

**Regular Meeting Minutes  
Commission Chambers  
101 S Hickory, Ottawa, Kansas  
Minutes of November 1, 2017**

The City Governing Body met at 7:00 pm 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 Finance Director Scott Bird.

**Consent Agenda**

Commissioner Graves made a motion, seconded by Commissioner Skidmore, to approve the consent agenda, to include this regular meeting agenda; minutes from the October 4, 2017 and October 18, 2017 Regular Meetings, and October 9, 2017 and October 16, 2017 Study Sessions; approval of new member Nicole Smith to the Ottawa Memorial Auditorium Advisory Board; and the removal of public hearings for annexations for 241 N. Cherry, 426-436 S. Beech, and 2324 E. Logan previously placed. 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.

**Retirement Recognition—Volunteer Fireman Francis Dalsing**

The Governing Body heard from Fire Chief Tim Matthias who recognized Volunteer Fireman Francis Dalsing for his 23 years of service and contributions to the City of Ottawa Fire Department. Chief Matthias presented Mr. Dalsing with a plaque in honor of his retirement.

**Public Hearing—Replacement of Water Line in Downtown Area**

This public hearing has been called to allow comments on the replacement of water line in the downtown area. It was explained the condition of the water main along Main Street from the river south to 5<sup>th</sup> Street has deteriorated to the point of needing replacement and this project has been placed on the Kansas Public Water Supply Loan Fund Project priority list and as a prerequisite to application for the loan, a public hearing must be held.

Mayor Caylor opened the public hearing at 7:08 pm.

The Governing Body heard from Assistant Utilities Director David Buehler who stated this is a first step in a proactive replacement plan for water mains on both sides of Main Street, from 1<sup>st</sup> to 5<sup>th</sup> Streets, and answered questions from the Governing Body.

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No public comments were made during this public hearing.

Mayor Caylor closed the public hearing at 7:13 pm.

**Resolution—Loan Request for Replacement of Water Line in Downtown Area**

The Governing Body reviewed a resolution authorizing application to the Kansas Public Water Supply Fund through the Kansas Department of Health & Environment (KDHE) in an amount not to exceed \$1,950,000 for the replacement of water line from Marais Des Cygnes River Bridge to 5<sup>th</sup> Street, also known as the Main Street Water Line project. Assistant Utilities Director David Buehler answered questions from the Governing Body. Commissioner Skidmore made a motion, seconded by Commissioner Crowley, to adopt this resolution. The motion was considered and upon being put, all present voted aye. The Mayor declared this resolution duly adopted and the resolution was duly numbered Resolution No. 1745-17.

**Public Hearing—Consider Condemnation at 820 S. Lincoln**

This public hearing has been called to allow comments for the consideration of condemnation of an unsafe and dangerous mobile home structure and accessory structures located at 820 S. Lincoln.

The Governing Body heard from Chief Building Official Jim Sherman who provided a presentation on the history and current condition of the property located at 820 S. Lincoln and answered questions from the Governing Body.

Mayor Caylor opened the public hearing at 7:22 pm.

The Governing Body heard from property owner Calvin Rosey who provided materials to the Governing Body. Mr. Rosey provided a brief history of the property since he became owner and communications with Community Development department and stated he disagrees the property lost non-conforming status due to abandonment of a pre-1976 mobile home and stated the use of modular, mobile, and manufactured homes were used interchangeably.

The Governing Body heard from City Attorney Blaine Finch who explained non-conforming use ceases if the property is abandoned and the City's code does not allow mobile or manufactured homes constructed prior to 1976 in the City of Ottawa.

No additional public comments were made during this public hearing.

The Mayor closed the public hearing at 7:45 pm.

**Resolution—Consider Condemnation at 820 S. Lincoln**

The Governing Body reviewed a resolution to condemn an unsafe and dangerous mobile home structure and accessory structures located at 820 S. Lincoln in the City of Ottawa. Commissioner Jorgensen made a motion to adopt this resolution, for purposes of discussion. Mayor Caylor declared without a second, the motion will not be considered.

