

**Study Session Minutes
Ottawa, Kansas
Minutes of May 2, 2016**

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

Mayor Caylor called the meeting to order.

Public Comments

None offered at this time.

Proclamation—Community Action Month

The Governing Body reviewed a proclamation recognizing May 2016 as Community Action Month. It was agreed to place this item on the next regular meeting agenda, May 6, 2016.

KMEA Transmission Letter of Understanding

The Governing Body heard from Utilities Director Dennis Tharp regarding the Kansas Municipal Energy Agency (KMEA) Transmission Letter of Understanding for Marshall Wind Farm. This letter is to insure the understanding that the City will reimburse KMEA for the City's share of the transmission study cost incurred relating to the delivery of the power supply to the City. It was agreed to place this item on the next regular meeting agenda.

Electric Service Contract—Western Area Power Administration

The Governing Body heard from Utilities Director Dennis Tharp regarding a firm electric service contract with Kansas Municipal Energy Agency (KMEA) for Western Area Power Administration (WAPA) Allocation. This is for a 30 year extension for the City to receive power through 2054. The cost will remain the same during the entire term. It was agreed to place this item on the next regular meeting agenda.

Citycode Financial—Change to Municipal Code

The Governing Body heard from City Clerk Carolyn Snethen regarding a request for approval to allow Citycode Financial to rearrange the Articles of Chapter 5 of Municipal Code. Overall consensus was given by the Governing Body to proceed with this change.

Conditional Use Permit—419 S Main

The Governing Body heard from Community Development Director Wynndee Lee regarding a conditional use permit for 419 S Main Street to allow for indoor storage on the property. After discussion with the Governing Body, it was a consensus to bring this item back to the May 9th Study Session Meeting for more discussion with Thomas Weigand.

Amendments for Zoning Regulations

The Governing Body heard from Community Development Director Wynndee Lee regarding amendments to the zoning regulations to allow micro alcohol production facilities. The City recommendation included all forms of alcohol production including brewpub, microbrewery, microdistillery, farm winery, and other alcohol manufacturers. It was agreed to place this item on the next regular meeting agenda.

City Manager's Report

City Manager Richard U. Nienstedt reported:

- Development Process Policy Review
- Utilities Director Dennis Tharp gave an update on the second street waterline project. The crew is working very well on this project. There have been no major issues with this project.
- Public Works Director Michael Haeffele gave an update regarding the Log jam on the Maris Des Cynes. An excavator company will be working starting tomorrow, May 2nd, to clear the logjam.
- Rock Creek Business Development Park Update
- May 6, 2016 City Commission Meeting

Commissioners Reports

Commissioner Skidmore stated he attended the Life Care event on Saturday night at Ottawa University. This event had a great turnout from the community.

Mayor's Report

Mayor Caylor spoke regarding the financial sheet received by Ottawa Main Street. Mayor Caylor requested a summary of activities from Ottawa Main Street for the past 6 months. Becci Shisler with Ottawa Main Street will work with Glora Mathews to get back on the Study Session Agenda in 2 weeks.

Announcements

Mayor Caylor announced:

- May 6, 2016: Special Call Regular Meeting for Date & Location Change, 10:00 am, Neosho County Community College, 900 E Logan
- May 9, 2016: Commission & City Staff Active Shooter Training, Municipal Court
- May 9, 2016: Study Session, 4:00 pm, City Hall
- May 11, 2016: Annual Memorial Service for Police Week, 6:00 pm, Faith Lutheran Church

Adjournment

There being no further business to come before the Governing Body, Commissioner Skidmore 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 5:13 pm.

Carolyn S. Snethen, City Clerk

May 2, 2016