

COUNCIL MEETING PACKET
For

June 2, 2016
5:00 P.M.

Council Meeting

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
June 2, 2016
5:00 P.M.

A regular meeting of the City Council of the City of Oberlin will be held on June 2, 2016 at 5:00 P.M. The Meeting will be called to order by the Mayor.

I. Meeting Called To Order — Mayor

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

V. Board Appointments

VI. Public Comment

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:

Old Business:

1. **Update** on City Library Grant (Jeannie Lavers)
2. **Discussion and possible action** City Administrator Salary Range and League of Kansas advertisement. (Hirsch)

New Business:

1. **Consider and accept bid** for Gateway west doors. (Mayor)
2. **Discussion and possible action** regarding The Oberlin Mile, July 4th and 5K to be held August 6th. (Amanda Sowers)

3. **Request and possible action** for Atwood Swim team to practice in our pool while theirs is unavailable. (Stephanie Blau)
4. **Discuss** and request approval for the City to apply for a Community Development Block Grant (CDBG) for a "Special Activities". (Parks/Playground Committee)
5. **Discussion and possible action** regarding the use of Dane Hansen Grant to paint the stage in the Gateway Auditorium. (Ladd)
6. **Executive Session** for attorney client privileged matters. (Hirsch)

Reports

1. Mayor's Report
2. Public Works - attached
3. Code Enforcement
4. Other Reports

IX. Future Agenda Items

X. Miscellaneous (Informational Only)

XI. 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 **June 1, 2016** 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.

Consent Agenda

REGULAR COUNCIL MEETING – May 19, 2016 – GATEWAY – 5:00 P.M.

CALL TO ORDER - Mayor Ladd Wendelin called the meeting to order at 5:00 pm and the Pledge of Allegiance to the Flag was recited.

Roll Call of the Members of the City Council - Rusty Addleman and Brandon Oien, Jim Marchello and Josh Williby who left at 6:20 pm. **Majority of the Body Present.**

Absent – Marilyn Horn

Others Present – City Attorney Steve Hirsch, Police Chief Troy Haas, City Foreman David Sporn, Water Supervisor Willard Perrin, Anna Keena with the League of Kansas Municipalities, Steve Haynes with the Oberlin Herald, Marilyn Black, Mike Dempewolf, Lavern Rippe, Shayla Williby, Sarah Howland, Susan May, Erika Fortin, Valisha Raile, Amanda Sowers, Rick and Dori Pauls, Abby Hissong, Kandi Ketterl, Deb Klima, Brent Stallman, Carey Miller, Keri Bryan, Halley Robinson, Rick Salem, David Murray, Jim Miesner, Spring Louderback, Brianna Glaze and City Clerk Sandy Rush.

PROCLAMATIONS – none

APPOINTMENTS

Board of Zoning – Williby moved, second by Addleman to appoint the Mayor recommended; Tim Stallman to be on the board replacing Linda Weber who has requested to be removed. The board includes Chris Mastin, Chris Koerperich, Amanda Farr and Glen Stragey. Term to end 2019. **Motion carried.**

Planning Commission – Williby moved, second by Oien to appoint the Mayor recommended; Tim Stallman to be on the board replacing Linda Weber who has requested to be removed. The board includes Chris Mastin, Chris Koerperich, Amanda Farr, Glen Stragey, Herb Shirley and Doug Brown. Term to end 2019. **Motion carried.**

PUBLIC COMMENT – none

CONSENT AGENDA –

Approval of the minutes of the May 5, 2016 regular Council meeting.

Appropriations Ordinance – Payment of Bills

Addleman moved, second by Williby to approve the Consent Agenda. **Motion carried.**

Old Business

Consider and discuss Charging for City Water being provided to the Racetracks – Mayor Wendelin asked what the water usage was so far at the racetracks this year. Water Supervisor Willard Perrin reported 162,254 gallons for three races had been read and the cost using water dock pricing would be \$730.14. Rick Salem and Dave Murray, promoters of the races said there were eleven scheduled this year. After a discussion, Addleman moved, second by Oien to monitor the water usage this year and review and decide at a later date for next year. **Motion carried.**

Discussion and possible action regarding Free Swim – Steve Haynes spoke on behalf of Cynthia Haynes, who had started a project to promote and raise funds for free swimming this year. Since started a week ago, \$5735 has been raised and left at The Bank for deposit if approved. After a discussion, Marchello moved, second by Williby to accept any and all donations made for free swimming for this year only. **Motion carried.**

Update and possible action on the Concession Stand for the Pool – Pool committee members reported their goal was to have the building up by May 26th. When asked the cost of utility hook ups, David Sporn gave an estimate of \$2800. The interior will still need to be wired and plumbed to be paid for by the donation trust fund. After a discussion, Marchello moved, second by Oien to approve the City providing hookups for the utilities to the concession stand. **Motion carried.**

New Business

Consider and discuss process and contract by League of Kansas Municipalities (LKM) for Administrative position search. – Anna Keena with LKM provided information and explained the process of creating a profile using a questionnaire the council were instructed to return within a week. A special session will then be scheduled for a review and discussion of the top two candidates LKM has chosen based on the profile put together for interviews. Williby moved, second by Addleman to accept and sign the contract from LKM and move forward on the hiring process. **Motion carried.**

Discussion regarding Guidelines for Dane G. Hansen Foundation grant recipients that would be placed on City Property. – Shayla Williby with Economic Development requested a form letter of approval from the Council for approved grants for City property to be made and on file for future reference for the local board. After a discussion, it was decided that they would not hold special meetings to approve requested grants and any requests would be considered at the next regular scheduled meeting. If approved, a letter of approval would be given.

