

**Regular Meeting Minutes
Commission Chambers
101 S Hickory, Ottawa, Kansas
Minutes of April 6, 2016**

The Governing Body met at 7:00 pm this date with the following members present and participating to wit: Mayor Skidmore, Commissioner Caylor, Commissioner Reed, Commissioner Graves, and Commissioner Jorgensen were all present. A quorum was present.

Mayor Skidmore 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 Sheriff's Chaplain Scott Dickinson.

Consent Agenda

The Governing Body reviewed the consent agenda consisting of minutes from the March 14, 2016 Special Call Study Session for Location change; March 16, 2016 Special Call Regular Meeting for Location Change; March 16, 2016 Special Call Meeting for update on Rock Creek Business Development Park; March 21, 2016 Study Session; March 28, 2016 Study Session; and the Regular Meeting Agenda. Commissioner Jorgensen made a motion, seconded by Commissioner Caylor 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.

Commissioner Graves made a motion, seconded by Commissioner Reed to approve Daryl Flager as a new member of the Airport Advisory Board. The motion was considered and upon being put, all present voted aye. The Mayor declared the motion duly approved.

Public Comments

None offered at this time.

Declaration

None given at this time.

Proclamation—Child Abuse Prevention and Awareness Month

Commissioner Graves read a proclamation recognizing April as Child Abuse Prevention and Awareness Month and April 8, 2016 as Wear Blue Day. This proclamation is intended to raise awareness for children who are victims of child abuse as well as help prevent child abuse and neglect. The proclamation was accepted by Shelly Lojka with CASA (Court Appointed Special Advocates for Children). Ms. Lojka thanked the Governing Body for the proclamation and taking the time to recognize our most precious and vulnerable citizens in our community. Ms. Lojka encouraged all to wear blue on April 8, 2016.

Proclamation—Fair Housing Month

Commissioner Jorgensen read a proclamation recognizing April 2016 as Fair Housing Month. April is National Fair Housing Month. Richard Jackson, Chief Executive Officer of East Central Kansas Economic Opportunity Corporation (ECKAN) accepted the proclamation. Mr. Jackson thanked the Commission for the proclamation stating it is important to be proactive and remind the public of the Fair Housing Discrimination Laws.

Ordinance—Public Water Supply Project

The Governing Body heard from Finance Director Scott Bird regarding a request for approval of an ordinance authorizing a loan to fund the Public Water Supply Project. This ordinance authorizes the execution of a loan agreement between the City of Ottawa and the State of Kansas for the purpose of obtaining a loan from the Kansas Public Water Supply Loan Fund. The purpose of this loan is to finance a public water supply project, which is to install a new raw water line. The current raw water line is dated and currently the only source of water from the river. This ordinance establishes a dedicated source of revenue for repayment of such loan, authorizes and approves certain documents in connection therewith, and authorizes certain other actions in connection with the loan agreement. Commissioner Reed made a motion, seconded by Commissioner Graves to adopt the ordinance for the Public Water Supply Project. The motion was considered and upon being put, all present voted aye. The Mayor declared the ordinance duly approved and the ordinance was numbered Ordinance No. 3913-16.

Ordinance—Vacating Utility Easement

The Governing Body heard from Community Development Director Wynndee Lee regarding a request for approval of an ordinance vacating all but the north 140 feet of the utility easement between the 100 block of North Cedar Street and the 100 block of North Oak Street. This vacation is being requested due to Ottawa Co-op wanting to build another building. This does not effect any other residence except for Ottawa Co-op. Ottawa Co-op will be paying for the cost of relocation of the line. Commissioner Caylor made a motion, seconded by Commissioner Jorgensen to adopt the Ordinance vacating the utility easement. The motion was considered and upon being put, all present voted aye. The Mayor declared the ordinance duly adopted and the ordinance was numbered Ordinance No. 3914-16.

Remodel of Existing Building—Wastewater Treatment Plant

The Governing Body heard from Utilities Director Dennis Tharp regarding a request for approval of a bid to remodel an existing building at the Wastewater Treatment Plant. This remodel will address the need for additional office and meeting space as well as make the utility group more centralized. The lowest bid came back for this project as \$102,940. With this taking place, it will free up two office spaces at City Hall needed for an IT employee and an HR employee. Mr. Tharp expressed the City of Ottawa is a growing organization and stated this project is needed for the utility group to be able to continue to function and do their jobs with reasonable work space. There will be no long term debt for this project. Commissioner Caylor made a motion, seconded by Commissioner Graves to approve the remodel. The motion was considered and upon being put, Commission Graves, Commissioner Caylor, Commissioner Reed, and Commission Jorgensen voted aye. Mayor Skidmore voted no. The Mayor declared the motion duly approved with a 4-1 vote.