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**Public Hearing—Consider Condemnation at 319 S. Cedar**

This public hearing has been called to allow comments for the consideration of condemnation of an unsafe and dangerous single-family structure located at 319 S. Cedar.

The Governing Body heard from Chief Building Official Jim Sherman who provided a presentation on the history and current condition of the property located at 319 S. Cedar.

Mayor Caylor opened the public hearing at 7:49 pm.

The Governing Body heard from Wilman Salazar, representative for property owner BRS Real Estate LLC, who provided handouts to the Governing Body, provided an overview of attempts to connect utilities since May 2014 when property was purchased and plans for rehabilitation of the property. Mr. Salazar stated he would like to begin rehabilitation in March 2018 with plans complete the project within six months and answered questions from the Governing Body.

No additional public comments were made during this public hearing.

The Mayor closed the public hearing at 8:16 pm.

**Resolution—Consider Condemnation at 319 S. Cedar**

The Governing Body reviewed a resolution to condemn an unsafe and dangerous single-family structure located at 319 S. Cedar in the City of Ottawa. Commissioner Jorgensen made a motion to adopt this resolution including the structure be demolished or repaired and made safe and secure, seconded by Commissioner Skidmore. Mayor Caylor stated she prefers owners maintain their properties so condemnations do not become the responsibility of tax payers. 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. 1746-17.

**Public Hearing—Consider Condemnation at 635 S. Mulberry**

This public hearing has been called to allow comments for the consideration of condemnation of an unsafe and dangerous single-family residence and accessory structures located at 635 S. Mulberry in the City of Ottawa.

The Governing Body heard from Chief Building Official Jim Sherman who provided a presentation on the history and current condition of the property located at 635 S. Mulberry and answered questions from the Governing Body. Mr. Sherman stated he has been in contact with the owner who requested the City demolish the structures and then wished to demolish the structures on their own. Mr. Sherman stated the owners do not qualify as a demolition contractor and since that was communicated to the owner there has been no further movement.

Mayor Caylor opened the public hearing at 8:25 pm.

No public comments were made during this public hearing.

Mayor Caylor closed the public hearing at 8:25 pm.  
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**Resolution—Consider Condemnation at 635 S. Mulberry**

The Governing Body reviewed a resolution to condemn an unsafe and dangerous single-family structure located at 635 S. Mulberry in the City of Ottawa. Commissioner Graves made a motion, seconded by Commissioner Skidmore, to adopt this resolution.

The Governing Body heard from Chief Building Official Jim Sherman who answered questions from the City Manager and Governing Body. Commissioner Jorgensen recommended allowing 30 days for the owner to commence work on the demolition rather than 10 days due to the owner's desire to privately contract the demolition of the structure. Commissioner Graves amended her motion to adopt the resolution allowing 30 days instead of 10 days for the owner to commence work on the project. Commissioner Skidmore accepted the amended motion. 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. 1747-17.

Commissioner Crowley stated he was required to abide by the same guidelines and timelines when he purchased a condemned home.

**Resolution—Agreement with Kansas Municipal Energy Agency for Buckeye Wind Farm Project**

The Governing Body heard from Utilities Director Dennis Tharp who reviewed an agreement and a resolution authorizing the execution of the Buckeye Wind Farm Project Agreement between the City of Ottawa and the Kansas Municipal Energy Agency (KMEA) to purchase 8 mega watts of wind energy and answered questions from the Governing Body. Commissioner Jorgensen made a motion, seconded by Commissioner Crowley, to adopt this resolution. The motion was considered and upon being put, all present voted aye. The Mayor declared this resolution duly adopted and the resolution was duly numbered Resolution No. 1748-17.

**Resolution—Defining Depository Institutions**

The Governing Body heard from Finance Director Scott Bird who reviewed a resolution naming all banks within the corporate city limits of Ottawa, as well as, the Municipal Investment Pool of the State of Kansas, as acceptable institutions for funds held by the City of Ottawa and updating signatories authorized to transact business for the City of Ottawa. Mr. Bird stated no new names are being added as signatories and this resolution updates the list of names and titles of current signatories and answered questions from the Governing Body. Commissioner Skidmore made a motion, seconded by Commissioner Graves, to adopt this resolution. The Mayor declared the resolution was duly adopted and the resolution was duly numbered Resolution No. 1749-17.

