

**CITY COMMISSION  
Regular Meeting Minutes  
Commission Chambers  
101 S. Hickory, Ottawa, Kansas  
Minutes of November 2, 2011**

The City Governing Body met at 7 pm this date for the Regular City Commission Meeting with the following members present and participating to wit: Mayor Ramsey, Commissioner Reed, Commissioner Richards, Commissioner Caylor, and Commissioner Jorgensen. A quorum was present.

The Mayor called the meeting to order and welcomed the Chamber Audience and led the Pledge of Allegiance to the American flag and the invocation was given by Director of Finance Scott Bird.

**Consent Agenda**

Thereupon, Commissioner Reed made a motion, seconded by Commissioner Jorgensen to approve the consent agenda. The consent agenda included the agenda and minutes from the October 5, 2011 Regular Meeting and the October 17, 2011 Study Session. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the Consent Agenda duly approved.

**Public Comments**

None offered at this time.

**Declaration**

Thereupon, the Mayor asked the City Commission for declarations of any conflict or outside communications that might influence their ability to impartially consider today's issues and come to a fair decision. None were declared.

**Proclamation-Epilepsy Awareness Month**

Thereupon, Mayor Ramsey read a proclamation recognizing November 2011 as Epilepsy Awareness Month. November is National Epilepsy Awareness Month. This year's theme is "Get Seizure Smart" to encourage everyone to learn about seizure recognition, types and first aid. Thereupon, Tara Reifess accepted the proclamation and thanked the Governing Body.

**Proclamation-Veterans Awareness Week**

Thereupon, Commissioner Richards read a proclamation recognizing November 6-12, 2011 as Veterans Awareness Week. November 11 is Veterans' Day. This proclamation recognizes the service and sacrifice that our veterans have given our country. The proclamation will be formally presented at the opening of the Healing Field of Flags at Forest Park on Friday, November 4, 2011.

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### **Proclamation-Anniversary of Toys for Kids Run**

Thereupon, Mayor Ramsey read a proclamation recognizing the 25<sup>th</sup> anniversary of the Toys for Kids Run. For 25 years, the Toys for Kids Run has partnered with ECKAN to provide toys to the youth of Franklin County at the holidays. This year marks the 25<sup>th</sup> anniversary of this remarkable volunteer effort. Thereupon, Debi Farrar accepted the proclamation and thanked the Governing Body on behalf of all volunteers.

### **Presentation-Rodney White Children's Foundation**

Thereupon, the Governing Body heard a presentation from Dana White of the Rodney White Children's Foundation in support of Ottawa park improvements who thanked the Governing Body for the opportunity to leave a lasting impression on the community. On behalf of the Rodney White Children's Foundation, Dana and Scott White pledge support for improvements to Ottawa Parks.

### **Recognition-Kanza Park Playground Donors and Supporters**

Thereupon, the Governing Body heard a presentation from Director of Planning/Codes/Inspections Wynndee Lee who assisted the Governing Body in recognizing and thanking the donors and supporters of this project.

### **Ordinance-Annexing Land at 2597 US 59 Highway**

Thereupon, the Governing Body reviewed an ordinance to annex the land to the City of Ottawa located at 2597 US 59 Highway.

Thereupon, the Governing Body heard from City Attorney Bob Bezek who explained this ordinance is related to the previously executed agreement for the land at 2597 US 59 Highway and recommended approval of the ordinance.

Thereupon, Commissioner Jorgensen made a motion, seconded by Commissioner Richards, to adopt the ordinance. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the ordinance duly adopted and the ordinance was duly numbered Ordinance No. 3799-11.

### **Approval-City Manager Employment Agreement**

Thereupon, the Governing Body heard from City Attorney Bob Bezek who reviewed the proposed employment agreement. Thereupon, Commissioner Caylor made a motion, seconded by Commissioner Richards, to approve the City Managers employment agreement for 2011-2013.

During discussion Mr. Bezek explained the agreement changes as follows:

1. The term of the contract shall continue the two year time frame.
2. The agreement calls for a \$5,000 increase of base salary.
3. The agreement calls for a \$400 annual increase for car allowance.
4. The agreement calls for an increase in ICMA contributions from 7% to 8%.

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The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the agreement duly approved.

### **City Manager's Report**

Thereupon, City Manager Richard Nienstedt reported on the following:

- Expressed thanks to the Governing Body and stated he is humbled to be the City's Manager
- Citizens care about the community.
- City Commission is active, involved, listens, and brings information forward for consideration and sets a good example for State and Federal governments.
- City has great staff who works in inclement weather, at night, and on holidays to serve the citizens.

### **Commissioner's Report**

Thereupon, Commissioner Richards encouraged the community to attend the Veterans Day celebrations.

Thereupon, Commissioner Caylor commended the police force for participating in Trunk or Treat and building relationships with our youth.

### **Mayor's Report**

Thereupon, Mayor Ramsey presented Executive Assistant to the City Manager Leslie Quillen with a City of Ottawa Employee Commendation for her efforts in the Take Charge Challenge.

Thereupon, Ms. Quillen thanked the Governing Body and stated she looks forward to doing more to make a difference.

Thereupon, City Manager Richard Nienstedt stated he is honored to work along with Ms. Quillen.

### **Announcements**

- November 7, 2011: Study Session at 4 pm
- November 7, 2011: Kanza Park Playground Dedication at 5:30 pm
- November 11, 2011: Veterans Day—City offices closed
- November 14, 2011: Study Session at 4 pm
- November 16, 2011: Regular Meeting at 9:30 am
- November 24-25, 2011: Thanksgiving—City offices closed
- November 29, 2011: Annual Legislative Dinner, Neosho County Community College at 5:30 pm

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**Adjournment**

There being no further business to come before the Governing Body Commissioner Caylor made a motion, seconded by Commissioner Richards, to adjourn the meeting at 7:46 pm.

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Carolyn S. Snethen, City Clerk