

**Oberlin City Council meeting**  
**5:00 pm**  
**December 20, 2018**



**AGENDA**  
**CITY COUNCIL MEETING**  
Gateway 1 & 2 – Oberlin, Kansas  
December 20, 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 \_\_\_\_\_ McHugh \_\_\_\_\_

**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
- Appropriation Ordinance (Payment of Bills)  
Motion\_\_\_\_\_ Second\_\_\_\_\_

**ADMINISTRATORS REPORT**

1. Next Council Meeting January 3, 2019
2. EDC Performance Measure Update
3. Dates for Power Plant Tours

**OLD BUSINESS**

1. Assistant Position

**New Business**

1. CMB License Renewal
  - Rayes Grocery Inc.
  - Re-Load
  - Cobblestone Inn & Suites
  - Crossroads Express
  - Sunflower Recreation Center & Bowling Alley
2. BSB Change Order #1 Approval for \$2,160
3. BSB Pay Request #2 Approval for \$90,3692.70
4. Decatur Grow

**EXECUTIVE Sessions**

#1 Executive Session for non-elected personnel.

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

- Mayors Report
- Public Works Department – 12-17-18 Foreman Report
- Treasurers Report – 11-30-18 Cash Flow Statement
- Police Report – Chief Burmaster Nov 18 Police Report
- Board Reports – 12-13-18 CVB Agenda and Minutes
- Other Reports

**ADJOURNMENT**

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

## **REGULAR COUNCIL MEETING – December 06, 2018 – GATEWAY – 5:00 P.M. - UNAPPROVED**

**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, Deb Lohofener, Jim Marchello, Scott Gawith and Kristin McHugh. 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, Airport Manager Brice Meitl, Cris Corr with Olsson's, Cynthia Haynes with the Oberlin Herald, Troy Haas, Ruth Miesner, Heather McDougal, and Marilyn Black.

**PROCLAMATIONS** - None

**PUBLIC COMMENT** - None

**APPOINTMENTS** – Kristin McHugh, who was appointed at the November 15, 2018 Council meeting to fill the vacancy on the Council from Jim Garner's resignation, took the oath of office from Mayor Wendelin and then took her seat on the Council.

### **CONSENT AGENDA**

Approval of minutes of November 15, 2018 regular council meeting and the approval of bills.

Lohofener moved, second by Gawith to approve the Consent Agenda. **Motion carried.**

### **ADMINISTRATORS REPORT**

1. Next Council Meeting will be on December 20, 2018.
2. City Appreciation Dinner is scheduled for December 14, 2018 at 6:30 pm. In rooms 2 & 3 of the Gateway Civic Center. The main course is to be ribeyes.
3. Willard Perrin is retiring at the end of the year. There will be a retirement party at the Gateway on December 28, 2018 starting at 3:00 pm.
4. The Tri-State Cattle Expo was held on December 4<sup>th</sup> and 5<sup>th</sup> at the Gateway Civic Center. This was the first year for this event. Even though attendance wasn't as high as expected the vendors and those in attendance expressed having a positive experience.
5. There have been a few issues with leaks on the new Gateway roof that are being addressed by the contractor.
6. The HVAC contractor is still working on constructing the vent work to hook up the units to the arena area.
7. The sound panels purchased through the Hanson Grant have been installed in the arena.

Administrator Roberson expressed her deep appreciation for the Strategic Doing Group for all of their hard work in planning of, preparing for and working at the Tri-State Cattle Expo. Without their hard work the event would never have been possible. Another example of how volunteers are making a difference in Oberlin. She also expressed her appreciation for all the hard work Chris Ward, Megan Ketterl and Alyssa Rippe, with the Twin Creeks Extension Office, put in on the Cattle Expo.

## OLD BUSINESS

**Airport Project:** Chris Corr with Olsson's presented drawings and diagrams of the next project to be completed at the airport. The next project on the FAA airport plan is an apron and taxiway with an estimated cost of \$660,000. The apron will provide an area for visiting aircraft to tie down and the taxiway will be the start of a connection for another area to build new airplane hangars. Administrator Roberson explained the City is allocated \$150,000 per year from the FAA and is allowed to buildup four years or \$600,000 of this annual allocation to fund projects. Any annual \$150,000 funding not used in the four year cycle is forfeited back to the FAA and gets allocated to other airports. FAA funding for projects is on a 90/10 basis. Councilman Oien confirmed with Treasurer Zodrow the City has been putting away the 10% match each year. Mr. Corr explained the next step in this process is for the City to engage Olsson's in a contract for the design and bidding of this project to have in place for the FAA to give their final approval on the project. The contract presented by Olsson's for the Design and Bidding Phases of the project totals \$74,600.

Marchello moved, second by Lohofener to have the Mayor sign the contract with Olsson's for the Design Phase and Bidding Phase of the Apron and Taxiway FAA airport project for a total contract amount of \$74,600. **Motion carried.**

Olsson's will forward the signed contract and the other required paperwork to get the project moving on to the next phase to the FAA.

**Street Project:** Administrator Roberson explained since discussions on how to proceed with street improvements went so late in the year as to make it too late to complete a street project this year, she would like for the Council to consider transferring the \$150,000 budgeted for a street project in 2018 be transferred to a Street Project Capital Outlay Fund to be spent in 2019 on a street project. There is \$150,000 in the 2019 budget for a street project as well. This would allow the City to perform a \$300,000 street project in 2019.

Marchello moved, second by Gawith to transfer \$150,000 from Consolidated Streets to a Street Project fund for 2018. **Motion carried.**

**Equipment Storage Building:** Foreman Sporn informed the Council he had put the equipment storage building out for another bid as all of the original bids were in excess of the amount budgeted for the project. Only one bid was resubmitted. The other contractors opted not to rebid. Sporn confirmed to the Council the procurement policy was followed. Sappa Valley Construction has submitted a bid for a 51'x100'x16' building with two big doors to be placed on the existing concrete on the site for \$59,522. Sporn explained this bid is for a basic building with no frills and does not include any utility hookups or climate controls. There will be provisions for future installation of windows and doorways. The city crew will be doing the work on the footings so the building will be level even though the concrete currently in place is not level. Councilman Gawith expressed concern with the cost staying fixed with Sappa Valley's construction backlog. He stated it could be two years before the building might be constructed. Would Sappa Valley still build the building for the bid price if metal prices increase in the mean time? Treasurer Zodrow expressed some budget concerns if the building were to take a couple of years to be constructed. He explained the sure fix for this concern would be for the Council to approve transferring the budgeted funds for this project to the Multi-Year Capital Outlay Fund.

