

**Special Call Commission Meeting
City Commission Meeting
Neosho County Community College
900 E Logan St, Ottawa, Kansas
Friday, May 6, 2016—10:00 am**

The Governing Body met at 10:00 am 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 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 following items:

- Minutes from the April 18, 2016 Study Session and April 20, 2016 Regular Meeting
- Reappointments to City Board and Commissions
 - o 4th Judicial Correction Advisory Board—Crystal Andersen
 - o Accessibility Advisory Board—Nabila Formusoh, Rick Oglesby and Kyle Trendel
 - o Airport Advisory Board—Jennifer Sharp, Gene Ramsey and Robert Bowers
 - o Board of Zoning Appeals—Brian Goudreau and Richard Warren
 - o Library Board—Patrice Peoples
 - o Ottawa Municipal Auditorium Advisory Board—Allen Campbell and Tiffany Evans
 - o Ottawa Recreation Commission—Dennis Tharp
 - o Planning Commission—Betty Birzer, Bill Crowley and Rick Oglesby
 - o Tree Board—J.R. Daugharthy and Steven Thompson
- Approval of Milton Scott as a new member to the Airport Advisory Board
- Regular Meeting Agenda.

Commissioner Reed made a motion, seconded by Commissioner Skidmore 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

The Governing Body heard from Midge Ransom regarding May being National Bike Month and encouraged all citizens to participate in activities along the trails.

The Governing Body heard from Gene Ramsey regarding the Sales Tax Initiative as well as Alcohol at Community Events.

The Governing Body heard from Brian Inbody regarding a yearly report on Neosho County Community College.

Declaration

None were given at this time.

Proclamation—Community Action Month

Commission Reed read a proclamation recognizing May 2016 as Community Action Month. This proclamation recognizes the 50-year history of promoting self-sufficiency for those with limited income. East Central Kansas Economic Opportunity Corporation (ECKAN) will accept the proclamation. The proclamation was accepted by Teresia Templeton with ECKAN. Ms. Templeton thanked the Governing Body and invited all citizens to join in the 50th Anniversary celebration.

Proclamation—Police Week

Commissioner Jorgensen read a proclamation recognizing May 15-21, 2016 as Police Week in Ottawa Kansas. National Police Week was established in 1962 by President John F. Kennedy and a joint resolution of Congress. National Police Week pays special tribute to those law enforcement officers who have lost their lives in the line of duty for the safety and protection of others. Police Chief Dennis Butler accepted the proclamation. Chief Butler thanked the Governing Body for the proclamation and encouraged all citizens to join them at the Local Memorial Service held at Faith Lutheran Church on May 11th at 6:00 pm.

KDOT Federal Fund Exchange 2016

The Governing Body heard from City Manager Richard U. Nienstedt and Finance Director Scott Bird regarding the Kansas Department of Transportation (KDOT) Federal Funds Distribution/ Federal Funds Exchange 2016. The federal fund exchange program allows local public agencies to trade their federal fund allocation in a specific federal fiscal year with KDOT in exchange for state transportation dollars or with another local public agency. The exchange rate is \$0.90 of state funds for every \$1.00 of local funds. This money goes into the City's Annual Street Rehab Program. Commissioner Skidmore made a motion, seconded by Commissioner Graves to approve the KDOT Federal Fund Exchange for 2016. The motion was considered and upon being put, all present voted aye. The Mayor declared the motion duly approved.

Capital Improvement Plan 2016-2020

The Governing Body heard from Community Development Director Wynndee Lee and Finance Director Scott Bird regarding a request to approve the Capital Improvement Plan (CIP) for 2016-2020. This plan was completed on new software purchased by the City. This new software has allowed the City's Capital Improvement Plan to be more detailed and extensive. It is recommended by the Planning Commission for approval of the CIP plan by a vote of 6-0. Commissioner Graves made a motion, seconded by Commissioner Reed to approve the CIP plan for 2016-2020. The motion was considered and upon being put, all present voted aye. The Mayor declared the CIP plan duly approved.

