

**AGENDA**  
**CITY COUNCIL MEETING**  
Gateway 1 & 2 – Oberlin, Kansas  
November 30, 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. Appoint Councilmember (Mayor)
2. Discussion on Cell Tower Land Lease Contract (Hirsch)
3. Opening Bids for City Mowing Contract (Mayor)

**New Business**

1. Review Utility Rates (Zodrow)
2. GROW Decatur County & Community Clean-up Grant Information  
(Abby Hissong)

**EXECUTIVE SESSION**

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

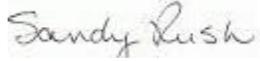
**REPORTS OF OTHER OFFICERS, BOARDS AND COMMITTEES**

- Mayors Report
- Administrators Report
  - Next Council Meeting December 15
  - Employee Appreciation Dinner Possible Dates
- 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 28 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 –November 2, 2016 - GATEWAY- 5:00 p.m.**

**CALL TO ORDER** – Council President Josh Williby called the meeting to order at 5:10 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 Mayor Ladd Wendelin

**Others Present:** City Administrator Troy Haas, City Foreman David Sporn, Steve Zodrow, Cynthia Haynes with the Oberlin Herald, Marilyn Black, Heather McDougal, Brice Meitl Britton Scott, Caleb & Jamie Peterson and City Clerk Sandy Rush. City Attorney Steve Hirsch arrived at 5:15.

**PUBLIC COMMENT** – Marilyn Black inquired if the State would be back to finish the street at the intersection of Highway 36 and Wilson St. She was informed that they would be back.

**CONSENT AGENDA**

Approval of minutes – for October 20, 2016 regular Council meeting.

Appropriation Ordinance - Payment of Bills.

Addleman moved, second by Oien, to approve the Consent Agenda with the minutes changed to reflect the approval of Mark Starr being appointed to the Economic Development Committee. **Motion carried.**

**OLD BUSINESS**

**Approval of Ordinance #892 Amending Accessory Buildings in the Residential Zones** –Hirsch presented a proposed ordinance that would allow accessory buildings on properties without requirements of a home located on it. They would still need to abide by the zoning rules and codes. Oien moved, second by Addleman to approve Ordinance No. 892. **Motion carried.**

**NEW BUSINESS**

**Airport Manager Position** – Haas said that the current airport manager, Britton Scott had expressed a desire to resign from the position because he is not at the airport as much as he felt he should be. Haas reported he had hired Brice Meitl as a replacement. He said Meitl was better suited for the job since he was at the airport throughout the day during the week. They were in the process of developing a job description for airport manager.

**City Mowing Bids** – Haas explained the current contract with Larry Fought for lawn maintenance and mowing of city-owned properties expired October 31, 2016. Oien moved, second by Addleman to advertise again for a proposal to mow. **Motion carried.**

**Farmland Leases** – Haas reported the City owned farmland leases consisting of 105 acres of cropland and 86 acres of grassland leases and would end in February 2016. The lease for 48 acres of cropland located at the airport would end in March 2017. Addleman moved, second by Oien to approve soliciting proposals to rent the three tracts of land for a period of four years. The sealed bids are to be due at 5:00 pm, Wednesday January 18, 2017 and opened at the regular Council meeting, Thursday January 19, 2017. **Motion carried.**

**Chamber Bucks** – Haas requested the Council consider approving Chamber Bucks as a year-end benefit for the employees. After a short discussion, Oien moved, second by Addleman to approve \$300 for full time, \$100 to council and eligible part time and volunteer firefighters. **Motion carried.**

**IES, Commercial Quotes – 2017 Electric Utility Upgrades** – City Treasurer Steve Zodrow presented and explained the hourly rate maintenance agreement for the 2017 pole replacement project from IES Commercial out of

Holdrege NE. He explained that there are four areas they will be concentrating on. Addleman moved, second by Oien to:

1. Accept and sign the contract.
2. Encumber the remaining amount of \$100,000 from 2016 into 2017, to be used with the \$150,000, for 2017.
3. Suspend the procurement policy due to an ongoing project-specific basis.

**Motion carried.** A request was made by the Council to have before and after pictures presented of the poles, lines & transformers to be replaced.

**RECESS:** At 5:40 pm, Haas requested a five minute recess. Back at 5:45 pm.

## **REPORTS**

Acting Mayor Report – Williby reported:

- The County is in a Burn Ban. Hirsch explained that City burning is closed until the Council approves a resolution that sets an open period for burning.

