

OTTAWA CITY COMMISSION REGULAR MEETING AGENDA
City Hall Commission Chambers – 101 S. Hickory
Wednesday, November 16, 2016 – 9:30 am



If you need this information in another format or require a reasonable accommodation to attend this meeting, please contact the City Clerk's office at 785-229-3600. Please give advance notice of at least two (2) working days. TTY users please call 711.

Please notify the City Clerk before the meeting if you wish to address the City Commission.

1. **Call to Order**
2. **Roll Call** _____ Caylor _____ Reed _____ Graves _____ Jorgensen _____ Skidmore
3. **Welcome**
4. **Pledge of Allegiance**
5. **Invocation – Rick Oglesby**

Consent Agenda – Items 6-8

6. **Minutes from the October 19, 2016 and November 2, 2016 Regular Meetings, October 24, 2016 and November 7, 2016 Study Sessions**

7. **Applications for Cereal Malt Beverage Licenses for the year 2017 – Betty Simpson**

Comments: Below is the list of applications for Cereal Malt Beverage (CMB) Licenses for the 2017 calendar year. A copy of each Kansas Department of Revenue Retailers' Sales Tax Certificate, as well as, the completed and signed Cereal Malt Beverage Application has been received for each applicant. The applications have been reviewed and approved by the Police Department and the City Attorney with no reason for denial. Upon approval, a report will be submitted to the Kansas Department of Revenue with appropriate fees. A State CMB stamp is attached to each CMB license. Without this stamp, the CMB license is not valid. The State CMB Stamp fee is in addition to the license fee and is collected by the City Clerk at the time of application.

The Police Department is currently prohibited from using the National Crime Information Center (NCIC*) databases for non-criminal justice information queries for this application process. Only local databases can be used by the police department for city license approval. According to the Handbook for Cereal Malt Beverage Act, a more extensive criminal background check should be performed. We are exploring methods and vendors to complete more in-depth criminal background checks for future Cereal Malt Beverage license applicants.

CMB is defined in the CMB Act as having not more than 3.2 percent alcohol by weight produced by fermentation and not by distillation. There are two types of CMB licenses:

1. A Cereal Malt Beverage license allows for the sale of cereal malt beverages in original and unopened containers and not for consumption on the licensed premises.
2. Cereal Malt Beverage license for the sale of any CMB for use or consumption on the licensed premise and not for resale in any form.

For Consumption on the Premises:

- Shari Bishop, Bishop's Brew: 120 E Dundee
- NPC International, Inc, Pizza Hut #4739: 2314 S Princeton Street
- John Duncan, Pizza Time Pub LLC: 208 S Main Street
- Pizza Village, Inc: 330 S. Main Street
- Robert E. Redeker, Poncho's of Ottawa: 429 S Main Street
- Samuel Pacheco II, Maria's: 314 S Main Street

Not for Consumption on the Premises:

- Casey's Store #2362: 940 N Main Street
- Casey's Store #2668: 1019 W 7th Street
- Casey's Store #2746: 334 N Main Street
- Heartland Petroleum, Mini Mart: 2120 S Princeton Street
- Leiszler Oil, Short Stop #23: 1621 S Main Street
- Love's Travel Stop #258: 203 E 27th Avenue
- Morani, Inc., Logan 66: 304 E Logan Street
- Cosentino Group, Inc., Price Chopper: 120 East 19th Street
- SM Trading Corp, Fuel Express 17: 2518 E Logan Street
- Taylor Oil Inc., Ottawa Amoco: 2305 S Cedar Street
- Walgreen's Co.: 1445 S Main Street Co.
- Wal-Mart #382: 2101 S Princeton Street

8. Agenda Approval

Motion: _____

Second: _____

Vote: _____

Regular Agenda

9. **Public Comments.** Persons who wish to address the City Commission regarding items on the agenda may do so as that agenda item is called. Persons who wish to address the City Commission regarding items not on the agenda and that are under the jurisdiction of the City Commission may do so at this time when called upon by the Mayor. Comments on personnel matters and matters pending in court or with other outside tribunals are not permitted. Speakers are limited to three minutes. Any presentation is for information purposes only. No action will be taken.
10. **Declaration.** At this time I'd like to give Commissioners a chance to declare any conflict or communication they've had that might influence their ability to consider today's issues impartially.

New Business

11. Introduction of New Employees – Michelle Stegman and Wynndee Lee

Comments: Introduction of new Human Resources employee, Jennifer Johnson and new Community Development employee, Melanie LaMar.

12. 2016 Employee Service Awards – Richard U. Nienstedt

Comments: Each year the League of Kansas Municipalities recognizes "faithful, continuous service" to Kansas communities. This year the City of Ottawa is proud to recognize 13 employees with a combined total of 230 years of service to Kansas communities. Please join us as we take a moment to thank those who serve our community, today and throughout the years. Congratulations!

10 Years

Larabe Alexander
J.W. Hawkins
Mat Simonson
Michelle Stegman

15 Years

Barry Coulson
Shawn Dillon
Susan Hughes
Aaron Procaccini
A.J. Schmidt
Blaine Stewart

30 Years

Kevin Hanson

35 Years

Scott Bird
Kris Peterson

13. Request for Approval of Ordinance Amending Chapters 17 of the Municipal Code – Michael Haeffele / Blaine Finch

Comments: This ordinance changes the height requirement for limbs to 9 feet to coincide with the limb requirement height in Chapter 18.

Motion: _____ Second: _____ Vote: _____

14. Request for Approval Resolution Amending Chapter VI, Article VII, Permit Fees – Wynndee Lee / Jim Sherman

Comments: Amendments to permit fees effective December 1, 2016.

Motion: _____ Second: _____ Vote: _____

15. Report by City Manager

16. Reports by City Commissioners

17. Report by Mayor

Announcements

- November 21, 2016 Study Session, 4:00 pm, City Hall
- November 24-25, 2016 Thanksgiving Holiday – City Offices CLOSED
- November 28, 2016 Study Session, 4:00 pm, City Hall
- December 05, 2016 Study Session, 4:00 pm, City Hall
- December 07, 2016 **Regular** Meeting, 7:00 pm, City Hall
- December 12, 2016 Study Session, 4:00 pm, City Hall
- December 19, 2016 Study Session, 4:00 pm, City Hall
- December 21, 2016 City/County/USD 290 Joint Meeting with Legislators, 12:00 pm, Franklin County Annex

Adjourn

Motion: _____ Second: _____ Vote: _____