Marchello moved, second by Gawith to accept Sappa Valley's bid for the construction of an equipment storage building for a price of \$59,522 as long as Sappa Valley guarantees that the price will remain fixed no matter when the building is actually constructed and to transfer the budgeted funds for this project to the Multi-Year Capital Outlay Fund. **Motion carried.**

## NEW BUSINESS

**Christmas Eve:** Administrator Roberson expressed her desire for the Council to approve allowing city employees to have December 24, 2018 off. She then turned the floor over to Treasurer Zodrow who explained as part of the payroll process he tracks how many work days the employees turn time sheets in for. He explained for 2018 there are 261 workdays instead of the standard 260 due to the way the weekdays fell this year.

Oien moved, second by Lohofener to allow the city employees to have December 24, 2018 off as a holiday. **Motion carried.**

**Lagoon Project:** Administrator Roberson presented the Council with photos and a narrative on the progress of the new lagoon. BSB construction has turned in their first pay request on the project for \$383,758.29. This project is being totally funded by KDHE, but we cannot send the contractor funds until moneys have been requested and remitted by KDHE.

Oien moved, second by Gawith to approve submitting pay request No. 1 from BRB for work on the lagoon project in the amount of \$383,758.29 to KDHE for funding and also approve remittance to BRB when funding has been received. **Motion carried.**

**EDC Initiative:** Administrator Roberson went over the objectives EDC has proposed for 2019 and her worksheets for scoring and evaluating progress on those objectives. She asked for Council input and approval of the evaluation worksheets. She did explain EDC has not yet been presented with these worksheets for their input. The Council seemed to be in general favor of the evaluation process but wished to defer accepting them as final until EDC has had a chance to be involved in the process. Administrator Roberson stated she planned to attend the next EDC meeting scheduled for next Monday.

## EXECUTIVE SESSIONS:

**Session #1:** Mayor called for a 10 minute Executive Session to discuss items pursuant to personnel matters of nonelected personnel, KSA 75-4319(b)(1). To include the mayor, administrator, city attorney and the council starting at 6:15 pm.

Motion by Oien, second by Lohofener. **Motion carried.**

**Session #2:** Mayor called for a 10 minute Executive Session to discuss items pursuant to personnel matters of nonelected personnel, KSA 75-4319(b)(1). To include the mayor, administrator, city attorney and the council starting at 6:25 pm.

Motion by Oien, second by Marchello. **Motion carried.**

**Session #3:** Mayor called for a 10 minute Executive Session to discuss items pursuant to personnel matters of nonelected personnel, KSA 75-4319(b)(1). To include the mayor, administrator, city foreman, city attorney and the council starting at 6:35 pm.

Motion by Oien, second by Marchello. **Motion carried.**

**Session #4:** Mayor called for a 10 minute Executive Session to discuss items pursuant to personnel matters of nonelected personnel, KSA 75-4319(b)(1). To include the mayor, administrator, city foreman, city attorney and the council starting at 6:45 pm.

Motion by Gawith, second by Lohefener. **Motion carried.**

**Session #5:** Mayor called for a 15 minute Executive Session to discuss items pursuant to personnel matters of nonelected personnel, KSA 75-4319(b)(1). To include the mayor, city attorney and the council starting at 6:55 pm.

Motion by Gawith, second by Lohofener. **Motion carried.**

**Session #6:** Mayor called for a 5 minute Executive Session to discuss items pursuant to personnel matters of nonelected personnel, KSA 75-4319(b)(1). To include the mayor, city treasurer, city attorney and the council starting at 7:10 pm.

Motion by Oien, second by Gawith. **Motion carried.**

Council resumed regular session at 7:15 pm.

Oien moved, second by Gawith starting January 1, 2019 the annual salary for Administrator Roberson will be \$65,000, Foreman Sporn will be \$58,000 and Police Chief Burmaster will be \$58,000. **Motion carried.**

**Session #7:** Mayor called for a 2 minute Executive Session to discuss items deemed privileged in attorney-client relationship, KSA 75-4319(b)(2). To include the mayor, city administrator, city treasurer, city attorney and the council starting at 7:18 pm.

Motion by Marchello, second by Gawith. **Motion carried.**

Council resumed regular session at 7:20 pm. No action taken.

The Mayor then went around the table offering each Council Member a chance to make any statements they wished. Gawith expressed his appreciation for all of the city employees.

The Mayor adjourned the meeting at 7:25 pm.

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City Clerk

Mayor

EDC Performance Measures for 2019:

Goals & Measures	Weight	Score	Narrative
<b>Land Acquisition</b>			
<b>Was land acquired</b>	0 - 5		Give location and size and pertinent information regarding land
<b>If land was not already in the Oberlin City limits has it been annexed</b>	0 - 8		Explain any issues relating to annexation
<b>Is zoning accurate for new intended use – if not what steps have been taken to change zoning</b>	0 - 5		State if there are zoning challenges, what the challenges are, and steps to overcome.
<b>Is there an active operational business on acquired land</b>	0 – 5		Include any plans for businesses even if one is not in existence
<i>Is there an executed contract for land to be acquired</i>	0 – 3		
<i>Is there a contract in negotiation</i>	0 - 3		
<p>The questions in italics are available to show activity, land purchases can be a long process. The intent is show an accurate picture of progress toward the goal of land acquisition. The weight column will actually be removed for the final version but included here to show scoring methodology. Additionally, this can help identify short-comings in the process and what areas need attention.</p>			
<p><b>Outcomes – This is the “so what” factor, what has this initiative produced for Oberlin. Explain the outcome now, and what the anticipated outcomes will be in future; no more than a 2 year projection.</b></p>			