Administrators Report – Haas reported:

- Gave an update on the CVB and the Chamber meetings. Introduced Caleb Peterson and his wife Jamie. Caleb is the new CVB marketing manager.
- Kansas Municipal Insurance Trust (KMIT) workers compensation “pool” for the City, issued a gold star for their safe city practices. This saves the city five percent on their premium.
- Next meeting is Wednesday, November 16.

Public Works Report - City Foreman David Sporn reported:

- The garage left on the property at 711 E Maple is being worked on and he will follow up later.
- City Foreman report is attached.

Treasurers Report - Steve Zodrow reported:

- The office has a procedure set to enter the electric meters for radio reading and is working on the procedure to enter the water meters. The plan is to have as many entered as possible before we take the final readings for winter.
- Reported the Gateway fund is low on cash and it is time to transfer from the Bremer fund the budgeted amount of \$75,000. The carryover for the Bremer fund should be \$86,000.
- Cash Flow and Sales Tax report attached.

## **ADJOURNMENT**

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

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**Sandy Rush, City Clerk**

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**Josh Williby, Council President**

## HELP US GROW

NAME

Mailing Address

City/State/Zip Code

Email Address

\$

Amount Enclosed

Desire to be contacted for  
future fund raising.

Mail to:  
GROW Decatur County  
Foundation  
104 South Penn  
Oberlin, Kansas 67749  
785-475-2901  
GROWdcf@gmail.com

“Residents are the most knowledgeable about the needs of their own communities. Providing the opportunity for a community to create a sustainable pool of dollars available to meet ongoing and future needs enables community members to confidently plan for the future of their home towns. The matching grant initiative provides opportunities for Northwest Kansas residents to define and address community concerns which should in turn, keep residents invested in not only determining and addressing, but planning for growth.”

**Dane G. Hansen Foundation  
Community Foundation Matching  
Grant Initiative**

### **GROW Decatur County Foundation Board Members**

<b>Kurt Vollertsen</b>	<b>785-475-8218</b>
<b>Michael Wasson</b>	<b>785-475-7140</b>
<b>Joan McKenna</b>	<b>785-678-2610</b>
<b>Denton Bailey</b>	<b>785-475-4447</b>
<b>Jim Wesch</b>	<b>308-340-2135</b>
<b>Dori Pauls</b>	<b>785-470-7447</b>
<b>Abby Hissong</b>	<b>785-475-4106</b>
<b>Kris Mathews</b>	<b>402-960-5777</b>
<b>Shayla Williby</b>	<b>785-470-1857</b>



# **GROW**

Decatur County  
Foundation

**Growing  
Rural  
Opportunities  
Within**

GROW With US

**Mission Statement:  
To Revitalize Decatur  
County for Today and  
Tomorrow**



Grants from the GROW Decatur County Foundation will be awarded annually by a grant application process and continue to improve the quality of life for residents of Decatur County.



## Help Us GROW

For the Month of December 2016, every dollar raised (up to \$50,000) will be matched by the Dane G. Hansen Foundation to build Our Permanent Unrestricted Community Grant Program, to help communities across Decatur County. The match limit per individual or business will be \$5,000. Donations greater than \$5,000 will be accepted (but not matched). The GROW Decatur County Foundation is an affiliate of Greater Northwest Kansas Community Foundation and has a tax-exempt 501(c)(3) public charity status.



## GROW WITH US



## Past Grant Projects Funded by the Dane G. Hansen Foundation Community Grant Fund

Oberlin City Library  
Parks Playground Improvement  
Northwest Kansas Gymnastics  
Oberlin Area Concert Band  
Decatur County Barn Art Trail  
Heritage Associates of Jennings  
Sunflower Recreation  
Jennings Fire Department  
Oberlin Country Club  
Decatur Convention & Visitors  
Oberlin Youth Sports  
Decatur County Museum  
Oberlin Beautification  
Triple Creek Riders  
Oberlin Rotary Tree Project  
Sunflower Pheasants Forever  
Oberlin Swim Club  
Decatur Ministerial Alliance  
Oberlin Ball Park  
Main Street Sound System  
Norcatour Citizen Alliance  
USD 294 Digital Sign  
Decatur County Fair Board  
Jennings American Legion  
Oberlin Gun Club





