

**STUDY SESSION MINUTES
OTTAWA, KANSAS
Minutes of
September 10, 2012**

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

Mayor Jorgensen called the meeting to order.

Public Comments

The Governing Body heard from Ottawa Main Street Association Director Becci Shisler who invited the Governing Body and business owners to an emergency preparedness program on September 13, 2012 at the Ottawa Municipal Auditorium from 5:30-7 pm. During the program, the 3 finalists for the mural at Haley Park will be displayed.

Review of Minutes

The Governing Body reviewed minutes from the August 20 and August 27, 2012 Study Sessions; and the August 22, 2012 Special Call meeting and agreed to place these items on the next Regular Meeting Agenda on September 19, 2012.

Proclamation-Constitution Week

The Governing Body reviewed a proclamation recognizing September 17-23, 2012 as Constitution Week and agreed to place this item on the next Regular Meeting Agenda.

Cereal Malt Beverage Application-Logan 66

The Governing Body reviewed a request for a Cereal Malt Beverage license for Morani Inc DBA Logan 66, not for consumption on the premises. The City Attorney and Police Department have reviewed the application and found no reason for denial. Staff requested action at this Study Session.

Commissioner Ramsey made a motion, seconded by Commissioner Caylor, to approve the license application. The motion was considered and upon being put, all present voted aye. The Mayor declared the license application duly approved.

Service Line Warranty Program-Water Lines

The Governing Body heard from Director of Finance Scott Bird who reported on the proposed League of Kansas Municipalities (LKM) Service Line Warranty program for water lines and provided details on the LKM Service Line Warranty program for sewer lines already in place. The Governing Body agreed by consensus to allow staff to proceed with the water line program.

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Survey-Door-to-Door Solicitor Fees

The Governing Body heard from Director of Finance Scott Bird who reported on a door-to-door solicitor fees survey showing the cost and term of solicitor permits applied in surrounding communities. Mr. Bird suggested immediately raising the City of Ottawa's solicitor fees to \$100 per day per person and bringing back additional information in a comprehensive approach to this issue. The Governing Body agreed to review the current ordinance and place the proposed ordinance revision on the next Study Session Agenda on September 17, 2012.

City Manager's Report

City Manager Richard Nienstedt reported on the following:

- The Governing Body agreed by consensus to name Mayor Jorgensen, Commissioner Richards, and Commissioner Reed as voting delegates for the upcoming League of Kansas Municipalities meeting.
- November 28-December 1, 2012: National League of Cities Conference

The Governing Body reviewed the remaining 2012 Commission meeting dates and potential conflicts and made the following changes:

- Monday, October 8, 2012: Study Session canceled
- Monday, November 12, 2012: Study Session canceled
- Wednesday, November 21, 2012: Regular Meeting moved to Monday, November 19, 2012 in Commission Chambers at 5:30 pm following the Study Session
- Monday, December 24, 2012: Study Session canceled
- Monday, December 31, 2012: Study Session canceled

Planning Commission candidate interviews are scheduled for the September 17, 2012 Study Session.

Commissioners' Reports

Commissioner Reed reported on the following:

- She received a phone call regarding the group of solicitors at the intersection of 15th and Main Streets.

Commissioner Richards reported on the following:

- The benefit concert at Ottawa Municipal Auditorium (OMA) raised \$437.54 for OMA and approximately 100 people were in attendance.
- He inquired on a proposed Task Force to inspect downtown buildings. Director of Planning/Codes/Inspections Wynndee Lee reported a "self-inspect" check list was distributed to the downtown store owners.
- He spoke with the mason conducting the tuck pointing at OMA who expressed concerns regarding the top of the building. Director of Finance Scott Bird will follow up and bring additional information back to the Governing Body.

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Commissioner Ramsey reported on the following:

- He thanked staff for organizing the ribbon cutting at the Ottawa Municipal Airport on Friday, September 7, 2012 and reported approximately 85 people were present.

Mayor's Report

Mayor Jorgensen reported on the following:

- The League of Kansas Municipalities is conducting a strategic plan.
- He recognized Cal Lantis of Lantis and Associates for donating his commission from the recent land acquisition near the Ottawa Municipal Airport back to the City for benefit of OMA.

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.

Carolyn S. Snethen, City Clerk