## EDC Performance Measures for 2019

Goals & Measures	Weight	Score	Narrative
<b>Housing Project</b>			
<b>Has land been identified for housing development</b>	0 - 5		Share catalog of available land for housing development
<b>Have zoning plans or changes been made to accommodate alternative housing</b>	0 - 5		Require a coordinated effort with various entities, see EDC goal sheet for entities
<b>Developed plan for attracting alternative housing residents</b>	0 – 5		Provide the plan
<b>Has alternative housing been built or alternative housing residents moved to Oberlin</b>	0 – 8		Provide the numbers of houses and family members
<b>Has a new traditional house been built in Oberlin</b>	0 – 8		Provide any relevant or available information on this project within legal scope and the role EDC played
<b>Have initiatives been implemented to address vacant or blighted properties</b>	0 - 8		
<b>Has a new traditional multi-family development been started in Oberlin</b>	0 – 8		Share information and design plans of the development
<b>Have funding mechanisms been secured for larger developments</b>			Explain various types for funding and or educational programs focused on home ownership
<b>Housing Assessment Tool (HAT) data compiled</b>	0 - 6		Explain the need for housing, housing types and locations for desired development, with a focus on vacant dwellings
<b>Assessment of city utilities to support housing developments</b>	0 – 3		Specifically identify deficiencies regarding city infrastructure prohibiting or inhibiting housing development
<i>Have planning sessions with entities taken place</i>	0 – 3		
<i>Is there a plan in draft form for attracting alternative housing residents</i>	0 - 3		<i>Provide the draft plan to include marketing campaign</i>
<i>What was the result of planning sessions</i>	0 – 3		<i>Explain barriers, ideas for solutions</i>
<p>The questions in italics are available to show activity, housing projects can be a long process. The intent is show an accurate picture of progress toward the goal of housing development. The weight column will actually be removed for the final version but included here to show scoring methodology. Additionally, this can help identify short-comings in the process and what areas need attention.</p> <p>Outcomes – This is the “so what” factor, what has this initiative produced for Oberlin. Explain the outcome now, and what the anticipated outcomes will be in future; no more than a 2 year projection</p>			

## EDC Performance Measures for 2019

Goals & Measures	Weight	Score	Narrative
<b>Bakery Coffee Shop, Steak House or Restaurant</b>			
<b>Has either of these businesses opened</b>	0 - 5		Explain the type of business, and other specific attributes of the business
<b>Analysis to determine if there is a viable market for this business</b>	0 - 5		Show research supporting findings
<b>Has a property been secured by business owner to open either of these types of businesses</b>	0 – 5		Provide location
<b>Did EDC play a role in the opening of one of these types of businesses</b>	0 – 8		Explain the role/different facets EDC played
<i>What kind of outreach has happened to attract these types of businesses</i>	0 – 3		<i>What incentives, or specific help has been offered to attract these businesses – include state, federal or outside grant opportunities</i>
<i>Is there an executed contract for the property</i>	0 - 3		<i>Define the stage of purchase, negotiations, loan qualification process</i>
<i>Is there an identified building</i>	0 – 3		<i>From the catalog of properties from 'land acquisitions' goals identify what properties might be viable</i>
<p>The questions in italics are available to show activity, new business projects can be a long process. The intent is show an accurate picture of progress toward the goal of an eatery. The weight column will actually be removed for the final version but included here to show scoring methodology. Additionally, this can help identify short-comings in the process and what areas need attention.</p>			
<p><b>Outcomes – This is the “so what” factor, what has this initiative produced for Oberlin. Explain the outcome now, and what the anticipated outcomes will be in future; no more than a 2 year projection</b></p>			

## EDC Performance Measures for 2019

Goals & Measures	Weight	Score	Narrative
<b>Fiber internet</b>			
<b>Is fiber internet available to each household and business</b>	0 - 8		Explain the current state of fiber internet accessibility
<b>Did EDC play an active role to bring fiber internet to Oberlin</b>	0 – 5		Define the role EDC played to secure high-speed internet
<b>EDC’s role in securing funding</b>	0 – 5		Explain the role EDC played in securing funding and the funding mechanism
<b>What is the marketing plan to gain customers for fiber internet</b>	0 – 5		Explain and show how the marketing campaign will work and be implemented to gain Oberlin customers to fiber internet.
<i>What is the funding process and where is Oberlin in this process</i>	0 – 3		<i>Explain the funding option(s) , different stages of the options and what is required of Oberlin</i>
<i>What fiber internet options are best for Oberlin</i>	0 - 3		
<i>Is there a road map for how to bring fiber internet to Oberlin</i>	0 – 3		<i>Explain and show the plan along with barriers identified as to how to bring fiber internet to Oberlin.</i>
<p>The questions in italics are available to show activity Bring fiber internet to Oberlin has numerous factors, all of which will be new to each entity. More in-depth research is expected, and explanation of information found in research will be crucial. The weight column will actually be removed for the final version but included here to show scoring methodology. Additionally, this can help identify short-comings in the process and what areas need attention.</p>			
<p><b>Outcomes – This is the “so what” factor, what has this initiative produced for Oberlin. Explain the outcome now, and what the anticipated outcomes will be in future; no more than a 2 year projection</b></p>			



### Assistant staff position



The Gateway used to have a full-time marketing and event staff person. With the increase in event activity I am requesting the council renew this position, with additional responsibilities. Below is a description of the different aspects of this position, to meet a growing need.



There has been a conscious effort to bring events to the Oberlin. This effort has yielded a tremendous amount of success. This success has also come with a tremendous amount of work from City Staff, City Administrator, and volunteers. The volunteer group has staffed events and for the cattle expo alone met once a week for 9 months. With all events a focus is to have visitors engage Oberlin.

- Large events - Events are a heavy lift whenever they happen. These are the MMA, Celtic Fire, and Tri-State Cattle Expo type of events. These events bring a large group of people to Oberlin for a short period of time. There is an increase in hotel stays, Gateway revenue, and tourist purchases. Now the additional work for these events falls on city staff and volunteers. Both of these groups will remain involved with large events but the workload, through success has grown to heavy.
- Monday – Friday events – The same focus applied to large events needs to be applied small ones. These events are the business meetings and trainings. These events require time consuming networking and connecting with businesses and organizations. These will typically be 50 people or less. These events play a vital role in Gateway success by increasing revue to cover operational costs. The consistency of these events will benefit the Gateway and of Oberlin’s businesses.



