

COUNCIL MEETING PACKET
For

November 4th, 2015
5:00 P.M.



City of Oberlin, Kansas
Gateway 1 & 2
Oberlin, Kansas

AGENDA
PUBLIC NOTICE OF CITY COUNCIL MEETING

City of Oberlin, Kansas
Gateway 1 & 2, Oberlin, Kansas
November 4, 2015
5:00 P.M.

A regular meeting of the City Council of the City of Oberlin will be held on November 4, 2015 at 5:00 P.M. The Meeting will be called to order by Mayor Ladd Wendelin.

I. Meeting Called To Order — Mayor Wendelin

II. Roll Call of the Members of the City Council and determination of quorum.

Wendelin ____ Williby ____ Horn ____ Oien ____ Marchello ____ Addleman ____

III. Pledge of Allegiance to the Flag.

IV. Proclamations

1. Thanksgiving Proclamation

V. Public Comment

VI. Appointments

VII. Consent Agenda: Discussion and possible action by motion to approve the following items and or reports:

- Approval of the minutes of the previous meetings.
- Appropriation Ordinance – Payment of Bills
Motion _____ Second _____

VIII. The City Council may discuss and or take actions on the following agenda items:

New Business:

1. **Consider Resolution #698** Setting Forth A Hearing Date On The Matter Of Certain Properties That May Be Blighted, Unsafe Or Dangerous. For the owner(s) of 211 W. Commercial, or any agent, lien holder or occupant of such structure to appear and show cause why said structure should not be condemned and ordered repaired or demolished. Pete K.
2. **Consider Payment Request** by Miller and Associates for Invoice Number 15; Oberlin 2014 Street Improvements Project. For Construction and Professional Services

Rendered for the months of July through September 2015, per our Agreement. Chris Miller

3. **Consider Application and Certificate for Payment** Number 1, for Oberlin 2014 Street Improvements Project to McCormack Excavation for the amount of \$351,272.74.
4. **Consider Drawdown Request** Number 1, for Oberlin 2014 Street Improvements Project (CBDG) Funds of \$334,743.70.
5. **Consider Oberlin 2014 Street Improvements Project (CBDG) Change Orders 2, 3 and 4** for the increase amount of \$16,529.04.
6. **Consider** and approve the 2015 Chamber of Commerce **Santa Bucks** Year End Benefit. Pete K

Old Business

1. **Consider Final Draft Of Ordinance 878**; An Ordinance Amending Ordinance 838 Regarding The Oberlin Utility Services Deposit Billing Procedure.

IX. Reports

1. Mayor's Report
2. Administrator's Report
 - Next Council Meeting November 19
 - City Offices Closed for Veteran's Day November 11th
 - Final Pool Status
 - 2016 HWY 83 (Oberlin) Bridge Repair; Water Line Relocation.
 - 706 E. Commercial (burn-out).
 - Council/City Staff Christmas Dinner: Monday, December 14, 6 PM
 - Midwest Energy Gas Franchise Tax Agreement; Consider on Nov. 19 During Formal Council Meeting
 - Informal Council Meeting Format
 - "City Committee Board" Handbook review. For Informal Council Meeting November 19.
 - City Debt Schedule. For informal Council Meeting November 19
3. Treasurer - Discuss the 2015-16 Oberlin Citizen Survey. Steve Z
4. Electrical/Power Department
5. Water Department
6. Police Department
7. Code Enforcement – P. Kampfer
8. Other Reports

X. Future Agenda Items

XI. Miscellaneous (Informational Only)

XII. Adjournment

A copy of this notice is posted on the front window of the Oberlin City Hall (Gateway) in a place convenient and readily accessible to the general public at all times, and said notice was posted on **November 2, 2015** at 4:00 p.m. and remained so posted continuously preceding the scheduled time of said meeting.

Sandy Rush, City Clerk

The City Council for the City of Oberlin is committed to compliance with the Americans with Disabilities Act (ADA). Reasonable accommodations and equal access to communications will be provided to those who provide notice to the City Clerk, 785-475-2217; or go by 1 Morgan Drive, Oberlin, KS, during normal business hours at least forty-eight (48) hours in advance of the meeting.

Thanksgiving Proclamation 2015

~ Thanksgiving Proclamation ~

As our Founding Fathers recognized their dependence on God and the work of His hand in their lives and this nation, let us again humbly acknowledge God and His protection and provision for us today, across the nation and in our community.

Now, in the midst of all the chaotic events in our nation and around the world, we are reminded that security and liberty continue in our nation only because of God's loving care. We are able to wake up each morning and exercise the right to life, liberty and the pursuit of happiness, as well as worship freely and openly; and to go through each day without fear for our lives. For these and countless other blessings, we thank Him.

With grateful hearts, we praise God for His longsuffering, kindness, mercy and goodness.

With this freedom comes the responsibility for obedience to God and His commands, and, as a Nation, we ask His forgiveness as we pursue peace, justice, righteousness and His favor.

Furthermore, we pray and ask Him to revive and uphold godliness in the lives of the men and women in our nation and our community.

Done this 5th day of November, 2015 -

~ For the City of Oberlin,
of the State of Kansas ~

Signed by the Mayor _____

Rusty Addleman Marilyn Horn

James Marchello

Brandon Oien

Josh Williby

VII. Consent Agenda

REGULAR COUNCIL MEETING – October 15, 2015 - GATEWAY- 7:00 p.m. - UNAPPROVED

Council Present: Mayor Ladd Wendelin, Josh Williby, Marilyn Horn, Brandon Oien, Jim Marchello and Rusty Addleman

Others Present: City Attorney Steve Hirsch, City Administrator Pete Kampfer, Police Chief Troy Haas, Willard Perrin, Steve Zodrow, Eric Hellriegel with Miller & Associates, Nick Oliver with the Oberlin Herald, Code Enforcer Jan Ackerman, Terry Lippelman, Sarah Meyers, Marilyn Black, Ruth Miesner, Lavern Rippe, Mike Dempewolf, Colleen Gee and City Clerk Sandy Rush.

Mayor Wendelin called the meeting to order and the pledge of allegiance was recited.

PROCLAMATIONS – none

APPOINTMENTS – none

PUBLIC COMMENT – none

Open - Code Enforcement Public Hearing: Oien moved, second by Horn to close the regular council meeting and open the Code Enforcement Public Hearing for certain properties that may be blighted, unsafe or dangerous:. **Motion carried.**

Consider **Resolution 694** - 805 S. Chandler. Show cause why said property should not be condemned, and ordered repaired or demolished. After a discussion and hearing from owner, Terry Lippelman, Marchello moved, second by Addleman to enter into an agreement to demolish the burned house at the address referenced and establish an equitable fee for that process. At his earliest convenience, Mr. Lippelman is to contact City Administrator Kampfer to begin movement on the work. **Motion carried.**

Consider **Resolution 695** - 703 E. Oak. Show cause why said property should not be condemned, and ordered repaired or demolished. After a discussion and hearing from owner, Sarah Meyers, Marchello moved, second by Oien to grant 30 days (November 15, 2015 deadline) in which to remove debris and seal up the house to keep snakes, rodents, vermin and insects out of it. Should these tasks not be accomplished, the Council will reconsider its position to ask that the property be condemned or ordered repaired or demolished. **Motion carried.**

Consider **Resolution 696** - 214 S. Buffalo. Show cause why said property should not be condemned, and ordered repaired or demolished. After a discussion without owner, Jeff Wade present, Marchello moved, second by Williby to grant 30 days (November 15, 2015 deadline) in which to remove debris and seal up the house to keep snakes, rodents, vermin and insects out of it. Should these tasks not be accomplished, the Council will reconsider its position to ask that the property be condemned or ordered repaired or demolished. The Council request that Mr. Wade attend the next meeting on November 19, 2015, or have someone attend the meeting on his behalf. **Motion carried.**

Mrs. Ackerman was instructed to send out certified letters to all owners on behalf of the City Council stating the outcomes.

Williby moved, second by Addleman to close the Code Enforcement Hearing. **Motion carried.**

Alley Hearing - Marchello moved, second by Oien to open Hearing to consider petition by Gary and Sarah Fredrickson. **Motion carried.** A petition has been filed in the office of the City Clerk by Gary and

Sarah Fredrickson praying for the vacation of the alley between Tract H and Tract I in Carman Addition to the City of Oberlin, Decatur County, Kansas.

Consider Ordinance 879 – Williby moved, second by Horn to approve Ordinance 879 vacating a certain alley within the corporate limits of the City of Oberlin, Kansas: The alley between Tract H and Tract I in Carman Addition to the City of Oberlin, Kansas, reserving an easement for public utilities in said location. **Motion carried.**

Motion by Oien, second by Williby to close the alley hearing. **Motion carried.**

Re-open Regular Meeting - Motion by Addleman, second by Williby to re-open the regular meeting. **Motion carried.**

CONSENT AGENDA

Motion by Oien, seconded by Addleman, to approve the Appropriation Ordinance (Payment of Bills) and the Minutes for the October 1, 2015 regular Council meeting. **Motion carried.**

NEW BUSINESS

Eric Hellriegel with Miller & Associates reported progress on the water distribution project was going well and was 80% completed. He anticipated two months before completion depending on weather.

Consider Payment on Wells, Tank, Transmission Main, and Distribution Lines – Construction Professional Services Rendered as Follows: Consisting of construction services including on-site construction observation, one-year warranty work for wells and transmission main, coordination with paving and water main contractors, funding agency coordination, payroll verifications, employee interviews for Labor Compliance, and construction phase project management for the months of July and August 2015, per Amendments #1 and #2. Miller and Associates, Invoice No. 15 0852, total due this invoice \$ 19,641.65. Williby moved, second by Oien to approve the payment of invoice No. 15 0852 as presented, contingent upon USDA, David Barber's approval. **Motion carried.**

Consider Application and Certificate for Payment No. 6 - \$238,138.15 to Myers Construction on Oberlin Water Main Project. Motion by Oien, second by Horn to approve the payment as presented, contingent upon USDA, David Barber's approval. **Motion carried.**

Consider Ordinance 878 Modifying the zoning on certain Property within the City of Oberlin: The Zone for Tract H in Carman's Addition to the City of Oberlin, shall be changed to Commercial- General. Williby moved, Addleman second to approve Ordinance 878 as presented to the Council, by City Attorney Steve Hirsch. He explained the planning committee had met and recommended the Council rezone the requested property. **Motion carried.**

OTHER REPORTS

Mayor's Report – Mayor Wendelin commented that the hospital was going through changes and noted how important the hospital is to the community.

Administrator's Report– Administrator Kampfer reported that the City Office would be closed on Veteran's Day November 11, 2015 to observe the holiday.

He reported on the close-out of the swim pool and that the amount remaining in the brick fund was approximately \$57,000.

Administrator Kampfer requested the Council consider holding only one business meeting a month and the other meeting time to be used as a workshop to engage in a conversation with the Council. He said that the workshops could be used to develop new goals and projects for the future. He suggested a new survey be sent out since the last one was two years ago and found at that time the streets and water were the biggest concerns on the citizens' minds. Councilman Josh Williby suggested having a different committee send someone to update the council each meeting. No vote was taken, and any decision was put off for future meetings.

Water Department – Willard Perrin reported the water tower has been drained and was being sandblasted, cleaned and prepared for a paint job on the inside. A total of three weeks were anticipated for the water tower to be down. The City is using the storage tank at the new well field to maintain water pressure within the City's water mains.

ADJORNMENT

Motion by Williby, second by Addleman to adjourn the meeting at 8:40 pm. **Motion carried.**

City Clerk

Mayor

VIII. Action Agenda Items
New Business/Old Business

**New Agenda Item
Number 1**

Resolution # 698

RESOLUTION # 698

A RESOLUTION SETTING FORTH A HEARING DATE ON THE MATTER OF CERTAIN PROPERTIES THAT MAY BE BLIGHTED, UNSAFE OR DANGEROUS

WHEREAS the Oberlin City Code Section 4-501, et seq, provides a procedure for ordering the repair or removal of blighted, unsafe or dangerous structures; and,

WHEREAS, the enforcing officer has filed a statement with the governing body pursuant to Oberlin City Code Section 4-503 declaring that the structure at 211 W Commercial (GPAS# 10-06) in the City of Oberlin is blighted, unsafe or dangerous;

NOW THEREFORE BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF OBERLIN, KANSAS, that:

Section 1: A hearing date of _____, 2015 at 7:00 PM is hereby set for the owner(s) of 703 E. Oak, or any agent, lienholder or occupant of such structure to appear and show cause why said structure should not be condemned and ordered repaired or demolished.

Section 2: This notice shall be published once each week for two consecutive weeks in the Oberlin Herald. At least 30 days shall elapse after its last publication and the date set for the hearing.

Section 3: A copy of this resolution shall be mailed within three days after its first publication to the owner, agent, lienholder and/or occupant at their last known place of residence and shall be marked as "deliver to addressee only."

APPROVED BY the Governing Body on this ____ day of _____, 20__.

Ladd Wendelin, Mayor

ATTEST:

Sandy Rush, City Clerk

AFFIDAVIT

STATE of KANSAS, SHERIDAN COUNTY: §§

I, Jan Ackerman, a resident of Sheridan County, Kansas, and of lawful age and after being first duly sworn states as follows:

1. I own Great Plains Administrative Services, an independent contract code enforcement company. I am under contract for the City of Oberlin to serve as code enforcement officer.

2. On July 24, 2015, photographic evidence pertaining to 211 W Commercial aka RODEHAVER'S ADDITION OBERLIN , BLOCK 19 , Lot 10 - 11 , LOTS 10-11 (GPAS 10-06) was obtained indicating the site was not compliant with Oberlin City Municipal Code due to the house being unsafe/dangerous structure, to wit: West foundation has collapsed; North, South and East foundations deteriorating; plate deteriorating/rotting; siding deteriorating/rotting; house at base on North side shows either water damage or termite damage and would need closer inspection and/or repair.

3. On July 25, 2015, a Notice To Violation was sent to Dwayne Quakenbush citing violations listed in No. 2.

4. On July 25, 2015, a Resolution and Affidavit were mailed to the Oberlin City Council to review the photos and Notice of Violation for consideration to order the house repaired or demolished.

FURTHER AFFIANT SAYETH NOT.

Jan Ackerman

UNSWORN DECLARATION

Pursuant to KSA 53-601, as amended, I declare and certify that I believe myself to be under oath when making this Declaration, and that under penalty of perjury that I declare and certify the foregoing is true and correct to the best of my knowledge and belief, and further that under this statute this Declaration is an adequate substitute for a sworn affidavit or verification, and that I executed this Declaration on the date set forth below my signature.

JAN ACKERMAN

10-06 OB

Oberlin

211 W. Commercial

Dangerous Structure





Northwest Foundation



Ground caved in southwest corner



West foundation caved in



West foundation, plate and siding



Foundation caved in West side



Caved in West foundation/side



Where house meets driveway



North side of house, note gap along sidewalk and rotting window area



Rotting Northeast corner



East side of house



Close up of East side of house
near ground



Small bay window on East side



Gap in foundation on East side



Deteriorating fascia

**New Agenda Item
Number 2**

**Miller Payment Request
Number 15**

**MILLER & ASSOCIATES
CONSULTING ENGINEERS, P.C.
P.O. BOX 306
KEARNEY, NE 68848-0306
PH. 308/234-6456**

INVOICE NO. 15 0846

September 30, 2015

245-A1-003C

**

City Clerk
City of Oberlin
1 Morgan Drive
Oberlin, KS 67749

2014 Street Improvements - Construction Services

(f)

Professional Services Rendered as Follows:

Consisting of construction observation, construction services for the above referenced project, for the months of July through September 2015, per our Agreement.

