

**Regular Meeting Minutes  
Commission Chambers  
101 S Hickory, Ottawa, Kansas  
Minutes of October 21, 2015**

The Governing Body met at 9:30 am this date with the following members present and participating to wit: Mayor pro tem Dickinson, Commissioner Caylor, Commissioner Reed, and Commissioner Graves were all present. Mayor Skidmore was absent. A quorum was present.

The Mayor pro tem called the meeting to order and welcomed the Chamber Audience and led the Pledge of Allegiance to the American flag. The invocation was given by Father Bill Fisher, Pastor of Sacred Heart Catholic Church.

**Consent Agenda**

The Governing Body reviewed the consent agenda consisting of minutes from the October 5, 2015 Study Session, October 7, 2015 Regular Meeting, and the Meeting Agenda. Commissioner Reed made a motion, seconded by Commissioner Graves, to approve the consent agenda. The motion was considered and upon being put, all present voted aye. The Mayor declared the consent agenda duly approved.

**Public Comments**

None offered at this time.

**Declaration**

The Mayor pro tem asked the City Commission for declarations of any conflicts or outside communications that might influence their ability to impartially consider today's issues impartially. None were given at this time.

**Proclamation—Lights on After School Day**

Commissioner Reed read a proclamation recognizing October 22, 2015 as Lights on After School Day. Lights on After School Day serves to remind citizens to support after-school programs. Jamie Keiter with the After School Program accepted the proclamation. Ms. Keiter stated this is the 9<sup>th</sup> year for the After School Program and this is the lead program that keeps kids in school. Ms. Keiter thanked the City Commission for the recognition.

**Proclamation—National Arts and Humanities Month**

Mayor pro tem Dickinson read a proclamation recognizing October 2015 as National Arts and Humanities Month. This proclamation recognizes the importance the arts and humanities play in the lives of our citizens. The proclamation was accepted by Alice Joy Lewis with Ottawa Suzuki Strings. Ms. Lewis stated a great nation and great city are known by their Arts and Humanities. She stated this community shows great support and encouragement for the Suzuki program and thanked the City Commission for the recognition.

### **New Employees—Ottawa Police Department**

Lieutenant Doug Waterman introduced the following new employees of the Ottawa Police Department:

- Amy Carlson, Special Services Officer
- Sarah Frazee, Officer
- Christopher Forsberg, Officer
- Tylor Wyatt, Officer

### **Charter Ordinance—City Manager Form of Government**

The Governing Body heard from City Attorney Blaine Finch regarding a request for approval of a charter ordinance exempting the City of Ottawa from provisions relating to the City Manager form of Government. This ordinance will exempt the City from the provisions of L. 2015, Ch. 88, Section 11 of House Bill 2104. According to City Attorney Blaine Finch, by putting all of this information in a charter ordinance, it makes a clear intent of voters for the City of Ottawa. Commissioner Caylor made a motion, seconded by Commissioner Graves, to adopt the Charter Ordinance. The motion was considered and upon being put, all present voted aye. The Mayor pro tem declared the charter ordinance duly adopted and the charter ordinance was numbered Charter Ordinance No. 20-15.

### **Charter Ordinance—Filling of Governing Body Vacancies**

The Governing Body heard from City Attorney Blaine Finch regarding a request for approval of a charter ordinance exempting the City of Ottawa from provisions relating to the filling of Governing Body vacancies and providing substitute provisions on the same subject. This ordinance will exempt the City from the provisions of L. 2015, Ch 88, Section 71. This ordinance clarifies how the City Commission fills vacancies if there is a vacancy on the board. Commissioner Caylor made a motion, seconded by Commissioner Reed, to adopt the Charter Ordinance. The motion was considered and upon being put, all present voted aye. The Mayor pro tem declared the charter ordinance duly adopted and the charter ordinance was numbered Charter Ordinance No. 21-15.

### **Ordinance—Countryside District**

The Governing Body heard from Community Development Director Wynndee Lee regarding a request for approval of an ordinance amending Article 8, Countryside District (CS), Section 8-201. This ordinance will define limited agricultural uses of the zoning regulations, Ordinance No 3501-05. The Planning Commission held a public hearing and recommended approval of the amendment by a 4-0 vote. Commissioner Reed made a motion, seconded by Commissioner Caylor to adopt the ordinance. The motion was considered and upon being put, all present voted aye. The Mayor pro tem declared the ordinance duly adopted and the ordinance was numbered Ordinance No. 3902-15.