Consider and support regarding Sunflower Rail Trails Conservancy to build a trail from Oberlin to Sappa Park using Dane G. Hansen grant. – Brianna Glaze explained the Stagecoach Trail Phase 1 project development plan for Oberlin. They are trying, with the help of a Dane G Hansen grant to develop 1.4 miles of a recreational trail which will enable safe travels from the city of Oberlin and connect to an existing trail at Sappa Park. Long-term goal would be to connect the 31 miles with Norton. Ms. Glaze asks for Council approval before applying for a grant. Oien moved, second by Addleman to approve the group's efforts. **Motion carried.**

Discussion and possible action requested by the Parks and Playground Committee. – Oien moved second by Marchello to approve the park committee installing a plaque for playground equipment located at the baseball diamond. **Motion carried.**

The committee also asked permission to hold a fundraiser movie night on June 10 at the band shell at the City Park. After a discussion, Oien moved, second by Addleman to approve the request if no violation of movie rights were found. **Motion carried.**

Consider and approve Temporary Cereal Malt Beverage (CMB) License to serve at the Gateway by Mick Barth dba The Reload. – Oien moved, second by Addleman to approve the temporary license for the Reload to serve beer at the Gateway. **Motion carried.**

Consider and approve estimate for back flow repairs recommended by Nebraska Safety & Fire Equipment for the Gateway Auditorium Sprinkler System. – Addleman moved, second by Oien to pay for the repairs needed for the sprinkler from the Bremer Fund. **Motion carried.**

Consider approval of Signature Card Changes on City Banking Accounts Mayor, City Clerk, and City Treasurer. – City Attorney Hirsch suggested following the City Code in accordance to signatures. All city accounts are to be signed by the mayor, city clerk and city treasurer, so a motion was not needed.

Consider request from Ladd Wendelin to use the Gateway Theater for Oberlin Summer Theater. –Addleman moved, second by Marchello to approve donating the Gateway facilities for Ladd Wendelin's summer theater. **Motion carried.**

Consider request from Rusty Addleman for the City to donate to the Community Fireworks Display. – Oien moved, second by Marchello to approve donating the budgeted amount of \$500 for fireworks if permitted. **Motion carried.**

Consider and possible action on contract for the water tower maintenance by Utility Services. – City Attorney Hirsch listed three items of concern he had regarding the contract that had been addressed. They are:

1. No control of the fee and locked in at a five percent increase every five years.
2. Provision on what is placed on the tower and willing to put in provisions that won't withhold permission unreasonably.
3. Assignment Provision – we can't assign without their approval and visa versus.

Marchello moved, second by Oien to approve the contract as presented by Hirsch. **Motion carried.**

Mayors Report – Mayor Wendelin reported that 50 weed letters had been sent to customers and encouraged all to help make Oberlin look its best for the Holiday.

Police Department – Chief Troy Haas’s report is attached.

Water Department – Water Supervisor Willard Perrin reported the pool was filled and they were getting everything ready for the pool to open.

Other Reports – Councilman Brandon Oien stated he was impressed with the town and all their efforts in supporting the town. Hats off to those involved.

ADJOURNMENT -At 6:45 Addleman moved, second by Oien the meeting be adjourned. **Motion carried.**

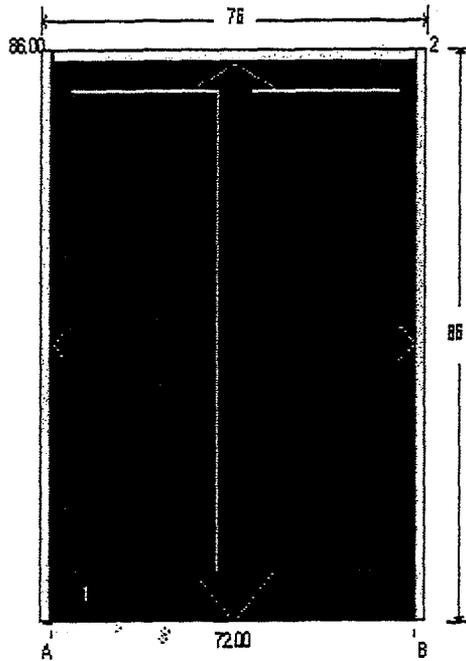
City Clerk

Mayor

Gateway West Door Replacement Bids

1. Norton Glass - \$3561.00
2. Colby Glass - \$3675.00
3. McCook Glass – No Response

Elevation: A01



Qty: 1
 Series: 1450
 Finish:

