

COUNCIL MEETING PACKET
For

August 18, 2016
5:00 P.M.

Council Meeting

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

AGENDA
CITY COUNCIL MEETING
Gateway 1 & 2 – Oberlin, Kansas
August 18, 2016
5:00 PM

Meeting Called to Order – Mayor Ladd Wendelin

ROLL CALL of the Members of the City Council and determination of quorum.
Williby_____ Addleman _____ Marchello _____ Horn_____ Oien_____

PLEDGE OF ALLEGIANCE to the Flag

PROCLAMATIONS

BOARD APPOINTMENTS

PUBLIC COMMENT

- Oral Communications from the Audience

CONSENT AGENDA: Discussion and possible action by motion to approve the following items and or reports:

- Approval of minutes of previous meetings
- Appropriation Ordinance (Payment of Bills)
Motion_____ Second_____

OLD BUSINESS

1. Northwest Kansas Housing Resolution No. 687 Renewal Request and additional in-kind request. (Shayla Williby)
2. Discuss EDC Property located at 211 W Commercial (Shayla Williby)

New Business

1. Update on Pride Committee Reorganization (Heather McDougal)

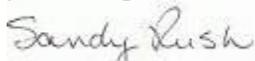
REPORTS OF OTHER OFFICERS, BOARDS AND COMMITTEES

- Mayors Report
- Public Works Department
- Treasurers Report
- Other Reports

ADJOURNMENT

- Action – Motion to Adjourn
Motion_____ Second_____

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 **August 16, 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.

REGULAR COUNCIL MEETING –August 11, 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 - Josh Williby, Brandon Oien and Rusty Addleman. **Majority of the Body Present.**

Absent: Jim Marchello and Marilyn Horn

Others Present: City Attorney Steve Hirsch, Police Chief Troy Haas and Amy, City Treasurer Steve Zodrow, Marilyn Black, Heather McDougal, Cynthia Haynes with Oberlin Herald, Mike & Bernita Gawith, Frieda & Bernard Goetz and City Clerk Sandy Rush

PROCLAMATIONS – none

APPOINTMENTS – Williby moved, second by Addleman to reappoint Mirla Coleman for three years to the Arts & Humanities Commission. **Motion carried.** Williby moved, second by Oien to appoint Theresa Shaughnessy for three years to the Arts & Humanities Commission. **Motion carried.** Both terms to end in 2019.

PUBLIC COMMENT – Heather McDougal with the Decatur County Area Chamber of Commerce requested and received permission from the Council to use the grassy area along the road at the Sappa Park for parking for the Sappa Fest to be held September 10, 2016.

Bernard and Frieda Goetz requested the Council to review the current zoning ordinance regarding vacant lots. They would like to see if the guidelines could be changed to allow new construction on vacant lots whether or not you live next to it. The Council assured them that it was an agenda topic to be discussed.

CONSENT AGENDA

Approval of minutes - for July 21, 2016 regular Council meeting.

Appropriation Ordinance - Payment of Bills.

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

CLOSE REGULAR MEETING: Open 2017 Budget Hearing – Oien moved, second by Williby to close the regular meeting and open the Budget Hearing. **Motion carried.**

City Treasurer Steve Zodrow clarified the mill levy would be close to the same as last year at 84.564 and asked if there were any concerns. There were none. Williby moved, second by Oien to close the budget hearing and open the regular meeting. **Motion carried.**

Williby moved, second by Addleman to approve the proposed 2017 Budget as published. **Motion carried.**

#1 Executive Session - At 5:20 pm, Williby moved, second by Oien to enter into executive session for 15 minutes to discuss non-elected personnel. To include Mayor, Council, City Attorney, City Clerk and Police Chief Troy Haas. **Motion carried.** Back in session at 5:35 pm with no decision made.

#2 Executive Session – At 5:40 pm Williby moved, second by Oien to enter into a second executive session for 10 minutes to discuss non-elected personnel. To include Mayor, Council and City Attorney and City Clerk. **Motion carried.** Back at 5:50 pm with no decision made.

#3 Executive Session – At 5:55 pm Oien moved, second by Williby to enter into a third executive session for 10 minutes to discuss matters deemed privileged in attorney-client relationship. To include Mayor, Council, City Attorney and City Clerk. **Motion carried.** Back at 6:05 pm with no decision made.