Lump Sum Construction Fee	\$ 18,346.00
Completed to Date (100%)	18,346.00
Less Previous Invoices	<u>(3,669.20)</u>
Total Due This Invoice	\$ 14,676.80

cc: NWKPCD, Corina Cox

Please include the invoice number with your payment.

New Business

Agenda Item No. 3, 4 and 5

2014 Street Improvement Project

- Application and Certificate for Payment
- Drawdown Request
- Change Orders 2, 3 and 4

APPLICATION FOR PAYMENT

PROJECT: 2014 Oberlin CDBG Street Improvements

ENGINEER: Miller & Associates, Consulting Engineers, P.C.

ENGINEER'S PROJECT NO. 245-A1-003

TO: (OWNER) City of Oberlin

1 Morgan Drive

Oberlin, KS 67749

ATTN: Peter Kampfer

CONTRACTOR: McCormick Excavation & Paving

CONTRACT FOR: \$334,743.00

APPLICATION DATE: 10/26/15

APPLICATION NO.: 1-Final

FOR WORK ACCOMPLISHED THROUGH THE DATE OF: October 15, 2015

CHANGE ORDER SUMMARY:

Application is made for payment, as shown below in connection with the Contract.

Continuation sheets are attached.

Change orders approved in previous month by Owner.

The present status of the account is as follows:

ORIGINAL CONTRACT PRICE.....	\$	334,743.70
Net Change by Change Orders & Written Amendments	\$	16,529.04
CURRENT CONTRACT PRICE.....	\$	351,272.74
TOTAL COMPLETED & STORED TO DATE.....	\$	351,272.74
LESS RETAINAGE: 0%	\$	-
TOTAL COMPLETED & STORED TO DATE LESS RETAINAGE	\$	351,272.74
LESS PREVIOUS APPLICATION FOR PAYMENT.....		
AMOUNT DUE THIS APPLICATION.....	\$	351,272.74

CO #	DATE	ADDITIONS	DEDUCTIONS
1	8/19/15	\$0.00	
2	9/30/15	\$10,650.00	
3	10/15/15	\$1,414.50	
4	10/26/15	\$4,464.54	
5			
TOTAL		16,529.04	0.00
NET CHANGE		16,529.04	

The undersigned CONTRACTOR certifies that: (1) all previous progress payments received from Owner on account of Work done under the Contract referred to above have been applied to discharge CONTRACTOR'S legitimate obligations incurred in connection with Work covered by prior Applications for Payment numbered N/A, inclusive; (2) title of all Work, materials and equipment incorporated in said Work or otherwise listed in or covered by this Application for Payment will pass to OWNER at time of payment free and clear of all liens, security interests and encumbrances (except such as are covered by a Bond acceptable to OWNER indemnifying OWNER against any such lien, security interest or encumbrance); and (3) all Work covered by this Application for Payment is in accordance with the Contract Documents and not defective.

The undersigned certifies that the work has been carefully inspected and to the best of their knowledge and belief, the quantities shown in this estimate are correct and the work has been performed in accordance with the contract.

By: Tyler Williams ENGINEER: MILLER & ASSOCIATES

Owner	
Contractor	
Engineer	
CDBG	

OWNER: CITY OF OBERLIN

CONTRACTOR: MCCORMICK EXCAVATION & PAVING

By: [Signature] Date: 10-29-15

APPLICATION AND CERTIFICATE FOR PAYMENT-CONTINUATION SHEET
 APPLICATION NUMBER: 1-FINAL
 APPLICATION DATE: 10/26/15
 FOR WORK ACCOMPLISHED THROUGH :10/15/15
 ENGINEER'S PROJECT #:245-A1-003

ITEM NO.	DESCRIPTION OF WORK	ESTIMATED QUANTITY	UNIT	UNIT PRICE	QUANTITY COMPLETED TO DATE	TOTAL COMPLETED	STORED TO DATE	TOTAL COMPLETED AND STORED TO DATE
UNIT PRICE BID B								
HOT MIX ASPHALT (ALTERNATE BID)								
1	Mobilization	1	L.S.	\$ 41,850.00	1	\$ 41,850.00		\$ 41,850.00
2	Traffic Control	1	L.S.	\$ 5,000.00	1	\$ 5,000.00		\$ 5,000.00
3	Common Excavation (E.Q.)	1,450	CY	\$ 12.02	1,450	\$ 17,429.00		\$ 17,429.00
4	Rock Excavation	90	CY	\$ 45.00	90	\$ 4,050.00		\$ 4,050.00
5	Milling	6,150	SY	\$ 3.35	6,150	\$ 20,602.50		\$ 20,602.50
6	Compaction of Earthwork (Type AA) (MR-1-3)	30	CY	\$ 40.00	30	\$ 1,200.00		\$ 1,200.00
7	Compaction of Earthwork (Type AAA) (MR-1-3)	1,050	CY	\$ 13.55	1,050	\$ 14,227.50		\$ 14,227.50
8	HMA-Commercial Grade (Class A)	2,145	Ton	\$ 86.39	2,145	\$ 185,306.55		\$ 185,306.55
9	Concrete Pavement (6" Uniform) (AE) (Plain)	190	SY	\$ 61.42	190	\$ 11,669.80		\$ 11,669.80
10	Curb and Gutter, Combined (AE)	370	LF	\$ 52.50	441	\$ 23,152.50		\$ 23,152.50
11	Sidewalk Construction (6") (AE)	65	SF	\$ 6.83	65	\$ 443.95		\$ 443.95
12	Driveway Construction (6") (AE) (Plain)	170	SY	\$ 61.42	182	\$ 11,178.44		\$ 11,178.44
13	Adjust Manhole to Grade	1	Each	\$ 600.00	1	\$ 600.00		\$ 600.00
14	Adjust Valve Box to Grade	1	Each	\$ 500.00	1	\$ 500.00		\$ 500.00
15	Seeding & Mulch - Bluegrass	740	SF	\$ 2.70	740	\$ 1,998.00		\$ 1,998.00
	CO#1 - Additional Time	1	Each	\$ -	1	\$ -		\$ -
	CO#2 - Overexcavate & Replacement of Unsuitable Subgrade Material	710	C.Y.	\$ 15.00	710	\$ 10,650.00		\$ 10,650.00
	CO#3 - Additional Milling	1	L.S.	\$ 1,414.50	1	\$ 1,414.50		\$ 1,414.50
	TOTALS					\$ 351,272.74		\$ 351,272.74

Order No. 4-Final
 Effective Date: 10/26/2015
 Agreement Date: 1/16/2015
 Project No. 245-A1-003

NAME OF PROJECT: 2014 Oberlin CDBG Street Improvements

OWNER: City of Oberlin

CONTRACTOR: McCormick Excavation & Paving

The following changes are hereby made to the CONTRACT DOCUMENTS:

CHANGE ORDER NO. 4-Final

ITEM NO.	DESCRIPTION	CONTRACT/INSTALLED QUANTITY			DIFFER ENCE	UNIT PRICE	ADD/ DEDUCT
10	Curb and Gutter, Combined (AE)	370	441	LF	71	\$ 52.50	\$ 3,727.50
12	Driveway Construction (6") (AE) (Plain)	170	182	SY	12	\$ 61.42	\$ 737.04
TOTAL ADJUSTED CHANGE ORDER PRICE							\$ 4,464.54

JUSTIFICATION: To adjust contract quantities to actual quantities installed.

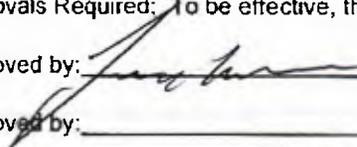
Change to CONTRACT PRICE:

ORIGINAL CONTRACT PRICE: \$ 334,743.70
 Net increase resulting from previous CHANGE ORDERS 1-3: \$ 12,064.50
 Net increase resulting from this CHANGE ORDER: \$ 4,464.54
 The new CONTRACT PRICE including this CHANGE ORDER will be: \$ 351,272.74

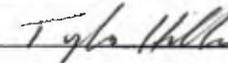
Change to CONTRACT TIME:

The CONTRACT TIME will not be altered.

Approvals Required: To be effective, this order must be approved as required by the General Conditions.

Approved by:  _____, McCORMICK EXCAVATION & PAVING

Approved by: _____, CITY OF OBERLIN

Approved by:  _____, MILLER & ASSOCIATES

CERTIFICATE OF SUBSTANTIAL COMPLETION

ENGINEER'S PROJECT NO.: 245-A1-003

PROJECT NAME: 2014 Oberlin CDBG Street Improvements

CONTRACTOR: McCormick Excavation & Paving

CONTRACT FOR: \$334,743.70

AGREEMENT DATE: 1/16/2015

This Certificate of Substantial Completion applies to all work under the Contract Documents or to the following specified parts thereof:

Item No.	Description	Quantity	Unit	Unit Price	Total Amount
UNIT PRICE BID B					
HOT MIX ASPHALT (ALTERNATE BID)					
1	Mobilization	1	L.S.	\$ 41,850.00	\$ 41,850.00
2	Traffic Control	1	L.S.	\$ 5,000.00	\$ 5,000.00
3	Common Excavation (E.Q.)	1,450	CY	\$ 12.02	\$ 17,429.00
4	Rock Excavation	90	CY	\$ 45.00	\$ 4,050.00
5	Milling	6,150	SY	\$ 3.35	\$ 20,602.50
6	Compaction of Earthwork (Type AA) (MR-1-3)	30	CY	\$ 40.00	\$ 1,200.00
7	Compaction of Earthwork (Type AAA) (MR-1-3)	1,050	CY	\$ 13.55	\$ 14,227.50
8	HMA-Commercial Grade (Class A)	2,145	Ton	\$ 86.39	\$ 185,306.55
9	Concrete Pavement (6" Uniform) (AE) (Plain)	190	SY	\$ 61.42	\$ 11,669.80
10	Curb and Gutter, Combined (AE)	441	LF	\$ 52.50	\$ 23,152.50
11	Sidewalk Construction (6") (AE)	65	SF	\$ 6.83	\$ 443.95
12	Driveway Construction (6") (AE) (Plain)	182	SY	\$ 61.42	\$ 11,178.44
13	Adjust Manhole to Grade	1	Each	\$ 600.00	\$ 600.00
14	Adjust Valve Box to Grade	1	Each	\$ 500.00	\$ 500.00
15	Seeding & Mulch - Bluegrass	740	SF	\$ 2.70	\$ 1,998.00
	CO#1 - Additional Time	1	Each	\$ -	\$ -
	CO#2 - Overexcavate & Replacement of Unsuitable Subgrade Material	710	C.Y.	\$ 15.00	\$ 10,650.00
	CO#3 - Additional Milling	1	L.S.	\$ 1,414.50	\$ 1,414.50
TOTAL CONSTRUCTION COST					\$ 351,272.74

TO: McCORMICK EXCAVATION & PAVING

AND TO: CITY OF OBERLIN

The Work to which this Certificate applies has been inspected by authorized representatives of OWNER, CONTRACTOR, and ENGINEER, and that Work is hereby declared to be substantially complete in accordance with the Contract Documents on:

Date of Completion: 10/6/15

The following documents are attached to and made a part of this Certificate:

FINAL PAY ESTIMATE
CHANGE ORDER 4-FINAL

This certificate does not constitute an acceptance of Work not in accordance with the Contract Documents nor is it a release of CONTRACTOR's obligation to complete the Work in accordance with the Contract Documents.

Executed by ENGINEER on this 29 day of Oct., in the year 2015.

**MILLER & ASSOCIATES
CONSULTING ENGINEERS, P.C.**

By Tyler Hillman

The CONTRACTOR accepts this Certificate of Substantial Completion on the 29th day of October, in the year 2015.

MCCORMICK EXCAVATION & PAVING

By [Signature]

The OWNER accepts this Certificate of Substantial Completion on the ____ day of _____, in the year 2015.

CITY OF OBERLIN

By _____

Order No. 2
 Effective Date: 9/30/2015
 Agreement Date: 1/16/2015
 Project No. 245-A1-003

NAME OF PROJECT: 2014 Oberlin CDBG Street Improvements, Oberlin, Kansas

OWNER: City of Oberlin

CONTRACTOR: McCormick Excavation & Paving

The following changes are hereby made to the CONTRACT DOCUMENTS:

CHANGE ORDER NO. 2

ITEM NO.	DESCRIPTION	APPROXIMATE QUANTITY	UNIT	UNIT PRICE	TOTAL AMOUNT
16	Over Excavate & Replace Unsuitable Subgrade with Suitable Material	710	CY	\$15.00	<u>\$10,650.00</u>
TOTAL ADJUSTED CHANGE ORDER PRICE					\$10,650.00

JUSTIFICATION: Per conditions encountered in the field

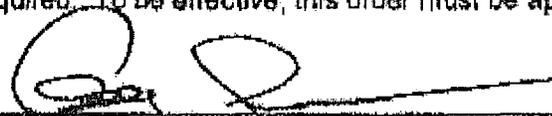
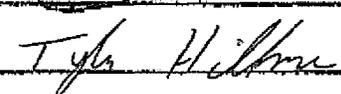
Change to CONTRACT PRICE:

ORIGINAL CONTRACT PRICE:	\$334,743.00
Net increase resulting from previous CHANGE ORDER #1:	\$0.00
Net change resulting from this CHANGE ORDER:	\$10,650.00
The new CONTRACT PRICE including this CHANGE ORDER will be:	\$345,393.00

Change to CONTRACT TIME:

The CONTRACT TIME will not be altered.

Approvals Required: To be effective, this order must be approved as required by the General Conditions.

Approved by: 	MCCORMICK EXCAVATION & PAVING
Approved by: _____	CITY OF OBERLIN
Approved by: 	MILLER & ASSOCIATES

Order No. 3
 Effective Date: 10/15/2015
 Agreement Date: 1/15/2015
 Project No. 245-A1-003

NAME OF PROJECT: 2014 Oberlin CDBG Street Improvements, Oberlin, Kansas

OWNER: City of Oberlin

CONTRACTOR: McCormick Excavation & Paving

The following changes are hereby made to the CONTRACT DOCUMENTS:

CHANGE ORDER NO. 3

ITEM NO.	DESCRIPTION	APPROXIMATE QUANTITY	UNIT	UNIT PRICE	TOTAL AMOUNT
5	Milling-Extra Cost for Hauling to Golf Course	1	L.S.	\$1,414.50	<u>\$1,414.50</u>
TOTAL ADJUSTED CHANGE ORDER PRICE					\$1,414.50

JUSTIFICATION: Per Owners request

Change to CONTRACT PRICE:

ORIGINAL CONTRACT PRICE:	\$334,743.00
Net increase resulting from previous CHANGE ORDERS	\$10,650.00
Net change resulting from this CHANGE ORDER:	\$1,414.50
The new CONTRACT PRICE including this CHANGE ORDER will be:	\$346,807.50

Change to CONTRACT TIME:

The CONTRACT TIME will not be altered.

Approvals Required: To be effective, this order must be approved as required by the General Conditions.

Approved by: 	MCCORMICK EXCAVATION & PAVING
Approved by: _____	CITY OF OBERLIN
Approved by: _____	MILLER & ASSOCIATES

Order No. 4-Final
 Effective Date: 10/26/2015
 Agreement Date: 1/16/2015
 Project No. 245-A1-003

NAME OF PROJECT: 2014 Oberlin CDBG Street Improvements

OWNER: City of Oberlin

CONTRACTOR: McCormick Excavation & Paving

The following changes are hereby made to the CONTRACT DOCUMENTS:

CHANGE ORDER NO. 4-Final

ITEM NO.	DESCRIPTION	CONTRACT/INSTALLED QUANTITY			DIFFERENCE	UNIT PRICE	ADD/ DEDUCT
10	Curb and Gutter, Combined (AE)	370	441	LF	71	\$ 52.50	\$ 3,727.50
12	Driveway Construction (6") (AE) (Plain)	170	182	SY	12	\$ 61.42	\$ 737.04
TOTAL ADJUSTED CHANGE ORDER PRICE							\$ 4,464.54

JUSTIFICATION: To adjust contract quantities to actual quantities installed.