**Resolution—Financing for Purchase of P25 Radio Communications System**

The Governing Body heard from Finance Director Scott Bird who reviewed a resolution providing financing from U.S. Bankcorp Government Leasing and Finance, Inc. in the amount of \$408,405.71 of radio equipment at a rate of 2.3% over 7 years for a new P25 radio system for all appropriate city mobile units and facilities in coordination with a comprehensive communications upgrade of the countywide network in the City of Ottawa and Franklin County, Kansas and answered questions from the Governing Body.

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Commissioner Graves made a motion, seconded by Commissioner Crowley, 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. 1750-17.

**Resolution—Public Hearing to Consider Annexation at 426 and 436 S. Beech**

The Governing Body heard from Community Development Director Wynndee Lee who reviewed a resolution declaring an interest in, and establishing a public hearing on January 3, 2018 at 7 pm for the consideration of annexation of property located at 426 and 436 S. Beech Street and answered questions from the Governing Body.

Mrs. Lee explained these three actions for annexations were already calendared and scheduled for public hearings on November 1, 2017, but it was discovered insufficient time was allowed between the adoption of the prior resolutions setting the public hearing and the date the public hearings would be held. Commissioner Skidmore made a motion, seconded by Commissioner Graves, 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. 1751-17.

**Resolution—Public Hearing to Consider Annexation at 241 N. Cherry**

The Governing Body heard from Community Development Director Wynndee Lee who reviewed a resolution declaring an interest in, and establishing a public hearing on January 3, 2018 at 7 pm for the consideration of annexation of property located at 241 N. Cherry. Commissioner Jorgensen made a motion, seconded by Commissioner Crowley, 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. 1752-17.

**Resolution—Public Hearing to Consider Annexation at 2324 E. Logan**

The Governing Body heard from Community Development Director Wynndee Lee who reviewed a resolution declaring an interest in, and establishing a public hearing on January 3, 2018 at 7 pm for the consideration of annexation of property located at 2324 E. Logan. Commissioner Jorgensen made a motion, seconded by Commissioner Crowley, 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. 1753-17.

**City Manager's Report**

City Manager Richard U. Nienstedt reported on the following:

- Veteran's Day celebrations on Saturday, November 11, 2017
- City offices are closed on Friday, November 10, 2017 in observance of Veteran's Day
- Lost good friend Gene Ramsey last week, who served on the Commission and the community with all his heart
- Also lost long time community member Sue Martin
- Keep their families in our thoughts and prayers

### **Commissioner's Reports**

Commissioner Jorgensen reported on the following:

- Reminded public the US 59 divided highway between Ottawa and Lawrence is due to the lobbying efforts of Gene Ramsey and others
- Some Commissioners were challenged to participate in "No Shave November" to raise cancer awareness and City Manager Richard U. Nienstedt will donate to the Franklin County Cancer Foundation on their behalf

Commissioner Skidmore reported on the following:

- Accepted the "No Shave November" challenge from the City Manager

### **Mayor's Report**

Mayor Caylor reported on the following:

- Election day is less than one week away and four City Commission seats are open
- Encouraged all eligible citizens to vote on or before November 7, 2017
- Celebrating the founder of Girl Scouts
- Flag retirement ceremony at 4:30 pm in Forest Park on Saturday, November 11, 2017
- Honored Gene Ramsey by reading a social media post thanking him for his service and friendship

### **Announcements**

Mayor Caylor announced the following:

- November 6, 2017 Study Session, 4:00 pm, City Hall
- November 7, 2017 Election Day
- November 10, 2017 Veteran's Day Holiday Observed, CITY OFFICES CLOSED
- November 15, 2017 Regular Meeting, 9:30 am, City Hall

Note: No City/County/USD 290 Joint Meetings in November or December

### **Adjournment**

There being no further business to come before the Governing Body, the Mayor declared the meeting duly adjourned at 9:01 pm.

/s/ Amy Finch

Amy Finch, City Clerk

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