OLD BUSINESS

Discuss 612 N Rodehaver Resolution No. 697 – After a short discussion, the Council decided no action would be taken on property at 612 N Rodehaver since the owners were working on complying with the city requirements.

NEW BUSINESS

Discussion on permitted uses for “R” Residential Single & Two Family Dwelling Districts – After a long discussion, the Council requested City Attorney Hirsch to draft a proposal for amending the “R” zone that prohibits building an accessory building on a lot without a house or residential unit on the same lot. Williby moved, second by Oien to approve the proposal to start the process for the changes. **Motion carried.**

OTHER REPORTS

Mayors Report – Mayor Wendelin encouraged all to attend Senator Jerry Moran’s town-hall meeting.

Public Works Report – City Foreman David Sporn’s report is attached.

Treasurers Report – July Cash flow and the Sales Tax collection report is attached.

Mr. Zodrow updated the Council on behalf of Gary Anderson with the Oberlin Convention & Visitors Bureau (CVB) commission. They will be advertising for a part-time Marketing Director to work for the CVB. The museum would manage the payroll in exchange for eight hours per month of work at the museum. This would be funded by the transient guest tax money.

Mr. Zodrow also informed the Council a test file had been sent to Itron for a trial run on the radio reads.

ADJOURNMENT

At 6:40 pm Williby moved, second by Oien to adjourn. **Motion carried.**

Sandy Rush, City Clerk

Ladd Wendelin, Mayor

Council Approval Report for Operating Checking--100010189

(Council Approval Report)

Vendor		InvoiceNumber	Date	Description	Due Date	Invoice Amt	Approved Amt	Account Number	Account Description	Budgeted \$	YTD Balance
1105 Amercian Municipal Services, 3724 Old Denton Road, Carrollton, TX, 75007		30936REV	08/17/16	Professional Services	08/19/16	\$363.52	\$363.52	70-20-6423	Professional Services	\$0.00	(\$7,680.75)
							\$363.52				
110 BDC-Barth Dirt Construction, 1030 R Ln, Oberlin, KS, 67749		16-0817	08/17/16	Professional Services	08/19/16	\$400.00	\$400.00	24-39-6423	Professional Services	\$0.00	(\$16,909.50)
							\$400.00				
1039 Cintas Corporation, PO BOX 631025, CINCINNATI, OH, 45263-1025		5005397400	08/17/16	First Aid Supplies	08/19/16	\$141.93	\$141.93	70-43-6419	First Aid Supplies	\$0.00	(\$887.35)
							\$141.93				
123 Decatur Cooperative Association, PO Box 68, Oberlin, KS, 67749		196991	08/17/16	Maintenance Supplies	08/19/16	\$30.00	\$30.00	29-24-6418	Maintenance Supplies	\$0.00	(\$14,044.24)
							\$30.00				
124 DPC Enterprises, L.P., Po Box 301123, Dallas, TX, 75303-1123		DE28000292-16	08/17/16	Equipment Rental	08/19/16	\$170.00	\$170.00	90-31-6466	Equipment Rental	\$0.00	(\$1,075.00)
							\$170.00				
348 Environmental Compliance Solutions, LLC, P.O. Box 73, Rogersville, MO, 65742		203951	08/17/16	Professional Services	08/19/16	\$885.00	\$885.00	70-30-6423	Professional Services	\$0.00	(\$1,815.12)
							\$885.00				
198 Fought Enterprises, 711 W Commercial Street, Oberlin, KS, 67749		860470	08/17/16	Professional Services	08/19/16	\$323.00	\$323.00	24-39-6423	Professional Services	\$0.00	(\$16,909.50)
		860478	08/17/16	Professional Services	08/19/16	\$393.00	\$393.00	24-39-6423	Professional Services	\$0.00	(\$16,909.50)
							\$716.00				
80 Ideal Linen Supply, 506 S Beltline, Scottsbluff, NE, 69361		0548169	08/17/16	Uniforms	08/19/16	\$45.14	\$45.14	70-30-6435	Uniforms	\$0.00	(\$1,221.53)
		0548169	08/17/16	Maintenance Supplies	08/19/16	\$4.95	\$4.95	70-43-6418	Maintenance Supplies	\$0.00	(\$2,864.13)
							\$50.09				
1068 Jerry Miller Electronics, 512 Main, Gem, KS, 67734		16-0808	08/17/16	Professional Services	08/19/16	\$375.00	\$375.00	23-29-6423	Professional Services	\$0.00	(\$6,656.75)
							\$375.00				
137 Oberlin Automotive, 102 E Frontier Parkway, Oberlin, KS, 67749		270549	08/17/16	Vehicle Maintenance	08/19/16	\$69.41	\$69.41	20-21-6451	Vehicle Maintenance	\$0.00	(\$729.73)
		270591	08/17/16	Vehicle Maintenance	08/19/16	\$14.59	\$14.59	20-21-6451	Vehicle Maintenance	\$0.00	(\$729.73)
		270699	08/17/16	Vehicle Maintenance	08/19/16	\$3.44	\$3.44	20-21-6451	Vehicle Maintenance	\$0.00	(\$729.73)
							\$87.44				
153 Plains Equipment Group, PO Box 406, Seward, NE, 68434		1631983	08/17/16	Maintenance Supplies	08/19/16	\$24.59	\$24.59	24-39-6418	Maintenance Supplies	\$0.00	(\$6,303.90)

