YEAR 2 OF 3 INCENTIVE	831.39
50716	05/22/24	Printed			AMAZ	AMAZON BUSINESS	WASHER NOZZLE SPRAYER SET	253.81
50717	05/22/24	Printed			BBL1	B & B LUMBER	BASKET ROOM REPAIR/UPGRADE	53.50
50718	05/22/24	Printed			SOMEPHONE	SOMEPHONE BOUARAVONG	YEAR 3 OF 3 INCENTIVES	1,024.24
50719	05/22/24	Printed			BTM	BOUND TREE MEDICAL	MEDICAL SUPPLIES	282.70
50720	05/22/24	Printed			BOWER	BOWERCOMM INC	APRIL-MAY CAMPAIGN SUBSCRIP	52.50
50721	05/22/24	Printed			AARON C	AARON CLARK	YEAR 2 OF 3 INCENTIVES	1,360.26
50722	05/22/24	Printed			GREG	GREG & ROBYN DAVIS	YEAR 3 OF 3 INCENTIVES	1,988.86
50723	05/22/24	Printed			DOS1	DIGITAL OFFICE SYSTEMS	OVERAGE	8.22
50724	05/22/24	Printed			TAYLO	TAYLOR DOUGLAS	YEAR 1 OF 3 INCENTIVES	1,121.40
50725	05/22/24	Printed			EMC	EMC INSURANCE COMPANY	CLAIM # GW Y6810	500.00
50726	05/22/24	Printed			HSB1	EMPRISE BANK	POOL START UP \$/BACK UP CHANGE	200.00
50727	05/22/24	Printed			BRAND	BRANDON EWERTZ	YEAR 3 OF 3 INCENTIVES	1,438.65
50728	05/22/24	Printed			FELD	FELD FIRE	T 71 LIGHTS	126.40
50729	05/22/24	Printed			DOUGL	DOUGLAS FLAGG	YEAR 2 OF 3 INCENTIVES	833.23
50730	05/22/24	Printed			GAL1	GALL'S INC.	COLLAR PINS	222.94
50731	05/22/24	Printed			H002	HACH COMPANY	LAB SUPPLIES	512.01
50732	05/22/24	Printed			JASON H	JASON HIBBS	YEAR 2 OF 3 INCENTIVES	1,030.57
50733	05/22/24	Printed			HOME	HOME DEPOT	PAINT BUCKETS	294.04
50734	05/22/24	Printed			INTER	INTERLINGUAL INTERPRETING SERV	INTERPRETER- CARILLO 24-23	125.46
50735	05/22/24	Printed			JHS1	J & H STORAGE	STORAGE RENTAL	100.00
50736	05/22/24	Printed			KS DEPT	KANSAS DEPT OF ADMINISTRATION	BUDGET TRAINING JAYE POE	75.00
50737	05/22/24	Printed			KS JUV	KANSAS JUVENILE OFFICERS ASSOC	KSJOA TRAINING 2024	250.00
50738	05/22/24	Printed			KIE1	KIEFER AQUATICS	LIFEGUARD SWIMSUITS	517.00
50739	05/22/24	Printed			JOR	JORDAN LAUER	YEAR 4 OF 5 INCENTIVES	3,273.41
50740	05/22/24	Printed			LFP1	LEASE FINANCE PARTNERS	COPIER LEASE	569.37
50741	05/22/24	Printed			LEVAN	BRADY LEVAN	YEAR 3 OF 3 INCENTIVES	951.37
50742	05/22/24	Printed			LCS1	LOWE'S	CYLINDER ROTARY/GRND STONE	15.25
50743	05/22/24	Printed			LOWE	LOWE, ANNALISE	COURT OVERPAY 23-67	3.00
50744	05/22/24	Printed			CHARLE	CHARLES MCCOIN	YEAR 2 OF 3 INCENTIVES	974.19
50745	05/22/24	Printed			IMCGUIRE	IAN MCGUIRE	MILEAGE TO KLETC TRAINING	355.10
50746	05/22/24	Printed			NAT SIGN	NATIONAL SIGN COMPANY INC	POOL RULES/SLIDE RULE SIGNS	711.09
50747	05/22/24	Printed			NOP1	NAVRAT'S OFFICE PRODUCTS	MEDICAL SUPPLIES	642.10
50748	05/22/24	Printed			PCA1	PETTY CASH	POLICE CAR WASH	20.00
50749	05/22/24	Printed			RIVER	RIVER CITY PAINTING, INC	BUILDING PAINT FINAL INVOICE	4,733.57
50750	05/22/24	Printed			RJ01	ROASTER JOE'S	POLICE DEPT	39.15
50751	05/22/24	Printed			SWSC	SALINA WHOLESALE SUPPLY CO	METER GASKETS	130.76
50752	05/22/24	Printed			CHAD S	CHAD SCHMIDT	YEAR 3 OF 3 INCENTIVES	534.61
50753	05/22/24	Printed			SCDF	SEDGWICK COUNTY	INMATE HOUSING	1,736.37
50754	05/22/24	Printed			SWC1	SHERWIN WILLIAMS CO.	POOL PAINT	1,739.06
50755	05/22/24	Printed			MICHAEL R.	MICHAEL R. SMITH	YEAR 5 OF 5 INCENTIVES	1,324.56
50756	05/22/24	Printed			ETH	ETHAN SOEKEN	REIMBURSE WORK JEANS	62.34
50757	05/22/24	Printed			SOUTH	SOUTH CENTRAL SEALING	SLURRY SEAL SECTION #3	85,901.20
50758	05/22/24	Printed			SPE	SPECIALTY MECHANICAL INC	A/C REPAIR LIBRARY	271.77
50759	05/22/24	Printed			STOWE	MICAH STOWE	YEAR 4 OF 5 INCENTIVES	1,094.17
50760	05/22/24	Printed			SRS1	SUPERIOR RUBBER STAMP	NOTARY STAMP	32.50
50761	05/22/24	Printed			TSN1	TIMES-SENTINEL NEWSPAPERS	ZONING VARIANCE INDIAN RIDGE	99.75
50762	05/22/24	Printed			TRA	TRAVELERS	REITBERGER NOTARY POLICY	50.00
50763	05/22/24	Printed			T2UL	TRUE2U AUTOMOTIVE, LLP	VEHICLE REPAIR BR 72	2,055.50
50764	05/22/24	Printed			WC11	WASTE CONNECTIONS, INC.	TRASH/RECYCLE	17,004.14

