

**City of Clearwater, Kansas**  
Sedgwick County  
City Council Meeting - **MINUTES**  
April 14, 2026  
Clearwater City Hall – Council Chambers  
129 E. Ross Avenue Clearwater, KS 67026

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**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, Shirley Palmer-Witt and Dalton Chambers.

The following staff members were present:

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

Others present who spoke:

Jeff Zogleman. Henry Schmidt was present via GoTo Meetings.

**3. Approval of Agenda**

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

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

**4. Public Forum**

Mayor Ussery stated there would be no discussion or action on solar farms at this meeting. He provided details for the Sedgwick County MAPD meeting on April 29 at 9:00 a.m. at the Reagan Building, 271 W. 3rd Street North, noting the governing body has no authority in this matter but he is planning to attend. Jeff Zogleman, a longtime area resident with a Clearwater address outside city limits, spoke in opposition to proposed industrial solar farms. He mentioned his prior comments regarding his opposition of the Tyson plant and the formal statement by Council opposing the plant coming into the community area. He requested the Council consider the proposals and share their position with the County Commission. He thanked the Council for their time. Mayor Ussery stated that they will be watching this closely. Samantha Warkins entered at 6:32 p.m.

**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

Approve Hire – Part Time Police

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

**6. Staff Reports:**

- Administration Office – Courtney Zollinger – No questions from Council.
- Fire Department – Jared Dinwiddie – Council questioned the reimbursement submitted to the State. Dinwiddie noted that the State will reimburse the City for task deployment to Dodge City. He believes the amount to be around \$4,900 to include man hours, equipment usage, mileage, meals and any other additional costs. He mentioned that the lodging was paid for by the State. Shore asked if a disaster declaration had to be made for this, Dinwiddie answered yes.
- Police Department – Kirk Ives – Shore noted the number of SPV permits issued and asked if residents were reminded of the rules for golf carts by the department, Ives stated they do remind them of the rules when they are registering their SPV's. Ives reported the Durango sold for \$13,700 with today being the final day.
- Public Works/Parks – Cole Hollis – No questions from Council.

- Senior Center – Amber Ives – No questions from Council but Ives thanked the Public Works department for fixing the air Conditioner at the Senior Center.

## 7. Business

### a. GO Temporary Note Resolution for Senior Center Expansion

On March 10, 2026 the Governing Body of Clearwater awarded the Senior Center Expansion bid to Keeler Construction with a project cost of \$475,596. The City Council must adopt a resolution authorizing the improvements stating the intent to issue a bond followed by adopting a resolution issuing the GO temporary note sale. The Governing Body was aware of the need for a Temporary Note to help cover the cost of the project. There is \$173,000 in equipment reserve after engineer and architect fees were paid. The Temp Note is for \$600,000 and will be for the cost of the project, interest on the bond and issuance costs. Bond bids will be due on May 12, 2026. The temporary note be for three years. Any funds left in the project fund from the temporary note will go towards paying the temp note. The Resolution and supporting documents have been crafted by Bond Counsel Gilmore and Bell and Financial Advisor Ranson Financial.

**Motion:** *Shore* moved; *Warkins* seconded to adopt Resolution 4-2026 Authorizing And Providing For The Construction Of Improvements To The Senior Center, An Existing Public Building In The City Of Clearwater, Kansas; And Providing For The Payment Of The Costs Thereof. Voted and passed unanimously.

**Motion:** *Palmer-Witt* moved; *Gordon* seconded to adopt Resolution 5-2026 Authorizing The Offering For Sale Of General Obligation Temporary Notes, Series 2026A, Of The City of Clearwater, Kansas to be used for the Senior Center Expansion. Voted and passed unanimously.

### b. Consider Annexation Ordinance Lot 13 Block 2 Prairie Meadow

In February 2026 the City received a Consent for and Petition to Annex into the corporate limits of the City of Clearwater from the property owners at Lot 13, Block 2 of the Prairie Meadow Estates. At the February 24, 2026, meeting the Governing Body adopted Resolution 3-2026 finding it advisable to annex the referenced property. Per state statute, that Resolution was sent to the Sedgwick County Board of County Commissioners and at their March 25th meeting the Sedgwick County BOCC adopted resolution 054-2026 releasing the property for the City to annex. The Governing Body needs to adopt a separate Ordinance officially annexing the property into the city. There are no financial obligations for this. However, the property owner is required to pay a water tap fee. Once the house is constructed it will be part of the Clearwater assessed valuation. Mayor Ussery reported that Sedgwick County has encouraged Clearwater to be proactive regarding the nine remaining lots in Prairie Meadows. Letters are being prepared to gauge property owner interest in annexation. He noted there is no obligation for property owners to participate.

**Motion:** *Warkins* moved; *Gordon* seconded to adopt Ordinance 1126 annexing Lot 13, Block 2 of the Prairie Meadow Estates Addition to Sedgwick County, Kansas, Clearwater, Kansas 67026 into Clearwater city limits. Voted and passed unanimously.