Council Approval Report for Operating Checking--100010189

(Council Approval Report)

Vendor		InvoiceNumber	Date	Description	Due Date	Invoice Amt	Approved Amt	Account Number	Account Description	Budgeted \$	YTD Balance	
							\$24.59					
206	Prairie Land Electric Cooperative, Inc., Po Box 360, Norton, KS, 67654											
16-0809	08/17/16	Sunflower power	08/19/16	\$134,599.74	\$134,599.74	70-42-6501	Sunflower power	\$0.00	(\$536,818.70)			
							\$134,599.74					
148	Salina Supply Company, 302 N Santa Fe, PO Box 5100, Salina, KS, 67402											
S100059919.001	08/17/16	Maintenance Supplies	08/19/16	\$145.15	\$145.15	90-31-6418	Maintenance Supplies	\$0.00	(\$29,745.03)			
S100059919.002	08/17/16	Maintenance Supplies	08/19/16	\$20.34	\$20.34	90-31-6418	Maintenance Supplies	\$0.00	(\$29,745.03)			
S100060731.001	08/17/16	Maintenance Supplies	08/19/16	\$104.58	\$104.58	90-31-6418	Maintenance Supplies	\$0.00	(\$29,745.03)			
S100061069.001	08/17/16	Maintenance Supplies	08/19/16	\$420.55	\$420.55	90-31-6418	Maintenance Supplies	\$0.00	(\$29,745.03)			
S100061245.001	08/17/16	Maintenance Supplies	08/19/16	\$22.30	\$22.30	90-31-6418	Maintenance Supplies	\$0.00	(\$29,745.03)			
S100061644.001	08/17/16	Maintenance Supplies	08/19/16	\$1,055.20	\$1,055.20	90-31-6418	Maintenance Supplies	\$0.00	(\$29,745.03)			
							\$1,768.12					
193	Sellers Equipment, PO Box 1940, Salina, KS, 67402-1940											
IC133822	08/17/16	Equipment Supplies	08/19/16	\$141.16	\$141.16	80-32-6407	Equipment Supplies	\$0.00	(\$643.73)			
IC133822	08/17/16	Equipment Supplies	08/19/16	\$141.16	\$141.16	90-31-6407	Equipment Supplies	\$0.00	(\$953.52)			
							\$282.32					
209	Stanion Wholesale Electric, PO Box 876438, Kansas City, MO, 64187-6438											
4103268-00	08/17/16	Maintenance Supplies	08/19/16	\$252.47	\$252.47	70-30-6418	Maintenance Supplies	\$0.00	(\$26,045.96)			
4129748-01	08/17/16	Maintenance Supplies	08/19/16	\$84.87	\$84.87	70-30-6418	Maintenance Supplies	\$0.00	(\$26,045.96)			
4143257-00	08/17/16	Street Light Maintenance	08/19/16	\$1,306.48	\$1,306.48	70-30-6420	Street Light Maintenance	\$0.00	(\$2,015.69)			
							\$1,643.82					
147	The Thompson Company, 3636 W Stolley Park Rd, PO Box 1466, Grand Island, NE, 68802											
1781841	08/17/16	Kitchen Supplies	08/19/16	\$93.82	\$93.82	53-33-6422	Kitchen Supplies	\$0.00	(\$857.48)			
1781841	08/17/16	Food	08/19/16	\$509.65	\$509.65	53-33-6448	Food	\$0.00	(\$8,992.97)			
							\$603.47					
1104	Unger Chiropractic Clinic, 504 N Penn, Oberlin, KS, 67719-1619											
46891	08/17/16	Miscellaneous Expense	08/19/16	\$125.00	\$125.00	70-30-6436	Miscellaneous Expense	\$0.00	(\$610.31)			
							\$125.00					
43	Unitech Inc., P. O. Box 713, North Platte, NE, 69103											
11563A	08/17/16	Water Treatment Chemicals	08/19/16	\$862.53	\$862.53	44-28-6404	Water Treatment Chemic	\$0.00	(\$1,763.20)			
							\$862.53					
Total Bills To Pay:							\$143,128.57					