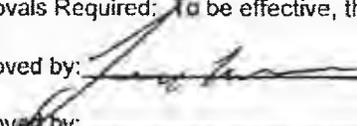
Change to CONTRACT PRICE:

ORIGINAL CONTRACT PRICE:	\$ 334,743.70
Net increase resulting from previous CHANGE ORDERS 1-3:	\$ 12,084.50
Net increase resulting from this CHANGE ORDER:	\$ 4,464.54
The new CONTRACT PRICE including this CHANGE ORDER will be:	\$ 351,272.74

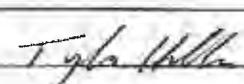
Change to CONTRACT TIME:

The CONTRACT TIME will not be altered.

Approvals Required: To be effective, this order must be approved as required by the General Conditions.

Approved by:  _____, MCCORMICK EXCAVATION & PAVING

Approved by: _____, CITY OF OBERLIN

Approved by:  _____, MILLER & ASSOCIATES

New Business

Item No. 6

Chamber Santa Bucks
Year End Benefit



Date: November 2, 2015
To: Oberlin City Mayor, and Council
From: Peter Kampfer, City Administrator
Subject: Chamber of Commerce Santa Bucks

Annually, the City approves a Holiday Benefit (Santa Bucks) for all City Employees, including Volunteer Firefighters. The attached schedule of Employees is the same as last year's, except for a few new names. We appreciate your consideration.

(The Santa Bucks are only usable with participating Chamber members in Decatur County.)

2015 Santa Bucks

Full-Time

Burmaster, Brad	\$	300.00
Castle, Walter	\$	300.00
Fortin, Jacob	\$	300.00
Gaines, Bob	\$	300.00
Haas, Troy	\$	300.00
Kampfer, Pete	\$	300.00
Louderback, Alex	\$	300.00
Perrin, Willard	\$	300.00
Petrocco, Vincent	\$	300.00
Rocha, Alberto	\$	300.00
Rouse, Robert	\$	300.00
Rush, Sandra	\$	300.00
Sporn, David	\$	300.00
Tally, Jeremy	\$	300.00
Ward, Christopher	\$	300.00
Wenger, Judy	\$	300.00
Zodrow, Stephen	\$	300.00
	\$	<u>5,100.00</u>

Part-Time

Scott, Britton	\$	100.00
Johnson, Jeffrey	\$	100.00
Hafner, Max	\$	100.00
Diederich, Jeanette	\$	100.00
Lueschen, Jeneen	\$	100.00
Lueschen, Paul	\$	100.00
Ziegler, Scott	\$	100.00
	\$	<u>700.00</u>

Council

Wendelin, Ladd	\$	100.00
Williby, Josh	\$	100.00
Horn, Marilyn	\$	100.00
Oien, Brandon	\$	100.00
Marchello, Jim	\$	100.00
Addleman, Rusty	\$	100.00
Hirsch, Steve	\$	100.00
	\$	<u>700.00</u>

Firefighters

PAY

Cathcart, William J	\$	100.00	2,089.68
Ayers, Larry	\$	100.00	249.28
Depperschmidt, David E	\$	100.00	227.03
Stein, Jerald D.	\$	100.00	197.03
Burmaster, Jeffrey D.	\$	100.00	193.05
Peters, Garrit A	\$	100.00	191.93
McDougal, Garret	\$	100.00	177.96
Ploussard, Aaron	\$	100.00	138.16
Diederich, Lewis D.	\$	100.00	115.50
Dempewolf, Daniel T	\$	100.00	109.08
Peters, Randy W	\$	100.00	84.18
Peters, Toby J	\$	100.00	55.10
Zodrow, Leigh L	\$	100.00	49.08
	\$	<u>1,300.00</u>	

Grand Total \$ 7,800.00

Old Business
Item 1

Consider Final Draft of Ordinance 878

ORDINANCE NO. 878

**AN ORDINANCE AMENDING ORDINANCE 838 REGARDING THE
OBERLIN UTILITY SERVICES DEPOSIT BILLING PROCEDURE**

SUMMARY

This Ordinance amends provisions associated with Ordinance 838 of the Oberlin Municipal Code, which is codified under Chapter 17, entitled "Utility Deposit". This Ordinance addresses among other items, account prepayment requirements.

_____ Publish ____ after adoption

_____ Clerk

_____ Web-Site

_____ City Code, City Attorney

**ORDINANCE NO. 878
CITY OF OBERLIN, KANSAS**

**AN ORDINANCE AMENDING ORDINANCE 838 REGARDING THE OBERLIN
UTILITY SERVICES DEPOSIT BILLING PROCEDURE**

WHEREAS, the Oberlin City Council previously passed ordinance 838 on November, 18, 2010 establishing the billing procedures for the City of Oberlin; and

WHEREAS, City of Oberlin Municipal Utility Office proposes certain changes to the ordinance in an effort to further mitigate bad debt and risk of loss for failure to pay accounts; and

WHEREAS, City of Oberlin Municipal Utility Office proposes the changes to Ordinance 838, which is codified in Chapter 17 of the Oberlin Municipal Code, in an effort to apply consistent and objective billing practices to City of Oberlin Municipal Utility Customers; and

**NOW THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE
CITY OF OBERLIN, KANSAS AS FOLLOWS:**

CHAPTER XVII. UTILITIES

Section 17-101 of the Oberlin Municipal Code regarding **Utility Deposit** shall be replaced and amended to read as follows:

UTILITY DEPOSIT AND APPLICATION FOR RESIDENTIAL UTILITY SERVICE

City of Oberlin Municipal Utility Office shall establish internal policies in an effort to mitigate bad debt and prevent risk of loss for failure to pay accounts.

A credit check shall be required for new residential accounts. A credit check shall be conducted by reviewing the delinquency history of their municipal utilities account. Those individuals without a municipal account history will require a credit report. A credit check shall determine the prepayment requirement for a new customer. Prepayment would be required as follows:

a. No Prepayment Required

1. Those individuals with a history of no late payments in the last twelve (12)

billing cycles of their municipal utilities account would be considered in “good standing” and would not require advance payment.

2. Those individuals without a municipal account history will require a credit report. Those individuals with a score of 600 or higher would be considered in “good standing” and would not require advance payment.

b. One (1) Month Prepayment Required

1. Those individuals with a history of 1-5 late payments in the last twelve (12) billing cycles of their municipal utilities account would be required to pay in advance the value of their estimated first bill, including any taxes, fees and one (1) time charges.
2. Those individuals without a municipal account history will require a credit report. Those individuals with a score of 500 to 599 would be required to pay in advance the value of their estimated first bill, including any taxes, fees and one (1) time charges.

c. Three (3) Months Prepayment Required

1. Those individuals with a history of six (6) or more late payments in the last twelve (12) billing cycles of their municipal utilities account would be required to pay in advance the value of their estimated first bill plus two (2) additional billing cycles, including any taxes, fees and one (1) time charges. This deposit not to exceed \$600.00.
2. Those individuals without a municipal account history will require a credit report. Those individuals with a score below 500 would be required to pay in advance the value of their estimated first bill plus two (2) additional billing cycles, including any taxes, fees and one (1) time charges. This deposit not to exceed \$600.00.

d. \$200.00 Deposit Required

1. Where the individual has no previous account history or credit established, a cash deposit for utility service shall be \$200.00.

e.

1. City of Oberlin Municipal Utility customers shall provide their full name, current address, phone number, date of birth, driver’s license number, and social security number upon registering for services. Said information shall be kept confidential and only be used in the regular course of City of Oberlin Municipal Utility Office business services. Applicants that do not own the home or building that is to receive service must acquire written approval from the landlord before City of Oberlin Municipal Utility Department will perform installation.

f. Disposition of Deposits

1. In the event that utility service shall be disconnected or discontinued for failure to pay any bill due the city for such utility, such cash deposit shall be applied as a credit against all amounts due from the customer to the city, and if there shall remain any surplus of such deposit, the same shall be returned to the customer.

- g. Deposits collected pursuant to this section shall be governed by the provisions of K.S.A. 12-822 as amended.

CODIFICATION

This ordinance shall become effective upon passage, signing of the Mayor, and publication in a newspaper of weekly circulation in Decatur County, State of Kansas. The original copy of this Ordinance upon passage shall be held by the Office of the Clerk. The Ordinance shall be codified as further set forth. Said codified version shall replace the version that is currently set forth in Chapter 17 of the Oberlin Municipal Code entitled "Utility Deposit". The new revised version shall be placed onto the City of Oberlin's web-based Municipal Code, which is located at www.oberlinkansas.gov.

PASSED AND ADOPTED by the City Council of the City of Oberlin,

Kansas, this 1st day of October, 2015.

ATTEST:

City Clerk

Presented by me to the Mayor of the City of Oberlin, Kansas, this 1st day of
October, 2015.

Mayor

IX. Reports

Mayor's Report

Administrator's Report

Next Council Meeting November 19

City Offices Closed for Veteran's Day November 11th

Final Pool Status

2016 HWY 83 (Oberlin) Bridge Repair; Water Line Relocation.

706 E. Commercial (burn-out).

Council/City Staff Christmas Dinner: Monday, December 14, 6 PM

Midwest Energy Gas Franchise Tax Agreement; Consider on Nov. 19 During
Formal Council Meeting

Informal Council Meeting Format

"City Committee Board" Handbook review. For Informal Council Meeting No-
vember 19.

City Debt Schedule. For informal Council Meeting November 19

Treasurer - Discuss the 2015-16 Oberlin Citizen Survey. Steve Z

Electrical/Power Department

Water Department

Police Department

Code Enforcement – P. Kampfer

Other Reports

**Midwest Energy Gas
Franchise Tax Agreement
Consider on Nov.19**

ORDINANCE NO. _____

AN ORDINANCE GRANTING TO MIDWEST ENERGY, INC., A KANSAS CORPORATION, ITS SUCCESSORS AND ASSIGNS, A NATURAL GAS FRANCHISE PRESCRIBING THE TERMS THEREOF AND RELATING THERETO, AND REPEALING ALL ORDINANCES OR PARTS OF ORDINANCES INCONSISTENT WITH OR IN CONFLICT WITH THE TERMS THEREOF.

BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF OBERLIN, KANSAS:

Section 1. That, in consideration of the benefits to be derived by the City of Oberlin, Kansas, and its inhabitants, hereinafter called "City", there is hereby granted to Midwest Energy, Inc., hereinafter called "Grantee" or "Company", its successors and assigns, the right to use and occupy the streets, avenues, alleys and other public places within the City of Oberlin, Kansas, for the purpose of constructing, installing, maintaining and operating a natural gas transmission and distribution system including mains, pipes, conduits, services and other necessary structures and appurtenances, in, under, upon, over, across, and along the streets, alleys, bridges, and public grounds within the present and future corporate limits of the City of Oberlin, Kansas, for the furnishing, transmission, distribution, and sale of natural gas, for heating, cooling, domestic, industrial and other purposes, and for transmitting natural gas into, through and beyond said City for a period of ten (10) years from the date of passage of this Ordinance through the day of ,2025.

Section 2. All mains, pipes, conduits and services shall be installed and maintained so as to interfere as little as practicable with traffic over the streets, alleys, bridges and public places of said City.

When Grantee shall do any work of construction, repair or maintenance of said system in the course of which any pavements, curbing or gutter upon any street, alley, bridge or public place shall be excavated, Grantee shall properly protect excavations and shall promptly restore such street, alley, bridge or public place as far as practicable to as good condition as before such work was done.

Section 3. That, in consideration of the rights and privileges hereby granted, said Grantee hereby undertakes and agrees to use reasonable effort to maintain good and adequate service to the City hereunder, but it is understood that the Company does not guarantee that the supply of natural gas will at all times be continuous and it is agreed that temporary cessation of Company's service hereunder occasioned by fire, explosion, flood, strike, insurrection, mob violence, governmental interference, breakdown or injury to machinery, or transmission or distribution lines or from other accidents or causes not reasonably within its control, shall not constitute a breach of this Ordinance or any obligation arising hereunder on the part of the Company; and, that Grantee shall not be liable to City for any damages resulting from such temporary cessation of service.

Section 4. That, in consideration of the rights and privileges hereby granted, said Grantee, its successors and assigns, shall locate its transmission and distribution lines in the streets, avenues, alleys and other public places in such manner as not to interfere with the use of said streets, avenues, alleys and public places. At times when City causes public improvements to be made to any of the streets, avenues, alleys or other public places within the City that are occupied by Company's natural gas facilities, Company shall, at City request, relocate its natural gas facilities at Company's expense to conform to the City's planned improvement. If said Grantee is required to move, alter or rebuild any of its natural gas facilities not located on public right-of-way, the cost of moving, altering or rebuilding said facilities shall be borne by the requesting party. In the event City vacates or otherwise abandons City right-of-way on which Company facilities are located, or planned to be located, the Ordinance vacating or abandoning such City right-of-way shall provide City granted easement to Company.

Section 5. It is further agreed by the City and the Company, that the rates now in effect or such rates as may be approved by the proper governmental authority having jurisdiction over the Company, shall be deemed to be a reasonable schedule of maximum rates charged the City and its inhabitants for the service provided by the Company.

Section 6. Subject to any restriction placed on Company by regulatory authorities having jurisdiction over the Company in consideration of and as compensation for the granting of this franchise by the City of Oberlin, Kansas, and in lieu of any licenses, fees and occupation or other revenue taxes, Company shall collect from consumers and pay to the City an amount equal to four percent (4 %) of the gross revenue derived from the sales of natural gas and of 2.5 of a cent per therm for gas transported to any customer within the corporate limits of said City. Payment shall be made to the City monthly for the preceding monthly period. The City shall have access to and the right to examine, at all reasonable times, all books, receipts, files, records and documents of Company necessary to verify the correctness of said payments.

Notwithstanding anything to the contrary in this franchise, the fee provided for in this Section 6 shall not become effective within any area annexed by the City until 30 days after the City provides the Company with a certified copy of the annexation ordinance, proof of publication as required by law, and a map of the city detailing the annexed area.

Section 7. Without affecting the other terms of this Ordinance, as further consideration for the rights and privileges hereby granted Company and subject to any restrictions placed on Company by regulatory authorities having jurisdiction over Company, Company agrees that the City will have the option to open the provision of Section 6 relating to the percentage applied to gross receipts derived from applicable natural gas sales. Six (6) months prior to the end of each 5-year period that this Ordinance is in existence, the Company and the City may renegotiate the percentage to be paid to the City during the succeeding 5-year period. If the Company and the City cannot reach a mutual agreement on said percentage during such 6-month period, this Ordinance shall become null and void.

Section 8. That the Company, its successors and assigns, in the construction, maintenance and operation of its natural gas transmission and distribution system, under the rights and privileges herein granted, shall exercise all reasonable and proper precaution to avoid damage or injury to persons or property, and shall hold and save harmless the City of Oberlin, Kansas,

from any and all damage, injury and expense caused by the negligence of said Company, its successors and assigns, or its or their agents or servants.

Section 9. It is further provided that should any section or sections of this Ordinance be held null and void, or void or illegal by any court having jurisdiction in a proper action, such decision by such court shall not affect any other part of this Ordinance not passed upon by such court.

Section 10. That all ordinances or parts of ordinances in conflict with or inconsistent with this Ordinance are hereby repealed.