Check Register Report

Date: 05/21/2024
Time: 4:28 pm
Page: 2

City of Clearwater BANK: EMPRISE BANK

Check Number	Check Date	Status	Void/Stop Date	Reconcile Date	Vendor Number	Vendor Name	Check Description	Amount
Total Checks: 51							Checks Total (excluding void checks):	137,924.19
Total Payments: 51							Bank Total (excluding void checks):	137,924.19

Check Register Report

Date: 05/21/2024

Time: 4:28 pm

Page: 3

City of Clearwater

BANK:

Check Number	Check Date	Status	Void/Stop Date	Reconcile Date	Vendor Number	Vendor Name	Check Description	Amount
Checks								
2984	05/22/24	Printed			VISA	CARDMEMBER SERVICES	STATEMENT	2,820.29
2985	05/22/24	Printed			EVERGY	EVERGY KANSAS CENTRAL INC	FIRE STATION	340.50
2986	05/22/24	Printed			EVERGY	EVERGY KANSAS CENTRAL INC	OLD NINNEESCAH TOWNSHIP	52.79
2987	05/22/24	Printed			EVERGY	EVERGY KANSAS CENTRAL INC	CITY BUILDING	312.00
2988	05/22/24	Printed			EVERGY	EVERGY KANSAS CENTRAL INC	PUBLIC WORKS	146.51
2989	05/22/24	Printed			EVERGY	EVERGY KANSAS CENTRAL INC	PARK/TENNIS COURTS	106.84
2990	05/22/24	Printed			EVERGY	EVERGY KANSAS CENTRAL INC	WATER IN PARK	328.62
2991	05/22/24	Printed			EVERGY	EVERGY KANSAS CENTRAL INC	SPORTS COMPLEX	509.09
2992	05/22/24	Printed			EVERGY	EVERGY KANSAS CENTRAL INC	SEWER PONDS	331.46
2993	05/22/24	Printed			EVERGY	EVERGY KANSAS CENTRAL INC	HISTORICAL MUSEUM	156.02
2994	05/22/24	Printed			EVERGY	EVERGY KANSAS CENTRAL INC	LIFT STATION	135.03
2995	05/22/24	Printed			EVERGY	EVERGY KANSAS CENTRAL INC	ROSS ST PUMP	26.55
2996	05/22/24	Printed			EVERGY	EVERGY KANSAS CENTRAL INC	1001 E. ROSS	176.65
2997	05/22/24	Printed			EVERGY	EVERGY KANSAS CENTRAL INC	1100 E. ROSS PUMP	26.55
2998	05/22/24	Printed			EVERGY	EVERGY KANSAS CENTRAL INC	FALL FESTIVAL PARK	122.12
2999	05/22/24	Printed			EVERGY	EVERGY KANSAS CENTRAL INC	PARK BUILDING	60.68
3000	05/22/24	Printed			EVERGY	EVERGY KANSAS CENTRAL INC	STREET LIGHTS	2,365.63
3001	05/22/24	Printed			EVERGY	EVERGY KANSAS CENTRAL INC	EMPTY LOT	48.53
3002	05/22/24	Printed			EVERGY	EVERGY KANSAS CENTRAL INC	ROCK SIGN	25.29
3003	05/22/24	Printed			EVERGY	EVERGY KANSAS CENTRAL INC	1200 E. ST PUMP	26.55
3004	05/22/24	Printed			EVERGY	EVERGY KANSAS CENTRAL INC	PUMP STATION	135.18
3005	05/22/24	Printed			EVERGY	EVERGY KANSAS CENTRAL INC	SENIOR CENTER	312.18
3006	05/22/24	Printed			KST1	KANSAS STATE TREASURER	GO BOND SERIES 2017-A	6,300.00
3007	05/22/24	Printed			SAM1	SAM'S CLUB	STATEMENT	1,077.11
3008	05/22/24	Printed			SER	SERIOUSLY SEO, LLC	SOCIAL MEDIA MGMT MAY-JUNE	650.00

