

Oberlin City Council meeting
5:00 pm
November 15, 2018



AGENDA
CITY COUNCIL MEETING
Gateway 1 & 2 – Oberlin, Kansas
November 15, 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____ Gawith _____

PLEDGE OF ALLEGIANCE to the Flag

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 and *9-20-18 Minutes Omission Correction*
- Appropriation Ordinance (Payment of Bills)
Motion_____ Second_____

ADMINISTRATORS REPORT

1. Next Council Meeting December 6, 2018
2. Summer Intern Update
3. Sound Panel Update
4. Lagoon Update
5. Gateway Roof Update
6. Energy Study Update
7. Appreciation Dinner December 14th
8. Willard's Retirement Party December 28th
9. EDC Initiative
10. Land Lease

OLD BUSINESS

1. Airport Name

New Business

1. Assistant Job Position

EXECUTIVE Sessions

#1 Executive Session for personnel matters of non-elected personnel.

REPORTS OF OTHER OFFICERS, BOARDS AND COMMITTEES

- Mayors Report
- Public Works Department - Report Available for Discussion
- Treasurers Report - Cash Flow Statement Available for Discussion
- Police Report – Report Available for Discussion
- Other Reports

ADJOURNMENT

- Action – Motion to Adjourn
Motion_____ Second_____

REGULAR COUNCIL MEETING – November 1, 2018 – GATEWAY – 5:00 P.M.

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 and Deb Lohofener and Jim Marchello by phone. Majority of the Body Present.

Absent: Mayor Ladd Wendelin

Others Present – City Attorney Steve Hirsch, City Administrator Halley Roberson, City Foreman David Sporn, City Treasurer Steve Zodrow, Dayna Mannebach with the Oberlin Herald, Marilyn Black, Heather McDougal, Brice Meitl, Troy Haas and City Clerk Sandy Rush.

CONSENT AGENDA

Approval of minutes of October 18, 2018 regular council meeting and the approval of bills.
Appropriation Ordinance (Payment of Bills)
Motion by Gawith, second by Lohofener to approve the consent agenda. **Motion carried.**

ADMINISTRATORS REPORT

1. Next Council Meeting November 15, 2018
2. Lagoon dirt work for cell #4 will begin soon.
3. Gateway Roof is being replaced by Wray Roofing and hopefully completed by next week.
4. Airport Terminal before & after pictures were presented to the council.
5. The airport name was discussed with concerns if a change was made it could possibly impact the call sign. Administrator Roberson will check with FAA and report back at the next meeting.
6. The Mixed Martial Arts event was a great success, even though there were fewer people. Procedural changes were made on how the event was handled.
7. Summer intern application for Sappa Park has been submitted to the Dane G. Hansen Foundation.
8. Roberson reported someone is interested in purchasing nine acres of city owned property located on Highway 36 east of town. It was discussed to lease instead of selling and City Attorney Hirsch asked if the council wanted the county appraisal's market value for the property before further decisions would be made.

NEW BUSINESS

1. Chamber Bucks - Motion by Gawith, second by Lohofener to approve Chamber Bucks of \$300 for full time and \$50 to \$100 for eligible part time and volunteer firefighter as a Christmas bonus for the employees. **Motion carried.**

REPORTS OF OTHER OFFICERS, BOARDS AND COMMITTEES

- Acting Mayors Report – Oien thanked Roberson and staff for putting on the MMA fights.
- Public Works Department – 10/19/18 Foreman Sporn report available for discussion.
- Treasurers Report – Sales and Use Tax available for discussion.
- Board Reports - Library – Oct 2018 Minutes available for discussion.
- Other Reports – Gawith stated he liked seeing the crew and community working at the Gateway events.

Motion by Gawith, seconded by Lohofener to adjourn the meeting at 5:30 p.m. **Motion carried.**

REGULAR COUNCIL MEETING – September 20, 2018 – 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 - Brandon Oien and Deb Lohofener, Jim Marchello by phone. Majority of the Body Present.

Absent: Scott Gawith, Jim Garner and City Attorney Steve Hirsch

Others Present – City Administrator Halley Roberson, City Foreman David Sporn, City Treasurer Steve Zodrow, and Dayna Mannebach with the Oberlin Herald, Troy Haas, Heather McDougal, Ruth Miesner, Brice Meitl and City Clerk Sandy Rush.

BOARD APPOINTMENT – *Airport Board: Oien moved, second by Lohofener to appoint Grady Garrett to replace Gene Gallentine, term ending September 2021 and Faith Meitl to complete the term of Lee Franklin, term ending September 2019. Motion carried.*

CONSENT AGENDA

Approval of minutes of September 6, 2018 regular council meeting and the approval of bills. Oien moved, second by Lohofener to approve the Consent Agenda. **Motion carried.**

ADMINISTRATORS REPORT

- Next Council Meeting October 4, 2018
- Playground Update – Roberson thanked the crew and volunteers for their hard work. The flooring will be in Monday and she reported plans to finish and open the playground would be next week.
- IES Update – Roberson said IES was done and at the next meeting they would have a map of the finished project.
- Airport Grants – Both the Airspace Survey and Sealant Grants were reapplied for through Kansas Airport Improvement Program with Kansas Department of Transportation.
- Airport Terminal Update – The airport terminal has only the painting left to do.
- CDBG Update – Roberson and Zodrow are working on the final report and the grant for the water project will be awarded the 1st of January.

NEW BUSINESS

Summer Intern – Roberson asked the council if they were interested in working with the Economic Development Commission and the Pheasants Forever group to pay for a summer intern. The intern would work on ideas to better utilize space at the Sappa Ranch. The cost would be split three ways and will cost approximately \$1000 or less. The council agreed to move forward on it.

Christmas Decorations – Roberson told the council the Christmas wreaths are in bad disrepair and need replaced. If there were no objections. She would like to work with a group to write a grant and all agreed.

Homecoming Bonfire – Roberson asked permission for temporary relief from the burn ban for the school to have their annual homecoming bonfire and City Attorney Hirsch will present an amendment to the ordinance. Oien moved, second by Marchello. **Motion Carried.**

OTHER REPORTS

Public Works Department – Foreman 9-17-18 report available for discussion.

Treasurer Report – Zodrow said the reason the sales tax was spiked last month could be due to the hail storm when everyone was replacing vehicles, siding and roofs.

Police Report – August report available for discussion.

Board Reports – EDC July and August Financials available for discussion.

Marchello commented he didn't believe the airport runway was in need of resealing at this time and the ramp should be first on the list of projects. He thought the street crew could refill the cracks to prolong the life of the runway. He was informed, the ramp is the next project.

Oien moved, second by Lohofener to adjourn the meeting at 5:20 p.m. **Motion carried.**

Sandy Rush, City Clerk

Ladd Wendelin, Mayor

ity Council meeting
EDC initiatives



EDC Structure Options



Adjust

- Consistent reporting
- Council aware of EDC goals
- Keep board structure



Repair

- Consistent and relevant reporting driven by performance measures
- At least one City Council initiative is adopted annually by EDC
- Foster an environment of working together



Change

- City managed EDC – driving Oberlin specific agenda
- Consistent reporting – performance measures
- Strategic plan approved by council
- Board consists of Oberlin residence, and business owners



Repair structure chosen as preferred scenario



Repair

- Consistent reporting and relevant reporting driven by council approved – performance measures
- At least one City Council initiative is adopted annually by EDC
- Foster an environment of working together

Pros	Cons
Less change for the community than 'change' plan	Unknown if EDC board will agree with reporting requests
Opens communication	Unknown if we can work together
Working toward community goals	
Reduces silo operations	



EDC 2019 Initiatives

EDC 2019 Initiatives

Land Acquisition

Bakery/Coffee
shop steak house
or restaurant

Housing project

Oberlin City Council
initiative?



