

**Oberlin City Council meeting**  
**5:00 pm**  
**October 3, 2019**



**AGENDA**  
**CITY COUNCIL MEETING**  
Gateway 1 & 2 – Oberlin, Kansas  
October 3, 2019  
5:00 PM

**Meeting Called to Order** – Mayor Brandon Oien

**ROLL CALL** of the Members of the City Council and determination of a quorum.  
Marchello \_\_\_\_\_ Lohofener\_\_\_\_\_ Gawith \_\_\_\_\_ McHugh \_\_\_\_\_ McDougal \_\_\_\_\_

**PLEDGE OF ALLEGIANCE to the Flag**

**PUBLIC COMMENT**

**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\_\_\_\_\_

**DOG PARK REPORT** – Susan Nelson

**MIRIAM’S HOPE UPDATE** – Luke Kliewer

**ADMINISTRATORS REPORT**

1. Next Council Meeting October 17, 2019
2. Street Update
3. Connections Grantor Letter
4. Beautification
5. Electric Contracts

**NEW BUSINESS**

1. CMB License for Gateway Event
2. 8 acre Land Lease
3. 214 S Buffalo City Property

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

- Mayors Report
- Public Works Department
- Treasures Report – Sales and Use Tax History Report
- Other Reports

**ADJOURNMENT**

Motion\_\_\_\_\_ Second\_\_\_\_\_

**REGULAR COUNCIL MEETING – September 19, 2019 – GATEWAY – 5:00 P.M. - UNAPPROVED**

**CALL TO ORDER**

Mayor Brandon Oien 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** – James Marchello, Deb Lohofener Scott Gawith, Kristin McHugh, and Garrett McDougal. Majority of the Body Present.

Absent: None

**Others Present** - City Administrator Halley Roberson, City Attorney Steve Hirsch, City Treasurer Steve Zodrow, City Foreman Dave Sporn, Police Chief Brad Burmaster, Officer Troy Haas, Marketing & Event Manager Susan Unger, Airport Manager Brice Meitl, Dr. Rose Kane and Chris Salzman with ESP Consultants, Dayna Mannebach with the Oberlin Herald, Elisabeth Orr, Britton Scott, Ruth Meisner and Marilyn Black.

**OATH OF OFFICE**

Elisabeth Orr was called up front by Mayor Oien, and he swore her in as Municipal Court Clerk.

**PROCLAMATIONS** - None

**PUBLIC COMMENT** - None

**APPOINTMENTS**

Mayor Oien recommended the following board appointments:

Arts and Humanities Commission – Reappoint Theresa Shaughnessy and Mirla Coleman for a three-year term ending July 2022.

Convention and Visitor’s Bureau – Reappoint Halley Roberson for a two-year term ending August 2021.

Library Board – Reappoint Ruth Wolfram and Warren Bainter for four-year terms ending April 2023.

Board of Zoning Appeals (BOZA) – Appoint David Slaughter to replace Nikki Sauvage term ending August 2021. Appoint Chris Hackney to replace Tim Stallman term ending May 2022.

Planning Commission – Appoint David Slaughter to replace Nikki Sauvage term ending August 2021. Appoint Chris Hackney to replace Tim Stallman term ending May 2022.

Public Building Commission – Appoint Chris Hackney to replace Brandon Oien term ending May 2021. Reappoint Derek Chambers for a three-year term ending May 2022.

Tree Board Committee – Reappoint Jeremy Tally for the term ending December 2021.

Gawith moved that the appointments as recommended by the Mayor be accepted, seconded by Lohofener. **Motion carried.**

## **CONSENT AGENDA**

Approval of minutes of September 5, 2019, regular Council meeting.  
Appropriation Ordinance – Payment of Bills.

Lohoefener moved, second by McHugh to approve the Consent Agenda. **Motion carried.**

## **GATEWAY EVENTS UPDATE**

Susan Unger, Marketing and Events Manager, gave the Council a presentation on the upcoming events at the Gateway Civic Center. She presented a powerpoint presentation showing how she has been marketing the events on social media and how the sites capture data for her to use for demographics and volume of visitors to the sites. Other means of marketing are also used, which include posters, flyers, newspaper, and radio. Sponsorships of the events are also a part of the marketing. The sponsorship money helps cover the cost of the event, and both the event and the sponsor get marketing exposure. It is a great way for local and area entities to get their name out in front of the public. The events are marketed for hundreds of miles in every direction from Oberlin.