Ordinance—Amendments to Zoning Regulations

The Governing Body heard from Community Development Director Wynndee Lee regarding a request to approve amendments to the zoning regulations. These amendments are to interpretations and definitions, Commercial Zoned Districts C-1: C-4, Industrial Districts I-1: I-2, Mixed Use Districts MU/CI, and Article 22, Off Street Parking Regulations, Section 22-5. Staff received a request to consider amendments to the zoning regulations to allow micro alcohol production facilities. Staff expanded this request to include all forms of alcohol production: brewpub, microbrewery, microdistillery, farm winery, and other alcohol manufacturers. Staff recommends approval of these amendments to zoning regulations. Commissioner Graves made a motion, seconded by Commission Jorgensen to adopt the ordinance. 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. 3921-16.

Kansas Municipal Energy Agency (KMEA) Transmission Letter

The Governing Body heard from Utilities Director Dennis Tharp regarding a request for approval of the KMEA transmission letter of Understanding for the Marshall Wind Farm Project. This letter will confirm the City understands that we will reimburse KMEA for the city's allocable share of the Southwest Power Pool transmission study costs incurred relating to the delivery of power supply to the City. Commissioner Skidmore made a motion, seconded by Commissioner Reed to approve the KMEA Transmission Letter of Understanding. The motion was considered and upon being put, all present voted aye. The Mayor declared the motion duly approved.

Kansas Municipal Energy Agency (KMEA) Firm Electric Service Contract

The Governing Body heard from Utilities Director Dennis Tharp regarding a request to approve an extension on the current firm electric service contract with KMEA. This contract is for the Western Area Power Administration allocation. This Contract extension includes through September 30, 2054. Commissioner Jorgensen made a motion, seconded by Commissioner Reed to approve the contract extension. The motion was considered and upon being put, all present voted aye. The Mayor declared the motion duly approved.

Open Agenda

Senator Tyson and House Representative Blaine Finch gave a legislature update.

Report by City Manager

City Manager Richard U. Nienstedt thanked all the citizens who attended the First Friday Forum and the City Commission Meeting. There are many good things going on in the City of Ottawa including Ribbon Cuttings and the Rock Creek Business Development Park. Mr. Nienstedt thanked Commissioner Reed for her service as a voting delegate on the Kansas Municipal Energy Agency Board. Mr. Nienstedt also thanked Gene Ramsey for attending the meeting.

Reports by City Commissioners

Commissioner Graves thanked City Staff for their hard work in getting the log jam cleared. Mrs. Graves stated May 18th at 1:30 pm is the ground breaking for the new ER at Ransom Memorial Hospital. Mrs. Graves wished a Happy Mother's Day to everyone especially her mother and mother-in-law.

Commissioner Skidmore wished all mothers a Happy Mother's Day.

Commissioner Reed reported on "The Home Front in the Heartland", which is a show from the historical society. Mrs. Reed encouraged all to go visit the Old Depot Museum.

Commissioner Jorgensen thanked everyone for coming today and listening to all the important topics presented in the Commission Meeting. Mr. Jorgensen stated he is proud of the city staff and look forward to working with all of them in the future.

Report by Mayor

Mayor Caylor reported a letter was received from Larry Gates with the City of Chanute thanking the City for their assistance in electrical system repairs.

Public Works Director Michael Haeffele gave a brief update on the log jam stating it would be cleared very soon.

Mayor Caylor stated she appreciates the ongoing relationship between the City of Ottawa and Neosho County Community College.

City Commission Conversation Questions

The Governing Body had a question and answer session with the Citizens in attendance with the following topics being discussed:

- City Commission Compensation
- Communication to the Citizens
- Vicious Dogs and Chicken Ordinances
- Rock Creek Business Development Park

Announcements

Mayor Caylor announced:

- May 9, 2016: Study Session, 4:00 pm, City Hall
- May 16, 2016: Study Session, 4:00 pm, City Hall
- May 18, 2016: Regular Meeting, 9:30 am, City Hall
- May 18, 2016: Special Call City/County Commission Joint Meeting, 10:15 am, City Hall
- May 18, 2016: Joint City/County/USD 290 Luncheon, 12:00 pm, City Hall
- May 18, 2016: Special Call City/County Commission Public meeting for Rock Creek Development, 5:30 – 7:00 pm, Neosho County Community College

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 11:53 am.

Carolyn S. Snethen, City Clerk