Section 11. This franchise is granted pursuant to the provisions of Article 20, Chapter 12, Kansas Statutes Annotated.

Section 12. The ordinance shall take effect and be in force from and after its passage and publication in The Smith County Pioneer, the official city newspaper.

FINAL ADOPTION AND PASSAGE by the Governing Body of the City of Oberlin, Kansas, this _____ day of _____, 2015.

Ladd Wendelin
Mayor

ATTEST:

Sandy Rush
City Clerk

(SEAL)

Earnest A. Lehman
President, Midwest Energy, Inc.

ATTEST:

Sharon K. Dreher
Assistant Secretary, Midwest Energy, Inc.

(SEAL)

Committee and Board Members' Handbook

2016



WELCOME

On behalf of the City of Oberlin, I would like to welcome you as a member of a Oberlin municipal advisory board or committee. This handbook was prepared as a reference for those residents who volunteer to serve on one of Oberlin's advisory bodies.

The mission of Oberlin's Boards and Committees is to advise the Oberlin Council in our decision-making process through direct citizen participation. Although the specific duties of each board and committee vary widely, there are certain responsibilities common to all board and committee members. These guidelines are intended to assist you in your volunteer efforts on behalf of our community.

I, along with the entire Oberlin Council, thank you for volunteering your time and expertise to improve our city.

Sincerely,

Ladd Wendelin
Mayor

TABLE OF CONTENTS

<u>RELATIONSHIP TO MAYOR, COUNCIL AND STAFF</u>	4-5
Council Liaisons	
Meetings with the Mayor and Council	
Staff Interaction	
<u>MEETING PROCEDURES</u>	6-11
Open Public Meetings Act	
Notice Requirement	
Executive or Closed Session	
Agenda	
Quorum Requirements	
Selection of a Chair	
Minutes	
Approval of Minutes	
Rules of Procedure	
Courtesy and Decorum	
Communications Policy	
<u>CODE OF CONDUCT</u>	<u>12-13</u>
Local Government Ethics	
Attendance Policy	
Eligibility	
EXHIBIT A: Disqualification Rules	14-15
Receipt and Acknowledgment	16

ACKNOWLEDGEMENTS

This handbook was based on similar handbooks from other municipalities.

RELATIONSHIP TO MAYOR, COUNCIL AND STAFF

Each committee or board has various powers and duties specified by municipal ordinance and/or State law.

Their primary responsibility is to advise and make recommendations to the Oberlin Council, the elected policy-making body of the municipality. Except where explicitly specified by state law, committees and boards do not make policy decisions. This responsibility legally resides with the Oberlin Council and cannot be delegated to any other body.

Council Liaisons

The Mayor selects Council liaisons to the boards or committees each year with the advice and consent of Council. The role of Council liaisons is as follows:

- To serve as the primary two-way communications channel between the Oberlin Council and the board and committee.
- To help resolve questions the board or committee may have about the role of the Oberlin Council, municipal government, and the board, or committee.
- To provide procedural direction and relay the Oberlin Council's positions to the board.
- To identify and help resolve any problems that may exist with respect to the functioning of the board, or committee.

Meetings with the Mayor and Council

Periodically, the Mayor and Council may hold a work session with a Board or Committee. These work sessions serve as an opportunity for open dialogue regarding matters of mutual concern. They also provide a forum to address any issues, including those that may have a budgetary impact.

Staff Interaction

Staff members may act as advisors to boards and committees, and can provide research and administrative services.

Committee members should not and cannot direct staff to work on projects without the approval of the Oberlin Mayor and Council and direction of the Administrator. To operate the municipality in an effective and professional

manner, the Mayor, Council and Administrator need to be aware of the projects on which each department is working.

The committees have no authority to supervise or direct the work of departments.

Correspondence and requests directed to the staff on behalf of the Board or Committee should be routed through the chairperson and/or the council liaison.

MEETING PROCEDURES

Open Public Meetings Act

All meetings of a board shall be open to the public at all times, except when the board is meeting in a validly convened executive session.

The term "meeting" is defined as a gathering of a quorum of any board at which any public business is discussed or at which any formal action may be taken. It is important to remember that the open meeting requirements apply to more than just in-person gatherings. They also apply to telephone conference calls, group emails, or any other means of communication where conference-like communication can occur. However, the term "meeting" does not include a chance meeting or social gathering at which the discussion of public business is not the central purpose.

Notice Requirement

Full and timely notice to the public must be given prior to the holding of any meeting of a board at which a majority or quorum is in attendance or is expected to be in attendance.

Each board or committee chair should provide a list to the Clerk's Office of the regular meeting dates. For special meetings, irregularly scheduled meetings, or rescheduled meetings, notice of the meeting must be filed with the Clerk's Office at least 48 hours before the time of the meeting. Less notice is permitted only when dealing with matters of such urgency and importance that a delay would be likely to result in substantial harm to the public interest. Additional restrictions apply. The chairperson must confirm any such meetings in advance with legal counsel to the board, or committee, if available, or with the municipal administrator or the mayor.

Executive or Closed Session

The holding of an executive session is the only time that a meeting of a board or committee may lawfully be conducted privately. For most boards, the use of executive sessions is a rare event, and must obtain advice in advance from the City Attorney if they contemplate requesting such a session.

During an executive session, the board cannot make final policy decisions, adopt resolutions, or take other formal action.

Agenda

The chair should put together an agenda in advance of each meeting.

Only items appearing on the agenda are to be considered. Agendas for regular meetings should be emailed to the clerk at least 48 hours before the meeting to allow sufficient time for posting on the city website.

Each board or committee should allow members of the public an opportunity to speak to any matter coming within its purview, regardless of whether the matter is on the agenda. The chair can impose time limitations if necessary.

Quorum Requirements

In order for a board or committee to conduct business or take formal action, a quorum of the membership must be present. A quorum consists of the majority of the total number of members specified by the municipal ordinance for that board, committee. This quorum requirement does not change even if a position on the board or committee is vacant and the Mayor has not appointed a replacement. In the event that a quorum is not present for a meeting, those present can adjourn the meeting to a later date and time.

Selection of a Chair

Each group is responsible for selecting its own chairperson and vice-chairperson at the first meeting of each calendar year. In the absence of the chairperson, the vice-chairperson shall preside. In the absence of both the chairperson and vice-chairperson, a quorum of those members present shall designate an acting chairperson to preside over the meeting.

The chairperson has the power to confine discussion and to limit debate when it is no longer productive. The chairperson's rulings prevail unless overruled by a majority of the members. The chairperson retains the right to make and second motions, participate and vote on all matters.

Minutes

Minutes must be taken at any meeting of a board at which the adoption of any proposed policy, position, resolution, rule, regulation, or formal action occurs or could occur. The minutes will be made available to the public and a copy must be filed with the Clerk upon approval.

The minutes of a meeting during which an executive session is held shall reflect the topic of the discussion at the executive session.

At a minimum, the minutes of a meeting should contain the following information:

- Date, time and location of the meeting.
- Listing of members present
- General outline of each major topic discussed, considered, and the outcome.
- Verbatim (to the extent possible) record of all motions along with a list of how each member voted on each motion.
- Statements made by individual board members explaining their vote. (Note: it is especially important that board members state, and the minutes reflect, reasons for dissenting opinions.)
- Detailed recording of all formal action taken.
- Time of adjournment.

Approval of Minutes

Boards and committees should review minutes and make any additions, deletions, or corrections. Each board or committee is encouraged to draft, review, and approve minutes in a timely manner. The approved minutes should be sent by the chairperson or secretary of the board or to the Clerk.

Rules of Procedure

Advisory group meetings are usually conducted according to parliamentary procedure. Many advisory groups have adopted standard rules of procedure for the conduct of official meetings as found in "Robert's Rules of Order."

The agenda constitutes the body's agreed-upon road map. Each agenda item can be handled by the chair in the following basic format:

- 1) The chair should announce the agenda item number and subject.
- 2) The chair should invite the appropriate people to report on the item, including any recommendation they might have.
- 3) The chair should ask members of the body if they have any technical questions for clarification.

4) The chair should invite public comments or, if appropriate at a formal meeting, open the meeting to public input. If many members of the public want to speak, the chair may limit the time of each public speaker. At the conclusion of the public comments, the chair should announce that public input has concluded.

5) The chair should invite a motion from the advisory body members. The chair should announce the name of the member who makes the motion.

6) The chair should determine if any member of the body wishes to second the motion. The chair should announce the name of the member who seconds the motion.

7) If the motion is made and seconded, the chair should make sure everyone understands the motion. This is done in one of two ways:

- a. The chair can ask the maker of the motion to repeat it; or
- b. The chair can repeat the motion

8) The chair should now invite discussion of the motion by the members of the advisory body. If there is no desired discussion or the discussion has ended, the chair should announce that the body will vote on the motion. If there has been no discussion or a very brief discussion, the vote should proceed immediately, and there is no need to repeat the motion. If there has been substantial discussion, it is normally best to make sure everyone understands the motion by repeating it.

9) The chair takes a vote. Simply asking for the "ayes" and then the "nays" is normally sufficient. If members of the body do not vote, then they "abstain." A simple majority determines whether the motion passes or is defeated.

10) The chair should announce the result of the vote and should announce what action (if any) the body has taken. In announcing the result, the chair should indicate the names of the members, if any, who voted in the minority on the motion.

Courtesy and Decorum

The rules of order are meant to create an atmosphere where the members of the advisory body and the public can attend to business efficiently, fairly and with full participation. And at the same time, it is up to the chair and the members of the advisory body to maintain common courtesy and decorum. Only one person at a

time should have the floor, and it is always best for every speaker to be first recognized by the chair before proceeding to speak.

The chair should ensure that debate and discussion of an agenda item focus on the item and the policy in question, and has the right to cut off discussion that is too personal, too loud or too crude.

Debate and discussion should be focused, but free and open. In the interest of time, the chair may limit the time allotted to speakers, including members of the advisory body.

On many occasions, the success or failure of the efforts of a board or committee is dependent upon the degree of cooperation evident among the individual members of the body. We encourage you to keep the following points in mind in your interactions with other members:

- Show respect for other's viewpoints.
- Allow others adequate time to present their views fully before making comments.
- Be open and honest. Welcome new members and help them become acquainted with their duties.

Communications Policy

Any position the board or committee would like to take on behalf of the municipality must be approved by the Oberlin Council unless otherwise provided for by law. Boards are encouraged to coordinate with Council on policy and fiscal matters.

Correspondence directed to staff on behalf of the Board or Committee, including requests for information, should be routed through the chairperson and/or the council liaison.

Expressing Individual vs. Board Views

As an individual member of a board or committee, you must not represent your own views or recommendations as those of the board or committee unless the majority of the body has officially voted to approve such action. Board or committee members making recommendations or expressing views which have not been approved by a majority of the board should indicate they are expressing individual opinions and are not speaking on behalf of the advisory board or the municipality.

When making a public statement, members should remind listeners that board actions are recommendations (unless otherwise provided by law) and that final action will be taken by the Oberlin Council. Remember that your actions and statements as a board or committee member assume special significance, and if not responsibly discharged, could result in a situation detrimental to the public's best interests.

Although board and committee members may be selected, in part, on the basis of representing specific interest groups, each member should represent the overall public good and not that of an exclusive group or interest.

CODE OF CONDUCT FOR MEMBER'S OF OBERLIN'S VOLUNTEER BOARDS or COMMITTEES

Introduction

As representatives of the Oberlin government, members of the municipality's volunteer boards or committees are required to comply with the following rules.

These rules require members to abide by certain ethical standards and to comply with the municipality's harassment policy.

Each member shall upon his or her appointment sign and submit to the Administrator's office the attached "Receipt and Acknowledgment" stating that they have received a copy of this Code and shall abide thereby.

Local Government Ethics

Members shall abide by the Local Government Ethics Law, "Disqualification Rules" sample attached hereto as Exhibit A.

Members shall not solicit or accept personal gifts of any form from private sources for services rendered or to be rendered as members of volunteer boards or committees, or in the course of conducting business in their capacity as members of volunteer boards or committees.

No member shall be interested, directly or indirectly, in any contract with the Municipality, or in the compensation for goods or services furnished to the Municipality or any contractor furnishing the same to the Municipality; nor shall he or she participate in any profits of such parties or receive any gift or other reward for actions related to such activities.

Members shall not engage in partisan political activity on municipal time or property, use their position for personal gain, or unlawfully use their position to coerce others. Nothing herein shall be construed to prevent members from becoming or continuing to be members of any political party, club or organization, attending political meetings or expressing partisan political views or circulating petitions on public questions outside of working hours and off municipal property. Nor shall members be prevented from voting with complete freedom in any election.

Attendance Policy

All members of boards or committees shall regularly attend the meeting of the agency upon which they are serving. Failure to do so may lead to the member's removal after a public hearing if said member requests one, for cause.

Eligibility

All members of boards or committees shall be residents of Oberlin during their tenure on said boards or committees unless the enabling legislation or ordinance creating said board and committee permits non-residents to serve.

Persons employed by the municipality may not serve on any board unless so provided in the enabling legislation.

Members are free to resign at any time.

EXHIBIT A: Disqualification Rules

Members of voluntary boards or committees should conscientiously avoid participating in the functions of their respective boards or committees on any matter that may involve directly or indirectly a conflict of interest which would prejudice the value of their advice. Members are often persons who by professional personal qualifications have unique involvement in certain specialty fields including but not limited to engineering, law, real estate and medicine, and as such may personally or professionally have an interest generally in the progress of particular points of view or cases in the community, which professional interest is a part of and not detrimental to their function on the respective board or committee.

Consequently, it is improper for any member to participate in consideration of or vote on any application to which he or she may have a direct or indirect special relationship which could influence his or her comments, or give the appearance of unduly influencing recommendations of the board or committee of which he or she is a member. It is the obligation of each member to determine whether he or she has such a special relationship to any application by applying the guidelines set forth herein. In no event shall a member be considered to have a special relationship to an application merely because of a specific opinion based upon personal beliefs or professional views. A special relationship shall be deemed to exist where economic or personal interest, professional or otherwise, is directly or indirectly concerned with the individual application.

The following are examples of such explanations:

- (1) Having been engaged by or having given substantial assistance to the applicant in preparation of any part of his or her submission.
- (2) Having a direct or indirect interest in financial results which may result from a ruling on the application.
- (3) Being the employer, employee, client, associate or relative, of the applicant or having a financial or proprietary interest in the application.

The foregoing examples are merely illustrative of the special interest referred to by these rules and are not to be considered definitive limits of the form special interest might take. In any situation when a special interest exists, whatever its form, it shall be the duty of the member

affected to make it known to the other members of the board, committee or committee and withdraw from consideration of the affected application.

Receipt and Acknowledgment

It is your responsibility to familiarize yourself with the Code of Conduct for Members of Oberlin Municipal Voluntary Boards or Committees. If you do not understand any portion of the Code of Conduct or its attachments, please contact the Administrator for further guidance.

I, _____, have received a copy of the Code of Conduct for Members of Oberlin Municipal Volunteer Boards or Committees ("Code"). I understand that the Code of Conduct describes policies governing harassment and government ethics that are applicable to Oberlin's boards or committees. I agree to abide by these policies.

Member's Signature

Date

Print Name

Memo

Date: November 2, 2015

To: Mayor, Council Members and City Administrator

From: Steve Zodrow, Treasurer

Subject: City Debt Schedule

Included in your packet is a debt maturity schedule for all debts of the City as of October 31, 2015. The left side of the schedule shows each debt by category, the rate of interest, the date issued and the expected maturity date, the original amount of debt assumed and the source of the funds for repayment.

The top section of the schedule shows the maturity of the debt by each year starting with 2016 and for each year thereafter until the debt is completely paid off.