Door Series: 135

NORTON GLASS CO., INC.
 116 N. NORTON
 NORTON, KS 67654

	Store Front Elevation		
1	1 : ELEVATION A01- 1LTS WIDE, 1LTS HIGH 1450, Bronze	76.00	86.00
	Standard Store Front Door		
1	Offset Pivot (Rim Panics) 135 Series, Bronze 135-1305P-2 : 6-0 x 7-0 PR	72	84
2	100-11863 : Add Standard 3-0 Door Sweep		
2	100-11866 : Sub 1" Glass Stops		
1	100-1301-2 : Add RM 370 Removable Mullion		
2	100-20102 : Factory Doorlight Glazing		
	Standard Store Front Door Frame		
1	Offset Pivot (Rim Panics) Bronze 1450-1305P-2 : 6-0 x 7-0 PR 1450	76	86
	1" Insulated Glass		
2	3/16" Tinted Bronze Tempered 5/8" Tri-Seal Black Air Spacer 3/16" Clear Tempered DSE + PIB Sealant	27 9/16	71 3/8
	Glass Energy Surcharge - IG		

INSTALLED
 3561⁰⁰
 + TAX



COLBY GLASS COMPANY

600 N. FRANKLIN
785-462-2351 800-633-3486

COLBY, KS 67701
FAX: 785-462-2721

Website: www.colbyglasscompany.com e-mail: colbyglass@colbyglasscompany.com

Page No. 1 of 1 Pages

PROPOSAL

PROPOSAL SUBMITTED TO City of Oberlin		PHONE 475-2217 fax: 2925	DATE 5/25/2016
STREET 1 Morgan Drive		JOB NAME Door Replacement @ Gateway	
CITY, STATE, AND ZIP CODE Oberlin, KS 67749		JOB LOCATION West doors	
SUBMITTED BY	DATE OF PLANS	JOB PHONE	

We hereby propose to furnish materials and labor necessary for the completion of:
Attention: Sandy Rush

Provide and install:
1 - 6' x 7' pair Manko medium stile aluminum doors with frame. Doors fabricated with offset pivots, rim exit hardware with removable mullions, temporary keyway, standard duty closers, threshold and sweeps.

Metals as bronze anodized aluminum
Glass as bronze tempered insulated glass
Materials, labor & sealant \$ 3675.00

Note: Project Exemption Certificate required

Exclusions: Flashing, interior, exterior trim replaced as required
Bid, performance, security bonds, permits, liquidation damage

WE PROPOSER hereby to furnish materials and labor complete in accordance with above specifications for the sum of:
Three thousand six hundred seventy-five and no/100 Dollars (\$3675.00)

Payments to be made as follows:
As outlined above ----- Net due upon completion
Stored materials and labor billed monthly.

All material is guaranteed to be as specified. All work to be completed in a substantial Workmanlike manner according to specifications submitted, per standard practices. Any Alteration or deviation from above specifications involving extra costs will be executed Only upon written orders, and will be an extra charge over and above the estimate. Any payments received by check must have Driver's License, Social Security or Date of Birth written. Also, any payment received by credit card will be subject to a 2% fee. All agreements contingent upon strikes, accidents, or delays beyond our control. Owner To carry fire, tornado, and other necessary Insurance. Our workers are fully covered by Workmen's Compensation Insurance.

Authorized Signature *Rodney Rodenbeck*
RODNEY RODENBECK PRESIDENT
NOTE: This proposal may be withdrawn by us if not accepted within **30** days.

ACCEPTANCE OF PROPOSAL: The above prices, specifications and conditions are satisfactory And are hereby accepted. You are authorized to do the work as specified. Payment will be Made as outlined above.

DATE OF ACCEPTANCE _____

SIGNATURE _____
SIGNATURE _____

To: Mayor and Oberlin City Council

From: City Foreman David Sporn

1. The storm tubes have been laid in place for the bridge project on South Hwy 83. The State is telling me that they are now scheduled to begin rebuilding the bridge around July 4th.
2. The play equipment is now under construction at the ball diamonds.
3. The pool candy shack utilities have been installed. The building is supplied with water, sewer, and electricity and is awaiting a little exterior work and most of the interior work.
4. The latest waste water sample results were quite a ways over our limits. Our Total Suspended Solids (TSS) sample was 139mg/l and our Biochemical Oxygen Demand (BOD) was 38mg/l. The limits on our permit are TSS 80mg/l and BOD 30mg/l. I have been in contact with Chris Miller and we had made a few observations and changes in our lagoon operations. The failures appear to be caused by excessive algae due to too much nutrients in the third lagoon.
5. This last week the entire crew was working on our town to make sure it was presentable for the Alumni, the Memorial weekend and for the opening of the city pool.
6. To the best of my knowledge the pool opening went well. This is the first year that we are able to use the renovated pool house. All the equipment appears to be functioning properly.
7. City water usage has been near 250,000 gal. per day

Questions/Comments