

City of Clearwater, Kansas
Sedgwick County
City Council Meeting - **MINUTES**
December 10, 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; Crystal Walter, Justin Shore, Samantha Warkins, Shirely Palmer-Witt and Tim Robben.

The following staff members were present:

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

3. Approval of Agenda

Mayor Ussery asked if there were any modifications to the agenda, there were none.

Motion: *Palmer-Witt* moved; *Shore* seconded to approve the agenda as submitted. 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
Utility Write Off
2025 Pay Range Resolution 17-2024

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

6. Staff Reports:

- Administration Office – Courtney Zollinger – Council asked what the total amount collected for the sales tax for the year is, Zollinger stated it is \$255,669.76. It was estimated that Clearwater would receive around \$220,000. Council asked if the water main break resulted in a boil water advisory, Zollinger stated it did not, but the new paved road was cut to repair the line and Pearson will be repairing it. Council discussed the Diagonal and Tracy bridge project affecting businesses that have big trucks. Zollinger stated that contact has not been made, the project is not estimated to begin until October or November after the harvest season. Council discussed the Sedgwick County Sales tax discussion. Zollinger stated that they are looking at increasing the sales tax quarter to three quarters of a percent for cultural arts and asked if other Sedgwick County cities would have a shared sales tax similar to the one percent that is already shared. Sedgwick County was asking if the cities would dedicate reducing their MIL if this was implemented, through the discussion, it was determined that Sedgwick county should seek that out since it will be too difficult for the smaller cities to agree to that. The Lead and Copper Service Line survey was discussed. The deadline was October for the spreadsheet to be turned in, with the calculations determined for the unknown lines a notification was

required to go to the unknown materials. The City has gotten more surveys this week since they were included in the notifications. There were over 400 letters that went out. We were able to utilize the as-builts for the new additions to fill in the spreadsheet. Mayor Ussery wanted to touch on key points from the meeting. One being the cities being able to tie into the purchase power that Sedgwick County has and the other offering a first right of refusal to the cities before it goes to auction.

- Fire Department – Courtney Zollinger – None.
- Police Department – Kirk Ives – None.
- Public Works/Parks – Cole Hollis – Council thanked them for filling in the two potholes and expressed that the Christmas lights looked good downtown.
- Senior Center – Amber Ives – None.

7. Business

a. 2025 Salary Resolution 18-2024

Mayor Ussery wanted these items on the business section rather than the consent agenda for minutes and public viewing purposes. Through the 2025 budget planning and adoption the proposed salaries were approved an increase of 4% as well as a market adjustment for the public works and police departments. Per City Code 2-71 the City Council is required to approve the annual pay plan for City employees. All pay adjustments are accounted for in the 2025 budget. Personnel Services represent 39% of all City budget.

Motion: *Walter* moved; *Warkins* seconded to approve Resolution 18-2024, Salary Resolution. Voted and passed unanimously.

b. 2024 Boundary Resolution 19-2024

Yearly, the city is required to adopt a resolution that establishes the corporate boundaries of the city. Ordinances bringing certain properties into Clearwater's city limits have been adopted this year for: 8040 Butterfly Street, 8023 Butterfly Ct, Diagonal Road, 135th Street – South of 95th to city limits and Tracy Ave – South of 95th to city limits. The Resolution is sent to the County, State and other entities that require the information. This is usually on the consent agenda but with Diagonal, Tracy and 135th being annexed in, it was moved to the business section. The police will be able to monitor these roads now. Mayor Ussery mentioned that the new cemetery on Tracy will also be needing annexed into the City limits and will submit that request. Council asked if any part of 95th part of this, Zollinger stated no. Council discussed City limit Signs, Zollinger stated there are none by the island annexations, but the current signs will be shifted north to 95th. Council then discussed the speed limits, Mayor Ussery stated that he would suggest keeping it the same.