City Of Oberlin, Kansas

Resolution No. #687

WHEREAS, the City of Oberlin, Kansas has been informed by Northwest Kansas Housing, Inc. that a housing tax credit application has been filed with the Kansas Housing Resources Corporation for the development of affordable rental housing to be located within the city limits of Oberlin, Kansas with a legal description as follows:

Summit Addition Oberlin, Block 24, Lot 1-2-3-4-5-6, Lots 1-6

WHEREAS, this housing development will contain 2 single-family homes and 2 duplexes (4 units) and will be targeted to families;

WHEREAS, the development will be new construction;

WHEREAS, the property will have the following amenities: refrigerator, range, microwave, dishwasher, garbage disposal, washer & dryer, garage door opener, air conditioning, lawn care, snow and trash removal;

WHEREAS, Northwest Kansas Housing, Inc. has requested local assistance through in-kind contributions for a Sidewalk and (7) meters;

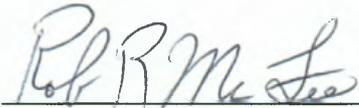
NOW, THEREFORE, BE IT RESOLVED by the City of Oberlin that we support and approve the development of the aforesaid housing in our community, subject to city ordinances and the building permit process. In the event that any of the characteristics mentioned above should change prior to the issuance of a building permit, this resolution is null and void. The City of Oberlin agrees to contribute the following items to be used as matching funds towards the project costs should tax credit funding be received:

In-kind contributions for Sidewalks and (7) meters

Total estimated city match is \$15,000 in value. Should the actual cost of improvements be less than the estimated amount, the City will not contribute the difference in cash.

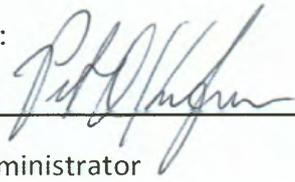
This resolution is effective until December 31, 2015.

ADOPTED BY THE GOVERNING BODY AND APPROVED BY THE MAYOR, on this second day of April, 2015.



Mayor Rob McFee

ATTEST:



City Administrator



OBERLIN POLICE DEPARTMENT

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



MONTHLY ACTIVITY REPORT TO COUNCIL MONTH OF JULY 2016

CITY COURT: FINES COLLECTED FOR: JULY 2016, \$2723.00 Y.T.D.: \$23980.00

CITY COURT CASES FILED

- 1 – THEFT**
- 1 – RED LIGHT**
- 1 – SEAT BELT**
- 3 – NO MOTOR VEHICLE LIABILITY INSURANCE**
- 2 – NO DRIVER’S LICENSE**
- 3 – ILLEGAL TAGS**
- 4 - SPEEDING**
- 1 – TRANSPORTING OPEN CONTAINER**
- 2 – DOGS AT LARGE**
- 2 – VICIOUS ANIMAL**
- 2 – NUISANCE ANIMAL**
- 1 – DRIVING UNDER THE INFLUENCE**
- 1 – DRIVING WHILE LICENSE SUSPENDED**
- 1 – WARRANT ARREST**

DISTRICT COURT CASES / OTHER FILED

ANIMAL CONTROL:

CODE ENFORCEMENT: