

**CITY COMMISSION
Regular Meeting Minutes
Commission Chambers
101 S. Hickory, Ottawa, Kansas
Minutes of November 17, 2010**

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 Reed, Commissioner Jorgensen, Commissioner Humm, and Commissioner Ramsey. Commissioner Fleer was absent. 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 Pastor Leonard Cheasbro, New Life in Christ Church.

Thereupon, the Governing Body heard from Director of Finance Scott Bird who explained the Refunding/Refinancing Bond items have been removed from the agenda due to interest rates increasing which makes this action unfavorable at this time. Mr. Bird explained if the Bond Market changes favorably this item may be revisited at a later date.

Thereupon, Mayor Reed explained a proclamation has been added to the agenda today in order to recognize the Ottawa University Braves football team who has advanced to the NAIA Football Championship playoffs. This item was added to the agenda following Agenda Item # 11.

Consent Agenda

Thereupon, Commissioner Ramsey made a motion, seconded by Commissioner Jorgensen, to approve the consent agenda. The consent agenda included the agenda as amended and minutes from the October 20, 2010 Regular Meeting. 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-National Epilepsy Awareness Month

Thereupon, Mayor Reed read a proclamation recognizing November 2010 as National Epilepsy Awareness Month. November is National Epilepsy Awareness Month. This year's theme is *Get Seizure Smart* and encourages everyone to learn about seizure recognition, types and first aid. Thereupon, JaidenDawn Reifeiss and Tara Reifeiss accepted the proclamation.

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Proclamation-Ottawa University Braves Football Team

Thereupon, Commissioner Humm read the proclamation recognizing the Ottawa University Football Team. Thereupon, the Ottawa University Braves football team has achieved a first at Ottawa University, returning to NAIA Football Championship playoffs for a second consecutive year. Thereupon, OU Head Football Coach Kent Kissinger accepted the proclamation.

Report on the Community Numana Project

Thereupon, the Governing Body heard from Carolyn Elder and Sue Petersen who explained a county-wide Numana food packaging event to be held on Saturday, February 12, 2011 at the National Guard Armory in Ottawa. The goal is to pack 100,000 meals. The community was challenged to participate in this community project.

2010 Employee Service Awards

Thereupon, Mayor Reed explained each year the League of Kansas Municipalities recognized “faithful, continuous service” to Kansas communities. This year the City of Ottawa is proud to recognize 34 employees with a combined total of 480 years of service to Kansas communities. Thereupon, the following employees were recognized for years of service to the City of Ottawa:

10 Years of Service

Cliff Badders
David Buehler
Kirt Chapman
Casey Crane
Steve Donahoo
Aaron Good
David Hunsaker
Ryan Jung
Steve Lemons
Cindy McCurdy
Lyle Posey
AJ Schmidt
Dennis Tharp
Leah Thomas
Ed Thompson
Mary Tooley
Tom Yahl

15 Years of Service

Deb Badders
Chad Bentley
Chris Campbell
Kathy Greiner
Michael Hatheway
Charles Johnson
Donna Ledom
Bonita Nicewander
Adam Weingartner

20 Years of Service

Troy Gavel
Tim Matthias
Keith McAdoo
Steve Morton
Tony Reed

25 Years of Service

Charlie King
Perry Jordan

Mark D'Augereau

35 Years of Service

Merle “Oscar” Taylor

Insurance Broker Services

Thereupon, the Governing Body reviewed a request to approve a recommendation for Insurance Broker Services. Thereupon, Commissioner Humm made a motion, seconded by Commissioner Jorgensen, to approve the recommendation for Insurance Broker Services.

During discussion it was explained Charlesworth & Associates was contracted to provide consulting services for the selection of a property and liability insurance broker. Upon November 17, 2010

consideration by both Charlesworth & Associates and City staff, a recommendation for the services of Cretcher Heartland has been made. The motion was considered and upon being put, the recommendation was approved by the following vote: Commissioner Humm aye, Commissioner Jorgensen aye, Commissioner Ramsey nay, and Mayor Reed aye. Thereupon, the Mayor declared the recommendation of Cretcher Heartland duly approved by a 3-1 vote.

Recommendation for Audit Services

Thereupon, the Governing Body reviewed a request to approve a recommendation for Audit Services. Thereupon, Commissioner Jorgensen made a motion, seconded by Commissioner Ramsey, to approve the recommendation.

During discussion it was explained audit services are periodically rotated as a matter of good business practices and sound fiscal policy. Requests for proposals were sent to ten Kansas audit firms; four responses were received and three interviews were conducted. City staff recommends contracting with Agler and Gaeddert for one year, with renewal options for two additional years. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared Agler and Gaeddert being contracted for the 2010 audit duly approved.

Take Charge Challenge

Thereupon, the Governing Body reviewed a request to approve participation in the Take Charge Challenge. Thereupon, Commissioner Humm made a motion, seconded by Commissioner Jorgensen, to approve the request.

During discussion it was explained the City of Ottawa has been invited to participate in the 2010 Take Charge Challenge, an energy-efficiency contest coordinated by the Climate and Energy Project (CEP) and sponsored by the Kansas Energy Office. This action authorizes the signing of a Memorandum of Understanding with the Climate and Energy Project. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the request duly approved.

Resolution-Take Charge Challenge

Thereupon, the Governing Body reviewed a resolution to accept the Take Charge Challenge. Thereupon, Commissioner Ramsey made a motion, seconded by Commissioner Humm, to adopt the resolution.

During discussion it was explained this resolution is a procedural step in implementing the Take Charge Challenge, and authorizes City staff to participate in this energy-efficiency program. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the resolution duly adopted and the resolution was duly numbered Resolution No. 1538-10.

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Application-Revolving Loan Fund

Thereupon, the Governing Body reviewed a request to approve an application for the City's Revolving Loan Fund. Thereupon, Commissioner Ramsey made a motion, seconded by Commissioner Jorgensen, to approve the application.

During discussion it was explained this application has been made by Dannie and Annette Burnett, owners of the building located at 107-109 N Main, for the amount of \$20,000. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the application duly approved.

Resolution-Policies and Procedures for Tax Exemptions

Thereupon, the Governing Body reviewed a resolution establishing the policies and procedures for tax exemptions and incentives for economic development for the City of Ottawa, Kansas; and repealing Resolution No. 1367-06. Thereupon, Commissioner Jorgensen made a motion, seconded by Commissioner Humm, to adopt the resolution.

During discussion it was explained this resolution amends the existing tax abatement policy, and provides guidelines and criteria for consideration of abatements. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the resolution duly adopted and the resolution was duly numbered Resolution No. 1539-10.

Ordinance-Pay Day Loan & Title Loan Businesses

Thereupon, the Governing Body reviewed an ordinance relating to Pay Day Loan and Title Loan Businesses, and adding Article XIII of Chapter XI of the Municipal Code of the City of Ottawa, Kansas, 1997. Thereupon, Commissioner Jorgensen made a motion, seconded by Commissioner Humm, to adopt the ordinance.

During discussion it was explained the Planning Commission recommended approval of the amendment to Chapter XI to by a 5-0 vote, with one abstention. 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. 3770-10.

Resolution-Pay Day Loan and Title Loan Businesses

Thereupon, the Governing Body reviewed a resolution establishing fees for the issuance of Pay Day Loan and Title Loan Businesses in the City of Ottawa, Kansas. Thereupon, Commissioner Humm made a motion, seconded by Commissioner Jorgensen, to adopt the resolution. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the resolution duly adopted and the resolution was duly numbered Resolution No. 1540-10.

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Reports by City Manager

Thereupon, City Manager Richard Nienstedt reported on the following:

- Airport fueling system
- Playground equipment donations
- Wished everyone Happy Thanksgiving
- Our community is blessed to have ECKAN and Richard Jackson working in our community

Reports by City Commissioners

Thereupon, Commissioner Humm thanked the Governing Body for recognizing the OU Football Team with a proclamation.

Report by Mayor

Thereupon, the Mayor reported on the following:

- Congratulated OU once again and stated she hoped the stadium was full
- Nice to drive on a smooth surface down main street
- Challenged the Community and City Employees to get involved in the Numana project

Adjournment

There being no further business to come before the Governing Body Commissioner Jorgensen made a motion, seconded by Commissioner Humm, to adjourn the meeting. The motion was considered and upon being put, all present voted aye. Thereupon, the Mayor declared the meeting duly adjourned at 10:40 am.

Carolyn S. Snethen, City Clerk

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