**Local  
Events**

*Local events:* The community events happening right now are great events. Unfortunately, by the time volunteers have organized everything the marketing piece really falls short. The assistant positions could pick-up the marketing piece and help improve outside attendance to the events already sponsored by volunteer groups. Improving what is already happening in Oberlin would be a huge win.

**Research**

*Research:* Major projects or one-off issues require research. The assistant position would be able to provide the much needed support for research. An example of this would be the research involved with fiber optic internet, in regard to application, products, and funding.

**Oberlin**

*Marketing Oberlin:* This aspect of the role would work with EDC, CVB, the schools and other entities to promote Oberlin beyond events. Additional elements of marketing Oberlin would include adding residents. Identifying target groups of potential Oberlin residents and promoting Oberlin directly to that group. When fiber internet is available adding a target market of people who work on-line would become an initiative. This would also support the housing project EDC is working toward in 2019.

**Job description:** The assistant position is a support position focusing on managing Gateway events, coordinating all the aspects of events, working with volunteers and other Gateway staff, both permanent and part-time. The assistant will also be responsible for social media promotion and city information. The assistant will also focus on bringing trainings and meetings to the Gateway, and communicating these events with the Gateway manager. In an effort to improve Oberlin tourism the assistant will work with CVB, and other groups to assist in marketing these events to increase attendance. The assistant will also market Oberlin and partner with other organizations to identify target markets. The assistant will also have a research component to assist the City Administrator for special projects.

KEEP THIS LICENSE POSTED CONSPICUOUSLY AT ALL TIMES

# RETAIL

FEE, \$ 75.00

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

DEALER'S

2019

LICENSE

TO ALL WHOM IT MAY CONCERN:

License is hereby granted to **COBBLESTONE INN & SUITES** to sell at retail

## CEREAL MALT BEVERAGES

On-Premise Retailer

At **507 W Elm St, 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, 2019** 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 \_\_\_\_\_ Day of December, 2018

(Seal)

Countersigned:

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

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

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

KEEP THIS LICENSE POSTED CONSPICUOUSLY AT ALL TIMES

# RETAIL

FEE, \$ 75.00

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

DEALER'S

2019

LICENSE

TO ALL WHOM IT MAY CONCERN:

License is hereby granted to

**FOWLER'S LLC DBA CROSSROADS EXPRESS**

To sell at retail

**CEREAL MALT BEVERAGES**

Off-Premise Retailer

At **602 W Frontier Parkway, 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.

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Countersigned:

(Seal)

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

\_\_\_\_\_  
Ladd Wendelin, Mayor  
\_\_\_\_\_  
Sandy Rush, City Clerk

KEEP THIS LICENSE POSTED CONSPICUOUSLY AT ALL TIMES

# RETAIL

FEE, \$ 75.00

**DEALER'S**

**2019**

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

**LICENSE**

TO ALL WHOM IT MAY CONCERN:

License is hereby granted to  
**Oberlin-Decatur Area Economic Development Corp-  
Sunflower Recreation Center & Bowling Alley** to sell at retail

## CEREAL MALT BEVERAGES

On-Premise Retailer

At 220 N Penn, 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, 2019** unless sooner revoked, is not transferable, nor will any refund of the fee be allowed thereon.

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(Seal)

Countersigned:

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

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

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

KEEP THIS LICENSE POSTED CONSPICUOUSLY AT ALL TIMES

# RETAIL

FEE, \$ 75.00

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

DEALER'S

2019

LICENSE

TO ALL WHOM IT MAY CONCERN:

License is hereby granted to **Rayes Grocery, Inc. / Kirk Brown** to sell at retail

## CEREAL MALT BEVERAGES

Off-Premise Retailer

At **119 W Commercial, 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, 2019** 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 \_\_\_\_\_ Day of December, 2018

(Seal)

Countersigned:

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

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

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

KEEP THIS LICENSE POSTED CONSPICUOUSLY AT ALL TIMES

# RETAIL

FEE, \$ 75.00

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

DEALER'S

2019

LICENSE

TO ALL WHOM IT MAY CONCERN:

License is hereby granted to **The Re-Load / Mick & Rhonda Barth** to sell at retail

## CEREAL MALT BEVERAGES

On-Premise Retailer

At 133 S Penn, 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, 2019** 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 \_\_\_\_\_ Day of December, 2018

(Seal)

Countersigned:

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

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

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

Order No. 1  
Effective Date: 12/14/2018  
Agreement Date: 8/1/2018  
Project No. 245-D1-006

NAME OF PROJECT: WASTEWATER TREATMENT FACILITY IMPROVEMENTS

OWNER: CITY OF OBERLIN

CONTRACTOR: BSB CONSTRUCTION, INC.

The following changes are hereby made to the CONTRACT DOCUMENTS:

**CHANGE ORDER NO. 1**

ITEM NO.	DESCRIPTION	APPROXIMATE QUANTITY	UNIT	UNIT PRICE	TOTAL AMOUNT
<b>ADDITIONS</b>					
A.	Hauling and Decatur County Disposal Fees 10 Loads of debris	1	L.S.	\$2,160.00	\$2,160.00
<b>TOTAL ADJUSTED CHANGE ORDER PRICE</b>					<b>\$2,160.00</b>

JUSTIFICATION: Hauling and disposal of debris uncovered during excavation.

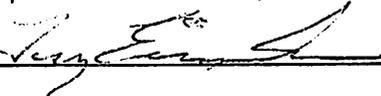
**Change to CONTRACT PRICE:**

ORIGINAL CONTRACT PRICE:	\$703,274.00
Net increase resulting from this CHANGE ORDER:	\$2,160.00
The new CONTRACT PRICE including this CHANGE ORDER will be:	\$705,434.00

**Change to CONTRACT TIME:**

The CONTRACT TIME will not be altered.

Approvals Required: To be effective, this order must be approved as required by the General Conditions.

Approved by: 

BSB CONSTRUCTION, INC.