Motion: *Shore* moved; *Warkins* seconded to approve Resolution 19-2024, adopting the Corporate Boundaries of the City. Voted and passed unanimously.

c. 2025 Fee Schedule Resolution 20-2024

The city by resolution, ordinance or other means has established fees for a variety of municipal services. The resolution is for the 2025 year. Changes are as follows: Increase the residential water rates to a base rate by 2% according to city code. New water connections increased to cover costs and added 1.5" and 2" meter size options to the list. For sewer an increase in the base rate by 2% according to city code. Open records added a per thumb drive cost. Decreasing recycling from \$6.00 to \$5.50. Added a notation allowing five bags for 95-gallon cart and no additional bags for the 65-gallon cart. For Planning and Zoning, added a notation of sign placement on public property but at a \$0.00 fee since policy only allows non-profit organizations and community events on public property. And lastly, jail costs increased because Sedgwick County increased their prices.

Motion: *Warkins* moved; *Walter* seconded to adopt Fee Resolution 20-2024. Voted and passed unanimously.

d. Agreement for Senior Centers/ Sedgwick County

This is the annual agreement to receive funds from Sedgwick County with the first year of increasing from \$18,000 to \$35,000 due to the programming Amber Ives has offered at the Center and how well it is attended. The city must report monthly the spending for the Center and Sedgwick County will reimburse the amounts that have been approved through the application process. Salaries/ Benefits \$20,415, Training \$250, Office Supplies \$1,017, Telephone \$225, Utilities \$1,800, Building Maintenance \$2,672, Insurance \$981 and Programs/Events \$7,640 totaling \$35,000. The total budget for the Senior Center is \$92,136. The funding from Sedgwick County will cover 38% of the expenses. The other costs will be paid with ad valorem taxes. Council asked if this additional funding was worked into the budget, Zollinger stated no, the extra funds will shift from general fund for Senior Center and now using Department on Aging funds. Mayor Ussery wanted to make sure to thank Amber for the phenomenal job she has done this year and previous years, to get the additional funding is a big accomplishment.

Motion: *Palmer-Witt* moved; *Shore* seconded to authorize the mayor to sign the Agreement for Senior Centers. Voted and passed unanimously.

e. Library Request for New Shed

The library currently has a lap sided shed. Jessica Warren is asking for approval through the Library Board. They are seeing an increase in supplies/donations; the new shed will help manage the resources more efficiently and ensure the library space remains organized and accessible to patrons. There is no cost to the City, the Library will be paying for this. The City owns the property, therefore Zollinger checked City code and there is no variance needed. Council asked if it would take up more than the two parking spots that the current one is taking up, Zollinger said that it would but another handicap spot will be added on the fence line so it would even out. Council discussed the new shed being mobile and suggested adding anchors to secure it if that is not already in the plan.

Motion: *Walter* moved; *Palmer-Witt* seconded to authorize the Library to change the sheds with the stipulation that it is secured. Voted and passed unanimously.

8. Governing Body

Walter – None.

Shore – Thought that the Christmas event went great.

Warkins – The new Fall Festival dates are October 3rd, 4th and 5th. The first meeting of the year will be on the 3rd Monday in January. Volunteers are always needed.

Palmer-Witt – None.

Robben – Would like to revisit the CRV and being understaffed when the new Commissioner comes in. Mayor Ussery stated that he has reached out to him once and will do it again so they can set a date for him to come present to the Governing Body. Shore asked if Jared could get the final numbers, Robben thinks it was 90 unstaffed for 2023. The numbers are getting better, but it is still a concern from the City perspective.

Ussery – Since it is the last meeting of the year, Mayor Ussery wanted to thank the Governing Body and staff for all the work done. He mentioned the events put on in the City and how great a community Clearwater is.

9. Executive Session

None.

10. Adjournment

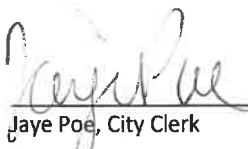
Motion: *Shore* moved; *Warkins* seconded to adjourn the meeting. Voted and passed unanimously. The meeting adjourned at 6:58 PM

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 December 10th, 2024, City Council meeting.

Given under my hand and official seal of the City of Clearwater, Kansas, this 14th day of January 2025.


Jaye Poe, City Clerk

