

**STUDY SESSION MINUTES  
OTTAWA, KANSAS  
Minutes of  
March 12, 2012**

The Governing Body met at 4 pm this date with the following members present and participating to wit: Mayor Ramsey, Commissioner Richards, Commissioner Caylor, and Commissioner Jorgensen. Commissioner Reed was absent. A quorum was present.

Mayor Ramsey called the meeting to order.

**Public Comments**

None offered at this time.

**Review of Minutes**

The Governing Body reviewed minutes from the February 1, 2012 Regular Meeting and the February 6, 2012 Study Session and agreed to place these items on the next Regular Meeting Agenda for March 21, 2012.

**Quarterly Recognition**

The Governing Body reviewed a request to place the quarterly recognition of City employees recently completing professional development programs and introduction of new employees on the next Regular Meeting Agenda. The Governing Body agreed to place this item on the next Regular Meeting Agenda.

**Resolution No 1569-12-Re-approval**

The Governing Body reviewed Substitute Resolution No. 1577-12, which replaces Resolution No. 1569-12 approved on February 15, 2012, and includes identifying the City Manager and City Clerk by name in order to fulfill the requirements of the application as determined by KDHE policy. Staff requested action at this Study Session. Commissioner Caylor made a motion, seconded by Commissioner Richards, to adopt Substitution Resolution No. 1577-12.

Director of Utilities Jim Bradley explained the KDHE representative requested names and titles rather than titles only. The motion was considered and upon being put, all present voted aye. The Mayor declared Substitution Resolution No. 1577-12 duly adopted.

**Report-Workers Compensation Plan**

The Governing Body heard from Thomas McGee representative Ed Reasoner who provided a report on the City's workers compensation plan in 2011.

**Public Communications Initiatives**

The Governing Body heard from Director of Planning/Codes/Inspections Wynndee Lee who provided an overview on public communication initiatives in the Planning and Codes Department which include brochures, newsletters, public appearances, and educational workshops.

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

The City Manager reported on the following:

- Discussed April City Commission meeting times. The Governing Body agreed meeting times would remain as first Wednesday, April 4, 2012 at 7 pm and Wednesday, April 18, 2012 at 9:30 am.
- Executive Session needed for attorney-client privilege with the City Manager, City Attorney, and Director of Finance Scott Bird present for a period 10 minutes

### **Executive Session**

#### **Recess**

Commissioner Jorgensen made a motion, seconded by Commissioner Caylor, to recess into Executive Session to discuss attorney-client privilege with the City Attorney, City Manager, and Director of Finance Scott Bird present for a period of 10 minutes and to reconvene into open session at 4:41 pm. The motion was considered and upon being put, all present voted aye. The Mayor declared the meeting duly recessed at 4:31 pm.

#### **Reconvene**

Commissioner Caylor made a motion, seconded by Commissioner Richards, to reconvene into open session. The motion was considered and upon being put, all present voted aye. The Mayor declared the meeting duly reconvened at 4:41 pm.

Commissioner Caylor made a motion, seconded by Commissioner Richards, to enter into a contract with the Old Granddad LLC to purchase 54 acres, more or less, at 2040 Montana Road, contingent upon the FAA approval, in the amount of \$173,000, with \$5,000 earnest money. The motion was considered and upon being put, all present voted aye. The Mayor declared the execution of the contract duly approved.

### **Mayor's Report**

The Mayor reported on the following:

- City Survey update
- Renewing efforts for Playful City grants
- Sent letter to State representative regarding concealed carry bill and tax issue under own name
- Recognized the high school boys and girls basketball teams for placing 2<sup>nd</sup> and 3<sup>rd</sup> place in their respective state tournaments this winter

### **Announcements**

The Mayor announced the following:

- March 27, 2012: Mayor's Prayer Breakfast at 7:30 am at Westminster Presbyterian Church, 401 W 13<sup>th</sup>
- Executive Session needed for attorney-client privilege with the City Manager, City Attorney, and Director of Finance Scott Bird present for a period 20 minutes

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## **Executive Session**

### **Recess**

Commissioner Richards made a motion, seconded by Commissioner Jorgensen, to recess into executive session to discuss attorney-client privilege with the City Attorney, City Manager, and Director of Finance Scott Bird present for a period of 20 minutes and to reconvene into open session at 5:14 pm. The motion was considered and upon being put, all present voted aye. The Mayor declared the meeting duly recessed at 4:54 pm.

### **Reconvene**

Commissioner Jorgensen made a motion, seconded by Commissioner Caylor, to reconvene into open session. The motion was considered and upon being put, all present voted aye. The Mayor declared the meeting duly reconvened at 5:14 pm.

### **Open Agenda**

The Governing Body discussed open positions for Boards and Commissions. The Governing Body agreed to place the open positions and expiring terms for City Boards and Commissions on the Study Session Agenda for March 19, 2012.

### **Adjournment**

There being no further business to come before the Governing Body, Commissioner Jorgensen made a motion, seconded by Commissioner Richards, to adjourn the meeting. The motion was considered and upon being put, all present voted aye. The Mayor declared the meeting duly adjourned at 5:38 pm.

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Carolyn S. Snethen, City Clerk