Total Checks: 25

Checks Total (excluding void checks):

16,592.17

Total Payments: 25

Bank Total (excluding void checks):

16,592.17

Total Payments: 76

Grand Total (excluding void checks):

154,516.36

**City of Clearwater
City Council Meeting
May 28, 2024**

Mayoral Appointment

Context: Per City Code all volunteers are to be appointed by the Mayor upon approval of the City Council.

Chief Dinwiddie is requesting the following individuals to be appointed to the volunteer fire service:

Landon Churchman: Cadet to Volunteer Firefighter
Zach Schauf: Cadet to Volunteer Firefighter

Abigail Sherbondy: Volunteer Firefighter
Taylor Thompson: Volunteer Firefighter

Financial: There is no financial obligation for the City.

Legal Considerations: Review and comment as necessary.

Recommendations/Actions: Approve the mayor's appointment.

**City of Clearwater
City Council Meeting
May 23, 2024**

Mattress and Box Spring Fee Schedule

Context: The city by resolution has established fees for a variety of municipal services. At the December 12, 2023, meeting the 2024 fees were approved which included a \$25.00 for bulk disposal of mattresses and box springs. We were notified in May that the disposal fee for mattresses and box springs is \$30.00 each from Waste Connections.

Financial: The fee resolution presented is changing the mattress and box spring bulk disposal rate from \$25.00 to \$30.00. This will set the same rate that Waste Connections charges the City so the city does not have a loss revenue.

Legal Considerations: Review and comment as necessary

Recommendations/Actions: Approve Resolution 08-2024 mattress and box spring fee schedule.

RESOLUTION NO. 09-2024

BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF CLEARWATER, KANSAS, THAT THE 2024 ANNUAL FEE SCHEDULE
IS LISTED AS FOLLOWS:

Trash

Mattress/Box Springs

\$30.00 Each

Passed and approved by the Governing Body this _____ day of _____ 2024.

Burt Ussery, Mayor

Attest:

Jaye Poe, City Clerk

To: Mayor and City Council
From: Courtney Zollinger, City Administrator
Date: May 23, 2024
Re: Administration Report

- Jaye and I attended the State Budget workshop on May 15th.
- The annual Consumer Confidence Report notice was added to the utility bills this month. This is a requirement by the State to make the report available to water customers. It is located on the city website. <https://clearwaterks.org/DocumentCenter/View/1481/2023-Consumer-Confidence-Report>
- The Mayor and I met with Lance Onstott with PEC regarding the property north of Chisholm Ridge. He will be making a presentation to the city council on June 25th.
- I had arranged to meet with the Recreation Director on May 16th to discuss the city's park budgets but she was unable to attend.
- Street Reconstruction bids were opened on May 16th. Four bids were received that included bid alternates for concrete and partial road closures vs. full road closures. Staff is reviewing the bids and will present them at the June 11th meeting.
- The municipal pool opens on Saturday May 25th. We have implemented a digital pass program and a new payment system. This is the same payment system that City Hall uses. I plan to work on opening weekends at the pool gate to support the new staff while they get accustomed to the new software.
- It was arranged for public works to put up the flag poles at the cemetery for Avenue of Flags. The American Legion usually does this but due to their age they said they will not be having a ceremony down at the cemetery this year and would not be putting the flags up. The Cemetery Board decided they would still like them up. So, Clearwater Public Works was asked to get the poles to the cemetery and the Board has arranged for the local Scouts group to put up the flags and take them down next week.
- I have been reviewing low to moderate income rental rates and what utilities that should include as well as the Moderate Income Housing Grant.