Approved by: \_\_\_\_\_

CITY OF OBERLIN

Approved by: 

MILLER & ASSOCIATES

**APPLICATION FOR PAYMENT**

**PROJECT:** OBERLIN WASTE WATER TREATMENT FACILITY IMPROVEMENTS

**TO: (OWNER)** CITY OF OBERLIN

**ENGINEER:** Miller & Associates, Consulting Engineers, P.C.

**ENGINEER'S PROJECT NO.** 246-D1-006

**CONTRACTOR:** BSB Construction, Inc.

**CONTRACT FOR:** Wastewater Treatment Facility Improvements

**APPLICATION DATE:** 12/14/18

**APPLICATION NO.:** 2

**FOR WORK ACCOMPLISHED THROUGH THE DATE OF:** December 14, 2018

**ATTN:**

**CHANGE ORDER SUMMARY:**

Continuation sheets are attached.

Change orders approved in previous month by Owner.

Application is made for payment, as shown below in connection with the Contract

The present status of the account is as follows:

CO #	DATE	ADDITIONS	DEDUCTIONS
1	12/14/16	\$2,160.00	
2			
3			
4			
5			
<b>TOTAL</b>		2,160.00	0.00
<b>NET CHANGE</b>		2,160.00	

ORIGINAL CONTRACT PRICE.....	\$ 703,274.00
Net Change by Change Orders & Written Amendments	\$ 2,160.00
CURRENT CONTRACT PRICE.....	\$ 705,434.00
TOTAL COMPLETED & STORED TO DATE.....	\$ 526,801.10
LESS RETAINAGE : 10% .....	\$ (52,680.11)
TOTAL COMPLETED & STORED TO DATE LESS RETAINAGE	\$ 474,120.99
LESS PREVIOUS APPLICATION FOR PAYMENT-----	\$ 383,758.29
AMOUNT DUE THIS APPLICATION.....	\$ 90,362.70

The undersigned CONTRACTOR certifies that: (1) all previous progress payments received from Owner on account of Work done under the Contract referred to above have been applied to discharge CONTRACTOR'S legitimate obligations incurred in connection with Work covered by prior Applications for Payment numbered \_\_\_\_\_, inclusive; (2) title of all Work, materials and equipment incorporated in said Work or otherwise listed in or covered by this Application for Payment will pass to OWNER at time of payment free and clear of all Liens, security interests and encumbrances (except such as are covered by a Bond acceptable to OWNER indemnifying OWNER against any such Lien, security interest or encumbrance); and (3) all Work covered by this Application for Payment is in accordance with the Contract Documents and not defective.

The undersigned certifies that the work has been carefully inspected and to the best of their knowledge and belief, the quantities shown in this estimate are correct and the work has been performed in accordance with the contract.

**CONTRACTOR:** BSB Construction, Inc.

By: *Jay English*

Date: 12/14/2018

Attested by: \_\_\_\_\_

Date: \_\_\_\_\_

**ENGINEER:** MILLER & ASSOCIATES

By: *David K Blaw*

<input type="checkbox"/>	Owner
<input type="checkbox"/>	Contractor
<input type="checkbox"/>	Engineer
<input type="checkbox"/>	KDHE

**OWNER:** City of Oberlin

BY: \_\_\_\_\_

APPLICATION AND CERTIFICATE FOR PAYMENT-CONTINUATION SHEET

APPLICATION NUMBER: 2  
 APPLICATION DATE: 14-Dec-18  
 FOR WORK ACCOMPLISHED THROUGH : 14-Dec-18  
 ENGINEER'S PROJECT #: 246-D1-006

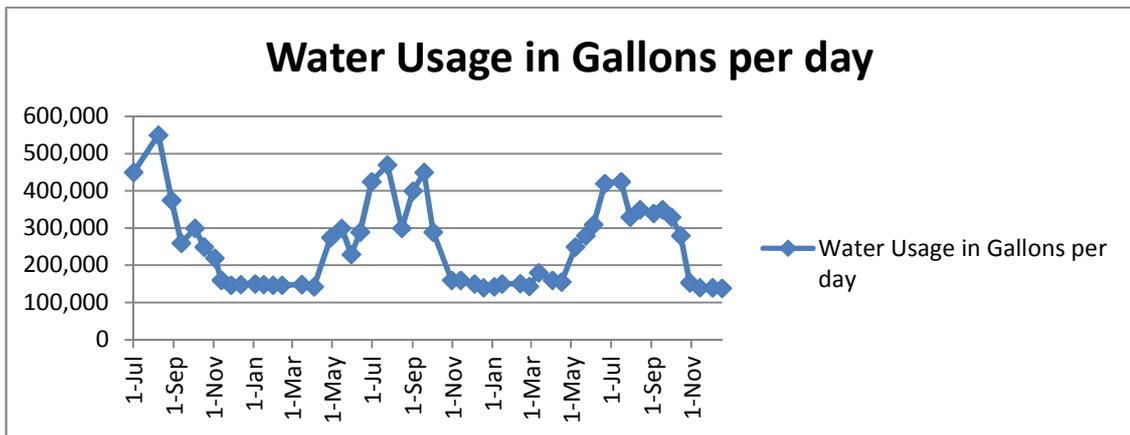
ITEM NO.	DESCRIPTION OF WORK	ESTIMATED QUANTITY	UNIT	UNIT PRICE	QUANTITY COMPLETED TO DATE	TOTAL COMPLETED	STORED TO DATE	TOTAL COMPLETED AND STORED TO DATE
1	Mobilization	1	L.S.	\$20,000.00	1	\$ 20,000.00		\$ 20,000.00
2	Demolition, Removal & Abandonment of Discharge Piping, Complete in Place	1	L.S.	\$1,050.00		\$ -		\$ -
3	Clearing & Grubbing (Trees, Shrubs, etc.)	1	L.S.	\$13,220.00	0.75	\$ 9,915.00		\$ 9,915.00
4	Common Excavation (E.Q.)	45850	C.Y.	\$2.44	45850	\$ 111,874.00		\$ 111,874.00
5	Modification to Control Structure, Weir Gate, Piping Modification Complete in Place	1	L.S.	\$7,750.00		\$ -		\$ -
6	Furnish & Install Discharge Structure and Effluent Piping, and All Appurtenances, complete in place	1	L.S.	\$27,340.00	0.65	\$ 17,771.00	\$ 4,001.96	\$ 21,772.96
7	Furnish & Install Splash Pad, Type A	1	Each	\$2,480.00		\$ -		\$ -
8	Furnish & Install 8" DIP Lagoon Piping	960	L.F.	\$49.00		\$ -	\$ 18,606.49	\$ 18,606.49
9	Furnish & Install 8" Standard Cleanouts	2	Each	\$1,175.00		\$ -	\$ 326.84	\$ 326.84
10	Furnish & Install Fittings							
	a. 10 x 8 Reducing 90 Degree Bends	1	Each	\$1,075.00		\$ -	\$ 192.15	\$ 192.15
	b. 8" 90 Degree Bends	1	Each	\$575.00		\$ -	\$ 192.09	\$ 192.09
	c. 8" Tee	1	Each	\$675.00		\$ -	\$ 283.80	\$ 283.80
	d. 8" Wye	1	Each	\$850.00		\$ -	\$ 445.13	\$ 445.13
	e. 8" 45 Degree Bends	1	Each	\$550.00		\$ -	\$ 980.52	\$ 980.52
11	Remove Fencing	2810	L.F.	\$1.30	2810	\$ 3,653.00		\$ 3,653.00
12	Reinstall Salvaged Fencing and New Gates	2480	L.F.	\$6.75		\$ -		\$ -
13	Remove Existing and Furnish New Trespassing Signs	4	Each	\$240.00		\$ -		\$ -
14	Furnish & Install & Maintain Silt Fencing	2015	L.F.	\$2.20	2015	\$ 4,433.00		\$ 4,433.00
15	Temporary Erosion & Pollution Control Reporting, Maintenance and Compliance	1	L.S.	\$3,240.00	0.5	\$ 1,620.00		\$ 1,620.00
16	Furnish & Install Road Surfacing (1" Thick Gravel)	120	Tons	\$44.70		\$ -		\$ -
17	Furnish & Apply Seeding							
	a. Dryland Seeding on Outside of Dikes and Disturbed Areas	3	Acre	\$1,060.00		\$ -		\$ -
	b. Wetland Seeding, Lagoon Bottom (seed provided by Owner)	7	Acre	\$800.00		\$ -		\$ -
18	Construction Staking	1	L.S.	\$2,000.00	1	\$ 2,000.00		\$ 2,000.00

19	Construction Material Testing	1	L.S.	\$6,600.00	0.75	\$ 4,950.00		\$ 4,950.00
20A	Alternate Tied Concrete Block Mats w/Seeding, Anchoring for Cell #4, complete in Place, in lieu	8730	S.Y.	\$47.50		\$ -	\$ 323,396.12	\$ 323,396.12
C001	Hauling & Decatur County Disposal Fees 10 loads of debris	1	L.S.	\$2,160.00	1	\$ 2,160.00		\$ 2,160.00
	<b>TOTALS</b>					\$ 178,376.00	\$ 348,425.10	\$ 526,801.10

To: Mayor and Oberlin City Council

From: City Foreman David Sporn

1. There was a report of a water main break near 501 N. East Ave at 7:00pm on 12-13-18. The leak was confirmed and repaired by a crew of 4 and was back in service by 11:00pm and was estimated to have lost 170,000 gallons. The main had a 13" longitudinal crack on its bottom side. Still to be completed at the location is the filling and tamping of the dirt and the repair of yard sprinkler lines.
2. I have met with Lori Wasson and Jason Ketterl at the school about the sign project she had proposed. Four prototypes will be made and hung after the wreaths have been removed as a test to ensure sign and bracket durability. The prototypes will be hung east at the edge of town on 36 and south at the edge of town on 83 and will be allowed to weather for several months before determinations are made.
3. Water Usage;



4. Permits
  - a. Sewer Permit, Crystall Witt, 408 N. Marks, for the reinstallation and connecting of a sewer service

Questions/Comments?

All Funds Cash Flow  
(Cash Basis)

Date: 11/30/2018  
FY remaining: 9%

Fund	Description	Type	2018 Beginning Cash Balance	2018 YTD Actual Revenue	2018 Budget Revenue	Percent of Budget Remaining	2018 YTD Actual Expenses	2018 Budget Expenses	Percent of Budget Remaining	Current Cash Balance
20	General	B	\$ 79,183	\$ 864,222	\$ 872,175	0.9%	\$ 764,696	\$ 961,002	20.4%	\$ 178,709
21	Police Special	N	\$ 34,123	\$ 99			\$ 1,528			\$ 32,694
22	Airport Project	N	\$ 26,507	\$ 65,199			\$ 48,635			\$ 43,071
23	Airport Operating	B	\$ 6,292	\$ 66,424	\$ 76,548	13.2%	\$ 67,722	\$ 93,655	27.7%	\$ 4,994
24	Cemetery & Parks	B	\$ 56,679	\$ 122,464	\$ 120,593	-1.6%	\$ 120,855	\$ 130,231	7.2%	\$ 58,288
25	Playground Equipment	N	\$ 35,010	\$ 31,762			\$ 66,772			\$ -
29	Consolidated Streets	B	\$ 163,249	\$ 196,052	\$ 307,741	36.3%	\$ 172,737	\$ 460,232	62.5%	\$ 186,564
31	Library	B	\$ 1,628	\$ 75,590	\$ 72,808	-3.8%	\$ 65,222	\$ 78,322	16.7%	\$ 11,996
33	Hansen Community Grant	N	\$ -	\$ 36,800			\$ 29,854			\$ 6,946
34	Risk Management	N	\$ 100,033	\$ -			\$ 500			\$ 99,533
36	Memorials	N	\$ 5,944	\$ 100			\$ -			\$ 6,044
37	Tourism	B	\$ -	\$ 35,944	\$ 25,000	-43.8%	\$ 24,917	\$ 25,000	0.3%	\$ 11,027
42	Airport Memorials	N	\$ 1,385	\$ -			\$ 1,385			\$ -
43	Community Development	B	\$ 11,326	\$ -	\$ -	0.0%	\$ 11,326	\$ 11,326	0.0%	\$ -
44	Pool Operating	B	\$ 291,061	\$ 364,403	\$ 385,700	5.5%	\$ 346,250	\$ 403,577	14.2%	\$ 309,214
45	Pool Donations	N	\$ 8,081	\$ -			\$ -			\$ 8,081
46	Pool Equipment Reserve	N	\$ 125,000	\$ -			\$ -			\$ 125,000
47	Pool Debt Reserve	N	\$ 234,507	\$ 50,000			\$ -			\$ 284,507
51	Multi Yr Capital Outlay	N	\$ 25,098	\$ 14,650			\$ 21,159			\$ 18,589
52	Equipment Fund	N	\$ -	\$ -			\$ -			\$ -
53	Gateway Civic Center	B	\$ 48,248	\$ 247,672	\$ 157,600	-57.2%	\$ 198,969	\$ 299,639	33.6%	\$ 96,951
54	Gateway Donation	N	\$ 77,276	\$ 234			\$ -			\$ 77,510
55	Gateway Advance Receipts	N	\$ 1,000	\$ 9,760			\$ 3,652			\$ 7,108
56	Gateway Events	B	\$ -	\$ 78,460			\$ 69,915			\$ 8,545
60 & 61	Payroll Agency Funds	N	\$ 10,443	\$ 59,731			\$ 68,254			\$ 1,920
65	Insurance Proceeds Trust	N	\$ 6,807	\$ -			\$ -			\$ 6,807
69	Refuse Collection	B	\$ 13,922	\$ 157,446	\$ 170,000	7.4%	\$ 157,192	\$ 170,000	7.5%	\$ 14,176
70	Electric Utility	B	\$ 632,147	\$ 2,237,479	\$ 2,440,150	8.3%	\$ 2,026,927	\$ 2,351,623	13.8%	\$ 842,699
71	Electric Reserve	N	\$ 951,245	\$ 37,500			\$ -			\$ 988,745
72-74 & 98	Customer Agency Accounts	N	\$ 73,102	\$ 20,973			\$ 18,792			\$ 75,283
80	Sewer Utility	B	\$ 136,398	\$ 282,292	\$ 322,692	12.5%	\$ 251,831	\$ 361,876	30.4%	\$ 166,859
81	Sewer Reserve	N	\$ 973,602	\$ 12,500			\$ -			\$ 986,102
82	Sewer Project	N	\$ -	\$ 61,989			\$ 62,066			\$ (77)
90	Water Utility	B	\$ 806,917	\$ 649,805	\$ 818,500	20.6%	\$ 694,986	\$ 920,679	24.5%	\$ 761,736
91	Water Reserve	N	\$ 578,579	\$ 75,000			\$ -			\$ 653,579
			<b>\$ 5,514,792</b>	<b>\$ 5,854,550</b>	<b>\$ 5,769,507</b>		<b>\$ 5,296,142</b>	<b>\$ 6,267,162</b>		<b>\$ 6,073,200</b>