Comments from Mayor Mike Skidmore

Mayor Skidmore addressed the community regarding his year as Mayor. He appreciates all the time and commitment from the other Commissioners to make this community great. Mayor Skidmore stated he was looking forward to the future for Ottawa and all the exciting projects happening. Mayor Skidmore thanked his wife for all her support during this last year as well as the entire community.

Nomination for Mayor for the 2016-2017 Term

Commissioner Reed made a motion, seconded by Commissioner Jorgensen to nominate Commissioner Caylor as Mayor for the 2016-2017 Term. The motion was considered and upon being put, all present voted aye. Mayor Skidmore declared Commissioner Caylor as the Mayor for the 2016-2017 Term.

Mayor's Oath of Office

Assistant City Clerk Hailey Luke administered the oath of office to Mayor Caylor.

Comments from Newly-Appointed Mayor

Mayor Caylor thanked Commissioner Skidmore for his service to the City of Ottawa and presented him with a gavel plaque for his time as Mayor. Mayor Caylor stated she is please the entire commission is using technology. Technology changes the way we look at the world and our ability to communicate with others. Mayor Caylor is pleased that people call the City of Ottawa home and believes this is due to the Quality of Life that Ottawa has to offer. Mayor Caylor stated Ottawa has a great history and a great future.

Nominations for Mayor Pro Tem for the 2016-2017 Term

Commissioner Skidmore made a motion, seconded by Commissioner Jorgensen to nominate Commissioner Reed as Mayor Pro Tem for the 2016-2017 Term. The motion was considered and upon being put, all present voted aye. The Mayor declared Commissioner Reed as the Mayor Pro Tem for the 2016-2017 Term.

Mayor Pro Tem's Oath of Office

Assistant City Clerk Hailey Luke administered the oath of office to Mayor Pro Tem Reed.

Comments from Newly-Appointed Mayor Pro Tem

Commissioner Reed stated she is very committed to support the Mayor and help in any way needed.

Report by City Manager

City Manager Richard U. Nienstedt thanked the Governing Body for their service to this community. Mr. Nienstedt congratulated Mayor Caylor and Mayor Pro Tem Reed as well as thanked former Mayor Skidmore.

Report by Mayor

Mayor Caylor thanked Commissioner Jorgensen for stepping forward to serve on the Commission again. Mayor Caylor thanked Commissioner Skidmore for his service to this community. Mayor Caylor also thanked her family in the audience for all their support as well.

Oath of Office for New Fire Chief, Tim Matthias

Assistant City Clerk Hailey Luke administered the oath of office for Fire Chief Tim Matthias.

Chief Matthias thanked the Commissioners and stated he is truly honored and privileged to stand before you as the City of Ottawa Fire Chief. Chief Matthias stated it is about his men and women of the fire department and all of their hard work in projecting this community. Chief Matthias stated Former Chief Carner left the department in a good position, and he will continue to help the department grow to improve for the future. Chief Matthias stated his goal is to make sure to keep the community safe and get each one of his firefighters home safely after each shift. Chief Matthias stated he wants to start a tradition of bringing firefighters before the Commission and the Community for promotions and new members. It is important for the public to see and get to know who is out there helping to protect the community. Chief Matthias introduced his parents as well as his wife and two children. He is proud to have them here and have their support.

Pinning Ceremony for Fire Chief Matthias

Chief Matthias stood before the Commission as his family pinned his badges on. Chief Matthias received a standing ovation.

Announcements

Mayor Caylor announced:

- April 11 2016: Study Session, 4:00 pm, City Hall
- April 18, 2016: Study Session, 4:00 pm, City Hall
- April 20, 2016: Regular Meeting, 9:30 am, City Hall
- April 22 & 23, 3026 Leadership Summit & Mayor's Conference, Junction City

Adjournment

There being no further business to come before the Governing Body, Commissioner Skidmore made a motion, seconded by Commissioner Reed to adjourn the meeting. The motion was considered and upon being put, all present voted aye. The Mayor declared the meeting duly adjourned at 8:06 pm.

Carolyn S. Snethen, City Clerk