

**Regular Meeting Minutes
Commission Chambers
101 S Hickory, Ottawa, Kansas
Minutes of November 18, 2015**

The Governing Body met at 9:30 am 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.

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 Finance Director Scott Bird.

Consent Agenda

The Governing Body reviewed the consent agenda consisting of the approval of Robert Bowers as a new member of the Airport Advisory Board, Minutes from the October 26, 2015 and November 2, 2015 study sessions, and the regular meeting agenda. Commissioner Caylor 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

None given at this time.

Public Hearing—424 S Hickory St

The Governing Body called a public hearing for the consideration of the demolition of a single-family structure located at 424 S Hickory Street. Mayor Skidmore opened the public hearing at 9:32 am.

Community Development Building Official Jim Sherman spoke regarding the request for demolition of the single-family structure at 424 S Hickory. This structure is located in a Historical District and requires approval of a resolution to override the State Historic Preservation Office.

Cathy Brown, member of the council of First Baptist Church, spoke regarding the alternatives they have looked into. Because of the condition of the structure, it would not be able to be repaired due to cost associated, leaving the only option as demolition. There are some salvage finds that will be recouped from the structure during demolition.

Mayor Skidmore closed the public hearing at 9:40 am.

Resolution—Override the State Historic Preservation Office

Commissioner Caylor made a motion, seconded by Commissioner Dickinson to approve a resolution to override the State Historic Preservation Office Determination for 424 S Hickory Street. The motion was considered and upon being put, all present voted aye. The Mayor declared the resolution duly approved and the resolution was numbered Resolution No. 1682-15.

2015 Employee Service Awards

Each year the League of Kansas Municipalities recognizes “faithful, continuous service” to Kansas communities. This year the City of Ottawa is proud to recognize 27 employees with a combined total of 455 years of service to Kansas communities. The Governing Body recognized the following employees for their years of service.

10 years: Chuck Bigham, Steve Burkhart, Brian Demoret, and Zach Evans

15 years: Michael Haeffele, Leah Thomas, John Shepherd, David Buehler, Ed Thompson, Aaron Good, Casey Crane, Keith Chambers, David Hunsaker, Kirt Chapman, Steve Lemons, Dennis Tharp, and Steve Donahoo

20 years: Kathy Greiner, Deb Badders, Chris Campbell, Charles Johnson, Chad Bentley, and Adam Weingartner

25 years: Keith McAdoo, Tim Matthias, Steve Morton, and Troy Gavel

Proclamation—World Toilet Day

Mayor Skidmore read a proclamation recognizing November 19, 2015 as World Toilet Day. National Toilet Day was started in 2001 to draw attention to global sanitation. Waste Water Treatment Plant Superintendent Dan Riney accepted the proclamation. The City of Ottawa is a blessed community with infrastructure that conveys and treats our water streams.

Civil Rights/Fair Housing Policy

The Governing Body reviewed a request to adopt a Civil Rights/Fair Housing Policy. This policy was drafted by the State of Kansas and must be adopted for each CDBG grant received. Commissioner Reed made a motion, seconded by Commissioner Caylor to approve the Civil Rights/Fair Housing Policy. The motion was considered and upon being put, all present voted aye. The Mayor declared the policy duly approved.

Resolution—Raw Water Line Project

The Governing Body heard from Finance Director Scott Bird regarding a request for approval of a resolution authorizing the completion of the application to the Kansas Department of Health and Environment. This resolution authorizes the City Manager and his designee(s) to complete the application process for a Kansas Public Water Supply Loan in the amount of \$3,262,500. Commissioner Reed made a motion, seconded by Commissioner Caylor to adopt this resolution. The motion was considered and upon being put, all present voted aye. The Mayor declared the resolution duly approved and the resolution was numbered Resolution No. 1683-15.

Resolution—Water Rates

The Governing Body heard from Finance Director Scott Bird regarding a request for approval of a resolution finding the advisability of and ordering the adoption of applicable rates, charges, rules and regulations, conditions and availability of the services rendered by the Water Department and establishing an effective date, providing the enforcement and rescinding prior resolutions. This resolution provides for rate increases to provide funding for the raw water line project. Commissioner Dickinson made a motion, seconded by Commissioner Graves 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. 1684-15.

Report by City Manager

City Manager Richard U Nienstedt reported:

- Thank you to the City Employees. Success from the City of Ottawa happens because of the staff working every day.
- Fair Housing Policy is very important and it is important for our City to always recommit and reconfirm that our City treats all equally.
- Recommends cancelling the study session meeting on November 23, 2015.

City of Ottawa Award

Community Development Director Wynndee Lee and Public Works Director Michael Haeffele presented to the City Commission the Health Champion Organizational Honorable Mention Award received by the City of Ottawa. This award was given by the Governor's Fitness Council. The City of Ottawa was nominated by Tommy Sink for the work community of Ottawa does for healthy living. Some of the efforts recognized by the Governors Fitness Council included Tobacco Free Living Activities, Accessible Sidewalks, the City Wellness Program, Designation of Play City, and other partnership opportunities.

Mayor Skidmore read the plaque.

Report by Commissioners

Commissioner Caylor spoke on the importance of the City of Ottawa's infrastructure that provides the citizens with clean drinking water as well as taking care of the water after it goes down the sink. Commissioner Caylor appreciates all City Staff and challenges the audience to thank a City Employee for giving to the City and its citizens. Commissioner Caylor is very excited for the City on receiving the Governor's Fitness Council Award.

Commissioner Reed stated she represented the City of Ottawa at the National League of Cities National Conference and stated it is amazing how many contacts are made attending these events.

Commissioner Dickinson stated we are lucky as a city to be able to control our own utilities. Commissioner Dickinson wished everyone a Happy Thanksgiving.

Report by Mayor

Mayor Skidmore reported:

- Attended the ECKAN Annual Meeting and stated this was a wonderful evening honoring many volunteers in our community.

Announcements

Mayor Skidmore announced:

- November 23, 2015: Study Session CANCELLED
- November 26-27, 2015: Thanksgiving Holiday, City Offices CLOSED
- November 28, 2015: Mayor's Tree Lighting, 5:00 pm, Haley Park
- November 30, 2015: Study Session, 4:00 pm, City Hall

Adjournment

There being no further business to go before the Governing Body, Commissioner Caylor made a motion, seconded by Commissioner Dickinson to adjourn the meeting. The motion was considered and upon being put, all present voted aye. The Mayor declared the meeting duly adjourned at 10:19 am.

Carolyn S. Snethen, City Clerk