DEBT

Year		Description	Rate	Beginning Balance	Loan Proceeds	Principal Payments	Ending Balance	Interest Paid
Issued	Matures							
2004	2026	KDHE Water Pollution	2.770%	\$ 738,868	\$ 34,114	\$ 106,105	\$ 666,877	\$ 19,999
2012	2052	GO Water System Impr	2.125%	\$ 989,280	\$ -	\$ 19,329	\$ 969,951	\$ 21,022
2014	2028	Pool Lease - PBC	0.5% - 3.9%	\$ 1,630,000	\$ -	\$ 130,000	\$ 1,500,000	\$ 49,540
2015	2055	GO Water System Impr A	2.125%	\$ 5,080,198	\$ -	\$ 88,287	\$ 4,991,911	\$ 107,954
2015	2055	Go Water System Impr B	2.750%	\$ 631,539	\$ -	\$ 9,638	\$ 621,901	\$ 17,367
2018	2021	JCB 3CX-14 Super Backhoe	3.640%	\$ -	\$ 82,350	\$ -	\$ 82,350	\$ -
				<b>\$ 9,069,885</b>	<b>\$ 116,464</b>	<b>\$ 353,359</b>	<b>\$ 8,832,990</b>	<b>\$ 215,882</b>

All Funds Cash Flow  
(Cash Basis)

Month: November 2018

Fund	Description	Type	Month Beginning Cash Balance	Monthly Revenue	Monthly Expenses	Month Ending Cash Balance
20	General	B	\$ 196,453	\$ 30,908	\$ 48,652	\$ 178,709
21	Police Special	N	\$ 32,683	\$ 11	\$ -	\$ 32,694
22	Airport Project	N	\$ 38,231	\$ 4,840	\$ -	\$ 43,071
23	Airport Operating	B	\$ 6,984	\$ 4,191	\$ 6,181	\$ 4,994
24	Cemetery & Parks	B	\$ 64,853	\$ 1,015	\$ 7,580	\$ 58,288
25	Playground Equipment	N	\$ -	\$ 83	\$ 83	\$ -
29	Consolidated Streets	B	\$ 194,052	\$ 4,798	\$ 12,286	\$ 186,564
31	Library	B	\$ 10,665	\$ 1,865	\$ 534	\$ 11,996
33	Hansen Community Grant	N	\$ 31,946	\$ -	\$ 25,000	\$ 6,946
34	Risk Management	N	\$ 99,533	\$ -	\$ -	\$ 99,533
36	Memorials	N	\$ 6,044	\$ -	\$ -	\$ 6,044
37	Tourism	B	\$ 20,049	\$ -	\$ 9,022	\$ 11,027
42	Airport Memorials	N	\$ -	\$ -	\$ -	\$ -
43	Community Development	B	\$ -	\$ -	\$ -	\$ -
44	Pool Operating	B	\$ 285,612	\$ 31,966	\$ 8,364	\$ 309,214
45	Pool Donations	N	\$ 8,081	\$ -	\$ -	\$ 8,081
46	Pool Equipment Reserve	N	\$ 125,000	\$ -	\$ -	\$ 125,000
47	Pool Debt Reserve	N	\$ 284,507	\$ -	\$ -	\$ 284,507
51	Multi Yr Capital Outlay	N	\$ 12,389	\$ 6,200	\$ -	\$ 18,589
52	Equipment Fund	N	\$ -	\$ -	\$ -	\$ -
53	Gateway Civic Center	B	\$ 119,752	\$ 4,657	\$ 27,458	\$ 96,951
54	Gateway Donation	N	\$ 77,485	\$ 25	\$ -	\$ 77,510
55	Gateway Advance Receipts	N	\$ 3,506	\$ 3,680	\$ 78	\$ 7,108
56	Gateway Events	B	\$ 3,022	\$ 9,371	\$ 3,848	\$ 8,545
60 & 61	Payroll Agency Funds	N	\$ 1,564	\$ 8,076	\$ 7,720	\$ 1,920
65	Insurance Proceeds Trust	N	\$ 6,807	\$ -	\$ -	\$ 6,807
69	Refuse Collection	B	\$ 14,519	\$ 14,176	\$ 14,519	\$ 14,176
70	Electric Utility	B	\$ 839,513	\$ 160,965	\$ 157,779	\$ 842,699
71	Electric Reserve	N	\$ 988,745	\$ -	\$ -	\$ 988,745
72-74 & 98	Customer Agency Accounts	N	\$ 76,592	\$ 3,291	\$ 4,600	\$ 75,283
80	Sewer Utility	B	\$ 160,197	\$ 29,937	\$ 23,275	\$ 166,859
81	Sewer Reserve	N	\$ 986,102	\$ -	\$ -	\$ 986,102
82	Sewer Project	N	\$ (3,334)	\$ 3,257	\$ -	\$ (77)
90	Water Utility	B	\$ 767,816	\$ 56,505	\$ 62,585	\$ 761,736
91	Water Reserve	N	\$ 653,579	\$ -	\$ -	\$ 653,579
			<b>\$ 6,112,947</b>	<b>\$ 379,817</b>	<b>\$ 419,564</b>	<b>\$ 6,073,200</b>

