

City of Clearwater, Kansas
Sedgwick County
City Council Meeting - **MINUTES**
October 22, 2024
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 a moment of silence 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, Justin Shore, Samantha Warkins, Shirley Palmer-Witt and Tim Robben.

The following staff members were present:

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

3. Approval of Agenda

Council President Shore asked if there were any modifications to the agenda, there were none.

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

4. Public Forum

None.

5. Consent Agenda

Council President Justin Shore 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

Accept Resignation – Part Time Police

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

• Staff Reports:

- Administration Office – Courtney Zollinger – Zollinger stated that Downtown Trick or Treat will be October 31st and the Police Department will be cooking hot dogs. Warkins asked why there were so many nuisances, Zollinger stated that the new Code Compliance started on October 1st. She will have more details when she gets the report on the 17th. Most of the violations were for grass and parking. The more serious violations will be addressed later per Councils request. City Hall has not received any complaints, PCC has had contact with some of the locations. The door hangers that were put on the locations with the violations contain what type of violation it was, how many days to get it taken care of and references which City Code has been violated.
- Fire Department – Jared Dinwiddie – Dinwiddie stated that Brush 72 was back in service as of Thursday. Palmer-Witt mentioned the children enjoyed the Fire truck rides for Fire Prevention week.
- Police Department – Kirk Ives – None.
- Public Works/Parks – Cole Hollis – Shore thanked Cole for the help from Public Works at the Fall Festival.
- Senior Center – Amber Ives – None.

6. Business

a. Rausch Addition Final Plat

In January 2014 the City of Clearwater approved a consent for annexation from Robert Campbell for a piece of property that is located at the end of S Prospect Ave. Per city code property must be platted before a building permit can be pulled. The annexed property was never platted prior to annexation. Jill Rausch, the current owner, wishes to build on the land now and has submitted a plat for review and approval to the Planning Commission. The plat and notice were mailed to all property owners within 200' of the lot and were asked to submit comment in writing. City Engineer, Logan Mills, reviewed the plat and made the following comments and sent them back to Garber (Rausch's Engineer) and the Rausch Family. 1. Recommend that a public access not be blocked off by extending public right-of-way through Lot 1 Block A. Otherwise the plat traps the extension of South Prospect St. – *This request was not met. The Planning Commission reviewed comments from neighbors and the Rausch family and determined that a right of way easement was not necessary. The Comprehensive Plan did not indicate the addition moving south since the land was annexed in as one lot and was okay with it being a cul-de-sac.* 2. Add a minimum pad table with appropriate freeboard above FEMA base flood elevations. – *This was added into the plat.* 3. Notate the new location for the existing streetlight. – *This was added to the plat.* 4. Add a water utility easement and show the water main extension. – *This was added to the plat.* The Planning Commission approved the Preliminary and Final plats at their October 1, 2024, meeting. Council asked Zollinger what her recommendation would be, she stated it would be to move forward with the Planning Commission's recommendation.

Motion: *Robben* moved; *Palmer-Witt* seconded to approve the Rausch Addition Final Plat as submitted. Voted and passed unanimously.

b. Region G Hazard Mitigation Plan Resolution

Earlier this year Sedgwick County Emergency Management reached out to all participating areas for input into the Regional Hazard Mitigation plan revision. Our inclusion in this plan allows our district to apply for hazard mitigation grant funding for projects such as safe rooms, hail resistant roofing, back-up generators, and more. The plan is complete and officially approved by FEMA. For the plan to be valid it must be adopted by all the taxing entities in the county. A link to the 794-page document was sent to Council where Clearwater had only a couple of pages in there. All taxing entities must formally adopt the plan by resolution before November 29, 2024. This is one of the boxes to have checked if Clearwater wants to apply for FEMA grants. Council asked if there were many entities included, Zollinger stated it seemed to be mainly cities and communities.

Motion: *Warkins* moved; *Walter* seconded to adopt Resolution 15-2024 Adopting the Kansas Homeland Security Region G Hazard Mitigation Plan. Voted and passed unanimously.

8. Governing Body

Walter – The Fall Festival was great and let Warkins know she did a good job with it this year.

Warkins – There were a lot of participants this year for the Festival. The Senior Center had the perfect amount of chili for the chili feed, there were about 6 people who participated in the chili cook-off. The committee will discuss changes for making it even better next year. Zollinger mentioned that volunteers are always needed.

Palmer-Witt – None.

Robben – None.

Shore – Reiterated that the festival was a success.

9. Executive Session

None.

10. Adjournment

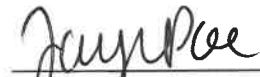
Motion: *Walter* moved; *Palmer-Witt* seconded to adjourn the meeting. Voted and passed unanimously. The meeting adjourned at 6:42 PM

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 22nd, 2024, City Council meeting.

Given under my hand and official seal of the City of Clearwater, Kansas, this 12th day of November 2024.


Jaye Poe, City Clerk

