

City of Clearwater, Kansas
Sedgwick County
City Council Meeting - **MINUTES**
February 24, 2026
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, Jason Gordon, Samantha Warkins, Shirley Palmer-Witt and Dalton Chambers.

The following staff members were present:

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

3. Approval of Agenda

Mayor Ussery asked to move the Annexation from the consent agenda to business item b. Then he asked if there were any other modifications to the agenda, there were no other modifications suggested.

Motion: *Shore* moved; *Chambers* seconded to approve the agenda as modified. Voted and passed unanimously.

4. 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

Mayoral Appointment

SLWA Agreement Amendment

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

5. Public Forum

None.

6. Staff Reports:

- Administration Office – Courtney Zollinger – Zollinger reminded Council of the joint meeting with the Recreation Commission and the School Board on Wednesday at 6 pm. This meeting will be held at City Hall and will be open to the public.
- Fire Department – Courtney Zollinger – None.
- Police Department – Courtney Zollinger – None.
- Public Works/Parks – Cole Hollis – Shore inquired about a crosswalk sign, Hollis said that they would get it taken care of tomorrow. Warkins asked about the work on Diagonal, Zollinger answered that it should be completed by March 27th or before. Shore mentioned the fence at Hammer’s Park needing repaired, Hollis and his crew will look at it. Mayor Ussery asked if the pothole on 4th and Ross was fixed, Hollis said it was fixed temporarily.
- Senior Center – Courtney Zollinger – None.

7. Business

a. Financing for 2027 Tender e

At the February 10th meeting the City Council approved the purchase of a 2000-gallon tender from Emergency Fire. The purchase price is \$364,979.00. 50% was required to put down for the tender and that amount was paid using equipment reserve funds. There is \$275,000 in equipment reserve fire for trucks. \$182,489.50 has been used for the down payment. Another small payment will be made using equipment reserve funds but the City will need to finance \$90,000 for the balance of the truck. Quotes from Volunteer Financing and Emprise Bank were received.

	TERM	Interest	Annual	Total Amount
Emprise Bank	36 months	4.5%	\$32,127	\$96,380
Emprise Bank	60 months	4.5%	\$20,135	\$100,672
Volunteer Financing	60 months	5.71%	\$21,198	\$105,987

Emprise Bank also has a \$350 origination fee. Staff recommends financing with Emprise at 4.5% interest. Palmer-Witt asked if there would be a penalty for paying the loan early, Zollinger said there would not be. Warkins asked if the Townships had been contacted to help support this purchase, Zollinger said they had not reached out yet. Mayor Ussery stated he would put together a letter to the Townships with the

information but was waiting to see what comes out of the meeting with Fire District 1 in March. He emphasized that this debt will be in the debt service run for the next 36-60 months. Council discussed the payment being once a year and costing around 1 of the City Mills. Mayor Ussery recommends the 36-month term and use any funds available to pay off early and save on interest. Palmer-Witt suggested the 60-month term with planning to pay off in 36 months during the budget process if funding is available. Zollinger stated that there are general operations that include projects such as the annual road maintenance, park improvements and sidewalks that could be decreased if the Mil levy does not raise. Warkins asked what the current debt payment is, Zollinger said around \$400,000 annually that includes the current road project then add another \$33,000 for the tender. Warkins asked when the tender would be delivered, Zollinger replied around September. Zollinger has notified ISO and they have accepted the contracts, down payment and moved the next check date to August. Chambers inquired about the \$60,000 he seen, Mayor Ussery and Zollinger stated that the amount is budgeted every year to transfer into equipment reserve for future purchases which will go towards the payment.

Motion: *Palmer-Witt* moved; *Warkins* seconded to approve the loan for 60 months at 4.5% interest with Emprise Bank. Voted and passed unanimously.

b. Annexation – Lot 13 Block 2 Prairie Meadows Estates Additon

Prairie Meadows, North of town located at 79th and 135th Street, is island annexed in. Several years ago, a petition was received to put water lines that far North which created a benefit district. This was due to the water table being too low in that area. The developer did not want to annex into the City at that time, so the contract with the developer was that if people wanted to hook into the water, they would need to request to be annexed into the City. In order to annex into the City, the property owners have to submit a petition, the City will adopts a Resolution accepting the petition and the Resolution gets sent to the County Commissioners. The County Commissioners then approve or deny the request by adopting a Resolution of their own granting permission to annex the property into the City and they send that Resolution back to the City. The City then adopts an Ordinance officially annexing it into the City and can start collecting taxes once it has been published in the paper. This process takes about a month and a half. Zollinger informed Council that there are still pockets in that area that are not annexed in which is why the Township takes care of the road maintenance as part of the agreement. Once all properties along one road, such as Butterfly Court or Prairie Grass Circle, are annexed in the City will then assume the maintenance of those roads. David and Amanda McDaniel submitted a petition to annex Lot 13 Block 2 of Prairie Meadows Estates Addition into the City. They have not built their house or pulled a building permit yet.

Motion: *Palmer-Witt* moved; *Gordon* seconded to adopt Resolution 03-2026 annexing Lot 13 Block 2 of Prairie Meadows Estates Addition into Clearwater City limits. Voted and passed unanimously.

9. Governing Body

Gordon – None.

Shore – None.

Warkins – Volunteers are still needed for the Fall Festival; there were 5 people in attendance with 2 being herself and Dalton Chambers at the last meeting.

Palmer-Witt – Inquired about the length of time a permit for new construction lasts, Zollinger believes the first inspection must be done within 6 months to a year. Palmer-Witt mentioned the house on South Byers taking a while. She also stated that extensions can be requested, but once the permit expires and an extension is not granted then a new application must be submitted. Palmer-Witt asked if the City notifies the contractor if the permit is close to expiration, Zollinger stated no, MABCD has that information and would contact them.

Chambers – Congratulated the 8 kids that made it to state and wished them luck this weekend. He will be there with Officer Ross to coach. Ussery –

10. Executive Session

None.

11. Adjournment

Motion: *Warkins* moved; *Palmer-Witt* seconded to adjourn the meeting. Voted and passed unanimously. The meeting adjourned at 6:50 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 February 24th, 2026, City Council meeting.

Given under my hand and official seal of the City of Clearwater, Kansas, this 10th day of March 2026.

Jaye Poe
Jaye Poe, City Clerk