DEBT

Year		Description	Rate	Month Beginning Balance	Monthly Loan Proceeds	Monthly Principal Payments	Month Ending Balance	Monthly Interest Paid
Issued	Matures							
2004	2026	KDHE Water Pollution	2.770%	\$ 663,619	\$ 3,258	\$ -	\$ 666,877	\$ -
2012	2052	GO Water System Impr	2.125%	\$ 989,280	\$ -	\$ 19,329	\$ 969,951	\$ 21,022
2014	2028	Pool Lease - PBC	0.5% - 3.9%	\$ 1,500,000	\$ -	\$ -	\$ 1,500,000	\$ -
2015	2055	GO Water System Impr A	2.125%	\$ 4,991,911	\$ -	\$ -	\$ 4,991,911	\$ -
2015	2055	Go Water System Impr B	2.750%	\$ 621,901	\$ -	\$ -	\$ 621,901	\$ -
2018	2021	JCB 3CX-14 Super Backhoe	3.640%	\$ 82,350	\$ -	\$ -	\$ 82,350	\$ -
				<b>\$ 8,849,061</b>	<b>\$ 3,258</b>	<b>\$ 19,329</b>	<b>\$ 8,832,990</b>	<b>\$ 21,022</b>



# OBERLIN POLICE DEPARTMENT

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



## MONTHLY ACTIVITY REPORT TO COUNCIL MONTH OF NOVEMBER, 2018

**CITY COURT: FINES COLLECTED IN NOVEMBER, 2018 - \$3,102.80 –YTD \$50,363.13**  
.....

### CITY COURT CASES FILED

- 1 – STOP SIGN
- 6 – ILLEGAL TAGS
- 1 – NO DRIVER'S LICENSE
- 6 – MAXIMUM SPEED LIMITS
- 1 – DRIVER'S LICENSE IN POSSESSION
- 4 – MOTOR VEHICLE LIABILITY INSURANCE

### DISTRICT COURT CASES / OTHER FILED

- 1 – ASSAULT
- 1 – CRIMINAL THREAT
- 1 – CRIMINAL TRESPASS
- 4 – DISORDERLY CONDUCT
- 1 – MAXIMUM SPEED LIMITS
- 1 – DRIVING LEFT OF CENTER
- 1 – FELONY WARRANT ARREST
- 2 – BATTERY ON LAW ENFORCEMENT
- 2 – MISDEMEANOR WARRANT ARRESTS
- 1 – DRIVING WHILE UNDER THE INFLUENCE
- 3 – INTERFERENCE WITH LAW ENFORCEMENT
- 1 – TRANSPORTATION OF ALCOHOLIC BEVERAGE
- 1 – HARASSMENT BY TELECOMMUNICATION DEVICE

ANIMAL CONTROL: NONE

CODE ENFORCEMENT: NONE

Convention Visitor Bureau Agenda

Dec. 13 2018 @ Noon

LandMark

**Old Business – Cattleman’s show report – Halley**

**New business.**

**10% Pictures**

**40% Grants**

Report on grants

- Museum –
- Advertising Grants

**New Grant Applications**

- Ladd W.

**30% Advertising (Print, Radio and Rent)**

**Chamber Meeting – Carrie Report**

**Northwest Travel Council – Meeting is in Wakeeney, Dec 11**

**City Council updates – Halley**

**Upcoming events we need to help promote.**

Adjourned.

Oberlin CVB  
Oct 24, 2018 LandMark Inn

Attendance: Lisa, Carrie, Halley, Deb and Gary  
September minutes were approved. Current balance with city for CVB was reported as \$18,748.93

Review a grant from Decatur County Museum for \$250 to purchase a gimbal for taking video with cell phone. Board felt this would be a better grant for Hansen or Grown Decatur and recommended museum apply for the funds for one of those grants.

Halley presented information on the upcoming Cattleman's conference. Halley asked that CVB forward \$9,500 towards the advertising and start up costs for the show since this is the first year. After the booths and admissions she anticipates \$4,500 will be returned to CVB. Motion was passed.

Reported the MMA fights had about \$500 and went really well. Will probably continue to do fights at the Gateway once or twice a year.

Grant request was received from the Hospital to pay for the rental of the Arena for their Casino night next year. \$750 was approved for arena rent for that event.

Laurie Wasson showed the group two prototype signs for the highway light pole designed by her son and made by the high school vo-ag class. They were met with much enthusiasm by the group. CVB has already approved \$500 to have 2 or 3 completely made up and installed on light pole so we can get feedback before the rest are ordered.

Carrie reported the Business to Business tour is Nov. 13<sup>th</sup>. The Chamber is still looking for board members and officers.

Gary reported that Goodland has new Wayfair signs downtown on their light poles downtown and we might want to look at something similar.

Gary reported that he will be giving a presentation to the Western Plains conservation and development group on the projects Oberlin CVB is working on.

Meeting was adjourned.