

**AGENDA**  
**CITY COUNCIL MEETING**  
Gateway 1 & 2 – Oberlin, Kansas  
November 2, 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 \_\_\_\_\_ 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. Approval of Ordinance #892 Amending Accessory Buildings in the Residential Zones

**New Business**

1. Airport Manager Position (Haas)
2. City Mowing Bids (Haas)
3. Farmland Leases (Haas)
4. Chamber Bucks (Haas)
5. IES Quotes – 2017 Electric Utility Upgrades (Zodrow)

**EXECUTIVE SESSION**

1. Executive Session on matters deemed privileged in attorney-client relationship.

**MISCELLANEOUS**

- Next Council Meeting November 16
- City Offices Closed for Veteran’s Day November 11
- City Offices Closed – November 24-25

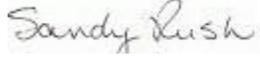
**REPORTS OF OTHER OFFICERS, BOARDS AND COMMITTEES**

- Mayors Report
  - Burn Ban
- Administrators 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 **November 1, 2016** at 4:00 p.m. and remained so posted continuously preceding the scheduled time of said meeting.

A handwritten signature in cursive script that reads "Sandy Rush".

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 –October 20, 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. Mayor Wendelin announced the passing of Councilmember Marilyn Horn. He cited her many years of service to the Community and asked for a moment of silence in her memory.

**Roll Call of the Members of the City Council** - Josh Williby, Brandon Oien and Rusty Addleman. Majority of the Body Present.

Absent: Marilyn Horn

**Others Present:** City Attorney Steve Hirsch, City Administrator Troy Haas, City Foreman David Sporn, Willard Perrin, Jeremy Tally, Steve Zodrow, Cynthia Haynes with the Oberlin Herald, Marilyn Black, Heather McDougal, Ken Badsy, Shayla Williby, Frieda & Bernard Goetz, Christine Edmiston, April Swartz with Varney & Associates, and City Clerk Sandy Rush

### **CONSENT AGENDA**

Approval of minutes – for October 6, 2016 regular Council meeting.

Appropriation Ordinance - Payment of Bills.

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

### **OLD BUSINESS**

**Centennial Park Christmas Tree Lighting** – Economic Development Director Shayla Williby asked for permission to decorate a tree in Centennial Park near the gazebo to kick off Christmas. This would be contingent upon raising money privately to purchase the lights. She said any extra money would be donated to the City for electricity. Oien moved, second by Addleman to approve the lighting. **Motion carried.**

**2015 Audit Report** – April Swartz with Varney & Associates of Manhattan presented the 2015 financial statement and independent auditor’s report to the Council, and gave their recommendations. She thanked City Treasurer Steve Zodrow for his hard work in preparing the information for the auditors. Williby moved, second by Addleman to accept and authorize the filing of the 2015 Audit. **Motion carried.**

**Open Bids on 706 E Commercial** - Administrator Haas presented a sealed bid to Mayor Wendelin. He opened the one bid for 706 E Commercial and read aloud: \$250 from Anthony Triplin. Williby moved, second by Oien to accept the bid of \$250. **Motion carried.**

**Airport Runway Extension Drawdown for Smoky Hill & Olsson’s** – City Treasurer Steve Zodrow reported on the airport extension project and presented pay requests from:

1. Smoky Hill - \$276,561.36
2. Olsson Associates - \$29,229.84

He also explained that all but the retainage of \$96,925.78 has been paid. Williby moved, second by Marchello to approve the pay requests. **Motion carried.**

**Executive Session** – At 5:25 Williby moved, second by Marchello to have a five minute executive session for attorney-client privilege to include the City Administrator, Mayor, City Attorney and Council. **Motion carried.**

Back in session at 5:30 with no action taken.

### **REPORTS**

**Mayor Report** – Wendelin reported

- He had planted pumpkins and they were free to anyone.

- He would be taking suggestions for a councilmember to replace Marilyn Horn.
- Requested the water usage be included in Sporn's report.

Administrators Report – Haas reported

- Handed out a DVD of the Emergency Plan to all councilmembers for review in order to adopt in the future and become compliant.
- Read a thank-you from Option Domestic Violence
- Read a thank-you from Chamber regarding the Sappa Fest
- Next meeting is Wednesday, November 2.

Public Works Report

- City Foreman report is attached.

Treasurers Report

- Cash Flow report

Cemetery/Parks Report

- Received one bid from Lampe Sprinkler from Colby for \$5765 which would take 3-4 days to complete. After a short discussion, Marchello moved, second by Addleman to accept the bid using funds from the Pool Debt Reserve. **Motion carried.**
- Need a replacement for a tree board member.

**ADJOURNMENT**

At 5:50 PM Williby moved, second by Addleman to adjourn. **Motion carried.**

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**Sandy Rush, City Clerk**

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**Ladd Wendelin, Mayor**

ORDINANCE #

An ordinance amending the Oberlin zoning code pertaining to accessory buildings in the residential zones of the city.

