

## **REGULAR COUNCIL MEETING – July 7, 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 Jim Marchello. **Majority of the Body Present.**

**Absent** – Marilyn Horn and Rusty Addleman

**Others Present** – City Attorney Steve Hirsch, City Foreman David Sporn, Treasurer Steve Zodrow, Police Chief Troy Haas and Amy, Marilyn Black, Heather McDougal, Kari Morford, Shayla Williby, Tasha Carman, Mike McKenna, Marcia Lohofener, Kris Mathews, Lisa Votapka, Valisha Raile, Lucas Coryell, Kurt Vollertsen, Rhonda Goddard with Nex-tech, Tiffany Kershner, with Options, Angie Baldelomar with the Oberlin Herald and City Clerk Sandy Rush.

**PROCLAMATIONS** – none

**APPOINTMENTS** – none

**PUBLIC COMMENT**

### **CONSENT AGENDA**

Approval of the minutes of the June 16, 2016 regular Council meeting.

Appropriations Ordinance – Payment of Bills

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

### **OLD BUSINESS**

Request for Use of Sappa Park by Chamber of Commerce for Up in Smoke, Reitz & Rust and Red Brick Rode Car Show – Chamber of Commerce members asked for permission to use the Sappa Park for the Sappa Fest scheduled on September 10, 2016. The entry gate would start east of the Shirley's with all of the Park to be used, including the Shelter House. Oien moved, second by Williby to approve the use of the Park. They asked the members to keep Jeremy Tally and City Foreman David Sporn informed. **Motion carried.**

Discuss Sidewalk CDBG Special Activities Grant – City Treasurer Steve Zodrow reported that the proposed costs for the downtown sidewalk could total over \$250,000. The reason for such an expense is due to added labor involved in changing out water shut offs and the difficulty of using a bobcat under the awnings. Zodrow recommends at this time to pass by the opportunity of the grant, which the Council agreed to since the Budget would probably not allow it if the City is to continue building up the street department fund.

Discuss Fees Regarding Right of Way Ordinance – After a long discussion, Williby moved, second by Oien to waive the Right of Way fees as required in Ordinance 868 for Nex-Tech. **Motion carried.** Council requested City Attorney Steve Hirsch rewrite the Ordinance to state that fees for entities such as Eagle and AT&T that hold valid franchise agreements with the City would have the fees waived with all other provisions still to be applicable. Companies only passing through town with no franchise agreement and providing no service to the community would have to pay the fees.

### **NEW BUSINESS**

Playground/Park Improvements Budget Request & Approval for Memorial Drinking Fountain for the City Park – Valisha Raile with the Playground/Park committee presented a proposed outdoor drinking fountain to be purchased and installed with memorial funds provided by Violet Brown Memorial, to be located at the City Park. Oien moved, second by Williby to approve the structure with the supervision of Water Supervisor Willard Perrin and City Foreman David Sporn. **Motion carried.**

Request for Donation from Options – Tiffany Kershner with Options from Hays requested support for their program that handles victims of domestic & sexual violence in Decatur County. Williby moved, second by Oien to approve the donation of \$500. **Motion carried.**

Request Permission to Use Dane G. Hansen Grant for a PA System Downtown. - Kurt Vollertsen with the Decatur Area Development requested approval of the installation of a sound system, including new speakers, on Main Street. These are to be paid with by the Dane G. Hansen Grant for \$3,599 they were granted. Oien moved, second by Williby to approve the installation. **Motion carried.**

Discuss EDC Quarterly Allocation –Councilman Jim Marchello stated it was their responsibility to the public to have accountability of how public monies are used. In order to accomplish this he stated that we needed to open up the communication channels between the council and EDC. Oberlin-Decatur County Economic Development Corporation (EDC) Director Shayla Williby presented a balance sheet on the EDC, Theater and the Bowling Alley. After a long discussion, Marchello moved, second by Oien to give the quarterly allocation to the Oberlin-Decatur County Economic Development Corp. with the stipulation that the council be provided the monthly EDC Board minutes and financial reports at least on a quarterly basis. **Motion carried.**

Discuss Director Position for the CVB – Lisa Votapka with the Convention Visitors Bureau (CVB) discussed the proposal of hiring a contract part time CVB Marketing Manager to develop and implement marketing and communication initiatives for the City of Oberlin. After a discussion, Hirsch recommended the CVB have a conversation with the Oakley Tourism Director for suggestions. He also recommends the person would need to be on a payroll instead of contract. It was decided to table the discussion until more information was gathered.

Ordinance Concerning Payment of Insurance Proceeds – Oien moved, second by Williby to approve Ordinance No. 888 as presented by City Attorney Hirsch. **Motion carried.** This protects the city in the event that a building is damaged by a fire, explosion or wind to set up a fund that would cover the clean-up of the property. The insurance companies would have to send 15% of the proceeds to the city to hold until such time as the property is cleaned up and then the money gets sent back to the insurance company.

Approval for Title Search of Airport Property and Vicinity – Oien moved, second by Williby to approve the request from City Attorney Hirsch to have a title search done on the airport area to verify the exact amount of property the city owns. **Motion carried.**

Gateway Ice Maker Repairs – Oien moved, second by Williby to approve the purchase of the new ice maker for the Gateway, to be paid from the Bremer fund for \$3100. **Motion carried.**

## **EXECUTIVE SESSIONS**

### #1 Executive Session –

At 7:00 pm, Oien moved, second by Williby to enter into executive session for 5 minutes for non-elected personnel, to include Mayor, Council, City Attorney, City Foreman and City Clerk. **Motion carried.**

Back at 7:05, Oien moved, second by Williby to approve the recommended raises. **Motion carried.**

### #2 Executive Session

At 7:05 pm, Oien moved, second by Williby to enter into executive session for 10 minutes for attorney-client privilege, to include Mayor, Council, City Attorney and City Clerk. **Motion carried.**

Back at 7:15 pm with no action taken.

2017 Budget Discussion – City Treasurer Steve Zodrow handed out a preliminary 2017 Budget. Up for discussion was the airport five year capital improvement program that would include the budgeting of \$34,000 for seal coat for the runway. Funding for the Gateway that is needed, possibly by adding a franchise fee to the electric. Zodrow presented budgets from all the area towns that were already using a franchise fee to generate funds for their general fund. The growing street maintenance department also needs funded. Zodrow also presented the Arts & Humanities

Commission proposed budget for their 2017 year. The commission is requesting an increase of \$4000 in support. He asked the Council to take the proposed budget home and review.

Zodrow stated the Sappa Youth Ranch Buildings were costing the city approximately \$10,000 annually to insure the three dorm houses and the office and would like the council to reevaluate the type of coverage. Williby moved, second by Oien to lower the coverage to liability only on the buildings. **Motion carried.**

Williby moved, second by Oien to request a special meeting for the object and purpose of a 2017 Budget Workshop to be held in conjunction with the special meeting held for the discussion of a City Administrator on July 18, 2016 at 5 pm. **Motion carried.**

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

Public Works – City Foreman David Sporn’s report is attached. Also attached was the picture of the 1999 International Dump Truck that he purchased as approved June 16, 2016

**ADJOURNMENT** -At 8:30 pm Williby moved, second by Oien the meeting be adjourned. **Motion carried.**

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Mayor, Ladd Wendelin

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City Clerk, Sandy Rush