Dates to Remember

- May 25th Pool Opens for the season
- May 27th Memorial Day – City offices will be closed
- June 4th Council Workshop – 4PM to 6PM
- June 8th Hammers Prairie Park and Nature Center Grand Opening – 10AM

Active Nuisances/ Code Violations

- 131 S Prospect
- 221 N Grant

To: Mayor and City Council
From: Jared Dinwiddie
Clearwater Fire Chief
Date: May 23rd, 2024
Re: Fire Department Staff Report

- Clearwater Fire responded to **10** medical calls and **5** fire calls since our last report.
- Average response time for SGCO EMS on medical calls has been around **19** minutes. Sedgwick County EMS Community Response Vehicle (CRV81) response time has averaged about 3 minutes.
- To Date: The department has been unable to respond to **1** emergency call.
- To Date: The CRV has been unstaffed **10** times.
- Members finished supplying the new engine with hose and were taught basic operations of the apparatus at our last meeting on the 21st.
- The department assisted with the “Water Day” at the CIC on the 16th.
- A representative from Pierce will be here on June 8th to teach a “Train the Trainer” class on the new engine for fire personnel.
- The department is tentatively planning an open house/push in ceremony for the new engine on July 20th.
- Council member Walter visited with Chief Dinwiddie to look at our new engine and see the rest of our apparatus fleet and equipment.



To: Mayor and City Council

From: Kirk Ives, Chief of Police

Date: May 23, 2024

Re: Police Department Staff Report

Officers:

Most Officers have completed all their training hours.

Officer Jacks has been moved to 2nd shift because of school being out.

All the officers are doing very well.

The department escorted the girls' softball team out of town to go to state.

We have been working on interviews with a few good candidates for the open patrol position.

Police Clerk:

Trish has been working hard on SPV permits still. The officers have seen and sent a few her way due to not having permits on their carts.

Building:

Has no issues currently.

Vehicles:

Regular routine maintenance on the other vehicles has been completed.

No other issues currently.

Matters of interest since last meeting on Police Activity:

We have had 60 dispatched/report calls with 5 arrests and 9 citations issued since my last report. (Does not always include self-initiated calls).

To: Mayor and City Council Members

From: Cole Hollis, Public Works Director

Date: May 28, 2024

Subject: Public Works Summary

1. Pool Filled and running
2. Read Meters
3. Repair service at 507 SE Drive
4. Lead and Copper samples sent out and collected
5. Replace flag at City Hall
6. Flags and banners up for Memorial Day
7. Flag poles up at cemetery
8. Mow
9. Broken limbs cut down and picked up at city park
10. Hammers nature area mowed and trails mowed in
11. Benches anchored at pool
12. Pot filled at 1st & Ross and 4th & Ross
13. Sprayed for weeds: Airport Rd, tennis courts, pool parking lot, tower, museum parking lot, and Chisholm Ridge ponds
14. AC units serviced by Becker Brothers

Pool:

1. The pool is always a challenge to get prepared and up and running. I'm going to list some of the more notable issues for transparency.
2. The gutters (under the grates) were filled with sand and had to be shoveled out.
3. One of the water lines in the ceiling failed to drain back when de-winterized in the fall. This froze and ruptured the pipe. Which has now been repaired and elevated to help drainage in the future. The sand filter ruptured; we repaired the crack by welding it together. We also found a few other weak spots and preemptively reinforced those areas.
4. We replaced the hose bib and internal plumbing of the standing spicket outside the baby pool. New pool signs were installed where needed.
5. New cash drawers were installed.
6. Moved the time clock and timecard holder.



Clearwater Senior Center

Staff Report

May 23, 2024

To: Mayor & City Council

From: Amber Ives, Coordinator

Isn't that building beautiful?!

Can you believe we went from 5 cars last month to 13 cars this month? I had some 7th and 8th grade volunteers help and it was fun to hear them discuss who was going to wash next. They are super excited for next month's car wash so they can help again.



I completed the orientation training for Bingocize and hope to get the rest completed in early June so I can schedule this evidence-based program starting in July.

Lunch Bunch is coming up quickly and we currently have 14 people wanting to attend lunch out.

Lastly, please mark your calendars for Tuesday, June 11 for our annual cookout for lunch and learn. We would love to have as many city representatives as possible for this luncheon.

Respectfully,
Amber Ives
Senior Center Coordinator