### c. Action: Consider Ordinance Amending Time of City Council Meeting

The City Council meetings are currently established by Ordinance to be held on the second and fourth Tuesdays of each month at 6:30 p.m. Periodically, the Governing Body reviews meeting logistics to ensure they continue to meet the needs of Councilmembers, staff, and the public. A proposed amendment would change the regular meeting time from 6:30 p.m. to 6:00 p.m. This adjustment is intended to better accommodate schedules and improve meeting efficiency while maintaining accessibility for public participation. The City Attorney's office has reviewed the Ordinance. *Warkins* asked if this would take effect by the next meeting. *Zollinger* confirmed it would, noting the Ordinance will be published in the Times-Sentinel on April 23<sup>rd</sup> and take effect upon publication. Therefore, the April 28 meeting will be held at 6:00 p.m.

**Motion:** *Warkins* moved; *Shore* seconded to adopt Ordinance 1127 amending Ordinance 917, Section 1-203 amending the time for regular City Council meeting time to 6:00 p.m. on the second and fourth Tuesdays of each month. Voted and passed unanimously.

### d. Action: Consider Ordinance Amending Governing Body Compensation

The current City Code establishes a specific dollar amount for compensation of the Mayor and City Councilmembers. This structure requires an ordinance amendment each time compensation adjustments are considered. The proposed

amendment would revise the code to remove fixed compensation amounts and instead provide that members of the Governing Body shall receive compensation as established by resolution. This approach allows the Governing Body to make adjustments by resolution rather than ordinance, providing greater flexibility and administrative efficiency. Additionally, the proposed language includes a limitation that any increase in compensation shall not exceed the percentage increase approved for city staff in the same year. This ensures that adjustments to elected officials' compensation remain aligned with those provided to city employees. The proposed change does not create an immediate financial impact. Future compensation adjustments would be determined by resolution and remain subject to annual budget considerations. The limitation tying increases to staff adjustments provides a measure of fiscal control and consistency. Shore asked if the Resolution needed to be adopted now, Zollinger stated it will be done at a later meeting.

**Motion:** *Warkins* moved; *Palmer-Witt* seconded to adopt Ordinance 1128 amending Ordinance 1020 and Section 1-201 regarding Governing Body Compensation to provide that Governing Body compensation shall be established by resolution, with any increases not to exceed the percentage increase approved for city staff in the same year. Voted and passed unanimously.

**e. Action: Consider Amendment to Personnel Policy**

There are several updates proposed by Staff and the Governing Body to the City's Personnel Policy to better align organizational structure, benefit eligibility, and employee incentives with current operational practices. The proposed amendments include the following: Department Head Classification - Removal of the Parks and Facilities Superintendent position from the list of designated department heads to reflect current organizational structure and reporting relationships. The change was made several years ago but the policy was not updated. Definition of Full-Time Employee - Amendment of the definition of a full-time employee from 40 hours per week to 32 hours per week to provide greater flexibility in staffing and align with workforce practices. Health Insurance Eligibility Threshold - Revision of the minimum hours required to qualify for participation in the City's health insurance program from 1,000 hours annually to 1,664 hours annually, aligning eligibility more closely with full-time employment standards. Part-Time Employee Leave Benefits - Removal of vacation and sick leave benefits for part-time employees. Currently, there are no employees who will be impacted by this change. Addition of the following benefits for full-time employees - An annual brush dump pass at no cost and coverage of the cost of a single Aquatic Center pool membership each year. The Holiday Policy Update - Addition of Good Friday as a paid holiday. For context, there are 11 federally recognized holidays. The City of Clearwater currently provides 12 paid holidays, which already includes non-federal holidays such as the Friday after Thanksgiving and Christmas Eve, while not recognizing Juneteenth as a paid holiday. The addition of Good Friday further enhances the City's employee benefits package and supports overall employee morale and work-life balance. The proposed changes will have a modest financial impact. The addition of employee benefits (brush dump pass and Aquatic Center membership) is expected to be minimal with no upfront costs to the City. Adjusting the health insurance eligibility threshold may reduce costs associated with part-time employees who would no longer qualify in the future. There is currently not an employee, this will affect. Expanding the definition of full-time employees will not affect the current staff setup. And removal of leave benefits for part-time employees has no current financial impact, as no employees are affected. Good Friday Holiday Impact - The estimated cost of adding Good Friday as a paid holiday is approximately \$1,800, primarily associated with wages in the Public Works and Police Departments. Palmer-Witt asked if the Brush Dump would be available for all Full-Time employees whether they live in the City limits or not, Zollinger confirmed this.

**Motion:** *Shore* moved; *Gordon* seconded to approve the amendments to the Personnel Policy, including revisions to department head designation, definition of full-time employment, health insurance eligibility requirements, part-time employee benefits, full-time employee benefits, and the addition of Good Friday as a paid holiday. Voted and passed unanimously.

**8. Governing Body**

Gordon – None.

Shore – None.

Warkins – There will be a fall festival meeting on Monday where the button design will be picked.

Palmer-Witt – Reminded Council she will be absent for the next two meetings. She also mentioned that the recreation seems to be running smoothly with Valeen and that the Director will be back on May 4<sup>th</sup>.

Chambers – Excited to attend the City Leaders Academy this Friday.

Ussery – Can provide the Sedgwick County meeting information to those who would like it after the meeting tonight.

9. **Executive Session**

None.

10. **Adjournment**


**Motion:** *Palmer-Witt* moved; *Warkins* seconded to adjourn the meeting. Voted and passed unanimously. The meeting adjourned at 6:52 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 14<sup>th</sup>, 2026, City Council meeting.

Given under my hand and official seal of the City of Clearwater, Kansas, this 28<sup>th</sup> day of April 2026.

  
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Jaye Poe, City Clerk