# OBERLIN POLICE DEPARTMENT

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



## MONTHLY ACTIVITY REPORT TO COUNCIL MONTH OF OCTOBER, 2016

**CITY COURT: FINES COLLECTED FOR OCTOBER, 2016 - \$5027.00 YTD - \$34992.63**

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### CITY COURT CASES FILED

6 – SPEEDING  
1 – RED LIGHT  
5 – ILLEGAL TAGS  
2 – NO VALID DRIVER'S LICENSE  
3 – MOTOR VEHICLE LIABILITY INSURANCE  
1 – MISDEMEANOR WARRANT ARREST

### DISTRICT COURT CASES / OTHER FILED

1 – DOMESTIC BATTERY  
2 – DISORDERLY CONDUCT  
1 – FELONY INTERFERENCE WITH LAW ENFORCEMENT

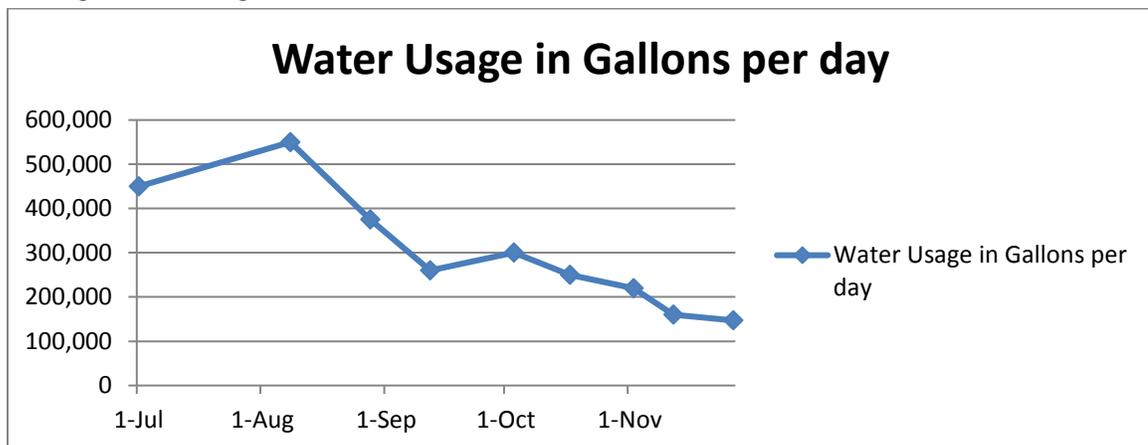
ANIMAL CONTROL: 2 – NOISY ANIMALS  
3 – DOGS AT LARGE  
3 – NO CITY DOG TAGS

CODE ENFORCEMENT: 2 – PROPERTY HEALTH NUISANCE

To: Mayor and Oberlin City Council

From: City Foreman David Sporn

1. The Light Parade went well. We had one of our bucket trucks decorated and entered. It is my understanding that all Christmas lights worked well and there were no complaints.
2. Our street sweeper will still be out picking up leaves around town and will continue to do so until winter arrives.
3. There are 6 roads that are being crack sealed. We want to get them finished this year.
4. I have spent a bit time devising a plan to maintain and repair our bituminous and asphalt streets in town. As we all know, they are deteriorating and will continue to do so in their current state which will ultimately leave us having to rebuild them completely. My report includes the repair of the street edges and water sealing proposed in several different options and pricing. I urge the Mayor and Council to take a look at my "Street Improvement Options" report with consideration in hopes to begin the process of correcting these issues, even if it is a few blocks of street a year.
5. Average Water Usages:



- a. 450,000 gpd, 7-1-16
- b. 550,000 gpd, 8-8-16
- c. 375,000 gpd, 8-28-16
- d. 260,000 gpd, 9-12-16
- e. 300,000 gpd, 10-3-16
- f. 250,000 gpd, 10-17-16
- g. 220,000 gpd, 11-2-16
- h. 160,000 gpd, 11-12-16
- i. 147,000 gpd, 11-27-16

