

City of Clearwater, Kansas
Sedgwick County
City Council Meeting - **MINUTES**
April 22, 2025
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, Shirely Palmer-Witt and Tim Robben.

The following staff members were present:

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

Others present who spoke:

3. Approval of Agenda

Mayor Ussery asked if there were any modifications to the agenda, Zollinger stated that Item 7b needed to be removed and will be discussed during the budget workshop.

Motion: *Palmer-Witt* 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

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

6. Staff Reports:

- Administration Office – Courtney Zollinger – Shore inquired about updates from the Kansas State Fire Marshal regarding the possibility of year-round fireworks sales and the corresponding city code language. Zollinger clarified that retail sales are permitted only between June 20th and July 4th. Dinwiddie added that year-round sales apply solely to fixed buildings. Walter asked whether the City had received any requests for tent sales, to which Zollinger responded that no submissions had been made yet. Mayor Ussery then asked about available openings for appointments. Zollinger outlined the Mayoral appointments for May, noting the following vacancies: 1 opening on the Recreation Commission, 4 on the Planning Commission/Board of Zoning Appeals, 2 of which have been filled by returning members, leaving 2 spots available. The Historical Society has 3 openings, all of which have been reoccupied by returning members, while the Library Board has 2 vacancies, with 1 already filled by a returning member. Mayor Ussery stated if Council has any interested prospects, to have them get ahold of Courtney.
- Fire Department – Jared Dinwiddie – The Council reflected on the mock accident event, noting its success. Dinwiddie wanted to emphasize to the students that impaired driving includes not only drunk driving but

also distracted driving. The event was designed for all students, with a focus on prom attendees. A helicopter from Eagle Med was a part of the event. Mayor Ussery asked the Seniors in the audience if they attended the event so he could get their input, however, none of them attended.

- Police Department – Kirk Ives – Council inquired about vehicle 2, Ives stated that it is now operational. Mayor Ussery asked if there were any updates from the Chiefs meeting, to which Ives responded that there were no significant developments, but hiring is up.
- Public Works/Parks – Cole Hollis – Mayor Ussery requested that Public Works and Fire collaborate to create a plan or schedule for controlled burns at Hammer’s Prairie Park and Nature Center, proposing that one-fourth of the park be burned annually. Hollis and Dinwiddie recommended conducting the burns in early spring.
- Senior Center – Amber Ives – Shore stated that the continuing increasing numbers look good. Ives added that Ron Witt installed the water fountain and ice machine at the Center, an improvement that is greatly appreciated.

7 **Business**

a. **Ordinance annexing Cemetery District**

A consent for annexation was received on April 14th from the Clearwater Cemetery District. This would be a unilateral annexation of the property since the petition was received by the owners according to K.S.A. 12-520(a)(7). The land does adjoin the City therefore can bypass adopting Resolutions. Mayor Ussery asked about the Panhandle, Zollinger stated it was annexed in when the park was.

Motion: *Robben* moved; *Palmer-Witt* seconded to adopt Ordinance 1116 annexing the Cemetery Property TH PT NE 1/4 BEG 390.06 FT S NW COR NE 1/4 TH E 660 FT S 937.77 FT W 660 FT W LI SAID NE 1/4 TH N 937.77 FT TO BEG SEC 23-29-2W into Clearwater City Limits. Voted and passed unanimously.

8. **Governing Body**

Walter – None.

Shore – Hopes that all stay healthy.

Palmer-Witt – Asked about S. Grant, Zollinger stated that Public Works is pushing to get the meters done and then will address S. Grant.

Robben – Will be on gone for the first meeting in May.

Ussery – Mayor asked about the agenda for the April 29th workshop, Zollinger mentioned that it will primarily focus on high-level requests from each department. She also committed to providing the Council with a schedule outlining when budget discussions with department heads will commence for the regular line items. Mayor Ussery noted that he might not be able to attend the meeting.

9. **Executive Session**

None.

10. **Adjournment**

Motion: *Palmer-Witt* moved; *Walter* seconded to adjourn the meeting. Voted and passed unanimously. The meeting adjourned at 6:44 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 April 22nd, 2025, City Council meeting.

Given under my hand and official seal of the City of Clearwater, Kansas, this 13th day of May 2025.


Jaye Poe, City Clerk

