

Study Session Minutes
Ottawa, Kansas
Minutes of February 8, 2016

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

Mayor Skidmore called the meeting to order.

Public Comments

None offered at this time.

Minutes to Review

The Governing Body reviewed minutes from the February 1, 2016 Study Session. It was agreed to place this item on the next regular meeting agenda, February 17, 2016.

Department Focus Session on Utilities

The Governing Body heard from Utilities Director Dennis Tharp regarding the utilities department including staff accomplishments, projects, and teamwork between various groups under the utilities department.

Department Focus Session on Public Works

The Governing Body heard from Public Works Director Michael Haeffele regarding the public works department including staff accomplishments and the various projects taking place within the department.

February 15th & 17th Commission Meetings

The Governing Body heard from City Manager Richard U Nienstedt regarding the final details for the February 15, 2016 Study Session meeting held at Carnegie Cultural Center and the February 17, 2016 Regular Commission Meeting held at Keim Bakery.

City Manager's Report

City Manager Richard U. Nienstedt reported:

- National League of Cities will be coordinating visits differently this year.
- Flood Insurance Recommendations will be coming soon to a study session meeting.
- The City and Ottawa University are going to be sponsoring a Diversity Conference at Ottawa University from 1:00 pm – 6:00 pm on March 24, 2016.
- There have been conversations with PEC/Bartlett & West and the planning process has started on the new industrial park.
- The Vacancy Notice for the Commission seat will be going out shortly. The deadline for applications will be March 2nd. The Governing Body will have until March 19th to make a selection.
- The City has received \$6447.88 from the Service Line Warranty Program. Commissioner Reed requested to have a representative from Service Line Warranties come to speak to the Governing Body.

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Introduction of New Employee

Community Development Director Wynndee Lee introduced Sarah Anzicek as the new planner in the Community Development Department.

Mayor's Report

Mayor Skidmore reported:

- There is a blood drive tomorrow, February 9, 2016, at Ransom Memorial Hospital from 12pm – 6 pm.

Announcements

Mayor Skidmore announced:

- February 15, 2016: Special Call Study Session for Location Change, 4:00 pm, Carnegie Cultural Center, 501 S Main
- February 17, 2016: Special Call Regular Meeting for Location Change, 9:30 am, Keim Bakery, 304 S Main
- February 29, 2016: Study Session, 4:00 pm, City Hall
- February 29, 2016: Special Call for Commission/Department Director Retreat, 5:00 pm, City Hall

Adjournment

There being no further business to come before the Governing Body, Commissioner Caylor 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 5:08 pm.

Carolyn S. Snethen, City Clerk