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

Section One: Article 17, Section 5 of the Oberlin zoning code is repealed and replaced with the following provision.

A structure may be built in a residential zone ( R, RM, or RMH) without regard to the rules on accessory uses and without any requirement that it be accessory to a principal use on the property, provided the use is consistent with the permitted uses in the residential zone.

Section Two: Article 6, Section 2 ( R zone); Article 7, Section 2 (RM zone); and Article 8, Section 2 (RMH zone) of the Oberlin zoning code shall have the following permitted use added:

Garages for inside storage of vehicles or for the repair of vehicles owned by the owner of the real estate.

Section Three: This ordinance shall take effect and be in full force from and after its adoption and publication in the official city newspaper.

Passed by the Council and approved by the Mayor on this \_\_\_\_\_ day of November, 2016.

\_\_\_\_\_  
Mayor

Attest:

\_\_\_\_\_  
City Clerk



IES Commercial, Inc.  
120 S. Lincoln St.  
P.O. Box 27  
Holdrege, NE 68949  
T: 308 995 4462  
F: 308 995 8771  
www.ies-co.com

October 26, 2016

Mr. Dan Castle  
Public Works Director  
City of Oberlin Kansas  
#1 Morgan Drive  
Oberlin, KS 67749

Re: 2017 Electric Utility Upgrades

Dear Mr. Castle,

Attached are two (2) proposals outlining the pole replacement projects we looked at last week. Please review at your earliest convenience and call me if you have any questions or concerns. If all looks acceptable, please have both proposals signed and dated by your authorized official and return to us for further signatures and we will return a fully executed proposal to you for your records.

Sincerely,

A handwritten signature in black ink that reads "Dan Sherman". The signature is written in a cursive, flowing style.

Dan Sherman  
Operation Manager  
IES-Commercial, Inc.



IES Commercial, Inc.  
120 S. Lincoln St  
P.O. Box 27  
Holdrege, NE 68949  
T: 308 995 4462  
F: 308 995 8771  
www.ies-co.com

October 26, 2016

City Council  
City of Oberlin Kansas  
#1 Morgan Drive  
Oberlin, KS 67749

Re: Electric Utility Upgrades

IES is pleased to quote the following rates for replacing approximately 12-? distribution poles, down guys and anchors as required, identified by Owner's personnel of not being structural sound as discussed with Mr. Castle on October 20, 2016. These rates shall also apply to any type of construction on your system, transmission, distribution or substation. These rates will be in effect through December 31, 2017, (Not to exceed \$250,000.00)

A flat rate of \$98.50 per man hour will apply to all hours worked, billed semimonthly. This is an all-inclusive "blended" rate. This rate includes all equipment, tools, labor (up to a forty hour work week), and supervision to perform the work requested. New construction will be in accordance with the Owner's standard practice. The Owner will be responsible for establishing ROW, easements and staking line routes & anchors and arrange with outages. Note that 4-6 hour outages may be required in order to replace a few poles in a Safe & Timely manner which may require a Saturday or Sunday schedule in order to accommodate local businesses. Documentation of hours worked can be provided with the billings. Any applicable sales taxes will be added to the billings.

Typically, a 5 or 6 man crew will consist of the following:

- 1 - Superintendent (as needed)
- 1 - Foreman
- 3 - Linemen
- 1-2 - Groundman

All necessary digger/derrick(s), aerial basket(s), wire stringing equipment, wire reels, trailers, tools, and support vehicles.

Support personnel will be billed at reduced rates:

- Superintendent - \$85.00 per hour.
- Equipment transport driver - \$90.00 per hour

Any assistance provided by City personnel with pole hauling, retired material disposition, tree trimming, etc. will allow our crews to perform a greater amount of work and reduce the overall cost of the project. The City will provide all material and any necessary permits and utility



locates needed for the project, due to the inability to accurately locate sewer lines IES will not be responsible for damage when installing poles/anchors. IES can provide assistance with the material takeoff and will provide a certificate of insurance prior to any work being performed. Work could commence ~~late this year~~ or the beginning of 2017, pending on current project completions.

*TMH*

Feel free to contact us with any questions or concerns.

Please indicate your acceptance of this proposal by signing below. An original signed copy of the agreement will be returned to you.

Acceptance:

By:  
IES Commercial, Inc.

By:  
City of Oberlin, Kansas

\_\_\_\_\_

\_\_\_\_\_

Title \_\_\_\_\_

Title \_\_\_\_\_

Dated: \_\_\_\_\_

Dated: \_\_\_\_\_

Payments shall be made semimonthly as the work progresses. The entire amount of the contract shall be paid within thirty days after completion.

Service and Finance Charges are applicable on past due accounts at the rate of 1 1/2 percent per month on amounts thirty (30) days past due, which is equal to an annual percentage rate of 18 percent. Such charges are shown as "service charge".

IES Commercial does not accept liability for consequential damages, indirect damages, or for economic loss of any kind.

**Note: This Proposal may be withdrawn by us if not accepted within 30 days of proposal date.**