### **Prairie Spirit Trail**

The Governing Body heard from Community Development Director Wynndee Lee regarding the Prairie Spirit Trail between 1<sup>st</sup> and 5<sup>th</sup> street on Walnut. A group of citizens focused on issues downtown along with staff gave consideration to resolving the “trail gap” along Walnut. This committee recommends the Prairie Spirit Rail Trail be formally installed in the middle of Walnut from 1<sup>st</sup> to 5<sup>th</sup> street, with bike lanes painted as well as drive lanes, to enhance the safety of bicyclists and create better expectations for drivers as well. Some parking will have to be eliminated for this installation, but the City Staff are working with citizens to accommodate parking needs. Commissioner Reed made a motion, seconded by Commissioner Graves to approve formally installing Prairie Spirit Trail bike lanes in the middle of Walnut from 1<sup>st</sup> to 5<sup>th</sup> street. The motion was considered and upon being put, all present voted aye. The Mayor pro tem declared the bike lanes on Walnut Street duly approved.

### **Ordinance—Accessibility Advisory Board**

The Governing Body heard from Human Resources Director Michelle Stegman regarding a request for approval of the Accessibility Advisory Board Ordinance. This Ordinance amends the size and quorum requirements of the Board. The Accessibility Advisory Board is currently short members. Commissioner Caylor made a motion, seconded by Commissioner Reed, to adopt this ordinance. The motion was considered and upon being put, all present voted aye. The Mayor pro tem declared the ordinance duly adopted and the ordinance was numbered Ordinance No. 3903-15.

### **Report by City Manager**

City Manager Richard U Nienstedt reported:

- Raw Water Line Update: This will be moved to the next regular meeting on November 4, 2015 to give citizens time to respond to this topic.
- Joint City/County/USD 290 Legislative Meeting time has changed from 12:00 pm to 11:30 am. An important discussion point to keep in mind is protecting the constitutional grant of home rule to cities.
- The City of Ottawa has three representatives participating in the Franklin County Leadership Class this year including: Commissioner Graves, Utilities Director Dennis Tharp, and Human Resources Director Michelle Stegman.
- Recognized City Attorney Blaine Finch on his Intergovernmental Leadership Award given by the League of Kansas Municipalities. City Manager Richard U Nienstedt stated he is proud of the work City Attorney Blaine Finch does for his community.

### **Report by City Commissioners**

Commissioner Reed stated we as a community are fortunate to have the Lights on After School Program.

Commissioner Caylor wished everyone a Happy Halloween and to keep a watch out for all the children on Halloween. Commissioner Caylor stated her appreciation for Representative Finch for being here and representing the City of Ottawa in Topeka.

Commissioner Graves stated the Accessibility Advisory Board is down one member and encouraged anyone interested to participate on the Board to contact Human Resources Director Michelle Stegman.

### **Report by Mayor**

Mayor pro tem Dickinson reported:

- Recognized City Manager Richard U Nienstedt for receiving an award from ICM Leaders for his 35 years of service in local government. City Manager Richard U Nienstedt thanked the City Commission and stated it is a great honor to be able to serve the great citizens and staff of the City of Ottawa.
- Happy Back to the Future Day
- Enjoyed the Ottawa University celebrations over the last weekend. It is great to see an architectural building added to the community. Mayor pro tem Dickinson thanked all of the Ottawa University Representatives.

### **Announcements**

Mayor pro tem Dickinson announced:

- October 21, 2015: Joint City/County/USD 290 Legislative Meeting, 11:30 am, Franklin County Commission Chambers
- October 26, 2015: Study Session, 4:00 pm, City Hall
- November 4, 2015: Regular Meeting, 7:00 pm, City Hall
- November 10, 2015: LKM Regional Supper, 5:30 pm, Olathe Community Center

### **Adjournment**

There being no further business to come before the Governing Body, Commissioner Caylor made a motion, seconded by Commissioner Reed, to adjourn the meeting. The motion was considered and upon being put, all present voted aye. The Mayor declared the meeting duly adjourned at 10:38 am.

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Carolyn S. Snethen, City Clerk

October 21, 2015