The middle section of the schedule shows the interest due by each year starting with 2016 and for each year thereafter until the debt is completely paid off.

The bottom section of the schedule shows the total debt cash requirement for each year starting with 2016 and for each year thereafter until the debt is completely paid off.

As of October 31, 2015 the City's debt totals \$9,812,575.23. The scheduled interest to be paid to maturity of all debt is \$4,090,557.51, therefore, if all of the debt goes to maturity the City will pay \$13,903,132.74 in total to retire the current debt.

Of the \$13,903,132.74 of total debt payments, \$10,440,207.54 will come from water fees, \$1,050,041.71 will come from sewer fees, \$2,341,645.00 will come from the 1.5% local sales tax and \$71,238.49 will come from ad valorem property taxes.

Description	Rate	Date		Original Issue	Source of Repayment Funds	Outstanding 10/31/2015	Principal Payments Due			
		Advanced	Maturity				2016	2017	2018	2019
Debt Principal:										
GO Water System Improvement Series 2012	2.125%	12/17/12	12/20/52	1,080,000.00	Water Fees	1,026,680.00	18,474.00	18,926.00	19,329.00	19,739.00
GO Water System Improvement Series 2015A	2.125%	07/31/15	08/05/55	5,251,000.00	Water Fees	5,251,000.00	84,352.00	86,450.00	88,287.00	90,163.00
GO Water System Improvement Series 2015B	2.750%	07/31/15	08/05/55	650,000.00	Water Fees	650,000.00	9,081.00	9,380.00	9,638.00	9,903.00
Total Bonded Indebtedness - Principal						6,927,680.00	111,907.00	114,756.00	117,254.00	119,805.00
KDHE Water Pollution Control	2.770%	05/25/04	03/01/26	1,759,080.85	Sewer Fees	889,016.01	74,041.45	76,106.59	78,229.35	80,411.30
Street Sweeper Lease	2.860%	01/13/12	01/17/17	160,000.00	Property Tax	50,407.11	33,365.61	17,041.50	-	-
Front End Loader Lease	3.200%	12/12/12	03/12/17	135,546.00	See Below	55,472.11	27,298.77	28,173.34	-	-
Swimming Pool Lease	0.5% - 3.9%	02/14/14	12/01/28	2,150,000.00	Sales Tax	1,890,000.00	130,000.00	130,000.00	130,000.00	135,000.00
Total Debt - Principal						9,812,575.23	376,612.83	366,077.43	325,483.35	335,216.30

Description	Rate	Advanced	Maturity	Original Issue	Source of Repayment Funds	Outstanding 10/31/2015	Interest Payments Due			
							2016	2017	2018	2019
Debt Interest:										
GO Water System Improvement Series 2012							21,816.95	21,424.38	21,022.20	20,611.46
GO Water System Improvement Series 2015A							111,583.75	109,791.27	107,954.21	106,078.11
GO Water System Improvement Series 2015B							17,875.00	17,625.27	17,367.32	17,102.28
Total Bonded Indebtedness - Interest						151,275.70	148,840.92	146,343.73	143,791.85	
KDHE Water Pollution Control							24,116.53	22,051.39	19,928.63	17,746.68
Street Sweeper Lease							1,204.77	243.69	-	-
Front End Loader Lease							1,775.11	901.54	-	-
Swimming Pool Lease							52,660.00	51,360.00	49,540.00	47,200.00
Total Debt - Interest						231,032.11	223,397.54	215,812.36	208,738.53	

Description	Rate	Advanced	Maturity	Original Issue	Source of Repayment Funds	Outstanding 10/31/2015	Total Principal and Interest Payments Due			
							2016	2017	2018	2019
Principal & Interest:										
GO Water System Improvement Series 2012							40,290.95	40,350.38	40,351.20	40,350.46
GO Water System Improvement Series 2015A							195,935.75	196,241.27	196,241.21	196,241.11
GO Water System Improvement Series 2015B							26,956.00	27,005.27	27,005.32	27,005.28
Total Bonded Indebtedness - Principal & Interest						263,182.70	263,596.92	263,597.73	263,596.85	
KDHE Water Pollution Control							98,157.98	98,157.98	98,157.98	98,157.98
Street Sweeper Lease							34,570.38	17,285.19	-	-
Front End Loader Lease							29,073.88	29,074.88	-	-
Swimming Pool Lease							182,660.00	181,360.00	179,540.00	182,200.00
Total Debt - Principal & Interest						607,644.94	589,474.97	541,295.71	543,954.83	

Source of Payment Funds:										
Property Taxes							44,261.67	26,976.82	-	-
Sales Tax							182,660.00	181,360.00	179,540.00	182,200.00
Water Fees							272,874.00	273,288.54	263,597.73	263,596.85
Sewer Fees							107,849.27	107,849.61	98,157.98	98,157.98
Total Source of Payment Funds						607,644.94	589,474.97	541,295.71	543,954.83	

(Loader Lease is being paid 1/3 each by property tax, water fees and sewer fees.)

Description	Rate	Date		Original Issue	Source of Repayment Funds	Principal Payments Due					
		Advanced	Maturity			2020	2021	2022	2023	2024	2025
Debt Principal:											
GO Water System Improvement Series 2012	2.125%	12/17/12	12/20/52	1,080,000.00	Water Fees	20,103.00	20,586.00	21,023.00	21,470.00	21,876.00	22,391.00
GO Water System Improvement Series 2015A	2.125%	07/31/15	08/05/55	5,251,000.00	Water Fees	91,794.00	94,030.00	96,028.00	98,068.00	99,889.00	102,275.00
GO Water System Improvement Series 2015B	2.750%	07/31/15	08/05/55	650,000.00	Water Fees	10,129.00	10,454.00	10,741.00	11,036.00	11,297.00	11,651.00
Total Bonded Indebtedness - Principal						122,026.00	125,070.00	127,792.00	130,574.00	133,062.00	136,317.00
KDHE Water Pollution Control	2.770%	05/25/04	03/01/26	1,759,080.85	Sewer Fees	82,654.14	84,959.50	87,329.18	89,764.95	92,268.65	94,842.21
Street Sweeper Lease	2.860%	01/13/12	01/17/17	160,000.00	Property Tax	-	-	-	-	-	-
Front End Loader Lease	3.200%	12/12/12	03/12/17	135,546.00	See Below	-	-	-	-	-	-
Swimming Pool Lease	0.5% - 3.9%	02/14/14	12/01/28	2,150,000.00	Sales Tax	135,000.00	140,000.00	140,000.00	145,000.00	150,000.00	155,000.00
Total Debt - Principal						339,680.14	350,029.50	355,121.18	365,338.95	375,330.65	386,159.21
Debt Interest:											
						2020	2021	2022	2023	2024	2025
GO Water System Improvement Series 2012						20,192.01	19,764.82	19,327.36	18,880.63	18,424.39	17,959.52
GO Water System Improvement Series 2015A						104,162.15	102,211.52	100,213.39	98,172.79	96,088.85	93,966.20
GO Water System Improvement Series 2015B						16,829.95	16,551.40	16,263.91	15,968.54	15,665.05	15,354.38
Total Bonded Indebtedness - Interest						141,184.11	138,527.74	135,804.66	133,021.96	130,178.29	127,280.10
KDHE Water Pollution Control						15,503.84	13,198.48	10,828.80	8,393.03	5,889.33	3,315.77
Street Sweeper Lease						-	-	-	-	-	-
Front End Loader Lease						-	-	-	-	-	-
Swimming Pool Lease						44,365.00	41,260.00	37,760.00	33,910.00	29,560.00	24,685.00
Total Debt - Interest						201,052.95	192,986.22	184,393.46	175,324.99	165,627.62	155,280.87
Principal & Interest:											
						2020	2021	2022	2023	2024	2025
GO Water System Improvement Series 2012						40,295.01	40,350.82	40,350.36	40,350.63	40,300.39	40,350.52
GO Water System Improvement Series 2015A						195,956.15	196,241.52	196,241.39	196,240.79	195,977.85	196,241.20
GO Water System Improvement Series 2015B						26,958.95	27,005.40	27,004.91	27,004.54	26,962.05	27,005.38
Total Bonded Indebtedness - Principal & Interest						263,210.11	263,597.74	263,596.66	263,595.96	263,240.29	263,597.10
KDHE Water Pollution Control						98,157.98	98,157.98	98,157.98	98,157.98	98,157.98	98,157.98
Street Sweeper Lease						-	-	-	-	-	-
Front End Loader Lease						-	-	-	-	-	-
Swimming Pool Lease						179,365.00	181,260.00	177,760.00	178,910.00	179,560.00	179,685.00
Total Debt - Principal & Interest						540,733.09	543,015.72	539,514.64	540,663.94	540,958.27	541,440.08
Source of Payment Funds:											
Property Taxes						-	-	-	-	-	-
Sales Tax						179,365.00	181,260.00	177,760.00	178,910.00	179,560.00	179,685.00
Water Fees						263,210.11	263,597.74	263,596.66	263,595.96	263,240.29	263,597.10
Sewer Fees						98,157.98	98,157.98	98,157.98	98,157.98	98,157.98	98,157.98
Total Source of Payment Funds						540,733.09	543,015.72	539,514.64	540,663.94	540,958.27	541,440.08

(Loader Lease is being paid 1/3 each by property tax, water fees and sewer fees.)

Description	Rate	Date		Original Issue	Source of Repayment Funds	Principal Payments Due					
		Advanced	Maturity			2026	2027	2028	2029	2030	2031
Debt Principal:											
GO Water System Improvement Series 2012	2.125%	12/17/12	12/20/52	1,080,000.00	Water Fees	22,867.00	23,353.00	23,804.00	24,355.00	24,873.00	25,401.00
GO Water System Improvement Series 2015A	2.125%	07/31/15	08/05/55	5,251,000.00	Water Fees	104,448.00	106,668.00	108,695.00	111,244.00	113,608.00	116,022.00
GO Water System Improvement Series 2015B	2.750%	07/31/15	08/05/55	650,000.00	Water Fees	11,971.00	12,300.00	12,599.00	12,985.00	13,342.00	13,709.00
Total Bonded Indebtedness - Principal						139,286.00	142,321.00	145,098.00	148,584.00	151,823.00	155,132.00
KDHE Water Pollution Control	2.770%	05/25/04	03/01/26	1,759,080.85	Sewer Fees	48,408.69	-	-	-	-	-
Street Sweeper Lease	2.860%	01/13/12	01/17/17	160,000.00	Property Tax	-	-	-	-	-	-
Front End Loader Lease	3.200%	12/12/12	03/12/17	135,546.00	See Below	-	-	-	-	-	-
Swimming Pool Lease	0.5% - 3.9%	02/14/14	12/01/28	2,150,000.00	Sales Tax	160,000.00	165,000.00	175,000.00	-	-	-
Total Debt - Principal						347,694.69	307,321.00	320,098.00	148,584.00	151,823.00	155,132.00

Description	Rate	Advanced	Maturity	Original Issue	Source of Repayment Funds	Interest Payments Due					
						2026	2027	2028	2029	2030	2031
Debt Interest:											
GO Water System Improvement Series 2012						17,483.71	16,997.79	16,501.54	15,995.70	15,478.16	14,949.61
GO Water System Improvement Series 2015A						91,792.86	89,573.34	87,306.65	84,996.88	82,632.94	80,218.77
GO Water System Improvement Series 2015B						15,033.98	14,704.77	14,366.52	14,020.05	13,662.96	13,296.06
Total Bonded Indebtedness - Interest						124,310.55	121,275.90	118,174.71	115,012.63	111,774.06	108,464.44
KDHE Water Pollution Control						670.30	-	-	-	-	-
Street Sweeper Lease						-	-	-	-	-	-
Front End Loader Lease						-	-	-	-	-	-
Swimming Pool Lease						19,260.00	13,260.00	6,825.00	-	-	-
Total Debt - Interest						144,240.85	134,535.90	124,999.71	115,012.63	111,774.06	108,464.44

Description	Rate	Advanced	Maturity	Original Issue	Source of Repayment Funds	Total Principal and Interest Payments Due					
						2026	2027	2028	2029	2030	2031
Principal & Interest:											
GO Water System Improvement Series 2012						40,350.71	40,350.79	40,305.54	40,350.70	40,351.16	40,350.61
GO Water System Improvement Series 2015A						196,240.86	196,241.34	196,001.65	196,240.88	196,240.94	196,240.77
GO Water System Improvement Series 2015B						27,004.98	27,004.77	26,965.52	27,005.05	27,004.96	27,005.06
Total Bonded Indebtedness - Principal & Interest						263,596.55	263,596.90	263,272.71	263,596.63	263,597.06	263,596.44
KDHE Water Pollution Control						49,078.99	-	-	-	-	-
Street Sweeper Lease						-	-	-	-	-	-
Front End Loader Lease						-	-	-	-	-	-
Swimming Pool Lease						179,260.00	178,260.00	181,825.00	-	-	-
Total Debt - Principal & Interest						491,935.54	441,856.90	445,097.71	263,596.63	263,597.06	263,596.44

Source of Payment Funds:

Property Taxes	-	-	-	-	-	-	-	-	-	-	-
Sales Tax	179,260.00	178,260.00	181,825.00	-	-	-	-	-	-	-	-
Water Fees	263,596.55	263,596.90	263,272.71	263,596.63	263,597.06	263,596.44					
Sewer Fees	49,078.99	-	-	-	-	-					
Total Source of Payment Funds						491,935.54	441,856.90	445,097.71	263,596.63	263,597.06	263,596.44

(Loader Lease is being paid 1/3 each by property tax, water fees and sewer fees.)

Description	Rate	Date		Original Issue	Source of Repayment Funds	Principal Payments Due					
		Advanced	Maturity			2032	2033	2034	2035	2036	2037
Debt Principal:											
GO Water System Improvement Series 2012	2.125%	12/17/12	12/20/52	1,080,000.00	Water Fees	25,901.00	26,491.00	27,054.00	27,629.00	28,183.00	28,815.00
GO Water System Improvement Series 2015A	2.125%	07/31/15	08/05/55	5,251,000.00	Water Fees	118,275.00	121,001.00	123,572.00	126,198.00	128,695.00	131,615.00
GO Water System Improvement Series 2015B	2.750%	07/31/15	08/05/55	650,000.00	Water Fees	14,051.00	14,472.00	14,870.00	15,279.00	15,668.00	16,130.00
Total Bonded Indebtedness - Principal						158,227.00	161,964.00	165,496.00	169,106.00	172,546.00	176,560.00
KDHE Water Pollution Control	2.770%	05/25/04	03/01/26	1,759,080.85	Sewer Fees	-	-	-	-	-	-
Street Sweeper Lease	2.860%	01/13/12	01/17/17	160,000.00	Property Tax	-	-	-	-	-	-
Front End Loader Lease	3.200%	12/12/12	03/12/17	135,546.00	See Below	-	-	-	-	-	-
Swimming Pool Lease	0.5% - 3.9%	02/14/14	12/01/28	2,150,000.00	Sales Tax	-	-	-	-	-	-
Total Debt - Principal						158,227.00	161,964.00	165,496.00	169,106.00	172,546.00	176,560.00

Description	Rate	Date	Original Issue	Source of Repayment Funds	Interest Payments Due						
					2032	2033	2034	2035	2036	2037	
Debt Interest:											
GO Water System Improvement Series 2012					14,409.84	13,859.44	13,296.51	12,721.61	12,134.49	11,535.61	
GO Water System Improvement Series 2015A					77,753.30	75,239.96	72,668.69	70,042.78	67,361.08	64,626.31	
GO Water System Improvement Series 2015B					12,919.06	12,532.66	12,134.68	11,725.75	11,305.58	10,874.71	
Total Bonded Indebtedness - Interest						105,082.20	101,632.06	98,099.88	94,490.14	90,801.15	87,036.63
KDHE Water Pollution Control					-	-	-	-	-	-	
Street Sweeper Lease					-	-	-	-	-	-	
Front End Loader Lease					-	-	-	-	-	-	
Swimming Pool Lease					-	-	-	-	-	-	
Total Debt - Interest						105,082.20	101,632.06	98,099.88	94,490.14	90,801.15	87,036.63

Description	Rate	Date	Original Issue	Source of Repayment Funds	Total Principal and Interest Payments Due						
					2032	2033	2034	2035	2036	2037	
Principal & Interest:											
GO Water System Improvement Series 2012					40,310.84	40,350.44	40,350.51	40,350.61	40,317.49	40,350.61	
GO Water System Improvement Series 2015A					196,028.30	196,240.96	196,240.69	196,240.78	196,056.08	196,241.31	
GO Water System Improvement Series 2015B					26,970.06	27,004.66	27,004.68	27,004.75	26,973.58	27,004.71	
Total Bonded Indebtedness - Principal & Interest						263,309.20	263,596.06	263,595.88	263,596.14	263,347.15	263,596.63
KDHE Water Pollution Control					-	-	-	-	-	-	
Street Sweeper Lease					-	-	-	-	-	-	
Front End Loader Lease					-	-	-	-	-	-	
Swimming Pool Lease					-	-	-	-	-	-	
Total Debt - Principal & Interest						263,309.20	263,596.06	263,595.88	263,596.14	263,347.15	263,596.63

Source of Payment Funds:											
Property Taxes					-	-	-	-	-	-	
Sales Tax					-	-	-	-	-	-	
Water Fees					263,309.20	263,596.06	263,595.88	263,596.14	263,347.15	263,596.63	
Sewer Fees					-	-	-	-	-	-	
Total Source of Payment Funds						263,309.20	263,596.06	263,595.88	263,596.14	263,347.15	263,596.63

(Loader Lease is being paid 1/3 each by property tax, water fees and sewer fees.)

