

**Oberlin City Council meeting**  
**5:00 pm**  
**August 2, 2018**



**AGENDA**  
**CITY COUNCIL MEETING**  
Gateway 1 & 2 – Oberlin, Kansas  
August 2, 2018  
5:00 PM

**Meeting Called to Order** – Mayor Ladd Wendelin

**ROLL CALL** of the Members of the City Council and determination of quorum.  
Oien\_\_\_\_ Marchello \_\_\_\_\_ Lohofener\_\_\_\_ Garner \_\_\_\_\_ Gawith \_\_\_\_\_

**ABSENT:** Mayor Ladd Wendelin

**BOARD APPOINTMENTS** – Oberlin Housing Authority: Joy Russell to replace Dori Pauls to finish her term ending May 2021.

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

**ADMINISTRATORS REPORT**

1. Next Council Meeting August 16, 2018
2. RFP Updates
3. Pool Update
4. Grass in Drains
5. IES Aug 6<sup>th</sup>
6. Replacing Electric Meters
7. CDBG Meeting

**OLD BUSINESS**

1. Hall Street Project – David Sporn

**New Business**

1. UPOC Ordinance
2. STO Ordinance
3. Approval of United Rebel Sprint Series CMB License

**EXECUTIVE Sessions**

#1 Executive Session for non-elected personnel.

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

- Public Works Department - Report Available for Discussion
- Treasurers Report - Cash Flow Statement Available for Discussion
- Board Reports
  - CVB 7-26-18 Minutes
  - Library July 2018 Minutes
- Other Reports

**ADJOURNMENT**

- Action – Motion to Adjourn  
Motion\_\_\_\_\_ Second\_\_\_\_\_

## **REGULAR COUNCIL MEETING – July 19, 2018 – GATEWAY – 5:00 P.M. - UNAPPROVED**

**CALL TO ORDER** – Acting 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** - Brandon Oien, Scott Gawith, Jim Garner, Deb Lohoefer and Jim Marchello by phone. Majority of the Body Present.

**Absent:** Mayor Ladd Wendelin

**Others Present** - City Administrator Halley Roberson, City Attorney Steve Hirsch, City Treasurer Steve Zodrow, Jeremy Tally, Airport Manager Brice Meitl, Dayna Mannebach with the Oberlin Herald, Intern Kenneth McBride, Chris Miller with Miller & Associates, Chris Salzman, Jeff Flathman and Dr. Rose Kane with Energy Solutions Professionals, Ruth & Jim Miesner, EDC Board Members; Mark Starr, Danielle Wasson, Lisa Votapka and City Clerk Sandy Rush.

### **CONSENT AGENDA**

Approval of minutes of July 5, 2018 regular council meeting and the approval of bills.  
Gawith moved, second by Lohoefer to approve the Consent Agenda. **Motion carried.**

### **ADMINISTRATORS REPORT**

Administrator Roberson reported the next regular council meeting is scheduled for August 2, 2018. She also reported the city has purchased a car to replace the Impala under budget at \$8500. Ms. Roberson said she had met with Diane Hofer with Olsson Associates and gone over the current scheduled airport projects. The city is keeping the Apron and Taxiway project as a FAA project for 2019. The runway reseal and crack repair project that was denied by KDOT for 2019 will now be applied for under a new FAA grant program that is 100% grant funded. Depending upon award it could still be done in 2019 under this grant program. She said the City is nearing a resolution with the insurance company on the damages sustained to City property in the May hail storm. Roberson also said the City is doing a better job of working with other local entities i.e. County, School and Hospital to use resources of one entity to assist another entity that results in lower cost overall to the taxpayers.

### **OLD BUSINESS**

**Hall Street Bid Opening Results** – City Foreman David Sporn reported there was only one bid received on the Hall Street Project and it came from McCormick Excavation & Paving from Stratton, CO. The bid was for 4" asphalt street \$115,890.64 and 6" asphalt street \$130,260.75. Also bid was total concrete curb, gutter and driveway plans \$33,128. After a discussion, the council tabled the project for now to take another look at the alternative street repair plan that Foreman Sporn had presented a few months back using city equipment and crew.

**Lagoon Bid Opening** – Chris Miller with Miller & Associates presented the bid tabulations for the construction of the fourth expansion of the lagoons at the sewer treatment facility. The City received five bids including base (using concrete rock riprap w/bedding and filter fabric) and alternate bids (using tied concrete block mats w/seeding):

1. BSB Construction, Curtis, Ne \$566,213 and \$703,274
2. Leising, Inc., Arapahoe, NE \$682,053 and \$817,368
3. Reed Dozing, Sheldon, MO \$777,400 and \$882,160
4. Sporer Land Development, Oakley, KS \$791,141 and \$987,566
5. Smoky Hill, Salina, KS \$919,630 and \$1,010,334.70

Mr. Miller explained Kansas Water Pollution Control Revolving Loan Fund would provide a 100% principal forgiveness on the sewer project. He recommended that the alternate bid from BSB Construction be accepted and award them the contract. Garner moved, second by Gawith to accept the alternate bid by BSB Construction contingent upon KDHE approval otherwise accept the base bid. **Motion carried.**

**Budget** – Treasurer Zodrow presented the proposed budget to the Council again. He said the better interest rates made it promising to allow for a street project. After a discussion, the council requested:

1. Transferring \$75,000 from the Electric Fund to the Consolidated Street Fund for a street project.
2. Change the title of EDC Appropriations to Economic Development

Gawith moved, second by Lohofener to authorize the publication of the 2019 budget, with the public hearing to be held August 16, 2018 at 5:15 p.m. **Motion carried.**

## **NEW BUSINESS**

**Energy Study** – President Jeff Flathman, Dr. Rose Kane and Chris Salzman with Energy Solutions Professionals provided a preliminary report on the energy cost study they performed for the City. They believe there are areas the City can save on energy costs and those savings can actually pay for the improvements needed to make those energy savings. In order to prove their preliminary study and to arrive at actual savings they need to perform an investment grade audit. After a discussion, Gawith moved, second by Garner authorizing city staff to advertise a Request for Proposals from qualified energy service companies to Develop and Implement an Energy Conservation Project with Guaranteed Savings per KSA 73-37,125. **Motion carried.**

**Stop Sign at Ash & East** - Administrator Roberson reported residents have requested stop signs be placed facing east and west at Ash Street and East Avenue. Lohofener moved, second by Garner to approve. **Motion carried.**

**Pavement Cutting Permit Fees** – Foreman Sporn said a property owner had approached him about putting in a driveway and he needed permission and a permit. The City code as written now states the cost of a permit is determined by how many square yards might be damaged. He would like a set fee to be considered. Gawith moved, second by Garner to set the permit fee at \$50 per square yard. **Motion carried.**

**Executive Session** – The Acting Mayor called for a 5 minute Executive Session to discuss an item pursuant to the Attorney/Client privilege, K.S.A. 75-4319(b). To include the acting mayor, administrator, city attorney, Council and Treasurer Steve Zodrow starting at 7:05 p.m. Gawith moved, second by Lohofener. **Motion carried.**

Council resumed regular session at 7:10 p.m. No action to be taken.

**Acting Mayor Report** – Oien commented about the Thank You from the Swim Club for the use of the pool for their swim meet.

