

**Special Call City Commission Meeting  
Courthouse Square Apartments  
235 S Main St., Ottawa, Kansas  
Wednesday, March 16, 2016—9:30 am**

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

Mayor Skidmore 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 Director of Finance Scott Bird.

**Consent Agenda**

Commissioner Caylor made a motion, seconded by Commissioner Graves to approve the consent agenda, to include this regular meeting agenda, minutes from the February 29, 2016 Study Session, February 29, 2016 Special Call Meeting for Commission/Department Director Retreat, and the March 2, 2016 Regular Meeting, 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 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—Flood Safety Awareness Week**

The Mayor read a proclamation recognizing March 21-25, 2016 as Flood Safety Awareness Week. This proclamation is intended to raise awareness of the importance of preparing for and understanding floods in Kansas. Public Works Director Michael Haeffele accepted this proclamation on behalf of the Public Works Department and the City of Ottawa.

**Proclamation- National Service Recognition Day**

Commissioner Reed read a proclamation recognizing April 5, 2016 as National Service Recognition Day. This proclamation recognizes the volunteer services in the City of Ottawa and thanks those who offer service in a way to give back to the community. The proclamation was accepted by Crystal Anderson with ECKAN. Ms. Anderson thanked the city for making time to recognize the volunteers in the community.

**Appointment to Kansas Municipal Energy Agency (KMEA) Board of Directors**

The Governing Body heard from City Manager Richard U. Nienstedt regarding the need for an appointment of Director #2 to serve on the Board of Directors of the KMEA. It was recommended to appoint Utilities Director Dennis Tharp for this position. Commissioner Graves made a motion, seconded by Commission Caylor to appoint Utilities Director Dennis Tharp for the Director #2 position on the KMEA Board of Directors. The motion was considered and upon being put, all present voted aye. The Mayor declared the motion duly approved.

March 16, 2016

### **Master Planning Contract for Rock Creek Business Development Park**

The Governing Body heard from Community Development Director Wynndee Lee and City Manager Richard U. Nienstedt regarding the master planning for the Rock Creek Business Development Park. Both explained the significance of the new industrial park master plan contract that involves not only the city and county elected officials, but other stakeholders, property around the area, and community members. The master planning contract will enable a strong vision, good land-use planning, and ultimately appropriate engineering design. It was explained that this action would give authority by the City Manager to execute this contract. Commissioner Reed made a motion, seconded by Commissioner Caylor to give authority to the City Manager to execute the master planning contract. The motion was considered and upon being put, all present voted aye. The Mayor declared the motion duly approved.

### **Appointment to Vacant City Commissioner Position**

Due to the resignation of Shawn Dickinson from the Ottawa City Commission on February 3, 2016, Blake Jorgensen has been nominated to fulfill Mr. Dickinson's' unexpired term. Commissioner Caylor made a motion, seconded by Commissioner Graves to appoint Blake Jorgensen as the new City Commissioner. The motion was considered and upon being put, all present voted aye. The Mayor declared Blake Jorgensen the new City Commissioner.

### **Oath of Office for Commissioner**

Finance Director Scott Bird administered the Oath of Office to Commissioner Jorgensen.

### **Comments from Commissioner Jorgensen**

Commissioner Jorgensen thanked the Governing Body for their confidence and stated his readiness to move the community forward.

### **Report by City Manager**

City Manager Richard U Nienstedt reminded the Governing Body that they have a 10:30 am Special Call meeting with the County Commission at the County Annex.

### **Reports by City Commissioners**

Commissioner Caylor thanked Chief Carner for his service to the community.

Commissioner Reed expressed her appreciation to Chief Carner and welcomed Commissioner Jorgensen back to the City Commission.

### **Report by Mayor**

Mayor Skidmore reported the following:

- Thanked Chief Carner for his service
- Welcomed Commissioner Jorgensen back to the City Commission
- Reported on the trip to the National League of Cities Conference in Washington D.C.

### **Fire Chief Carner Retirement Recognition**

Mayor Skidmore presented Chief Carner with a retirement plaque in recognition of his service and thanked him for his service to the City of Ottawa from 1983-2016. Chief Carner spoke of how he came to Ottawa and found it as a nice community. Chief Carner stated "Ottawa has a bright future". Chief Carner thanked the Governing Body and the public for their support, congratulated Chief Matthias and expressed his pleasure for his selection. Chief Carner recognized his staff and his wife in attendance. The gallery gave Chief Carner a standing ovation.

Mayor Skidmore announced there will be a Retirement Reception for Chief Carner on Friday, March 18<sup>th</sup> from 3:00 pm – 5:00 pm.

### **Announcements**

- March 16, 2016 Special Call City/County Joint Meeting, 10:30 am, County Annex
- March 16, 2016 City/County/USD 290 Joint Luncheon, 12:00 pm, County Annex
- March 18, 2016 Retirement Reception for Chief Carner, 3:00 – 5:00 pm, Fire Station #1  
720 W 2<sup>nd</sup>
- March 21, 2016 Study Session, 4:00 pm, City Hall
- March 24, 2016 Mayor's Prayer Breakfast, 8:00 am, Ottawa Bible Church, 1623 S Poplar
- March 28, 2016 Study Session, 4:00 pm, City Hall
- April 4, 2016 Study Session, 4:00 pm, City Hall
- May 6, 2016 Special Call Regular Meeting for Date & Location Change, 10:00 am,  
Neosho County Community College, 900 E Logan

### **Adjournment**

There being no further business to come before the Governing Body, Commissioner Jorgensen 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 10:28 am.

---

Carolyn S. Snethen, City Clerk