Suggested 2019 Council Initiatives

- Fiber high-speed internet



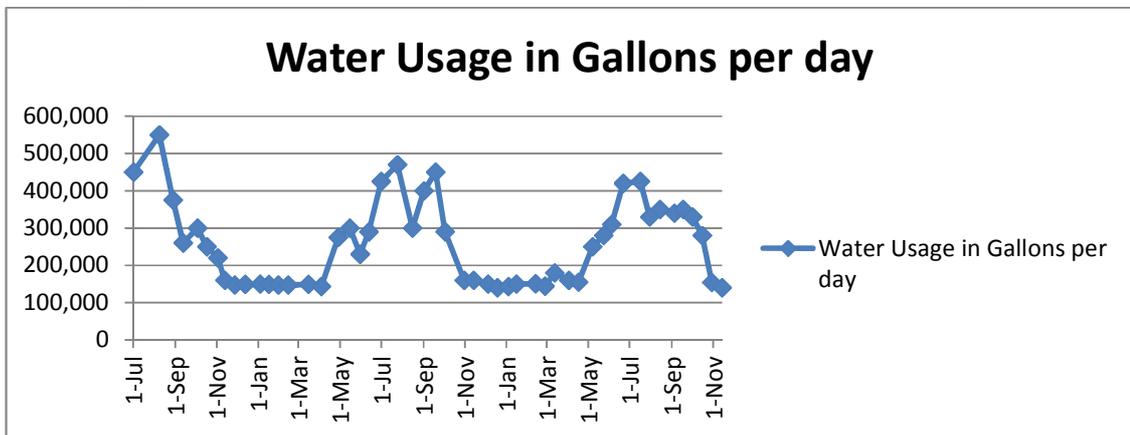
Suggested performance measures

- How many jobs have been created in the last 12 months because of EDC
- How much money or loans have been made/invested in the last 12 months through EDC
- How much revenue has been generated of loans or other investments
- Has any money been lost on investments in the last 12 months and how much
- How many grants and dollar amounts have been given in last 12 months with EDC funds
- How many businesses has EDC helped get financial benefits from state or federal programs in the last 12 months
- How many businesses has EDC been able to help improve with a result of hiring more employees or increasing pay or adding benefit packages
- How many jobs has EDC saved in the last 12 months through loans or grants from EDC funds
- Has EDC brought in any new businesses in the last 12 months
- What are EDC future plans economic growth in the next 12 months...and for the next 60 months

To: Mayor and Oberlin City Council

From: City Foreman David Sporn

1. The Light Parade is coming up so we will be getting Christmas décor prepared to be hung and turned on.
2. Most of the leaves in town had fallen so the street sweeper will be out quite regularly picking them up.
3. The last water meter reading of this year, for most of the water meters, will be taken this month around the 16th. At this time we will insulate the water meter pits. The next reading for these meters will be near March 16th, 2019. We use these 4 months to calculate the sewer rates from the winter water usage for each of the corresponding addresses. The remaining water meters are read on a monthly basis, and the sewer rates are figured on a monthly basis.
4. Water Usage:



5. Permits:
 - a. Building Permit, Gary Bruggeman, 208 S. Beaver, for the installation of a new shed
 - b. Sewer Permit, Bailey Construction, Ambulance barn, for the installation of new sewer piping for the new addition to the ambulance barn
 - c. ROW Permit, Cole Trenching, East Elm Street, for the replacement of AT&T phone line

Questions/Comments



OBERLIN POLICE DEPARTMENT

107 W. Commercial
P O Box 237
Oberlin KS. 67749-0237
oberlinpd3@ruraltel.net



MONTHLY ACTIVITY REPORT TO COUNCIL MONTH OF OCTOBER, 2018

CITY COURT: FINES COLLECTED IN OCTOBER, 2018 - \$4,497.33 – YTD \$47,260.33
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CITY COURT CASES FILED

- 1 – STOP SIGN
- 3 – ILLEGAL TAGS
- 1 – RACING ON HIGHWAYS
- 6 – MAXIMUM SPEED LIMITS
- 1 – UNATTENDED MOTOR VEHICLE
- 1 – DRIVING WHILE LICENSE SUSPENDED
- 3 – MOTOR VEHICLE LIABILITY INSURANCE

DISTRICT COURT CASES / OTHER FILED

- 2 – THEFT
- 2 – BURGLARY
- 1 – ILLEGAL TAG
- 1 – CRIMINAL THREAT
- 1 – AGGRAVATED ASSAULT
- 2 – POSSESSION OF STOLEN PROPERTY
- 2 – DRIVING WHILE LICENSE SUSPENDED
- 2 – MOTOR VEHICLE LIABILITY INSURANCE
- 2 – POSSESSION OF DRUG PARAPHERNALIA
- 2 – POSSESSION OF A HALLUCINOGENIC DRUG
- 2 – POSSESSION OF A CONTROLLED SUBSTANCE
- 2 – AGGRAVATED ENDANGERMENT OF A CHILD
- 2 – TRANSPORTATION OF ALCOHOLIC BEVERAGE
- 2 – INTERFERENCE WITH LAW ENFORCEMENT

ANIMAL CONTROL: NONE

CODE ENFORCEMENT: NONE