

**STUDY SESSION MINUTES  
OTTAWA, KANSAS  
Minutes of  
April 30, 2012**

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

Mayor Jorgensen called the meeting to order.

**Public Comments**

None offered at this time.

**Review of Minutes**

The Governing Body reviewed minutes from the April 9 and 18, 2012 Special Call meetings; April 16, 2012 Study Session, and April 18, 2012 Regular Meeting and agreed to place these item on the next Regular Meeting agenda on May 2, 2012.

**Proclamations-Ottawa High School 2011-12 Boys & Girls Basketball Teams**

The Governing Body reviewed proclamations recognizing the Ottawa High School 2011-12 Boys and Girls basketball teams and agreed to place these items on the next Regular Meeting agenda.

**Proclamation- Community Action Month**

The Governing Body reviewed a proclamation recognizing May 2012 as Community Action Month and agreed to place this item on the next Regular Meeting agenda.

**Proclamation-Building Safety Month**

The Governing Body reviewed a proclamation recognizing May 2012 as Building Safety Month and agreed to place this item on the next Regular Meeting agenda.

**Ordinance-Rezone 109 W 9<sup>th</sup>**

The Governing Body reviewed an ordinance to rezone 109 W Ninth Street from C-1 Office & Service Business Zoning District to MU/RC Residential/Commercial Zoning District. The Governing Body heard from Director of Planning/Codes/Inspections Wynndee Lee who provided an overview of this rezone request and answered questions from the Governing Body. The Governing Body agreed to place this item on the next Regular Meeting agenda.

**2012 Slurry Seal Street Surface Rehabilitation Program**

The Governing Body reviewed a request to approve a bid submitted by Vance Brothers for an estimated \$65,873.06 to treat an estimated 30,217 square yards of street surface. The Governing Body heard from Director of Public Works Andy Haney who provided an overview of the Slurry Seal bids and answered questions from the Governing Body. The Governing Body agreed to place this item on the next Regular Meeting agenda.

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### **2012 Street Rehabilitation Recommendation**

The Governing Body heard from Director of Public Works Andy Haney who provided an overview of the proposed street improvement projects. The Governing Body agreed to place this item on the next Study Session agenda on May 7, 2012.

### **Appoint Planning Commission representative-Board of Zoning Appeals**

The Governing Body reviewed a request to seat Ruthanne Wasko as the Planning Commission representative on the Board of Zoning Appeals. Commissioner Ramsey made a motion, seconded by Commissioner Reed, to approve the appointment. The motion was considered and upon being put, all present voted aye. The Mayor declared the appointment duly approved.

### **Executive Session**

#### **Recess**

Commissioner Caylor made a motion, seconded by Commissioner Richards, to recess into Executive Session to discuss attorney-client privilege with the City Attorney and Director of Planning/Codes/Inspections Wynndee Lee present for a period of 5 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 4:36 pm.

#### **Reconvene**

Commissioner Reed 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 4:41 pm.

#### **Recess**

Commissioner Richards made a motion, seconded by Commissioner Ramsey, to recess back into Executive Session to discuss attorney-client privilege with the City Attorney and Director of Planning/Codes/Inspections Wynndee Lee present for a period of 5 minutes and to reconvene into open session at 4:46 pm. The motion was considered and upon being put, all present voted aye. The Mayor declared the meeting duly recessed at 4:41 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 4:46 pm.

### **Interviews-Open Positions on Board of Zoning Appeals & Tree Board**

The Governing Body conducted the following interviews for the open positions on the Board of Zoning Appeals (BZA) and the Tree Board:

1. Claudia Gibson - BZA
2. Garry A Niehoff – Tree Board
3. Beth Bird – Tree Board
4. David Drumright – Tree Board

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Commissioner Caylor made a motion, seconded by Commissioner Reed, to appoint Claudia Gibson to the Board of Zoning Appeals. The motion was considered and upon being put, all present voted aye. The Mayor declared the appointment duly approved.

Commissioner Richards made a motion, seconded by Commissioner Caylor, to appoint Garry A Niehoff to the Tree Board. The motion was considered and upon being put, all present voted aye. The Mayor declared the appointment duly approved.

The Governing Body extended an invitation to Beth Bird to serve on the Play Task Force. Ms. Bird was an applicant for the Tree Board. She thanked the Governing Body and expressed interest in serving on the task force.

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

The City Manager reported on the following:

- Request to reschedule May 16, 2012 Regular Meeting to 7 pm: Commissioner Ramsey made a motion, seconded by Commissioner Richards, to approve the request. The motion was considered and upon being put, all present voted aye. The Mayor declared the request duly approved.
- Request to hold 15<sup>th</sup> Street sidewalk project ribbon cutting on May 7, 2012 at 2:30 pm: Commissioner Caylor made a motion, seconded by Commissioner Ramsey, to approve the request. The motion was considered and upon being put, all present voted aye. The Mayor declared the request duly approved.
- Leadership Conference on May 11, 2012 in Wichita, Kansas
- Director of Finance Scott Bird reported on 911 Interlocal Agreement with regard to City/County budgets.

### **Commissioners' Reports**

Commissioner Reed reported on the following:

- She is involved with the Franklin County Summit and encouraged everyone to attend on May 16, 2012 at 7:30 am
- Took a recent tour of Power Plant
- May 2, 2012: Attending KMEA meeting in Wichita and will not be in attendance at the Regular Meeting

Commissioner Richards reported on the following:

- Had recently done research on "nuclear batteries"
- May 3, 2012: National Day of Prayer

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### **Mayor's Report**

The Mayor reported on the following:

- Recently attended Ottawa Bible Church to participate in their 40<sup>th</sup> Anniversary
- Airport Board meeting tomorrow, May 1, 2012
- Reviewed priorities: Streets & Sidewalks, Parks, Citizen Relations
- OFCED hiring interim Director
- Commissioner Ramsey stated Paula Reeves is serving as the Chamber's Interim Director

### **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. The motion was considered and upon being put, all present voted aye. Mayor Jorgensen declared the meeting duly adjourned at 6:15 pm.

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Carolyn S. Snethen, City Clerk