## **NEW BUSINESS**

### **Energy Solution Professionals Presentation**

The Mayor moved to Energy Solutions Professionals (ESP) under new business on the agenda to give Dr. Rose Kane and Chris Salzman a chance to make their presentation so that they could leave the meeting before getting late into the evening.

Chris Salzman took the floor and presented a powerpoint presentation on the Energy Study that ESP had performed for the City. ESP has performed an investment grade audit of the City's energy uses and costs. The results of this audit have been packaged into a detailed report that shows every energy cost savings item they looked at, showing the current cost and the projected savings that could be incurred if certain conservation actions are taken. The goal is to have the cost of the conservation actions pay for themselves through the decrease in energy costs. Their audit identified projects that could save the City \$35,000 a year in energy costs. The City could fund \$269,000 of these projects with the annual energy cost savings alone on a ten-year plan or \$352,000 on a 15-year plan. They also demonstrated that the City could leverage the energy savings and add funds from other sources to fund even larger projects.

The other part of the audit looked at the cost of energy being purchased by the City off the grid. The audit resulted in the possibility that the City could enter into a purchase power arrangement (PPA) with an entity that would construct a combination solar/wind generation field to supply the City with 2.5MW of electric demand and supplying 9,000,000 kWh of energy at \$.046/kWh. The PPA would be for a 21-year term and has a projected benefit to the City of \$216,000 per year.

The next steps in the process now would be:

1. Determine Final Scope of Work
2. Arrange Financing
3. Sign Energy Performance Contract (EPC) Agreement
4. Authorize Finalization of PPA Agreement

Mr. Salzman took several questions from Council Members clarifying items in the report. The Council thanked Mr. Salzman and Dr. Kane for their work but deferred any action at this time.

## **ADMINISTRATORS REPORT**

1. Next Council Meeting will be on October 3, 2019.
2. Reported that work is almost completed on the CDBG Water Project Application for Phase II on the Water Main Replacement. The application will be submitted sometime next week.

3. Miriam's Hope has been invited to be at the next Council Meeting.
4. Reported that the oldest bucket truck the City owns incurred a hydraulic system failure. Repair of the system will run in the neighborhood of \$16,000. Foreman Sporn informed the Council that the truck still passes electrical and DOT inspections and overall is in pretty good shape. It is needed and used regularly and could not be replaced for the cost of the needed repairs.

## **NEW BUSINESS – Continued**

### **Ordinance No 911 Standard Traffic Ordinance (STO) and Ordinance No 912 Uniform Public Offense Code (UPOC)**

Administrator Roberson explained to the Council that these two ordinances get passed annually and are necessary for the enforcement of laws by our police department.

McDougal moved, seconded by Gawith that the City pass Ordinance No. 911 and Ordinance No 912 as written. **Motion carried.**

### **Skid Steer Proposal**

Foreman Sporn informed the Council that the City's only skid steer has had a hydraulic system part failure and is in Colby for repairs. It is being used practically daily on the Street Project and frankly not having one delay work across the board for City public works. It has been budgeted to purchase two in the 2020 budget. He is asking for permission to buy one now using Street Project Funds to keep things moving along and release the old one back for use by the other departments when it returns. He has three bids for the Model the City needs for the size of jobs and for continued use of the attachments the City already possesses. The bids he had received were Plains Equipment, Oberlin \$49,997, Colby Ag Center for \$43,500 and Titan Machinery in North Platte, NE for \$33,289. Roberson and Sporn discussed the real need for the skid steer to be serviced as local as possible to keep any downtime to a minimum and transportation costs down as well. David said that he heard that the dealer in Hoxie was also an authorized Bobcat dealer.