**Public Works Department** – Foreman report available for discussion.

**Treasurer Report** – June Cash Flow report available for discussion.

**Board Reports** – EDC 6-11-18 and 7-9-18 Minutes available for discussion.

Gawith moved, second by Garner to adjourn the meeting at 7:15 p.m. **Motion carried.**

ORDINANCE NO. 904

An Ordinance Regulating Traffic within the Corporate Limits  
Of the City of Oberlin, Kansas and elsewhere; Incorporating By Reference the  
*Uniform Public Offense Code for Kansas Cities*, Edition of 2018

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

Section 1. **INCORPORATING *Uniform Public Offense Code*.** There is hereby incorporated by reference for the purpose of regulating public offenses within the corporate limits of the City of Oberlin, Kansas, and any property owned by the City outside the corporate limits that certain code known as the *Uniform Public Offense Code*, Edition of 2018, prepared and published in book form by the League of Kansas Municipalities, Topeka, Kansas. One official copy of said *Uniform Public Offense Code* shall be marked or stamped "Official Copy as Adopted by Ordinance No. 904," and to which shall be attached a copy of this ordinance, and filed with the city clerk to be open to inspection and available to the public at all reasonable hours.

Section 2. **Repeal.** Ordinance No. 897 is repealed.

Section 3. **Effective Date.** This ordinance shall take effect and be in force from and after its publication in the official city newspaper.

Passed by the City Council this 2<sup>nd</sup> day of August 2018.

Approved by the Mayor this 2<sup>nd</sup> day of August 2018.

\_\_\_\_\_  
Ladd Wendelin, Mayor

ATTEST:  
(Seal)

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

ORDINANCE NO. 905

An Ordinance Regulating Traffic Within the Corporate Limits  
of the City of Oberlin, Kansas and elsewhere; Incorporating By Reference the  
“*Standard Traffic Ordinance* for Kansas Cities,” Edition of 2018;  
Providing Certain Penalties and  
Repealing Ordinance No. 898

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

Section 1. **INCORPORATING STANDARD TRAFFIC ORDINANCE.** There is hereby incorporated by reference for the purpose of regulating traffic within the corporate limits of the City of Oberlin, Kansas, and any property owned by the City outside the corporate limits, that certain standard traffic ordinance known as the “*Standard Traffic Ordinance* for Kansas Cities”, Edition of 2018, prepared and published in book form by the League of Kansas Municipalities, Topeka, Kansas. One official copy of said *Standard Traffic Ordinance* shall be marked or stamped “Official Copy as Adopted by Ordinance No.905”, and to which shall be attached a copy of this ordinance, and filed with the City Clerk to be open to inspection and available to the public at all reasonable hours. The police department, municipal judge and all administrative departments of the City charged with enforcement of the ordinance shall be supplied, at the cost of the City, such number of official copies of such *Standard Traffic Ordinance* similarly marked, as may be deemed expedient.

Section 2. **TRAFFIC INFRACTIONS AND TRAFFIC OFFENSES.**

- (a) An ordinance traffic infraction is a violation of any section of this ordinance that prescribes or requires the same behavior as that prescribed or required by a statutory provision that is classified as a traffic infraction in K.S.A. 8-2118.
- (b) All traffic violations which are included within this ordinance, and which are not ordinance traffic infractions, as defined in subsection (a) of this section, shall be considered traffic offenses.

Section 3. **PENALTY FOR SCHEDULED FINES.** The fine for violation of an ordinance traffic infraction or any other traffic offense for which the municipal judge establishes a fine in a fine schedule shall not be less than Ten Dollars (\$10) nor more than Five Hundred Dollars (\$500), except for speeding which shall not be less than Ten Dollars (\$10) nor more than Five Hundred Dollars (\$500). A person tried and convicted for violation of an ordinance traffic infraction or other traffic offense for which a fine has been established in a schedule of fines shall pay a fine fixed by the court not to exceed Five Hundred Dollars (\$500).

Section 4. **Repeal.** Ordinance No. 898 is repealed.

Section 5. **EFFECTIVE DATE.** This ordinance shall take effect and be in force from and after its publication in the official city newspaper.

Passed by the City Council this 2<sup>nd</sup> day of August 2018.

Approved by the Mayor this 2<sup>nd</sup> day of August 2018.

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Ladd Wendelin, Mayor

ATTEST:  
(Seal)

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Sandy Rush, City Clerk

KEEP THIS LICENSE POSTED CONSPICUOUSLY AT ALL TIMES

# RETAIL

FEE, \$ 75.00

NO. \_\_\_\_\_

**DEALER'S**

**2018**

**LICENSE**

TO ALL WHOM IT MAY CONCERN:

License is hereby granted to **United Rebel Sprint Series LLC-Rick Salem** to sell at retail

## CEREAL MALT BEVERAGES

On-Premise Retailer

At **Decatur County Fairgrounds, 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.

This license will expire **December 31, 2018** unless sooner revoked, is not transferable, nor will any refund of the fee be allowed thereon.

Given under our hands and the corporate seal of said City, this 2<sup>nd</sup> Day of August, 2018

**Countersigned:** \_\_\_\_\_

**(Seal)** Ladd Wendelin, Mayor

\_\_\_\_\_  
Steve Zodrow, City Treasurer

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

Brad Marcuson  
Stanley A. McEvoy  
Karen Larson  
Commissioners  
785-475-8101

Nora Urban  
County Clerk  
785-475-8102

Jean Ann Hale  
County Treasurer  
785-475-8103

Steven W. Hirsch  
County Attorney  
785-475-8104

Kari Ketterl  
Register of Deeds  
785-475-8105

Ken Badsy  
County Sheriff  
785-475-8100

Jacque Boultinghouse  
EM Director  
785-475-8100

Jay Tate  
Magistrate Judge  
785-475-8108

Janet Meitl  
Clerk Of The District Court  
785-475-8107

Seth Lohofener  
Road Supervisor  
785-475-8111

Gaylen Huntley  
County Weed Director  
785-475-8128

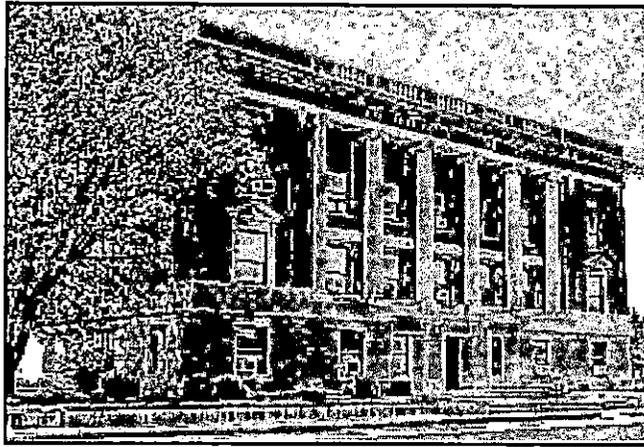
Alan W. Hale  
County Appraiser  
785-475-8109

Marilyn Gamblin  
Health Administrator  
785-475-8118

Linda Manning  
EMS Director  
785-475-8126

Marilyn Mack  
Chief Dispatcher  
785-475-8110

Bill Cathcart  
Fire Chief  
785-475-8100



# County Of Decatur

P.O. Box 28

Oberlin, Kansas 67749-0028

RESOLUTION NO. 2018-110

## REQUEST TO SELL AND CONSUME CEREAL MALT BEVERAGES AT THE DECATUR COUNTY FAIR GROUNDS

The undersigned does hereby request that the board of County Commissioners approve the sale and consumption of Cereal Malt Beverages at the grandstand of the Decatur County Fair Grounds (in the area where such sales and consumption have been authorized) for the following event(s):

BOB SALEM MEMORIAL RACES on the following  
date(s): AUG 18-19

Requester

Done this 24 day of July, 2018.

BOARD OF DECATUR COUNTY COMMISSION:

Chairman

Member

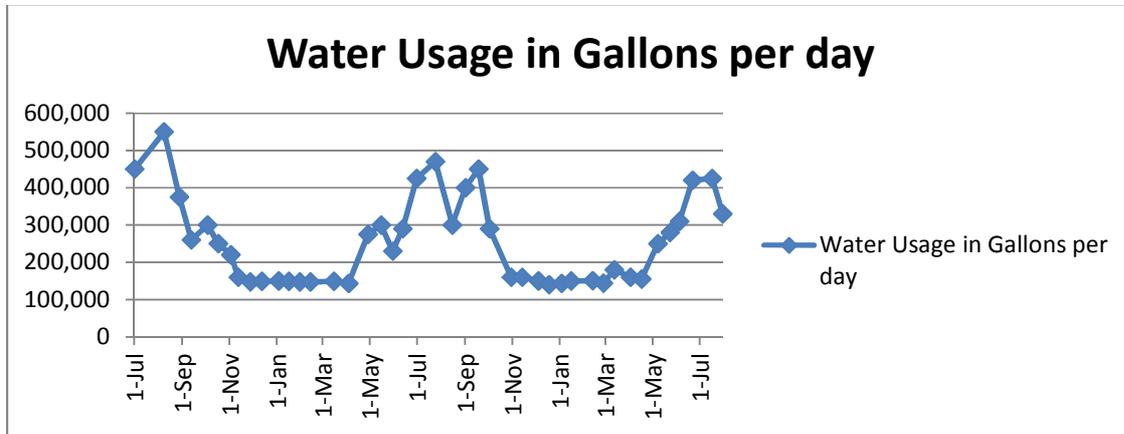
Member

ATTEST:   
Nora Urban, Decatur County Clerk

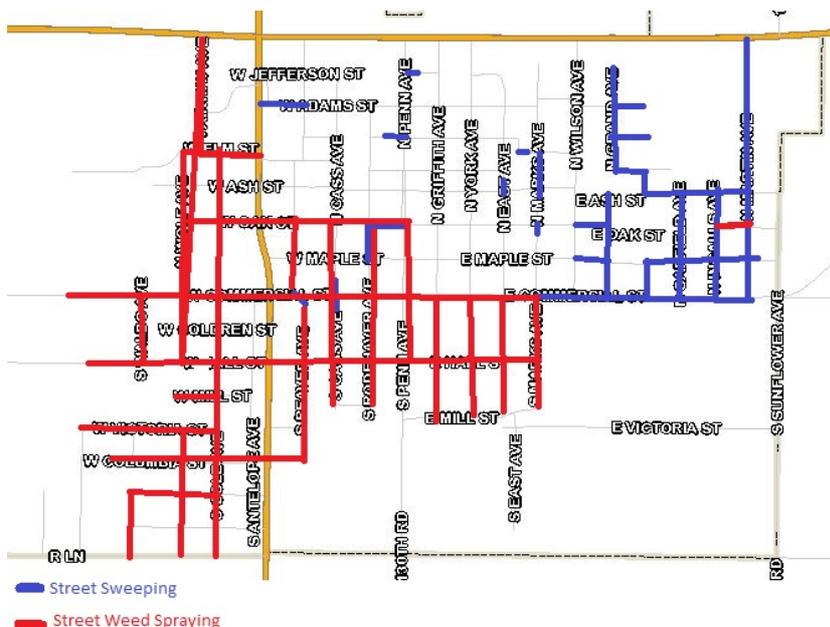
To: Mayor and Oberlin City Council

From: City Foreman David Sporn

1. The IES line improvement program for this year is scheduled to begin August 6<sup>th</sup>. The construction crew will be working in our town for approx. 5 weeks replacing poles and deteriorated portions of our line distribution system.
2. The constant rains have prolonged duties such as gutter cement pouring and has caused several areas of erosion, ground settling, and concrete heaving, all of which will be repaired.
3. I have heard of a number of people having flat tires from roofing nails. I urge drivers to avoid areas of accumulation in roadways and at the entrances of alleys.
4. Water Usage:



5. Street Sweeping (in blue) and Street Weed Spraying (in red) map from 7-5-18 to 7-27-18 :



July 26, 2018  
CVB Meeting

Attendance: Lisa, Sharleen, Carrie, Deb, Halley, Gary and Anita Hirsch and Dan Mannebaum from Oberlin Herald

Discussion on July 4 activities. Positive comments were heard from hotel guests and others.

Anita presented the new Oberlin brochure. Much discussion was done on the brochure and almost all was positive. Some of the discussion was on the County page and discussion was that if it would help guests in town another night or two it was worth putting it in. Carrie made a motion to leave the county pages in and to remove a contact phone number on the page but instead list the Web address. Sharleen seconded the motion and it passed. Anita stressed that we needed to get them printed. Sharleen motioned that we order 1000 brochures and pay the \$735.26 for printing plus shipping plus \$1/book for Anita's fees. Also that all edits should be to Lisa by Monday July 30 and then Anita will make the finished prototype by Friday August 3. Deb seconded the motion and it passed.

Grant reports: Sharleen reported the Paranormal event was that coming weekend and the Mari Sandoz event was on the August 19. A request from the fairboard for \$100 for sign ad was approved. A grant app was received from the Fairboard/amusement authority for advertising this year's fair. With all of the regulatory changes this year they are need help funding the advertising. Total advertising costs is between \$5-6,000. Halley motioned that we allocate \$4000 to help fund the fair advertising. Gary seconded and the motion passed.

Halley reported that the Gateway will need some help promoting the MMA fights in October and the Beef conference in December. She will get some amounts together for us to possibly approve via email before the next meeting.

Lisa reported that the NW Kansas travel ad was \$1600 and or dues are also due. This year the travel council will be going to Denver, Omaha and Wichita travel shows. Will need someone to go to one of those trade shows.

Gary proposed that we have a quarterly planning meeting to talk promotions since we always run out of time at our business meetings to brain storm and talk about possible promotions.

Sharleen motion and Gary seconded that we adjourn the meeting.

Gary Anderson, Secretary

Sent from [Mail](#) for Windows 10

# 2018 Board Meeting Notes for Month of July

## Attending:

Matt Barnes                      Vicky Ray                      Jim Wasson                      Violet Shaw  
Ronda Schroer                      Gordon Pettibone

## Minutes from previous month approval:

Motioned by: Vicky  
Seconded by: Violet  
Passed or Opposed: Passed

## Financial Statement Approval:

Motioned by: Vicky  
Seconded by: Jim  
Passed or Opposed: Passed

## Personnel:

- **Two new employees are being trained. Karen Gregory and Sharyn Bodfield. Karen will fill in as needed and help on Monday mornings when it is busy. Sharyn, who is taking Jody's place, will work Monday thru Thursday afternoons, Friday's Story Hour, and one Saturday a month. Jody will stay on as executive committee member. They have meetings once a month.**

## Donations:

- **\$15,000 from City for appropriations.**
- **\$1,500 from Kansas Humanities for TALK Series.** This pays for the discussion leaders of the series. First meeting is on Aug. 9<sup>th</sup> at 6:30 at Golden Age Center.
- **\$31.61 from FoOLs for Story Hour.**
- **\$162.41 from FoOLs for Summer Reading.**
- Laminator was purchased by FoOLs for their use as well as the library's use.

## Facility and Maintenance:

- **Still waiting for Chris Wilson to complete electrical and plumbing.** Ronda talked to Chris who said the pole for the computer outlets would be expensive (\$1500) but he could make something that would work as well and would be in line with what his bid was. Ronda told him to go ahead with that. He also said they would be finishing up the plumbing this week.

## Financials:

- Sherry has completed financials and checks are ready to be signed.

## Miscellaneous:

- **As Sharyn Bodfield is now an employee, we will need to find someone to replace her on the board.** Discussion followed on who should replace Sharyn. Dick Carmen, Warren Bainter, Fern Moore, and Charlie Haag were mentioned as possible replacements. Ronda will call to see which of these are available to be on the board. A vote will take place at next month's meeting.  
Jim moved the meeting be adjourned. Vicky seconded. Next meeting is August 27<sup>th</sup> at 7pm.