

**Regular Meeting Minutes
Commission Chambers
101 S Hickory, Ottawa, Kansas
Minutes of September 20, 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 Crowley. 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 Pastor Charlie Adams, First Lutheran Church.

Consent Agenda

Commissioner Graves made a motion, seconded by Commissioner Jorgensen, to approve the consent agenda, to include this regular meeting agenda and minutes from the July 31, 2017, August 7, 2017 and August 14, 2017 Study Sessions as well as the August 2, 2017 Regular Meeting. The motion was considered and upon being put, all present voted aye. The Mayor declared the consent agenda duly approved.

Public Comments

None

Declaration

None were given at this time.

Proclamation—Constitution Week September 17-23, 2017

Commissioner Jorgensen read a proclamation recognizing September 17-23, 2017 as Constitution Week. Constitution Week is an official week to commemorate the anniversary of the creation of the world's longest-lived Constitution. Gayle Short, member of the General Edward Hand Chapter, Daughters of the American Revolution, accepted the proclamation and thanked the Governing Body for their time and service.

Proclamation—Community Planning Month

Mayor Caylor read a proclamation recognizing October as Community Planning Month. Community Planning Month is an opportunity to publically recognize the dedication of Planning Commission members as well as highlight the importance of sound planning and plan implementation. Jack Maxwell, Planning Commission Chairperson, accepted the proclamation and thanked the Governing Body for the support and recognition.

Public Hearing—Community Development Block Grant (CDBG) for Old City Hall

This public hearing has been called to allow comments on closing out the CDBG grant for Old City Hall. Rehabilitation work planned for the grant was completed and staff is prepared to close the grant. The Governing Body heard from Community Development Director Wynndee Lee who further explained the project was at Old City Hall located at 123 W. 4th Street and was a partnership with Wise Guys Construction and owner Rick Dietz.

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Mrs. Lee stated the final project cost was \$384,765.14, with the CDBG grant expending \$250,000 and the owner providing the difference.

Mayor Caylor opened the public hearing at 9:42 am.

The Governing Body heard from Susan Galemore, Planning & Development Consultant with Southeast Kansas Regional Planning Commission, who commended city staff on their resiliency to see the project through to completion and answered questions from the Governing Body.

No public comments were made during this public hearing.

Mayor Caylor closed the public hearing at 9:45 am.

Resolution—Authorizing Closeout Documents for the CDBG Old City Hall Grant

The Governing Body reviewed a resolution requesting authorization for the Mayor and City Clerk to execute closeout documents for the CDBG Old City Hall grant. Commissioner Graves made a motion, seconded by Commissioner Skidmore, to adopt this resolution.

Commissioner Jorgensen stated he will abstain from voting on this resolution due to his business relationships with the contractor and property owner. Commissioner Jorgensen also stated this is not a conflict of interest. Commissioner Crowley stated he will abstain from voting on this resolution because he was a contractor on the project.

The motion was considered and upon being put, passed by the following vote: Commissioner Skidmore aye, Commissioner Graves aye, Mayor Caylor aye, Commissioner Jorgensen abstained, Commissioner Crowley abstained. The Mayor declared this resolution duly adopted and the resolution was duly numbered Resolution No. 1737-17.

2016 Financial Audit

The Governing Body heard from Finance Director Scott Bird who reviewed the 2016 Financial Audit. It was explained the audit was prepared by Mize Houser & Company, P.A. Mr. Bird stated the city received a good report for the 2016 fiscal year and answered questions from the Governing Body. Commissioner Skidmore made a motion, seconded by Commissioner Graves, to accept the 2016 Financial Audit. The motion was considered and upon being put, all present voted aye. The Mayor declared the audit duly approved.

City Manager's Report

City Manager Richard U. Nienstedt reported on the following:

- Welcomed Doug Carder, Ottawa Herald

Commissioner's Reports

Commissioner Skidmore reported on the following:

- September was a good month
- Volunteers and city staff appreciated

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Commissioner Jorgensen reported on the following:

- Good to be home after a vacation to Canada

Mayor's Report

None

Announcements

Mayor Caylor announced the following:

- September 20, 2017 Joint City/County/USD 290 Mtg, 12:00 pm, County Annex
- September 21, 2017 Retirement Reception for Officer James Kerns, 2-4 pm, Police Dept
- September 25, 2017 Study Session, 4:00 pm, City Hall
- October 2, 2017 Study Session, 4:00 pm, City Hall
- October 4, 2017 Regular Meeting, 7:00 pm, City Hall
- October 6, 2017 City Employee/Retiree/Volunteer Fall Festival, 5:00-8:00 pm, Streets Barn

Adjournment

There being no further business to come before the Governing Body, Commissioner Skidmore made a motion, seconded by Commissioner Crowley, to adjourn the meeting. The motion was considered and upon being put, all present voted aye. The Mayor declared the meeting duly adjourned at 9:54 am.

/s/ Amy Finch

Amy Finch, City Clerk