Marchello moved, seconded by Lohofener to allow David to get a bid from the dealer in Hoxie as well and authorized the purchase of a Bobcat Skid Steer not to exceed \$34,000. **Motion carried.**

## **OLD BUSINESS**

### **Street Survey**

Administrator Roberson expressed her concern regarding stopping the street project after the block on Ash street is completed to conduct a public survey. There isn't much time left this year for construction, and the crew has momentum going now. The Council agreed and asked Foreman Sporn for his recommendation for the next location for the crew to move. His recommendation was the last block of East Hall Street just before you get to the intersection of Marks and Hall. He would like to do that one in all concrete and not using the hybrid method. Councilman Marchello pointed out that the blocks of West Hall just past Highway 83 are probably in worse condition than the suggested one on East Hall. It was agreed by all that there are a lot of different high traffic blocks that could be considered.

Marchello moved, seconded by Lohofener for David to choose a high traffic block for the next street replacement and to do it all in concrete. **Motion carried**

## Land Bid

Administrator Roberson reported the results of the bids for the 8 acres of land the City had put up for bid. Bid 1 - \$18,200, Bid 2 – 8,888.88, Bid 3 – 6,954.80. Councilwoman Lohofener thought the bids were going to be opened during the Council Meeting. She wanted to know who the bidders are. Administrator Roberson left the meeting to fetch the actual bid letters and brought them back into the meeting room. Councilman Gawith expressed concerns about discussing the names of the bidders before actually accepting or rejecting bids to avoid any appearance of favoritism. Councilwoman Lohofener insisted she wanted to know who the bidders are. Administrator Roberson then announced that Bid 1 was from Brice Meitl, Bid 2 from Josh Williby and Bid 3 from Wayne and Chris Hackney. Councilman Gawith stated that he didn't think the bid amounts outweighed the future benefit the City could obtain from holding onto the land. Councilman Marchello also expressed that he did not feel it was in the City's best interest to sell the land.

Marchello moved, seconded by Gawith to decline all three bids for the sale of the land. **Motion carried.**

### Reports of Other Officers, Boards, and Committees:

#### Mayors Report: None

**Public Works Department:** Foreman Sporn's report was available as part of the packet. He had nothing to add and inquired if the Council had any questions.

**Treasurer's Report:** Treasurer Zodrow had the Sales and Use Tax Report for August and Financial reports for May, June, and July available for the Council. The Mayor did not ask for any presentation of the reports, and the Council asked no questions about the reports.

**Police Report:** Police Chief Burmaster's report was available as part of the packet. He had nothing to add.

**Board Reports:** Chamber September 12, 2019 Board Meeting Agenda was available in the packet.

Mayor Oien then went around the table offering each Council Member a chance to make any statements they wished. No one had anything to add or comment.

Gawith moved, second by Lohofener to adjourn. **Motion carried.**

Oien adjourned the meeting at 6:35 pm.

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City Clerk

Mayor

City of Oberlin  
c/o Jan Ackerman  
414 Smith Drive  
Colby KS 67701  
Phone: (785) 675-2155  
[janis25331@gmail.com](mailto:janis25331@gmail.com)

July 1, 2019

Steven C. Bucy  
9237 Clay St.  
Federal Heights CO 802260

OB 12-14

Dear Steven:

I would like to visit with you about your properties located at ~~603~~<sup>203</sup> N Grand, Oberlin KS 67749 and its enrollment in the **67749 Connections** program. The Oberlin City Council approved my effort to connect out-of-town property owners with individuals that would like to assume the responsibility of properties in Oberlin. This program allows owners like you to be free of the responsibilities of property oversight.

The **67749 Connections** program frees current owners of the tax responsibility and all other aspects of ownership by the donation of the property to individuals who take the property "as is." The current owner signs a Quit Claim Deed and the new owner pays the back taxes, if any, and pays for the deed and paperwork. In other words, the program costs the current owner nothing but time to get the deed notarized and a stamp. However, if the current owner owes money on the property, it does not nullify that debt.

As you probably know, this is grass growing time and the accompanying letter is to let you know both your properties are out of compliance with the weed/vegetation ordinance. Please take prompt attention to having the grass cut, and please consider enrolling your properties in the program outlined above. Should you decide to move in that direction, please note your intent at the bottom of this page and return it to me. If you have any questions, please feel free to contact me at your convenience.

Sincerely,



Jan Ackerman  
Oberlin Compliance Officer

CC: city administrator, city attorney

I, STEVEN C. BUCY, wish to donate the property(s) listed above in paragraph one (1) to the **67749 Connections** program. I understand I will receive no money from this transaction.

