

**Study Session Minutes  
Ottawa, Kansas  
Minutes of October 17, 2016**

The Governing Body met at 4:00 pm this date with the following members present and participating to wit: Mayor Caylor, Commissioner Reed, Commissioner Jorgensen, Commissioner Skidmore, and Commissioner Graves. A quorum was present.

Mayor Caylor called the meeting to order.

**Public Comments**

None offered at this time.

**Minutes to Review**

The Governing Body reviewed minutes from the September 29, 2016 Special Call Topeka Kansas Avenue Tour, the October 3, 2016 Study Session and the October 5, 2016 Regular Meeting. Commissioner Jorgensen requested a change on packet page 10 and 11 of the October 5, 2016 Regular Meeting minutes. It was agreed by consensus to place these items with the requested changes on the next Regular Meeting agenda on October 19, 2016.

**Resolution—Appropriate Private Property for 15<sup>th</sup> Street Sidewalk Improvements**

The Governing Body heard from City Attorney Blaine Finch who reviewed a resolution declaring it necessary to appropriate private property for the purpose of constructing sidewalk improvements on East 15<sup>th</sup> Street and have a legal description of the land on file with the City Clerk. Mr. Finch explained the owner of this property is deceased and attempts to contact known heirs were unsuccessful and answered questions from the Governing Body. Mr. Finch asked the Governing Body to approve the resolution during this Study Session.

The Governing Body also heard from Community Development Director Wynndee Lee who explained the state did not approve the property to be removed from the project while the details of the land acquisition were settled and stated she will ask the state again. Commissioner Reed made a motion, seconded by Commissioner Graves, to adopt the resolution. The motion was considered and upon being put, all present voted aye. The Mayor declared the resolution duly adopted and the resolution was duly numbered Resolution No. 1705-16.

**Ordinance—Acquire Land by Condemnation for Sidewalk Improvements**

The Governing Body heard from City Attorney Blaine Finch who reviewed a request for approval of an ordinance authorizing and providing for the acquisition of land or an interest therein by condemnation for the purpose of sidewalk improvements on 15<sup>th</sup> Street and explained this is a companion ordinance to the resolution just passed.

It was agreed by consensus to place this item on the next Regular Meeting agenda.

**Quit Claim Deed—25 Foot Area Adjacent to K-68 Highway**

The Governing Body heard from Community Development Director Wynndee Lee who reviewed a request authorizing the City Manager to sign a quit claim deed for property on K-68 Highway. Mrs. Lee reviewed a map of the area showing property lines and answered questions from the Governing Body.

October 17, 2016

Mrs. Lee further explained in 2005 the City requested the State of Kansas Department of Transportation to consider deeding land along K-68 Highway to the City of Ottawa, adjacent on the north of K-68, between Birch and Spruce for the purpose of improvement to a townhome development on Spruce. Mrs. Lee stated this request is to quit claim a 25 foot tract to John Coen on behalf of the Peggy Coen and the Marion C. Coen and Peggy F. Coen Trust, for the purpose of development on the lot that fronts Birch Street. It was explained this request would deed the tract to the property owner while holding it in a pedestrian and utility easement.

Commissioner Jorgensen stated for full disclosure he had conversations with the property owner as a representative of the bank and explained that is not a conflict of interest because he does not receive commission or direct compensation. The Governing Body agreed by consensus to place this item on the next Regular Meeting agenda.

**Notice of Award—Wiseguys Construction LLC**

The Governing Body heard from Community Development Director Wynndee Lee who reviewed a Notice of Award to Wiseguys Construction LLC for rehabilitation and renovation of the Old City Hall building at 123 W. 4<sup>th</sup> Street and answered questions from the Governing Body.

It was further explained the City has no financial interest in this project and is acting as a conduit for the State grant facilitation. Mrs. Lee stated the grant is capped and will not fund all of the rehabilitation and renovation for this project and property owner Rick Deitz will be responsible for the remaining cost.

Commissioner Jorgensen stated for full disclosure he has a relationship with the principle of this entity and other entities and has a relationship with the contractor. The Governing Body agreed by consensus to place this item on the next Regular Meeting agenda.

**Proclamation—Breast Cancer Awareness Month**

The Governing Body reviewed a proclamation recognizing October 2016 as Breast Cancer Awareness Month and agreed by consensus to place this item on the next Regular Meeting agenda.

**Proclamation—Ottawa Business Women’s Week**

The Governing Body reviewed a proclamation recognizing the week of October 17-22, 2016 as Ottawa Business Women’s Week and agreed by consensus to place this item on the next Regular Meeting agenda.

**Overview—Airport Master Plan Chapters 1 & 2**

The Governing Body heard from Public Works Director Michael Haeffele who reviewed an overview of the Airport Master Plan Chapters 1 and 2 and answered questions from the Governing Body.

The Governing Body also heard from Brad Waller with Alfred Benesch & Co, who provided details on Chapters 1 and 2 of the Airport Master Plan that have been submitted to the Federal Aviation

Administration (FAA) and stated they will bring information back to the Governing Body after clearance from the FAA to move forward.

Mayor Caylor invited Mr. Waller back at a later time to discuss the expansion project at the Lee's Summit, Missouri Airport.

### **Update—15<sup>th</sup> Street Stormwater Project**

The Governing Body heard from Public Works Director Michael Haeffele who provided a brief overview of the 15<sup>th</sup> Street Stormwater project and answered questions from the Governing Body.

The Governing Body also heard from Casey Colbern with Bartlett & West who provided a presentation on the 15<sup>th</sup> Street Stormwater project to include 15<sup>th</sup> Street and Ash Street. Mr. Colbern stated they will come back to the Governing Body after going out to bid in the spring.

The Governing Body also heard from Community Development Director Wynndee Lee who stated the 15<sup>th</sup> Street Sidewalk Improvement project could be done in conjunction with the 15<sup>th</sup> Street Stormwater project by coordinating with city staff and others.

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

City Manager Richard U. Nienstedt reported on the following:

- Saturday, October 22, 2016 – Neal Diamond Tribute Concert, 7 pm, Ottawa Municipal Auditorium
- October 19, 2016 - City/County/USD 290 Joint Meeting, 12:00 pm, USD 290 Admin Office

### **Commissioner's Reports**

Commissioner Skidmore stated he will be absent for the Regular Meeting on October 19, 2016 and for the City/County/USD 290 Joint Meeting on October 19, 2016.

### **Mayor's Report**

None

### **Announcements**

Mayor Caylor announced the following:

- October 17, 2016 Special Call Commission Leadership Session, 5:00 pm, City Hall
- October 18, 2016 Special Call OMA Advisory Board/Commission Mtg with John Divine, 11:30 am, Auditorium
- October 19, 2016 Regular Commission Meeting, 9:30 am, City Hall
- October 19, 2016 City/County/USD 290 Joint Meeting, 12:00 pm, USD 290 Admin Office
- October 19, 2016 Ottawa High School Ground Breaking Ceremony, 6:00 pm, Ottawa High School

Commissioner Jorgensen stated he will bring reports from the League of Kansas Municipalities Annual Conference to the next Study Session.

October 17, 2016

**Adjournment**

There being no further business to come before the Governing Body, Commissioner Reed made a motion, seconded by Commissioner Graves, to adjourn the meeting. The motion was considered and upon being put, all present voted aye. Mayor Caylor declared the meeting duly adjourned at 4:57 pm.

---

Amy Finch, City Clerk