Description	Rate	Date		Original Issue	Source of Repayment Funds	Principal Payments Due					
		Advanced	Maturity			2038	2039	2040	2041	2042	2043
Debt Principal:											
GO Water System Improvement Series 2012	2.125%	12/17/12	12/20/52	1,080,000.00	Water Fees	29,428.00	30,053.00	30,665.00	31,343.00	32,009.00	32,689.00
GO Water System Improvement Series 2015A	2.125%	07/31/15	08/05/55	5,251,000.00	Water Fees	134,412.00	137,268.00	140,031.00	143,160.00	146,203.00	149,309.00
GO Water System Improvement Series 2015B	2.750%	07/31/15	08/05/55	650,000.00	Water Fees	16,574.00	17,030.00	17,472.00	17,978.00	18,473.00	18,981.00
Total Bonded Indebtedness - Principal						180,414.00	184,351.00	188,168.00	192,481.00	196,685.00	200,979.00
KDHE Water Pollution Control	2.770%	05/25/04	03/01/26	1,759,080.85	Sewer Fees	-	-	-	-	-	-
Street Sweeper Lease	2.860%	01/13/12	01/17/17	160,000.00	Property Tax	-	-	-	-	-	-
Front End Loader Lease	3.200%	12/12/12	03/12/17	135,546.00	See Below	-	-	-	-	-	-
Swimming Pool Lease	0.5% - 3.9%	02/14/14	12/01/28	2,150,000.00	Sales Tax	-	-	-	-	-	-
Total Debt - Principal						180,414.00	184,351.00	188,168.00	192,481.00	196,685.00	200,979.00
Debt Interest:											
						Interest Payments Due					
						2038	2039	2040	2041	2042	2043
GO Water System Improvement Series 2012						10,923.29	10,297.94	9,659.32	9,007.68	8,341.65	7,661.45
GO Water System Improvement Series 2015A						61,829.49	58,973.23	56,056.29	53,080.63	50,038.48	46,931.67
GO Water System Improvement Series 2015B						10,431.14	9,975.35	9,507.03	9,026.55	8,532.15	8,024.14
Total Bonded Indebtedness - Interest						83,183.92	79,246.52	75,222.64	71,114.86	66,912.28	62,617.26
KDHE Water Pollution Control						-	-	-	-	-	-
Street Sweeper Lease						-	-	-	-	-	-
Front End Loader Lease						-	-	-	-	-	-
Swimming Pool Lease						-	-	-	-	-	-
Total Debt - Interest						83,183.92	79,246.52	75,222.64	71,114.86	66,912.28	62,617.26
Principal & Interest:											
						Total Principal and Interest Payments Due					
						2038	2039	2040	2041	2042	2043
GO Water System Improvement Series 2012						40,351.29	40,350.94	40,324.32	40,350.68	40,350.65	40,350.45
GO Water System Improvement Series 2015A						196,241.49	196,241.23	196,087.29	196,240.63	196,241.48	196,240.67
GO Water System Improvement Series 2015B						27,005.14	27,005.35	26,979.03	27,004.55	27,005.15	27,005.14
Total Bonded Indebtedness - Principal & Interest						263,597.92	263,597.52	263,390.64	263,595.86	263,597.28	263,596.26
KDHE Water Pollution Control						-	-	-	-	-	-
Street Sweeper Lease						-	-	-	-	-	-
Front End Loader Lease						-	-	-	-	-	-
Swimming Pool Lease						-	-	-	-	-	-
Total Debt - Principal & Interest						263,597.92	263,597.52	263,390.64	263,595.86	263,597.28	263,596.26
Source of Payment Funds:											
Property Taxes						-	-	-	-	-	-
Sales Tax						-	-	-	-	-	-
Water Fees						263,597.92	263,597.52	263,390.64	263,595.86	263,597.28	263,596.26
Sewer Fees						-	-	-	-	-	-
Total Source of Payment Funds						263,597.92	263,597.52	263,390.64	263,595.86	263,597.28	263,596.26

(Loader Lease is being paid 1/3 each by property tax, water fees and sewer fees.)

Description	Rate	Date		Original Issue	Source of Repayment Funds	Principal Payments Due					
		Advanced	Maturity			2044	2045	2046	2047	2048	2049
Debt Principal:											
GO Water System Improvement Series 2012	2.125%	12/17/12	12/20/52	1,080,000.00	Water Fees	33,365.00	34,093.00	34,817.00	35,557.00	36,302.00	37,084.00
GO Water System Improvement Series 2015A	2.125%	07/31/15	08/05/55	5,251,000.00	Water Fees	152,362.00	155,720.00	159,029.00	162,408.00	165,776.00	169,382.00
GO Water System Improvement Series 2015B	2.750%	07/31/15	08/05/55	650,000.00	Water Fees	19,482.00	20,039.00	20,590.00	21,156.00	21,723.00	22,335.00
Total Bonded Indebtedness - Principal						205,209.00	209,852.00	214,436.00	219,121.00	223,801.00	228,801.00
KDHE Water Pollution Control	2.770%	05/25/04	03/01/26	1,759,080.85	Sewer Fees	-	-	-	-	-	-
Street Sweeper Lease	2.860%	01/13/12	01/17/17	160,000.00	Property Tax	-	-	-	-	-	-
Front End Loader Lease	3.200%	12/12/12	03/12/17	135,546.00	See Below	-	-	-	-	-	-
Swimming Pool Lease	0.5% - 3.9%	02/14/14	12/01/28	2,150,000.00	Sales Tax	-	-	-	-	-	-
Total Debt - Principal						205,209.00	209,852.00	214,436.00	219,121.00	223,801.00	228,801.00

Description	Rate	Advanced	Maturity	Original Issue	Source of Repayment Funds	Interest Payments Due					
						2044	2045	2046	2047	2048	2049
Debt Interest:											
GO Water System Improvement Series 2012						6,966.81	6,257.81	5,533.33	4,793.47	4,037.88	3,266.47
GO Water System Improvement Series 2015A						43,758.85	40,521.16	37,212.11	33,832.74	30,381.57	26,858.83
GO Water System Improvement Series 2015B						7,502.17	6,966.41	6,415.34	5,849.11	5,267.32	4,669.94
Total Bonded Indebtedness - Interest						58,227.83	53,745.38	49,160.78	44,475.32	39,686.77	34,795.24
KDHE Water Pollution Control						-	-	-	-	-	-
Street Sweeper Lease						-	-	-	-	-	-
Front End Loader Lease						-	-	-	-	-	-
Swimming Pool Lease						-	-	-	-	-	-
Total Debt - Interest						58,227.83	53,745.38	49,160.78	44,475.32	39,686.77	34,795.24

Description	Rate	Advanced	Maturity	Original Issue	Source of Repayment Funds	Total Principal and Interest Payments Due					
						2044	2045	2046	2047	2048	2049
Principal & Interest:											
GO Water System Improvement Series 2012						40,331.81	40,350.81	40,350.33	40,350.47	40,339.88	40,350.47
GO Water System Improvement Series 2015A						196,120.85	196,241.16	196,241.11	196,240.74	196,157.57	196,240.83
GO Water System Improvement Series 2015B						26,984.17	27,005.41	27,005.34	27,005.11	26,990.32	27,004.94
Total Bonded Indebtedness - Principal & Interest						263,436.83	263,597.38	263,596.78	263,596.32	263,487.77	263,596.24
KDHE Water Pollution Control						-	-	-	-	-	-
Street Sweeper Lease						-	-	-	-	-	-
Front End Loader Lease						-	-	-	-	-	-
Swimming Pool Lease						-	-	-	-	-	-
Total Debt - Principal & Interest						263,436.83	263,597.38	263,596.78	263,596.32	263,487.77	263,596.24

Source of Payment Funds:											
Property Taxes						-	-	-	-	-	-
Sales Tax						-	-	-	-	-	-
Water Fees						263,436.83	263,597.38	263,596.78	263,596.32	263,487.77	263,596.24
Sewer Fees						-	-	-	-	-	-
Total Source of Payment Funds						263,436.83	263,597.38	263,596.78	263,596.32	263,487.77	263,596.24

(Loader Lease is being paid 1/3 each by property tax, water fees and sewer fees.)

Description	Rate	Date		Original Issue	Source of Repayment Funds	Principal Payments Due						
		Advanced	Maturity			2050	2051	2052	2053	2054	2055	Totals
Debt Principal:												
GO Water System Improvement Series 2012	2.125%	12/17/12	12/20/52	1,080,000.00	Water Fees	37,872.00	38,677.00	40,083.00	-	-	-	1,026,680.00
GO Water System Improvement Series 2015A	2.125%	07/31/15	08/05/55	5,251,000.00	Water Fees	172,982.00	176,657.00	180,368.00	184,244.00	188,159.00	192,153.00	5,251,000.00
GO Water System Improvement Series 2015B	2.750%	07/31/15	08/05/55	650,000.00	Water Fees	22,949.00	23,580.00	24,221.00	24,895.00	25,580.00	26,256.00	650,000.00
Total Bonded Indebtedness - Principal						233,803.00	238,914.00	244,672.00	209,139.00	213,739.00	218,409.00	6,927,680.00
KDHE Water Pollution Control	2.770%	05/25/04	03/01/26	1,759,080.85	Sewer Fees	-	-	-	-	-	-	889,016.01
Street Sweeper Lease	2.860%	01/13/12	01/17/17	160,000.00	Property Tax	-	-	-	-	-	-	50,407.11
Front End Loader Lease	3.200%	12/12/12	03/12/17	135,546.00	See Below	-	-	-	-	-	-	55,472.11
Swimming Pool Lease	0.5% - 3.9%	02/14/14	12/01/28	2,150,000.00	Sales Tax	-	-	-	-	-	-	1,890,000.00
Total Debt - Principal						233,803.00	238,914.00	244,672.00	209,139.00	213,739.00	218,409.00	9,812,575.23
Interest Payments Due												
						2050	2051	2052	2053	2054	2055	Totals
GO Water System Improvement Series 2012						2,478.43	1,673.65	851.76	-	-	-	466,538.67
GO Water System Improvement Series 2015A						23,259.46	19,583.60	15,829.64	11,996.82	8,081.63	4,083.25	2,596,745.25
GO Water System Improvement Series 2015B						4,055.73	3,424.63	2,776.18	2,110.10	1,425.49	722.04	429,860.70
Total Bonded Indebtedness - Interest						29,793.62	24,681.88	19,457.58	14,106.92	9,507.12	4,805.29	3,493,144.62
KDHE Water Pollution Control						-	-	-	-	-	-	141,642.78
Street Sweeper Lease						-	-	-	-	-	-	1,448.46
Front End Loader Lease						-	-	-	-	-	-	2,676.65
Swimming Pool Lease						-	-	-	-	-	-	451,645.00
Total Debt - Interest						29,793.62	24,681.88	19,457.58	14,106.92	9,507.12	4,805.29	4,090,557.51
Total Principal and Interest Payments Due												
						2050	2051	2052	2053	2054	2055	Totals
GO Water System Improvement Series 2012						40,350.43	40,350.65	40,934.76	-	-	-	1,493,218.67
GO Water System Improvement Series 2015A						196,241.46	196,240.60	196,197.64	196,240.82	196,240.63	196,236.25	7,847,745.25
GO Water System Improvement Series 2015B						27,004.73	27,004.63	26,997.18	27,005.10	27,005.49	26,978.04	1,079,860.70
Total Bonded Indebtedness - Principal & Interest						263,596.62	263,595.88	264,129.58	223,245.92	223,246.12	223,214.29	10,420,824.62
KDHE Water Pollution Control						-	-	-	-	-	-	1,030,658.79
Street Sweeper Lease						-	-	-	-	-	-	51,855.57
Front End Loader Lease						-	-	-	-	-	-	58,148.76
Swimming Pool Lease						-	-	-	-	-	-	2,341,645.00
Total Debt - Principal & Interest						263,596.62	263,595.88	264,129.58	223,245.92	223,246.12	223,214.29	13,903,132.74
Source of Payment Funds:												
Property Taxes						-	-	-	-	-	-	71,238.49
Sales Tax						-	-	-	-	-	-	2,341,645.00
Water Fees						263,596.62	263,595.88	264,129.58	223,245.92	223,246.12	223,214.29	10,440,207.54
Sewer Fees						-	-	-	-	-	-	1,050,041.71
Total Source of Payment Funds						263,596.62	263,595.88	264,129.58	223,245.92	223,246.12	223,214.29	13,903,132.74

(Loader Lease is being paid 1/3 each by property tax, water fees and sewer fees.)

Treasurer's Report
2015-16 Citizen Survey

Memo

Date: November 2, 2015

To: Mayor, Council Members and City Administrator

From: Steve Zodrow, Treasurer

Subject: Council Survey

Included in this packet is a draft of the proposed 2015 Council Survey. The purpose of the survey is to obtain feedback from the citizens of Oberlin pertaining to their opinions on the effectiveness of the city government and what issues they find important. The survey also accumulates demographic information so that the council can get a feel for what groups of people respond to the survey. Two surveys are mailed to every address that receives a utility bill and requests that every adult in the household respond. Surveys are also available at the City Offices for those who do not receive utility bills, misplace the survey or happen to think about it when they come in to pay their bill. The surveys have no specific identifying information that can trace the reply back to the respondent. We are on the honor system that each citizen only responds once.

The last survey was conducted in 2012 and 1,265 surveys were mailed to 818 households. The report from the data collected from the last survey is included in your packets. The survey showed the improving water quality, streets and storm water drainage were the most important to the citizens.

