

**Regular Meeting Minutes
Commission Chambers
101 S Hickory, Ottawa, Kansas
Minutes of November 4, 2015**

The Governing Body met at 7:00 pm this date with the following members present and participating to wit: Mayor Skidmore, Commissioner Dickinson, and Commissioner Graves were all present. Commissioner Caylor and Commissioner Reed were absent due to attending the National League of Cities Conference in Nashville. A quorum was present.

The Mayor called the meeting to order and welcomed the Chamber Audience and led the Pledge of Allegiance to the American flag. The invocation was given by Community Development Director Wynndee Lee.

Consent Agenda

The Governing Body reviewed minutes from the October 19, 2015 Study Session, October 21, 2015 Regular Meeting, and the October 10-12, 2015 Special Call Meeting for the League of Kansas Municipalities Annual Meeting, and the Regular Meeting agenda. Commissioner Dickinson made a motion, seconded by Commissioner Graves to approve the consent agenda. The motion was considered and upon being put, all present voted aye. The Mayor declared the consent agenda duly approved.

Public Comments

None offered at this time.

Declaration

The Mayor asked the City Commission for declarations of any conflicts or outside communications that might influence their ability to impartially consider today's issues impartially. None were given at this time.

Public Hearing—412 W 1st

A public hearing was called for the consideration of the condemnation of a single-family structure located at 412 W 1st Street. The public hearing was opened at 7:05 pm.

Community Development Director Wynndee Lee gave an overview of the property.

No other public comments were made.

The public hearing was closed at 7:11 pm.

Resolution—Condemn 412 W 1st

The Governing Body reviewed a resolution authorizing the Governing Body to declare the residential structure located at 412 W 1st Street to be unsafe or dangerous, and to direct that such structure to be demolished or repaired and made safe and secure. Commissioner Graves made a motion, seconded by Commissioner Dickinson, to adopt the resolution. The motion was considered and upon being put, all present voted aye. The Mayor declared the resolution duly adopted and the resolution was numbered Resolution No. 1681-15.

November 4, 2015

Access Management Construction Project Application

The Governing Body heard from Franklin County Public Works Director James Haag regarding an application to construct a new intersection at US-59 and Kingman Road adding a left turn lane on US-59 southbound and a right turn lane on US-59 northbound and 750 feet of paving on Kingman East of US-59. Mr. Haag requested approval from the Governing Body to submit the Access Management Construction Project Application. Commissioner Dickinson made a motion, seconded by Commissioner Graves, to approve the submission of this application. The motion was considered and upon being put, all present voted aye. The Mayor declared the request duly approved.

Neighborhood Revitalization Program Review Committee

The Governing Body heard from Community Development Director Wynndee Lee regarding the Neighborhood Revitalization Program Review Committee's recommendation to include five residential structures in the Neighborhood Revitalization Program. The five structures are located at 730 S Cypress, 802 S Pecan, 708 N Locust, 731 S Oak, and 839 S Olive. Commissioner Graves made a motion, seconded by Commissioner Dickinson, to approve the addition of the five structures into the Neighborhood Revitalization Program. The motion was considered and upon being put, all present voted aye. The Mayor declared the motion duly approved.

Right of Way Dedication—KDOT

The Governing Body heard from Community Development Director Wynndee Lee and City Attorney Blaine Finch regarding a request from Kansas Department of Transportation for Right of Way Dedication. It is recommended to dedicate .05 acres of land for reconstruction of the bridge over I-35 on Montana Road. Commissioner Dickinson made a motion, seconded by Commissioner Graves, to approve the request for Right of Way Dedication. The motion was considered and upon being put, all present voted aye. The Mayor declared the motion duly approved.

Automated Weather Observing Station (AWOS)

The Governing Body heard from Public Works Director Michael Haeffele regarding the approval of a bid for the Automated Weather Observing System at the Ottawa Municipal Airport. Three bids were received for an AWOS system at the Ottawa Municipal Airport and staff recommended approval of the lowest bid which was received from Atlas Electric in the amount of \$165,620. Commissioner Graves made a motion, seconded by Commissioner Dickinson, to approve the bid for the AWOS system. The motion was considered and upon being put, all present voted aye. The Mayor declared the bid duly approved.

Ottawa Solar Photovoltaic Project

The Governing Body heard from Utilities Director Dennis Tharp regarding a project to install a solar photovoltaic system at the Power Plant/ Water Plant location which will generate electricity to the City's electric distribution system. Commissioner Dickinson made a motion, seconded by Commissioner Graves, to approve the project. The motion was considered and upon being put, all present voted aye. The Mayor declared the project duly approved.

November 4, 2015

2015 Audit Letter of Understanding

The Governing Body heard from City Manager Richard U Nienstedt regarding the 2015 Audit Letter of Understanding. The Letter from Mize Houser & Company confirms the agreement to audit the financial statements of the City for year ended December 31, 2015. Commissioner Graves made a motion, seconded by Commissioner Dickinson, to approve the Letter of Understanding. The motion was considered and upon being put, all present voted aye. The Mayor declared the motion duly approved.

Report by City Manager

City Manager Richard U Nienstedt reported:

- Veteran's Day Parade is this weekend, November 7, 2015
- Veteran's Day is Wednesday, November 11, 2015
- Below is a list of City Employees that are Veteran's
 - Richard U Nienstedt
 - Clancy Moore
 - Michael Haeffele
 - Mark Gibbs
 - Adam Weingartner
 - Shawn Dillon
 - Mark Goodwin
 - Keith Chambers
 - Bill Ferguson
 - Blaine Stewart
 - Joseph Carrier
 - James Hawkins
 - Chad Berg
 - Oscar Taylor
 - Ron Hughes
 - Tim Ahrens
 - Bob Crowell
 - Shane Gibbs
 - Tom Bryant
 - Ryan Rose

Reports by City Commissioners

Commissioner Dickinson congratulated the Kansas City Royals on the World Series win. Commissioner Dickinson announced tomorrow night from 6:00 pm to 7:30 pm, the Swan Arts Center will be opening a new gallery from Franklin County High School students.

Report by Mayor

Mayor Skidmore reported:

- Encouraged all to attend the Veteran's Day parade on Saturday, November 7th.

Open Agenda

City Manager Richard U Nienstedt reported that November is "No Shave Month" in support of Prostate Cancer and he would be participating. Mr. Nienstedt encouraged all men to be tested.

City Manager Richard U Nienstedt recognized the Scouts attending the meeting.

Announcements

Mayor Skidmore announced:

- November 4-7, 2015: Special Call Meeting, NLC Conference, Nashville
- November 9, 2015: Study Session, 4:00 pm, City Hall
- November 10, 2015: Special Call LKM Regional Supper, 5:30 pm, Olathe Community Center, 1205 E Kansas City Road
- November 11, 2015: Veteran's Day, City Offices CLOSED
- November 16, 2015: Special Call Time Change for Study Session, 5:00 pm, Study Session Room, City Hall
- November 16, 2015: Special Call Walnut Street Prairie Spirit Rail Trail Discussion, 6:30 pm, Commission Chambers, City Hall

Adjournment

There being no further business to come before the Governing Body, Commissioner Dickinson made a motion, seconded by Commissioner Graves, to adjourn the meeting. The motion was considered and upon being put, all present voted aye. The Mayor declared the meeting duly adjourned at 7:46 pm.

Carolyn S. Snethen, City Clerk

November 4, 2015