

**Study Session Minutes  
Ottawa, Kansas  
Minutes of November 2, 2015**

The Governing Body met at 4:00 pm this date with the following members present and participating to wit: Mayor Skidmore, Commissioner Dickinson, Commissioner Caylor, Commissioner Reed, and Commissioner Graves were all present. A quorum was present.

Mayor Skidmore called the meeting to order.

**Public Comments**

The Governing Body heard from David Clayton, 804 N Poplar, regarding the bike lane on Walnut Street as well as extending the bike lane from Forest Park to the trail.

The Governing Body heard from Charlie Adamson, 2209 Nevada Road, regarding the bike lane proposal on Walnut Street. Mr. Adamson proposed making Walnut Street one way from 1<sup>st</sup> to 5<sup>th</sup> Street from the north to the south. This would allow room for the bike path and not eliminate parking.

**Interviews—Airport Advisory Board**

The Governing Body interviewed Daryl Flager and Robert Bowers for the Airport Advisory Board. The Governing Body did not make a decision for the one open position and agreed to bring this discussion back to the next study session meeting.

**Minutes**

The Governing Body reviewed minutes from the October 21, 2015 Regular Meeting and with changes agreed to place this time on the next regular meeting agenda, November 4, 2015.

**Neighborhood Revitalization Program**

The Governing Body heard from Community Development Administrative Assistant Charlotte Newkirk regarding a recommendation for five properties to be added to the Neighborhood Revitalization Program. The five properties are within the established Neighborhood Revitalization District and are located at 730 S Cypress, 802 S Pecan, 708 N Locust, 731 S Oak, and 839 S Olive. It was agreed to place this item on the next regular meeting agenda.

**Bids for Automated Weather Observing Station (AWOS)**

The Governing Body heard from Public Works Director Michael Haeffele and Airport Board Chair Jack Miller regarding a request for approval of bids for an Automated Weather Observing Station at the Ottawa Municipal Airport. The AWOS system allows pilots to find out what the weather is doing at an airport which makes their flight planning easier. Many companies and corporations will not allow their pilots to fly into an airport without this type of system. Three bids were received from two different companies for the AWOS III. The best bid was at \$165,620 from Atlas Electric. It is recommended to approve the lowest bid from Atlas Electric to continue with this project. It was agreed to place this item on the next regular meeting agenda.

### **Condemnation—412 W 1<sup>st</sup>**

The Governing Body heard from Community Development Building Official Jim Sherman regarding a request for approval of a resolution to condemn a single family structure located at 412 W 1<sup>st</sup> Street. There is a public hearing scheduled for the next regular meeting agenda on November 4, 2015. This property is in blighted condition and it is the staff's opinion that this structure presents a hazardous condition to the neighborhood. It was agreed to place this item on the next regular meeting agenda.

### **Kansas Municipal Utilities Safety Program**

The Governing Body heard from Human Resources Director Michelle Stegman and Kansas Municipal Utilities (KMU) Job Training Safety Director Rick Aguilar relating to the City's Safety Program update. KMU has been providing safety training to help achieve safety goals for the City of Ottawa. The Ottawa management team is fully behind the efforts and initiative in providing a positive safety culture. Human Resources Director Michelle Stegman reported that claims are approximately \$30,000 this year compared to last year at approximately \$63,000.

### **City Manager's Report**

City Manager Richard U Nienstedt reported on:

- Monthly reports will be sent out and we will allow a week before they are placed for discussion on a study session agenda.
- Residential Building Permits
- Rock Creek Development Park
- Walnut Street Night Meeting—It was agreed to have a special meeting after the November 16<sup>th</sup> Study Session, from 6:30 pm to 7:30 pm
- November is "No Shave November" to raise awareness of prostate cancer

### **Commissioners' Reports**

Commissioner Dickinson shared when discussing the bike path project along Walnut Street we should make sure to discuss the whole project.

Commissioner Reed reported she will be attending the National League of Cities Conference in Nashville with Commissioner Caylor.

Commissioner Caylor stated she was excited to attend a mobile workshop and is looking forward to a tour of Nashville's water treatment facilities.

### **Mayor's Report**

Mayor Skidmore reported on the housing task force noting the sales tax initiative took precedence. The housing task force will be performing interviews of local businesses and reporting to the Commission in the spring.

**Adjournment**

There being no further business to come before the Governing Body, Commissioner Reed made a motion, seconded by Commissioner Caylor, to adjourn the meeting. The motion was considered and upon being put, all present voted aye. The Mayor declared the meeting duly adjourned at 5:09 pm.

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Carolyn S. Snethen, City Clerk

November 2, 2015