Steven C. Bucy  
Signature

7-6-2019  
Date

# Energy contracts



More information is coming from both providers KMEA & Sunflower. Completed information will be available for the council meeting. When more clear information is available I will send it via email. This will be a chance to review information before either organization presents to the council...if the council chooses.

KEEP THIS LICENSE POSTED CONSPICUOUSLY AT ALL TIMES

# RETAIL

FEE, \$ 75.00

## TEMPORARY LICENSE

TO ALL WHOM IT MAY CONCERN:

License is hereby granted to

**GATEWAY CIVIC CENTER**

to sell at retail

**CEREAL MALT BEVERAGE**

Consumption on Premises

At **The Gateway 1 Morgan Drive , Oberlin KS 67749**

In the City of **OBERLIN** in **DECATUR COUNTY, KANSAS.**

Application therefore, on file in the office of the City Clerk of said City, having been approved by the governing body of such City as provided by the Laws of Kansas and the rules, regulations and ordinances pertaining thereto.

**Duration of Special Event: November 2, 2019 from 8:00 AM to 12:00 AM**

Given under our hands and the corporate seal of said City, this **3rd** day of **October, 2019**

(Seal)

Countersigned:

\_\_\_\_\_  
Sandy Rush City Clerk

\_\_\_\_\_  
Brandon Oien, Mayor

# Buffalo lot options

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- Sell lot
- Talk with a developer
- Donate to GROW Foundation





City of Oberlin  
City Share of County 1% Local Sales Tax Receipts

	Combined Total Compensating Use and Sale Tax										Monthly
	<u>2010</u>	<u>2011</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>Average</u>
Jan	9,060.50	9,985.62	10,287.97	12,413.13	10,718.01	11,958.35	9,462.39	10,137.30	10,696.77	10,595.60	10,531.56
Feb	10,439.89	9,265.06	15,317.45	12,754.54	10,482.80	14,184.06	14,211.40	10,035.06	10,428.31	11,730.02	11,884.86
Mar	9,553.89	11,222.52	12,011.30	12,867.30	12,770.49	11,371.45	12,518.75	8,826.54	11,298.11	9,730.12	11,217.05
Apr	7,009.74	10,683.76	9,217.39	9,357.39	10,592.09	9,930.44	7,834.05	11,039.07	9,719.62	12,365.25	9,774.88
May	10,116.07	9,964.25	10,059.72	12,197.87	19,825.39	12,367.06	11,836.25	10,310.10	10,833.86	10,770.72	11,828.13
Jun	8,720.79	9,323.96	10,961.76	11,458.11	12,395.91	13,616.40	8,607.49	9,763.87	9,342.18	11,154.81	10,534.53
Jul	7,848.89	8,362.93	8,979.12	10,894.41	14,977.72	10,214.54	11,238.90	11,661.68	11,373.01	10,551.30	10,610.25
Aug	10,953.64	11,365.80	10,389.27	12,306.03	19,970.12	12,014.44	10,711.75	13,191.39	12,844.71	9,785.39	12,353.25
Sep	8,175.66	9,916.29	11,817.66	10,777.28	14,389.11	11,197.53	11,289.36	8,921.29	14,011.65	12,595.25	11,309.11
Oct	8,827.65	12,206.93	13,791.86	11,953.06	12,738.50	11,500.53	12,020.11	12,095.05	13,970.72	-	12,122.71
Nov	10,097.64	14,026.08	10,989.41	11,774.98	15,836.42	13,009.91	11,186.51	11,669.46	12,589.73	-	12,353.35
Dec	9,260.41	12,348.90	9,722.01	11,818.67	10,470.56	11,606.29	12,755.15	9,480.12	10,766.48	-	10,914.29
	<u>110,064.77</u>	<u>128,672.10</u>	<u>133,544.92</u>	<u>140,572.77</u>	<u>165,167.12</u>	<u>142,971.00</u>	<u>133,672.11</u>	<u>127,130.93</u>	<u>137,875.15</u>	<u>99,278.46</u>	
	Total Combined Compensating Use and Sales Tax Received									1,318,949.33	
	Overall Monthly Average									117 Months	11,273.07