2015 Oberlin Citizen Survey

CITY OF OBERLIN, KANSAS

(785) 475-2217

1 MORGAN DR., OBERLIN, KS 67749

Oberlin's future enjoys many great opportunities and faces some significant challenges. Several large projects are either completed or nearing completion and include a new swimming pool, new water field, water main replacement, street replacement and an airport runway extension. As we continue to progress, it is important that your local government meets the expectations and focuses on the priorities of the citizens it serves. To better measure our efforts, we are asking for your input! Your response will remain anonymous as we are not requesting names or addresses on the form. The responses on the forms will be tabulated and a report will be made to the City Council of the results. If you need forms for other members of your household, please feel free to make a copy or contact the city office. Please complete only one survey for each adult in the household. If you have any additional questions, please feel free to call Steve Zodrow at the city office at 785-475-2217. We appreciate your time and interest.

Section 1. Please circle the category that describes you:

Do you live in city limits?	Yes	No					
Birthplace:	Oberlin	Decatur County	NW Kansas	Kansas	Other		
Years living in Oberlin:	0-4	5-9	10-14	15-19	20+		
Age:	<20	20-29	30-39	40-49	50-59	60-69	>69
Education:	High School	Vocational		College+			
Occupation:	Agriculture	Construction	Education	Food Service	Healthcare		
	Maintenance	Office	Retail	Retired	Other		

Section 2. Please select with a check mark your level of agreement with the following statements:

	Strongly Agree	Agree	Disagree	Strongly Disagree
Oberlin is a great place to live.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Overall, the Oberlin city government is effective.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
City employees are courteous and professional.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
I am satisfied with the quality of city services.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Oberlin is doing what it can for economic development.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Section 3. Please select with a check mark the importance of each of these issues and projects.

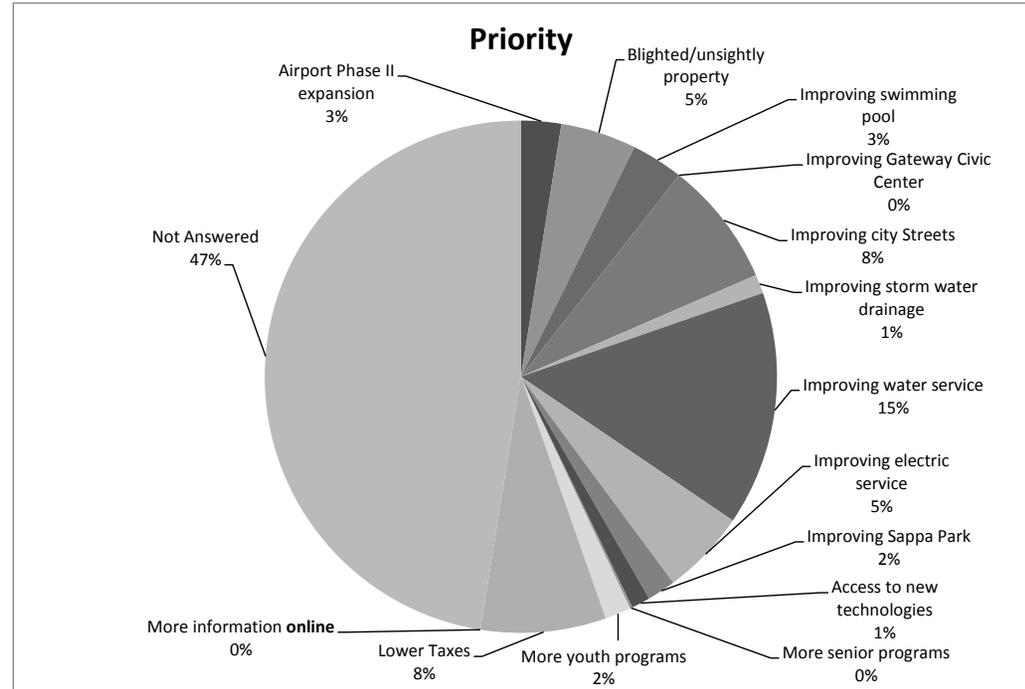
Issue	Important	Not Important	Issue	Important	Not Important
Availability of Housing	<input type="checkbox"/>	<input type="checkbox"/>	Locate City Offices Downtown	<input type="checkbox"/>	<input type="checkbox"/>
Blighted/Unsightly Property	<input type="checkbox"/>	<input type="checkbox"/>	Power Plant for Grid Outages	<input type="checkbox"/>	<input type="checkbox"/>
Gateway Civic Center	<input type="checkbox"/>	<input type="checkbox"/>	Recreational Activities	<input type="checkbox"/>	<input type="checkbox"/>
Improving Electric Service	<input type="checkbox"/>	<input type="checkbox"/>	Taxes	<input type="checkbox"/>	<input type="checkbox"/>
Improving Parks & Cemetery	<input type="checkbox"/>	<input type="checkbox"/>	Utility Rates/Fees	<input type="checkbox"/>	<input type="checkbox"/>
Improving Storm Water Control	<input type="checkbox"/>	<input type="checkbox"/>	Walk/Bike Trail to Sappa Park	<input type="checkbox"/>	<input type="checkbox"/>
Improving Streets/Alleys	<input type="checkbox"/>	<input type="checkbox"/>	Water Main Replacement	<input type="checkbox"/>	<input type="checkbox"/>

Section 4. Please circle the three (3) issues listed above in Section 3 that are your highest priorities.

Additional comments (If additional space is needed, please include as an attachment):

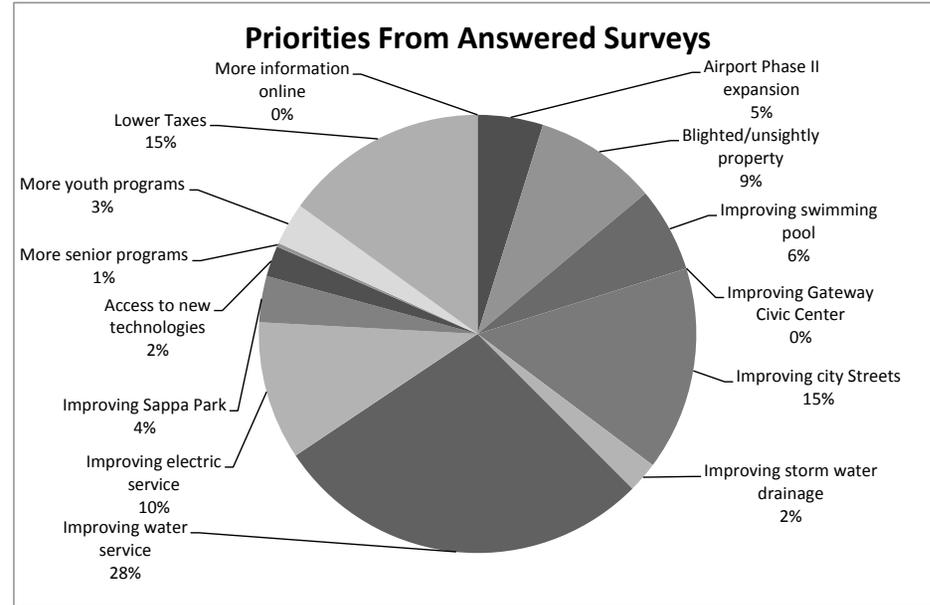
**City of Oberlin
2012 Council Survey
Tabulation Report**

Priority:		
Airport Phase II expansion	17	2.54%
Blighted/unsightly property	32	4.78%
Improving swimming pool	22	3.28%
Improving Gateway Civic Center	-	0.00%
Improving city Streets	53	7.91%
Improving storm water drainage	8	1.19%
Improving water service	99	14.78%
Improving electric service	36	5.37%
Improving Sappa Park	12	1.79%
Access to new technologies	8	1.19%
More senior programs	1	0.15%
More youth programs	11	1.64%
Lower Taxes	53	7.91%
More information online	-	0.00%
Not Answered	318	47.47%
Total	670	100.00%



**City of Oberlin
2012 Council Survey
Tabulation Report**

Priority:		
Airport Phase II expansion	17	4.83%
Blighted/unsightly property	32	9.09%
Improving swimming pool	22	6.25%
Improving Gateway Civic Center	-	0.00%
Improving city Streets	53	15.06%
Improving storm water drainage	8	2.27%
Improving water service	99	28.12%
Improving electric service	36	10.23%
Improving Sappa Park	12	3.41%
Access to new technologies	8	2.27%
More senior programs	1	0.28%
More youth programs	11	3.13%
Lower Taxes	53	15.06%
More information online	-	0.00%
Not Answered	318	
Total	670	100.00%



Mailed 1,265 surveys to 818 households.

Received back 335 surveys for a 26.48% response rate.

City of Oberlin
2012 Council Survey
Tabulation Report

<u>Years</u>	<u>Age</u>	<u>Comment</u>
15-19	60-69	We need new business
20+	70+	Why does the street sweeper only clean some of the streets and not all? What are we doing to improve blighted, unsightly property?
20+	70+	Keeping utilities up to date must be a priority. I am frustrated with unkept (sic) properties. Junk is not yard art!
20+	40-49	Would like to see economic development made a priority to bring more business; people; jobs to our community!
20+	40-49	Economic Development !
15-19	70+	Before hospital/clinic problems Oberlin was a great place to live. City Government has no vision.
10-14	70+	Lower taxes. Get our health system in order !!!
10-14	70+	Health care system needs to be fixed. Lower taxes.
20+	50-59	You are so concerned about peoples lots and yards, keeping them cleaned and mowed. How about Keith Alstrom's lot East of his shop. You think? Why are you so interested in spending a lot of money on the airport that doesn't get used much. Instead focus on a safe water supply! I'm tired of paying a ton of money on a poison water supply!
20+	60-69	For every new regulation the City passes, two need to be revoked (sic)!!
20+	70+	The city should make mowing of yards and keeping trash picked up a must do!! Some of our neighbors are just plain careless and lazy.
20+	60-69	Don't think we can afford both the bowling alley & new swimming pool.
20+	20-29	What keeps people in an area? If a town has jobs, the next most important things are the extracirricular (sic) activities or attractions a community has to offer. The pool and Sappa attracts folks of all ages and most importantly can be utilized by all - the highest % of people can benefit.
20+	50-59	Taxes are high, but need to be kept at a level to maintain what we have, especially existing infrastructure. We should not be expanding services, adding luxury items or creating new burdens to our tax revenues. Oberlin is in the same shape as our state and federal governments, limited revenues, increasing costs of existing services, failing infrastructure. Let's focus on basic needs!

City of Oberlin
2012 Council Survey
Tabulation Report

<u>Years</u>	<u>Age</u>	<u>Comment</u>
5-9	60-69	I feel a swimming pool would be an improvement more so if it were an indoor facility that could be utilized year round.
20+	60-69	Water needs improved now.
NA	60-69	In order to grow we need airport service and water for all purposes and keeping people here to support our hospital and schools. Of course a clean and courteous town will help in bringing people to town; more people to pay taxes !
0-4	60-69	Youth and swimming go together. Caring for your property shows pride in yourself and community. We need to use the Gateway more. Sappa Park would bring more people and money into town.
15-19	70+	We need better water to drink.
15-19	70+	The airport will only benefit a very few people of Oberlin. We need jobs, business and good medical service.
15-19	50-59	Quality drinking water is top priority. Blighted property will resolve itself when property is more in demand; therefore, getting newcomers to move here is the second most important priority.
20+	20-29	Don't feel more dollars need to be spent at Gateway. Pool is an important attraction to our community.
20+	50-59	We must have drinkable water and our electrical service in town must be maintained on a regular routine basis, not waiting until major storms tear down sagging power lines which drape across roof lines. Many lines appear to have lost their insulating coating. I have noticed that the appearance of our town is deteriorating. My feeling has always been that living in town means that you owe it to your neighbors to keep your properties in good repair. My personal pet peeve is when people park vehicles in their yard (on the lawn). Many of the alleys in town are used on a daily basis as they serve the only entrance to garages. These don't appear to be maintained on a regular basis and I would find that to be a great improvement. If the holes were filled right away and the alleys mowed and bushes trimmed it would be greatly appreciated. But I do realize there are always money and time constraints. A new swimming pool and airport phase II are important of course. I am concerned about paying for them. Our aging community living on a fixed income cannot weather higher taxes and as a business owner I am always concerned about that too. I am sure you are very aware of these concerns and my input probably isn't anything you haven't heard before, but I thank you for asking my opinion.

City of Oberlin
2012 Council Survey
Tabulation Report

<u>Years</u>	<u>Age</u>	<u>Comment</u>
20+	40-49	<p>The airport expansion, swimming pool, Gateway and Sappa Park improvements are not worth higher taxes.</p> <p>This is my home town. I'm glad to be here around family and familiar faces. I wish we had a couple of small factories or maybe a small organic egg production place on the edge of town.</p>
20+	70+	<p>Blighted/unsightly property is a black mark on the appearance of our town. At least they should be made to put up a primary fence, or fined for not doing it.</p>
20+	40-49	<p>I am glad you have held off on the water treatment plant and looked for different sources of water. Hold your head high, be proud of our town, work hard and resolve one issue at a time! Thank you</p>
20+	60-69	<p>Overall I am satisfied the quality of city services, but certain areas that the public and visitors to the town see are unkept (sic). That I don't like.</p> <p>As to lower taxes; can't have services at no cost.</p>
20+	70+	<p>Businesses do a great job of advertising services, but would like to see a directory of other services available, such as small engine repairs, lawn mower services, handyman, etc. Perhaps post in Chamber Office window?</p> <p>Really not all that thrilled with having alcohol sales at the Fairgrounds. Would rather keep it more family oriented.</p>
5-9	60-69	<p>Airport expansion is absolute B.S.</p> <p>Improving water quality is most important and should be higher priority than any thing on this survey.</p>
15-19	30-39	<p>Reopen our access to our home. If emergency vehicles aren't four-wheel drive they won't be able to access our home due to a closed road within the city limits. (It's terrible!!)</p> <p>The power lines are in terrible shape around the entire town. The insulation is cracking and breaking apart.</p>
15-19	30-39	<p>Would strongly suggest opening our dirt road to our house or at least maintain it once in awhile.</p>
15-19	40-49	<p>The city should focus only on essential services such as utilities, streets, fire and police protection. If it is not a fundamental city service stop all funding. If it is not important enough to receive direct funding from those who want it then it should not receive indirect funding from our taxes.</p>
20+	30-39	<p>The street improvement is long overdue, we have streets that I cannot drive on with my car. It would also be nice to pay utilities online, newer technology here makes it easier for citizens to make payments and also easier for the city to receive payments on time.</p>
0-4	60-69	<p>Get new "agents" to study/plan new water service.</p> <p>Electric Rates !</p>

City of Oberlin
2012 Council Survey
Tabulation Report

<u>Years</u>	<u>Age</u>	<u>Comment</u>
20+	70+	We walk our dog on most of the streets and we are amazed at trash and junk in so many yards. Where are people's pride? There is a land fill available!
5-9	70+	It would be nice to have a new swimming pool. It is good to see the improvements at Sappa Park. Thanks much.
20+	70+	Would like to be able to have Nex Tech cable.
5-9	30-39	The bowling alley to have daytime hours on weekend and after school.
20+	70+	Infrastructure maintenance and improvements should be our first priority.
15-19	40-49	Taxes are OK if not wasted. Get rid of Larry Fought (wasted expense). Get rid of Connie Grafel and hire somebody to bring in some industry. City employees do a good job and stay very busy. Glad to see when you got rid of the dead beats. (Rocky, Nan, etc.)
5-9	20-29	Really feel stronger enforcement of underage drinking. It is against the law, and it will protect Oberlin's youth.
0-4	60-69	The Gateway is important for Oberlin Community for working together. Improving city streets are a must. Improving Sappa Park essential for recreational and future income for the City and more people to come here.
5-9	60-69	Sappa Park is your investment for bringing revenue to the city though visitors and possibility of new residents that enjoy the park and would come to Oberlin. Each one of these issues is important, but to put a priority on each one is difficult. The Gateway and Sappa Park have the potential of bringing in revenue without thousands of dollars of investment. I'm not against the airport project and swimming pool, but I think it would take a lot of dollars to ever see any profit from expansion, but it does need to be kept up for our own purposes. We need to keep up all the other projects on the list first just to keep everyday living better and prosperous for our residents. I am a supporter of Sappa Park. I see the potential of investing some money there (not sure how much) to make it a profitable venture. The old Ranch facilities could be made into a lodge for hunters and mini farm for young children to come and see. It might not be busy all year, but I think it has potential. It could be a very good tourist attraction if developed.