6. No permits issued.

Questions/Comments

November 27, 2016

ID#	Status-W	Status	Docs	Weed Docs	Weeds (10)	City To Abate	Weed Deadline (10)	Site No.	Site Address	First Name	Last Name	Deadline Date: T, N=10 (from date delivered)	Deadline Date: V=20, S=30 (from date delivered)	Count 1-Nuisance (10)	Count 2-Vehicle (20)	Structure-R&A
12-65	2		CL1, CL2, NOV-Blighted Structure	NOV-Weeds	grass and weeds taller than 12", includes trimming and mowing entire property including curbs lines and alleys AND treating dandelions and bindweed if present			803	N York Ave	Mark	Vittitow					buildings on site are deteriorating (boarded up and/or standing open) and appear abandoned (Resolution to City Council)
16-50	2.1							0	N Garfield	Douglas and/or Steven	Bucy					
12-60	2.1					City Abate		709	N York Ave	John P.	Dean					
12-34	2.1					City Abate		701	W Hall Street	Jimmy and/or Sheila	Grissom					
14-49	2.1					City Abate		412	E Ash Street	Tonya J.	Lipker					
14-19	2.1					City Abate		205	N York Ave	Lucille	Fowler					
14-27	2.1					City Abate		502	N Cass Ave	Jody	Wenger					
14-34	2.1					City Abate		105	N Marks Ave	Vicki	Hittle					
16-02	2.1					City Abate		710	E Commercial	Sam and/or Christine	Eldridge					
16-44	2.1				N/2 of hillside by driveway	City Abate		110	N Antelope	Dale and/or Frances	Miller					
16-45	2.1				S/2 of hillside by driveway	City Abate		106	N Antelope	Dennis and/or Judy	Shirley					
16-40	2.1					City Abate		612	N East	Lisa	Votapka					
16-38	2.1					City Abate		113	S Beaver	J.D.	Fortin					
12-15	2.1					City Abate		501	W Hall Street	James	Dalziel					
11-20	2.1					City Abate		201	N East Ave	Cheryl	O'Toole					
15-42	2.1					City Abate		407	W Commercial Street	Scott	Daniel					
15-65	2.1					City Abate		801	N Penn Ave	Blue Sky Ventures LLC c/o Bob Ruf						
16-47	2.1					City Abate		303	W Frontier Pkwy	Oberlin Well Drilling c/o Anthony Zellinger						
16-19	2.1					City Abate		312	N Marks	Darla Dennis and/or Shylo Shields						
15-23	2.1					City Abate		310	N Marks Ave	Darla Dennis and/or Robert Sommars						
15-25	2.1					City Abate		107	N East Ave	Bradford	Gregory					

12-64		1	CL1				111	N York Ave	Shane	Bostic		rusted chest freezer with weeds growing out of the top of it; a large pile of weeds near the alley/gas meter which if fire occurs could create significant damage; a large pile of debris by garage/alley including what appears to be wood, tire(s), cans spilling out of a cardboard box; lawn furniture, metal shelves, metal ladder, furniture, concrete, plastic buckets, all of which create an unsightly appearance to the neighborhood and community		
14-03		1					405	N Marks Ave	Daniel	Sauvage		tires, air tank, plastic tub(s) and crates, solvent tub, lawn equipment, overturned wheel barrow, air hose(s) all in driveway creating appearance of motor repair in a residential area and creating an unsightly appearance to the neighborhood and community	a dark blue or black SUV on ramps in the driveway, violates city code	
12-32		3	CL1, CL2, NOV-Blighted Structure, R&A				214	S Buffalo Ave	the late Jeff	Wade				peeling paint on garage, missing siding and peeling paint on house
14-18		4	NOV - Vehicle; Complaint				810	S Broadway Ave	Jeff Woelk	and/or Ward Mills			a semi tractor sitting for more than 30 days; two antique cars, one sitting on a block and missing parts; a wrecked/missing parts (hood, front grill work) all of which appear inoperable and/or lacking current tag and registration, proof of insurance and registration can be provided to City Hall	

12-28	4	4			tall grass and weeds, includes trimming and mowing entire property including removal of dead limbs and tree trunks as well as piles of dead vegetation which can become a habitat for snakes, rodents, vermin and insects, a fire source and blight to the community		09/16/16	701	S Chandler Ave	Roy	Unger		scraps of wood and metal on ground; one or more hay bale(s); metal walkers and other hospital equipment, including but not limited to a crib; barrels strewn around property of which contents is unknown and could be a hazard to the community; one or more horse tank which could retain water and breed insects; several rolls of barbed wire; several pull-type trailers; several pickup beds; several horse trailers; discarded air conditioner(s); tires strewn around property; one or more large piles	several cars, pickups, farm trucks, one or more combine, a trailer with a sprayer tank on it and/or pieces of heavy equipment; all of which create a blight to the community	
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