

**Regular Meeting Minutes  
Commission Chambers  
101 S Hickory, Ottawa, Kansas  
Minutes of April 19, 2017**

The City Governing Body met at 9:30 am this date, for the Regular City Commission Meeting with the following members present and participating to wit: Mayor Caylor, Commissioner Skidmore, Commissioner Graves, Commissioner Jorgensen, and Commissioner Reed. A quorum was present.

Mayor Caylor called the meeting to order.

The Mayor welcomed the Chamber Audience and led the Pledge of Allegiance to the American flag. The invocation was given by Teresia Templeton with ECKAN.

**VFW—Flag Donation Presentation**

The Governing Body heard from Ottawa VFW Post 5901's Don Marconette, with Charles Eggleston of the H. Hanson American Legion Post 194 in Wellsville and Dale Knoedler of Ottawa VFW Post 5901, who presented service flags for display at the Ottawa Municipal Auditorium (OMA).

Mr. Marconette also discussed the flags they place on veterans' headstones throughout Franklin County and the Wreaths Across Franklin County program where VFW Post 5901, Boy Scouts, Girl Scouts, and 4H members strive to place a wreath on every veteran's grave in Franklin County during the holiday season.

**Consent Agenda**

The Governing Body reviewed the consent agenda consisting of the following items:

- Minutes from the March 27, 2017 and April 3, 2017 Study Sessions
- This Regular Meeting Agenda
- Reappointments to City Boards and Commissions
  - Accessibility Advisory Board: Chris Patton
  - Airport Advisory Board: Daryl Flager
  - Construction Board of Appeals: Dan Schaefer
  - Ottawa Recreation Commission: Richard Burgoon
  - Planning Commission: Kimber Corn
  - Tree Board: Roger Bell

Commissioner Skidmore made a motion, seconded by Commissioner Graves, 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**

None offered at this time.

**Declaration**

None at this time.

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**Proclamation—Arbor Day**

Mayor Caylor read a proclamation recognizing April 28, 2017 as Arbor Day. As a Tree City USA designee, the City of Ottawa takes special notice of Arbor Day with the planting of a tree. Public Works Director Michael Haeffele accepted this proclamation on behalf of Tree Board member Rhonda Eaker. Mr. Haeffele thanked the Commission and invited them to join the Tree Board on April 28, 2017 at 10:00 am at the North end of Forest Park for a tree planting in celebration of Arbor Day.

**Proclamation—Volunteer Week**

Commissioner Reed read a proclamation recognizing April 23-29, 2017 as Volunteer Week. Volunteers provide much needed assistance and support to many local organizations and businesses. Teresia Templeton, ECKAN Coordinator, accepted the proclamation and voiced her appreciation for volunteers and invited the City Commission and community volunteers to the Volunteer Luncheon on April 28, 2017 from 11:30 am-1:00 pm in Elliot Hall at First Baptist Church.

**Resolution—Public Hearing 908 N. Locust Street**

The Governing Body reviewed a resolution establishing a public hearing to be held at 7:00 pm on Wednesday, June 7, 2017 for the consideration of the condemnation of the property located at 908 N. Locust Street.

The Governing Body heard from Chief Building Official Jim Sherman who provided a power point with pictures of the damage to 908 N. Locust Street and answered questions from the Governing Body. Mr. Sherman reviewed the fire damage to the house, neighborhood complaints received, and the contact made with the owner of the building.

Mr. Sherman explained that there was no knowledge of insurance proceeds for the property and that City staff had attempted contacting the building owner multiple times with little response. Commissioner Jorgensen made a motion, seconded by Commissioner Skidmore, to adopt this resolution. The motion was considered and upon being put, all present voted aye. The Mayor declared the resolution duly adopted and the resolution was duly numbered Resolution No. 1715-17.

**Ordinance—Vacating the Alley Right-of-Way for Kalmar**

The Governing Body heard from Community Development Director Wynndee Lee who reviewed an ordinance vacating a platted alley on the north side of Dundee Street, just north of Main Street, and retaining as easement, to allow Kalmar to complete construction on a new “outbound facility”.

Mrs. Lee explained vacating the alley right-of-way between North Maine and Hickory Streets and answered questions from the Governing Body. Mrs. Lee stated the Planning Commission recommends approval by a 5-0 vote. Commissioner Reed made a motion, seconded by Commissioner Graves, to adopt this ordinance. The motion was considered and upon being put, all present voted aye. The Mayor declared the ordinance duly adopted and the ordinance was duly numbered Ordinance No. 3953-17.

### **Capital Improvement Plan for 2017-2021**

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 2017-2021 and answered questions from the Governing Body. Mr. Bird explained this plan was completed on software that allows extensive preparation to capture infrastructure needs forecasted in a 5 year plan. Mrs. Lee stated it was recommended by the Planning Commission for approval of the CIP plan by a vote of 5-0. Commissioner Graves made a motion, seconded by Commissioner Skidmore, to approve the CIP plan for 2017-2021. The motion was considered and upon being put, all present voted aye. The Mayor declared the CIP plan duly approved.

### **Report by City Manager**

City Manager Richard U. Nienstedt reported on the following:

- Appreciation for City Attorney Blaine Finch coming back over break from the Kansas Legislature
- Today's Joint City/County/USD 290 Luncheon will address possible name changes for the Rock Creek Business Park

Community Development Director Wynndee Lee announced the City will receive funding from the Kansas Department of Wildlife and Parks to complete the third phase of the Flint Hills Nature Trail and the City will provide at least a 20% match with equipment and labor. Mrs. Lee also announced the City will receive funding from the Kansas Department of Health and Environment (KDHE) Bureau of Waste Management to replace tables at the main shelter house in Forest Park and for benches at the Teen Park.

### **Commissioner's Reports**

Commissioner Jorgensen stated that he hoped the high school students taking the ACTs and testing today do well. Commissioner Jorgensen explained that Wiseguys Construction LLC, Kansas State Bank, and Ransom Memorial Hospital provided breakfast for the high school students, serving over 2,000 pancakes, 1,000 sausage links, and juice.

### **Mayor's Report**

Mayor Caylor stated that she appreciated the Goppert Foundation's \$50,000.00 donation and for believing in Ottawa. Mayor Caylor thanked the Goppert Foundation for helping bring the Teen Park so much farther and for believing in the kids.

### **Announcements**

Mayor Caylor announced the following:

- April 19, 2017 Joint City/County/USD 290 Luncheon, 12:00 pm, USD 290 District Office
- April 24, 2017 Study Session, 4:00 pm, City Hall
- April 27, 2017 Annual VIPS Appreciation Ceremony, 6:00 pm, Municipal Courtroom
- May 01, 2017 Study Session, 4:00 pm, City Hall
- May 03, 2017 Regular Meeting, 7:00 pm, City Hall
- May 18, 2017 Police Memorial Service, 6:00 pm, Faith Lutheran Church

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**Adjournment**

There being no further business to come before the Governing Body, Commissioner Reed 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 10:07 am.

/s/ Laurel Gimzo  
Laurel Gimzo, Assistant City Clerk