City of Oberlin
2012 Council Survey
Tabulation Report

<u>Years</u>	<u>Age</u>	<u>Comment</u>
5-9	60-69	Who takes care of the dirt alleys? Need graded badly.
5-9	50-59	<p>People at the Gateway office are hateful, they can't explain or answer your questions regarding the bills they've sent out. They seem (sic) unqualified or at least unconcerned with an attitude of "Do what I say and shut up."</p> <p>This town is dieing (sic) for lack of concern. We could use any number of events to draw our town people as well as the surrounding areas in.</p> <p>It seams (sp) we have a lot of people in office that haven't the brain power to run these offices so they sit back and let the town just die because its easier than actually doing something or God forbid let someone else take over who has the knowledge and energy to actually get something accomplished.</p> <p>We don't need million dollar projects, we need to start with what we have and work our way up. One person can't do it all, but we have talents we can offer up and make our town a good place to live, a fun place, enjoyable for all ages.</p>
20+	70+	<p>Improve current swimming pool - No need to build a new pool.</p> <p>Clear snow off streets without delay.</p> <p>Better law enforcement.</p>
20+	70+	Need to maintain what we have before taking on new costly projects.
15-19	60-69	<p>More important to lower cost of water service.</p> <p>More important to lower cost of electric service.</p> <p>More commerce needed before anything else needs improved!</p>
5-9	60-69	Street work on N. Wilson Ave! It's been like that for 20yrs. I know! I have been coming to Oberlin since I was 7 yrs old.
20+	60-69	You want the city to look nice, no junk, yet you allow a junk yard in the city. Drive by at night and look at the skunks and pack rats. Is he zoned for a couple of junk yards.
20+	60-69	<p>We need to have more forward thinking. The communities around us progress. We remain stagnant. I know money is a consideration, but we should not say not to everything. Anything that will help us create jobs, expand and grow is what we need to do.</p> <p>The junk yard south of town - unsightly. The old Dairy Inn at Penn & 36 - unsightly. Star Motel - unsightly. I would like for us to present an image to be proud of when people enter our town.</p>

City of Oberlin
2012 Council Survey
Tabulation Report

<u>Years</u>	<u>Age</u>	<u>Comment</u>
		<p>After living here all of my life I am actually considering moving. Convenience of service and business as well as more variety of activities. You have to drive a ways for special medical care as well as to buy a whole host of things you cannot buy:</p> <p style="padding-left: 40px;">Shoes Electronics Games Clothing Computers Sports Equipment Vehicles are limited</p> <p>We need support services so that things can be held at Gateway - seminars, concerts, etc. We need motels and more eating establishments so people can come in and stay more than one day for these things.</p> <p>Thank You</p>
20+	70+	<p>You hired a sexton for the cemetery why don't you let him work at it. City employees ride around too much.</p>
20+	50-59	<p>Need more jobs in town before anything else improves; lower cost to consumer for water and electric services, lower benefits of city employees - they get a raise every year, I Don't.</p>
20+	70+	<p>The town need some Real Leadership.</p> <p>High paying jobs to attract young people.</p>
5-9	60-69	<p>Swimming pool in the Gateway.</p> <p>1,000 houses don't have a airplane.</p>
10-14	70+	<p>Why does this city need a bigger airport? Please publish all the companies that are lined up to use it!</p> <p>Why do we need water in the Sappa Park lake?</p>
10-14	60-69	<p>Clean drinking water is the most important.</p> <p>Unsightly property is also a priority. Stiff fines should be imposed.</p> <p>Forget the airport and spend the money on clean water and youth programs.</p>
0-4	60-69	<p>The streets need lots of work.</p> <p>The water is deadly.</p> <p>The utilities are too pricey.</p> <p>The taxes are outrageous.</p>

City of Oberlin
2012 Council Survey
Tabulation Report

<u>Years</u>	<u>Age</u>	<u>Comment</u>
20+	70+	The old South Market is an awful eyesore coming into town. The junk yard south west of town is bad !!
20+	70+	Value of houses in Oberlin is going down but taxes are going up! City service could be improved more! Need more recreational programs for youth. Clean up junkie property! City Council members nee to be an example! They need to take pride and clean up their junk before other people are expected to !!!
20+	70+	Need new motel to support airport expansion/Gateway!!
20+	40-49	Need water treatment plant. No blending.
0-4	70+	"Get the airport done" Enough time has been spent with less action than expected!! Our town need to look more upscale!
NA	50-59	What are the real costs of the Gateway - IF - it was shown without the added costs of fixed City expenses that are there anyway.
NA	NA	There is nothing to do in this town, minus waiting to die. Oberlin is nice if you want to go for a short walk. The only thing in this town that has any growth is the cemetary (sic).
20+	70+	Please stop the burning twice a year.
10-14	20-29	As a young adult who has lived here since I was little, I feel the town is slowly dying out. In order to bring life back, we are going to need change. The changes we are making, like new streets or water main is great; but that also means we need to think about expanding. For as long as I can remember; Oberlins (sic) mostly had the same stuff, nothing new to bring in people, jobs or revenue. I feel that its time to allow something to bring out the potential the town has. Like a mall or casino; a company or business that would bring plenty of jobs to attract people and revenue to put toward better improving the town and ALL its citizens. I understand the older people and parents might not be very pleased, but that money would also go to improving schools, nursing homes, assisted living facilities, and a number of things. I can't speak for everyone, but most people don't want to leave. Its unrealistic to stay the same forever, the town might not make it. Anyone see all the for sale signs in front of houses? Please consider it, think about how nice it be waving at people not reading for sale signs. Thank You
10-14	50-59	Water - When the well runs dry you leave the farm. Access to New Technologies - There is always a better mouse trap.
0-4	30-39	Please publish all public storm shelters in local papers, post flyers - let the public know where to go during inclement weather.

City of Oberlin
2012 Council Survey
Tabulation Report

<u>Years</u>	<u>Age</u>	<u>Comment</u>
20+	70+	I think the water contaminants (Radium & Uranium) need to be removed. There are areas near here where the level causes premature deaths. As I understand the scientific studies I have done this is a major health problem in other areas also. Thanks for considering.
20+	50-59	I strongly support a new swimming pool.
20+	70+	I am very grateful for the time - effort - passion that goes in by Oberlin community members for results we enjoy now.
20+	50-59	As a citizen, still discouraged by Hospital/Medical care future.
20+	50-59	City's job is water, sewer, streets & electricity. We have to have a livable environment, which all of the other issues and projects do not contribute to; lipstick on a pig. Some of the snobbiest people ever live here, as well as some of the best!
20+	70+	I think fixing the water situation the most important. All else will follow if we can get enough water and good water. Then address airport and swimming pool. Good water is vital for our town. Our town is important and I want to live and die here. Thanks for caring for our town and keeping our town. Good Job!!!
0-4	NA	I definitely have an opinion about blighted/unsightly property. It is an embarrassment to the city to have so many unkempt properties. Friends driving to Oberlin see many places that look so terrible and that is their impression of Oberlin unless we take them around town to see the nicer side of Oberlin. Some specifics: Highway 83: The old bowling alley needs to be torn down or cleaned. At least remove the visible burned sections and put up a new wall. Clean out the trash. The little red building that was probably a convenience store is in terrible shape and should be removed entirely if someone doesn't want to clean it and open as some business. (Antique store, convenience store, or some type of business.) Between the red building and Hall street, on the east side are several houses needing repair and an open area filled with old tires, a boat, etc. They all look terrible. The corner of Maple and 83 are an embarrassment! The abandoned vehicles, trash, iron, etc need to be removed and the house needs to be painted. If the area was cleaned up, the vehicles could be displayed in an interesting manner. Toward the top of the hill on the east side is an open lot with all kinds of trash including. This should be kept mowed and organized, and the trash removed. (Around Oak to Elm) All property along the highway should be kept mowed. A rock wall collapsed and needs to be rebuilt, or somehow cleaned up.

City of Oberlin
2012 Council Survey
Tabulation Report

<u>Years</u>	<u>Age</u>	<u>Comment</u>
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Highway 36:

Two abandon gas stations need to be cleaned, mowed and trash removed.

The old Pawn Shop needs to be turned into a tourist area or business, or removed. It is a terrible entrance to Oberlin. The storage units behind it are not going to be any better to look at.

An auto shop on the north side on the east end of town needs to kept mowed, and remove all the trash vehicles.

The star motel needs to be kept clean and mowed, or removed.

The Frontier motel needs a health inspector. I know several people personally that checked in then went to the room and refused to spend the night because it is so dirty.

Across from the Frontier is a green house that looks terrible. It should be repaired and painted.

The motorcycle shop could use some paint, and that would be very little effort to look nice.

All unsightly places along the highway should be required to keep their property clean and attended to since this is the first impression of this nice town. Cleaning up these areas would make the town more appealing. We could also have some trees planted in these areas to camouflage the junk and ugly buildings. You should first make a plea to the owners of these places to do what is right. If they do not react, then more drastic measures should be taken. This city could be beautiful and totally cleaned up in 3-5 years if everyone were to cooperate, or if the city were to enforce some rules. I take pride in Oberlin and wish everyone did.

In town:

On E Commerce, east of the high school around Martin on the north side is an underground garage that has a couch and other trash that has been sitting there for months.

On E Commerce, west of the high school about 3 blocks (NE Street) on the north side is a blue house that is a disgrace. These people appear to be able to afford the paint to get the place looking better, and removal of all the trash in the yard would greatly improve the perception of what lives there. Put those kids to work cleaning their property.

A few houses north of this blue house on the west side, (red, I think) is another house where they let the lawn disappear and is always full of trash and toys. If you aren't going to have grass, put in bushes so we don't have to see it.

There are numerous small houses that have visually rotted wood that needs to be replaced. Many of these are rentals, I believe. All rental properties should be required to meet certain standards so they are not an embarrassment to the neighborhood. Anyone that can afford a rental can afford to keep it in good shape. We do not need slum lords in Oberlin.

Oberlin should set standards regarding keeping property clean of trash. Junk vehicles should be out of sight or towed if they are not removed within 6 months. That is enough time to repair a vehicle if this is their intent.

City of Oberlin
2012 Council Survey
Tabulation Report

<u>Years</u>	<u>Age</u>	<u>Comment</u>
		<p>For disabled and elderly, perhaps the FFA, FHA, 4-H, youth groups or other organizations could assist in stripping and painting houses for those that are unable to do it themselves. If they can afford the paint, they should pay for it.</p> <p>For those that cannot afford the paint, the city might have a program where they provide paint and some of the youth could do the work on a volunteer basis.</p> <p>For those that can afford to buy the paint and are healthy enough to do the work, they should either do the work, or the city can pay for the paint and labor to have it done, and then charge the owners by adding the fee to their taxes.</p> <p>There are numerous other examples of houses or property that needs to be taken care of properly. Other towns have policies in place to remove houses beyond repair, often used as practice for the fire department, or bulldozed and the property owner billed. If the owner wishes to sign over the property to the city, some clear the property and make community gardens or small parks, or the land is divided and given to the neighbors for use as gardens or to expand their own homes, etc.</p> <p>Yes I know all the things about asbestos. It's still not an excuse to place a blight in our beautiful little town. If we don't clean up these places, we will not draw people to Oberlin.</p> <p>I could go on about all the homes that are now just houses in disrepair. Griffith street across from the court house to Commercial is an example of houses that need to be repaired, painted and yards cleaned, trees trimmed or removed, junk in empty lots, etc. I believe we should help those that need it, and require those that do not need assistance to keep their property in order. Oberlin is a nice small town, but these blemishes need to be cleaned or removed. In the long run it benefits everyone, including those that can't afford it having a nicer home of which they can be proud.</p> <p>Airport: Expanding the airport may help bring business to town.</p> <p>Swimming Pool: We need a nice pool for the children as well as adults and part should be enclosed for people with special needs for water therapy or exercise for seniors.</p> <p>Streets: The big trucks should be kept off of the cobble stone streets. There is no need for them to drive down Penn to get to the coop. It might even be worthwhile to put in a road from 36 and 83 directly to the Coop that would be used primarily by the big trucks. It would save wear and tear on the streets and eliminate the need for so much maintenance. In the long run, it might be worth the cost.</p> <p>I'm sure some of you will find a way to disregard this message. Oberlin is a wonderful place to live, and our citizens should be honoring that by keeping property neat and tidy. I know some people can afford to do so, but choose to live slovenly. If I have insulted any council members, then I guess it is directed at you as well as other slovenly citizens.</p>
10-14	60-69	<p>My understanding was the Gateway was for local use. Walking, youth basketball, meetings, wedding parties, anniversaries, etc. But they don't let kids play in the gym and charge such a fee that a lot of people can't afford it. Yes it would be nice to use for conventions, etc., but not many are going to come to Oberlin for that.</p>

City of Oberlin
2012 Council Survey
Tabulation Report

<u>Years</u>	<u>Age</u>	<u>Comment</u>
20+	60-69	Getting all the grants you can get your hands on is stupid if we can't pay our part or pay loans back. Lower people base and more things to pay for is NOT WORKING.
NA	30-39	Would like to see this community become more progressive, like many of the area communities, we lack drive and support of new things.
0-4	20-29	Impressed with community investment in programs and facilities that improve community life. Infrastructure improvement seem to me to be #1 need. Thrilled to see progress on water project.
10-14	50-59	People should be encouraged to improve their property but not be punished by paying more taxes when they do. Young people who have a place of their own to hang out with friends and fun activities are less apt to release youthful energy on negative activity and violence and destruction.



OBERLIN POLICE DEPARTMENT

**107 W. Commercial
P O Box 237
Oberlin KS. 67749-0237
oberlinpd4@ruraltel.net**



MONTHLY ACTIVITY REPORT TO COUNCIL MONTH OF SEPTEMBER 2015

.....CITY COURT: FINES COLLECTED FOR: SEPT. 2015, \$7828.00 Y.T.D.: \$38734.00.....

CITY COURT CASES FILED

- 5 – SPEEDING**
- 5 – NO MOTOR VEHICLE LIABILITY INSURANCE**
- 1 – SEAT BELT**
- 4 – ILLEGAL TAGS**
- 1 – DRIVING WHILE LICENSE SUSPENDED**
- 1 – NO DRIVER’S LICENSE**
- 1 – STOP SIGN**

DISTRICT COURT CASES / OTHER FILED

- 1 – DOMESTIC BATTERY / AGGRAVATED ASSAULT**
- 1 – DISORDERLY CONDUCT**
- 1 – VIOLATION OF RESTRAINING ORDER**
- 3 – NO KANSAS DRIVER’S LICENSE**
- 1 – NO KANSAS REGISTRATION**
- 1 – NO MOTOR VEHICLE LIABILITY INSURANCE**
- 2 – FELONY WARRANT ARREST**
- 1 – MISDEMEANOR WARRANT ARREST**

- ANIMAL CONTROL: 5 – DOG AT LARGE**
4 – NO DOG TAGS

CODE ENFORCEMENT: