

Oberlin City Council meeting
5:00 pm
May 2, 2019



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

Meeting Called to Order – Mayor Ladd Wendelin

ROLL CALL of the Members of the City Council and determination of a quorum.
Oien____ Marchello _____ Lohofener____ Gawith ____ McHugh _____

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_____

ADMINISTRATORS REPORT

1. Next Council Meeting May 16, 2019
2. Lagoon Update
3. KMEA/Energy Update
4. CDBG Funding
5. Airport Project
6. Infrastructure Report – Budget Prep

OLD BUSINESS

1. Hybrid Street Rehab – Foreman David Sporn

NEW BUSINESS

1. Request for Fiber Internet Committee and possible Board Appointments of Halley Roberson, Cynthia Hadley, Diane Zodrow, Heather McDougal, and Jude Walinder

REPORTS OF OTHER OFFICERS, BOARDS AND COMMITTEES

- Mayors Report
- Public Works Department –4-30-19 Report
- Treasurers Report – Sales and Use Tax History Report
- Chamber Report – 4-10-19 Minutes
- Other Reports – May 2019 Gateway Calendar

EXECUTIVE SESSION

#1 Executive Session for non-elected personnel.

ADJOURNMENT

- Action – Motion to Adjourn
Motion_____ Second_____

REGULAR COUNCIL MEETING –April 18, 2017 - GATEWAY- 5:00 p.m.

CALL TO ORDER – Mayor Ladd Wendelin called the meeting to order at 5:00 pm and all recited the Pledge of Allegiance to the Flag.

Roll Call of the Members of the City Council – Brandon Oien, Deb Lohofener, Kristin McHugh.
Majority of the Body Present.

Absent: Jim Marchello and Scott Gawith

Others Present: City Attorney Steve Hirsch, City Administrator Halley Roberson, City Foreman David Sporn, Treasurer Steve Zodrow, Police Chief Brad Burmaster, Cynthia Haynes with the Oberlin Herald, Brice Meitl, Marilyn Black, Troy Haas, Ruth Miesner, and City Clerk Sandy Rush.

CONSENT AGENDA

Approval of minutes – for April 4, 2019, regular Council meeting.

Appropriation Ordinance - Payment of Bills.

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

ADMINISTRATORS REPORT

- Next Council Meeting May 2, 2019
- Curbside Pickup April 29, 2019 – Reminded residents to call the office by Friday to be put on the list for the Citywide Cleanup to have items picked up.
- Wastewater Lagoon – Informed the Council BSB will be finished with the lagoons in about two weeks.
- Sappa Intern – An intern had been hired with the help of a Hansen Grant and would start the end of May.
- Water Main Update – Told the council the county has helped repair and haul dirt to the township road where the city water main leak caused trenches in the ditch.
- Utility Billing Error – Roberson reported there was a billing error this month on the water readings that were recorded. The computer miscalculated and overcharged about 200 people. The office staff recalculated the bills by hand and a letter with the adjustment amount sent to all those affected by the error.

NEW BUSINESS

Western Kansas Child Advocacy – Jonathan Herald spoke on behalf of the Western Kansas Child Advocacy Center. He said they had worked 519 abuse cases within the 33 counties they covered in Kansas last year. They now have a mobile medical unit and have started a mentorship program. Mr. Herald asked the council to consider giving again this year. Oien moved, second by Lohofener to support the Advocacy Center as budgeted for \$2500. Motion carried.

CDBG Environmental Review – Roberson informed the council the \$600,000 Community Development Block Grant (CDBG) project is on target to replace 19-21 blocks of old water mains. She said KDHE gave clearance of the waterline project since there are no environmental impacts to cause worry. The only comment received from KDHE was regarding asbestos in the pipes, which was not a concern; it will be addressed according to environmental safety standards. Oien moved, second by McHugh to approve authorizing Mayor Wendelin to sign the CDBG Environmental Review. Motion carried.

Resolution No. 711 Authorizing Execution of SWPA Project Agreement – Oien moved, second by McHugh to approve Resolution No. 711 authorizing the execution of the Southwestern Power Administration (SWPA) project agreement between the city and the Kansas Municipal Energy Agency (KMEA) for a period of fifteen (15) years beginning June 1, 2019. Motion carried.

KMEA Southwestern Power Administration (SPA) Extension Agreement – Lohofener moved, second by McHugh to approve entering into a Project Agreement with KMEA regarding the allocation of federal hydroelectric power and associated energy from SWPA. Motion carried.

Roberson said a total of about 17 million kilowatts is purchased a year for the city, and of that, 1.1 million was through the SWPA Agreement. Also attached is the SWPA & KMEA contract extension from 2019 to 2033.

REPORTS OF OTHER OFFICERS, BOARDS AND COMMITTEES

Mayors Report – Mayor Wendelin is interested in beautifying the Oberlin sign located at the top of Penn with paint and lighting.

Public Works Department – Foreman Sporn 4-15-19 Report attached for review. Reported the street project is going as planned and will notify the council when ready to view.

Treasurers Report – Reported the new sewer rates have been calculated and presented a calculation sheet with years 2011 through 2019. The median charge for 2019 sewer rates is \$16.89.

Police Report – Mar 2019 report from Chief Burmaster is attached.

Chamber Report - March 2019 Meeting, Special 3-15-19 Minutes, April 2019 Agenda

EDC Report – 4-15-19 Agenda

EXECUTIVE SESSION

#1 Mayor Wendelin called for a 10-minute Executive Session to discuss a non-elected personnel matter exception, K.S.A. 75-4319(b) (1). To include mayor, administrator, city attorney, council, and Foreman Sporn starting at 5:30 p.m. Oien moved, second by Lohofener. Motion carried. It was resumed at 5:40 p.m. with no action taken.

ADJOURNMENT

At 5:40 PM Lohofener moved, second by McHugh to adjourn. Motion carried.

Sandy Rush, City Clerk

Ladd Wendelin, Mayor

KANSAS DEPARTMENT OF COMMERCE

SMALL CITIES CDBG PROGRAM

NOTICE OF APPROVAL
FOR THE
REQUEST FOR RELEASE OF FUNDS (RROF)

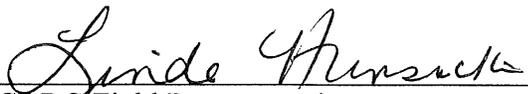
Grantee's Name: CITY OF OBERLIN

Project Number: #19-PF-016

Statutory Checklist received April 26, 2019

The Kansas Small Cities Community Development Block Grant (CDBG) Program has approved your CEST environmental review that converted to Exempt.

A release of funds is hereby approved for the CDBG project referenced above.

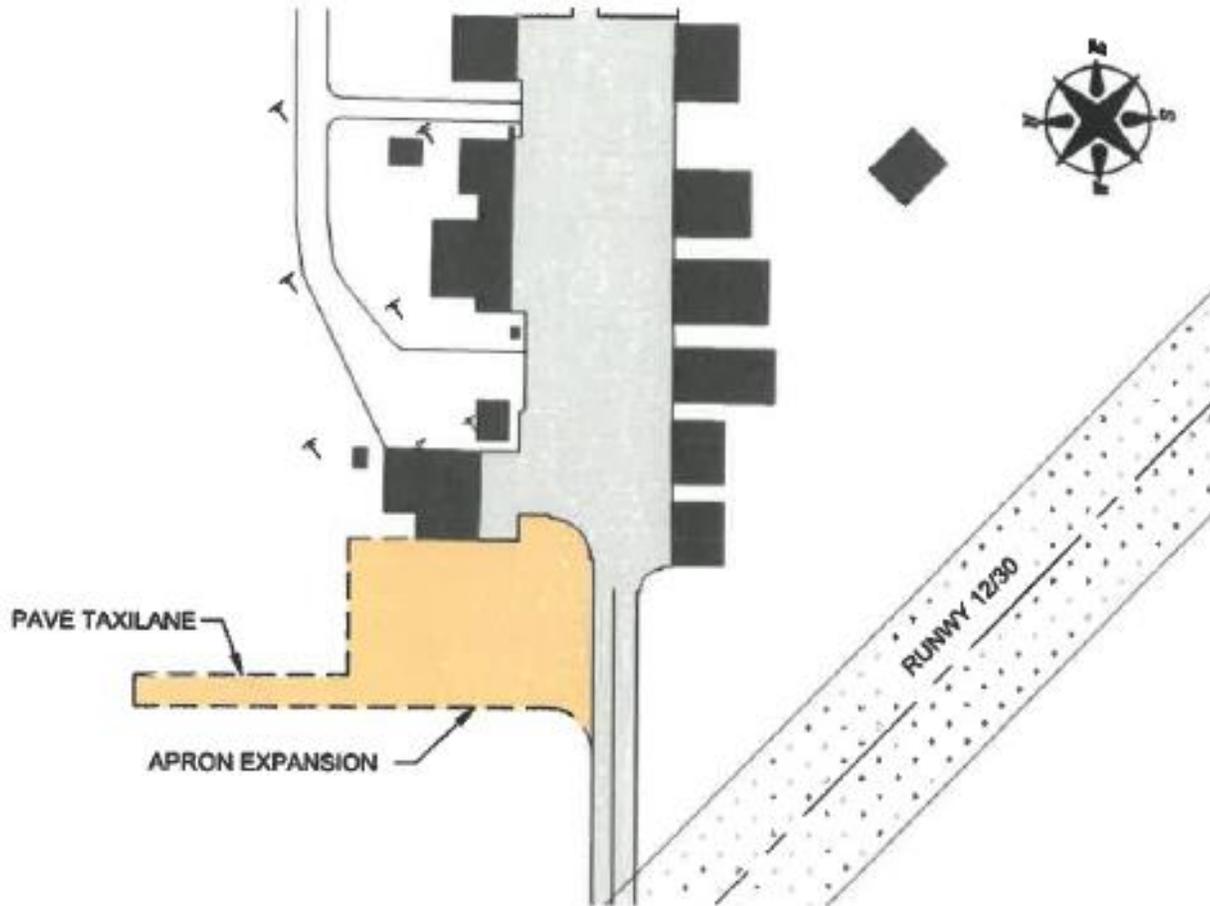

CDBG Field Representative

5-1-19
Date

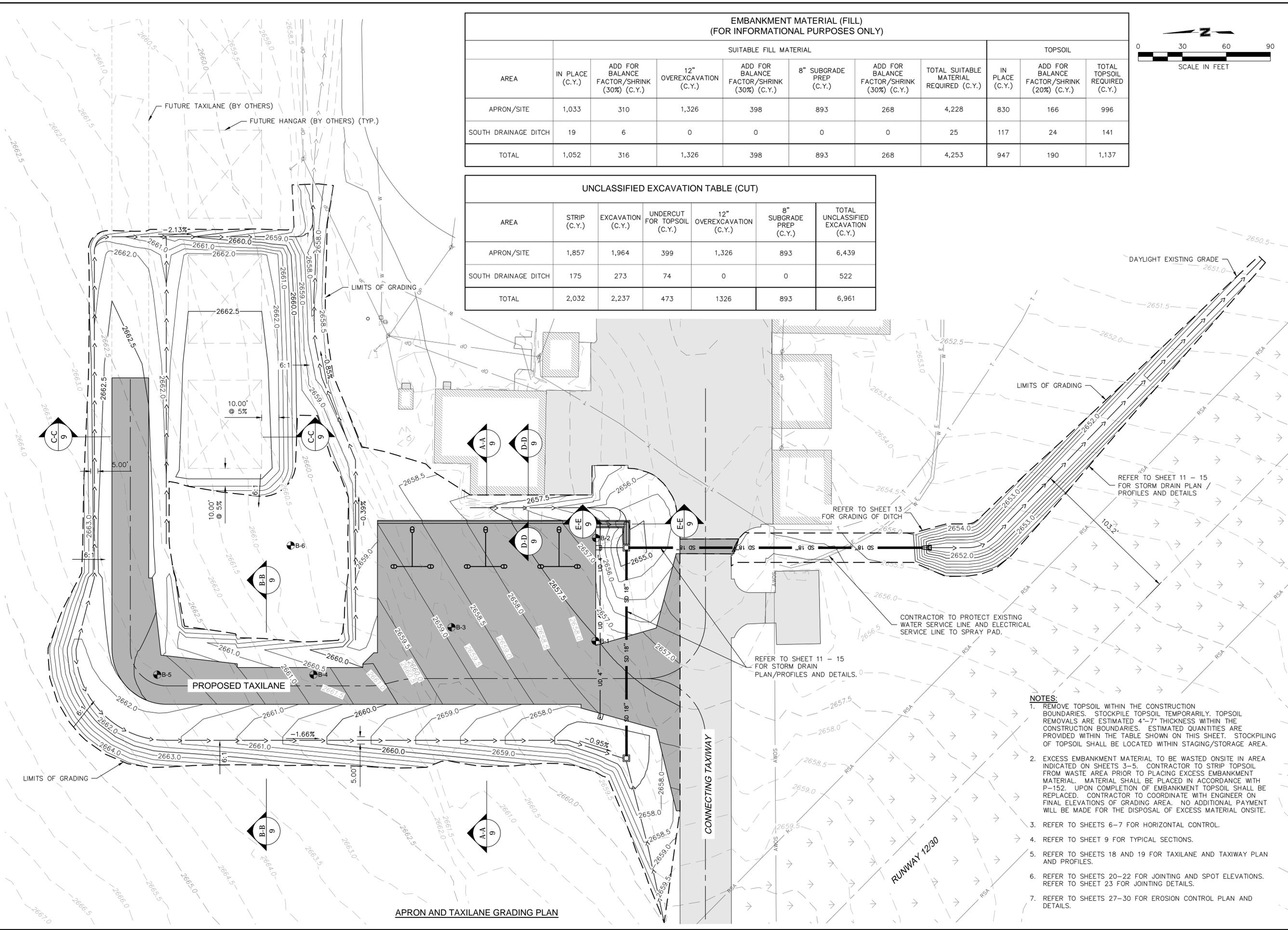
ACIP DATA SHEET

AIRPORT	Oberlin Municipal	LOCID	OIN	LOCAL PRIORITY	2
PROJECT DESCRIPTION	Apron Expansion			Identify FFY that you desire to construct (FFY: Oct. 1-Sept. 30)	FFY 19

SKETCH:



DWG: F:\2018\3001-3500\018-3411\40-Design\AutoCAD\Final Plans\Sheets\ARPT\C_GRD_83411.dwg
 DATE: Apr 24, 2019 6:10pm
 USER: ccorr

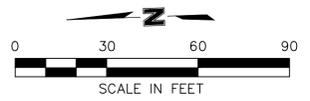


**EMBANKMENT MATERIAL (FILL)
(FOR INFORMATIONAL PURPOSES ONLY)**

AREA	SUITABLE FILL MATERIAL							TOPSOIL		
	IN PLACE (C.Y.)	ADD FOR BALANCE FACTOR/SHRINK (30%) (C.Y.)	12" OVEREXCAVATION (C.Y.)	ADD FOR BALANCE FACTOR/SHRINK (30%) (C.Y.)	8" SUBGRADE PREP (C.Y.)	ADD FOR BALANCE FACTOR/SHRINK (30%) (C.Y.)	TOTAL SUITABLE MATERIAL REQUIRED (C.Y.)	IN PLACE (C.Y.)	ADD FOR BALANCE FACTOR/SHRINK (20%) (C.Y.)	TOTAL TOPSOIL REQUIRED (C.Y.)
APRON/SITE	1,033	310	1,326	398	893	268	4,228	830	166	996
SOUTH DRAINAGE DITCH	19	6	0	0	0	0	25	117	24	141
TOTAL	1,052	316	1,326	398	893	268	4,253	947	190	1,137

UNCLASSIFIED EXCAVATION TABLE (CUT)

AREA	STRIP (C.Y.)	EXCAVATION (C.Y.)	UNDERCUT FOR TOPSOIL (C.Y.)	12" OVEREXCAVATION (C.Y.)	8" SUBGRADE PREP (C.Y.)	TOTAL UNCLASSIFIED EXCAVATION (C.Y.)
APRON/SITE	1,857	1,964	399	1,326	893	6,439
SOUTH DRAINAGE DITCH	175	273	74	0	0	522
TOTAL	2,032	2,237	473	1,326	893	6,961



- NOTES:**
- REMOVE TOPSOIL WITHIN THE CONSTRUCTION BOUNDARIES. STOCKPILE TOPSOIL TEMPORARILY. TOPSOIL REMOVALS ARE ESTIMATED 4"-7" THICKNESS WITHIN THE CONSTRUCTION BOUNDARIES. ESTIMATED QUANTITIES ARE PROVIDED WITHIN THE TABLE SHOWN ON THIS SHEET. STOCKPILING OF TOPSOIL SHALL BE LOCATED WITHIN STAGING/STORAGE AREA.
 - EXCESS EMBANKMENT MATERIAL TO BE WASTED ONSITE IN AREA INDICATED ON SHEETS 3-5. CONTRACTOR TO STRIP TOPSOIL FROM WASTE AREA PRIOR TO PLACING EXCESS EMBANKMENT MATERIAL. MATERIAL SHALL BE PLACED IN ACCORDANCE WITH P-152. UPON COMPLETION OF EMBANKMENT TOPSOIL SHALL BE REPLACED. CONTRACTOR TO COORDINATE WITH ENGINEER ON FINAL ELEVATIONS OF GRADING AREA. NO ADDITIONAL PAYMENT WILL BE MADE FOR THE DISPOSAL OF EXCESS MATERIAL ONSITE.
 - REFER TO SHEETS 6-7 FOR HORIZONTAL CONTROL.
 - REFER TO SHEET 9 FOR TYPICAL SECTIONS.
 - REFER TO SHEETS 18 AND 19 FOR TAXILANE AND TAXIWAY PLAN AND PROFILES.
 - REFER TO SHEETS 20-22 FOR JOINTING AND SPOT ELEVATIONS. REFER TO SHEET 23 FOR JOINTING DETAILS.
 - REFER TO SHEETS 27-30 FOR EROSION CONTROL PLAN AND DETAILS.

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PRELIMINARY
 NOT TO BE USED FOR CONSTRUCTION

DATE PRINTED: April 24, 2019
 OLSSON

REV. NO.	DATE	REVISIONS DESCRIPTION

GRADING PLAN

CONSTRUCT APRON AND TAXILANE TO FUTURE HANGAR AREA

AIP NO. 3-20-0061-011

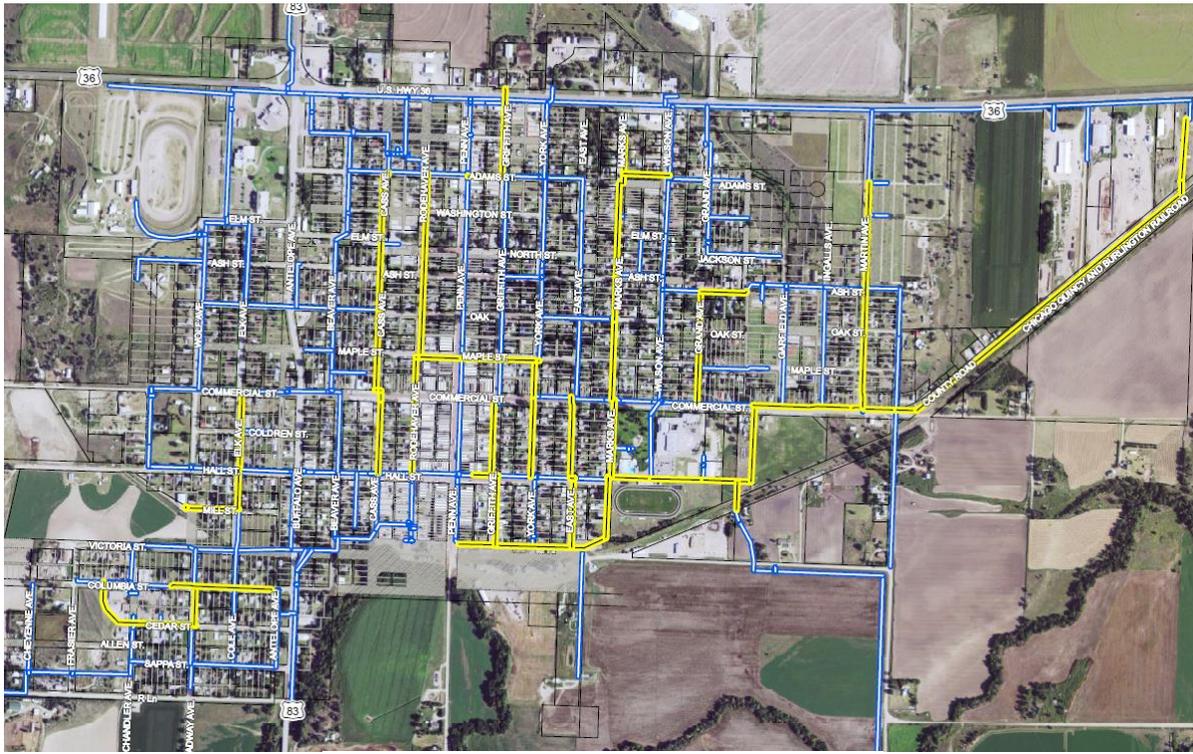
OBERLIN, KANSAS

2019

drawn by: GML
 checked by: MPK
 approved by: CPC
 QA/QC by:
 project no.: 018-3411
 drawing no.:
 date: 12/31/18

SHEET
 10 of 30

Oberlin Water Main Infrastructure Improvement Plan



LEGEND

Water Mains

Water Mains

— Replaced After 2000

— Remaining Water Mains

Above is a map of all of Oberlin's water mains with non-replaced mains highlighted in blue. Oberlin has been on an aggressive water improvement since the well project 7 years ago. Since then the council has been dedicated to continuing with the much need upgrades and repairs to the City's water main system.

Condition assessment: At this time the condition assessment is simply addressing the 1880 water mains by replacement. These mains are well beyond the expected life span. These 1880 mains are beyond the condition where they can be bored out, leaving replacement as the only option.

Project Crossover: Replacing water mains is a project where it is necessary to coordinate with any street project. The goal is to avoid replacing a street and then have to rip it out to replace an 1880 water main. The reverse is (where it exists) true if a water main project is being done leverage the funds to make street repairs. It is understood most of the remaining 1880 water mains run through the set back area and not the streets, leaving this leverage point the exception rather than the rule. Even with this knowledge operations will take advantage of every opportunity to repair when streets if they are removed for a water main project in an effort to maximize all monies designated for infrastructure.



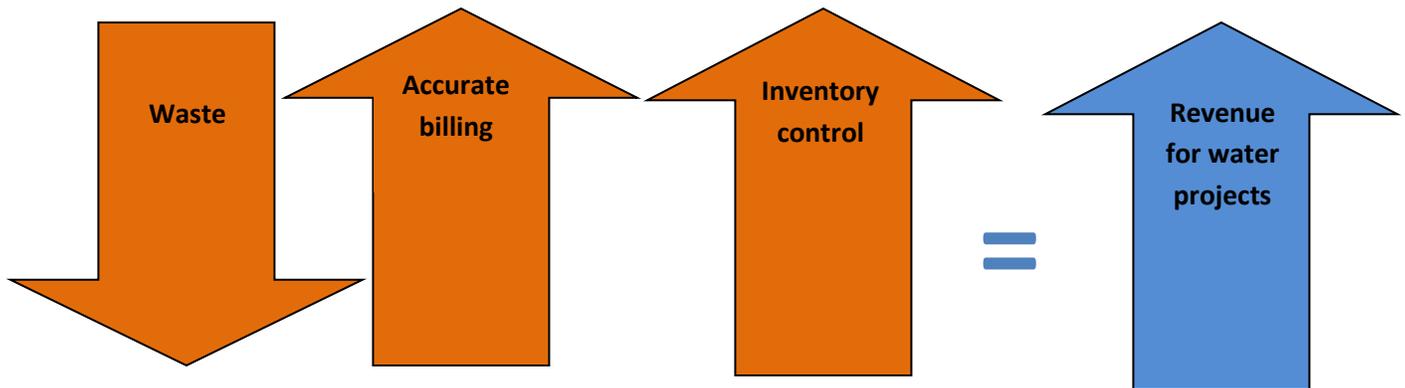
Funding: Water main projects are an expensive undertaking. The expense of water mains extends beyond the project itself, it includes the additional personnel for the project, administrative costs as well as required out of town meetings, which is a monetary cost as well as the work not being done while out of the office. An estimate of approximately \$1,000,000 is needed to complete about 19 blocks is a basic measurement to gauge the magnitude of these projects. The City applies for Community Development Block Grants (CDBG) to assist with the cost burden.

CDBG Funding

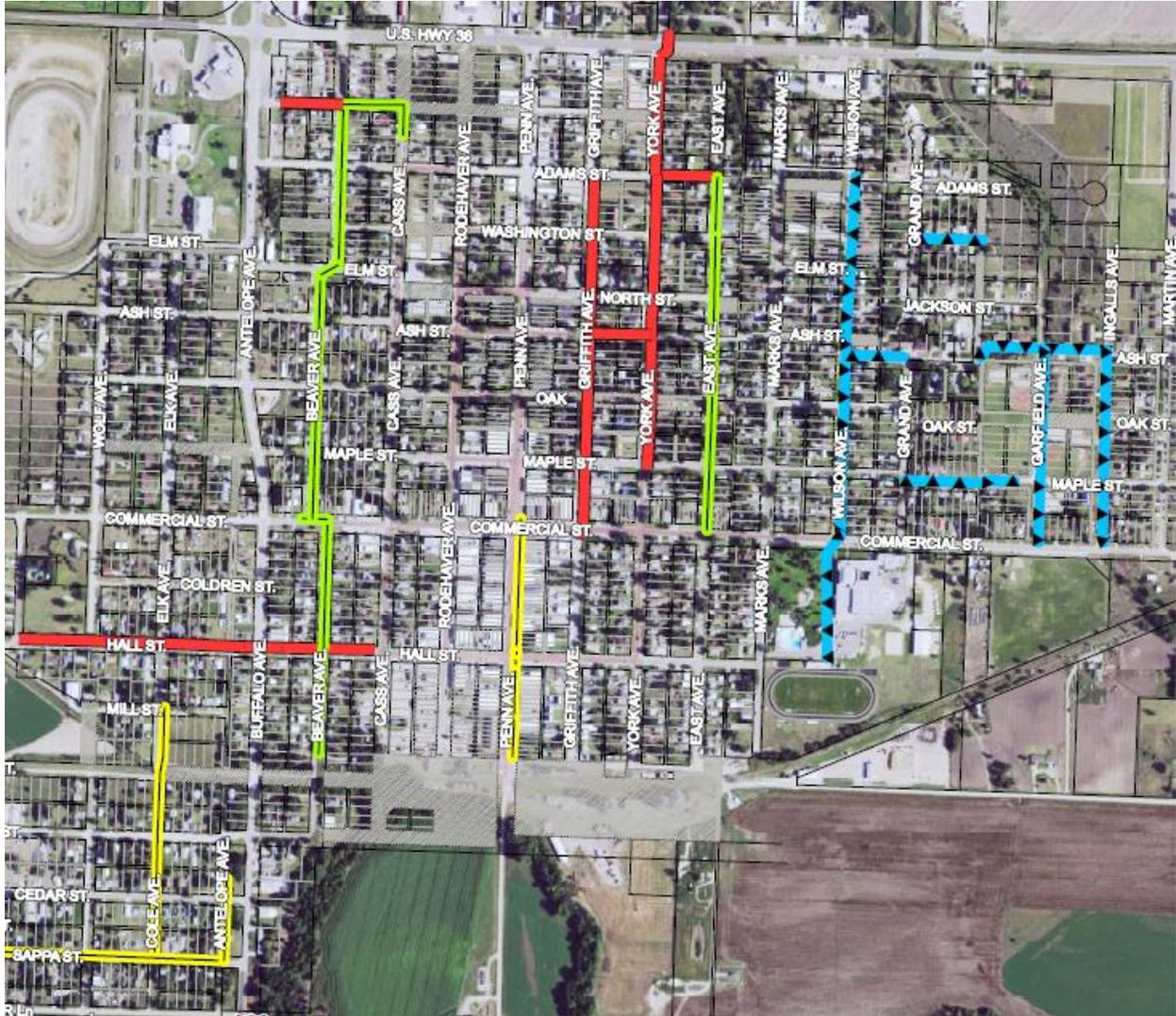
- To continue to qualify for CDBG funding Oberlin must complete a survey every 10 years in order to support the financial need of the region.
- CDBG grant funding is a long process, typically over a year from request to funding.
- Oberlin must also have matching funds to complete a project approximately 60/40 (40% Oberlin)

Budget planning

- Save as much as possible in the water department with a goal of \$250,000 annually designated for CDBG matching funds.
- Increase revenue margin through infrastructure upgrades – improved metering is a major aspect of this initiative. Improved meters ensure accurate billing and better control of the product sold, as well as reduction of waste.



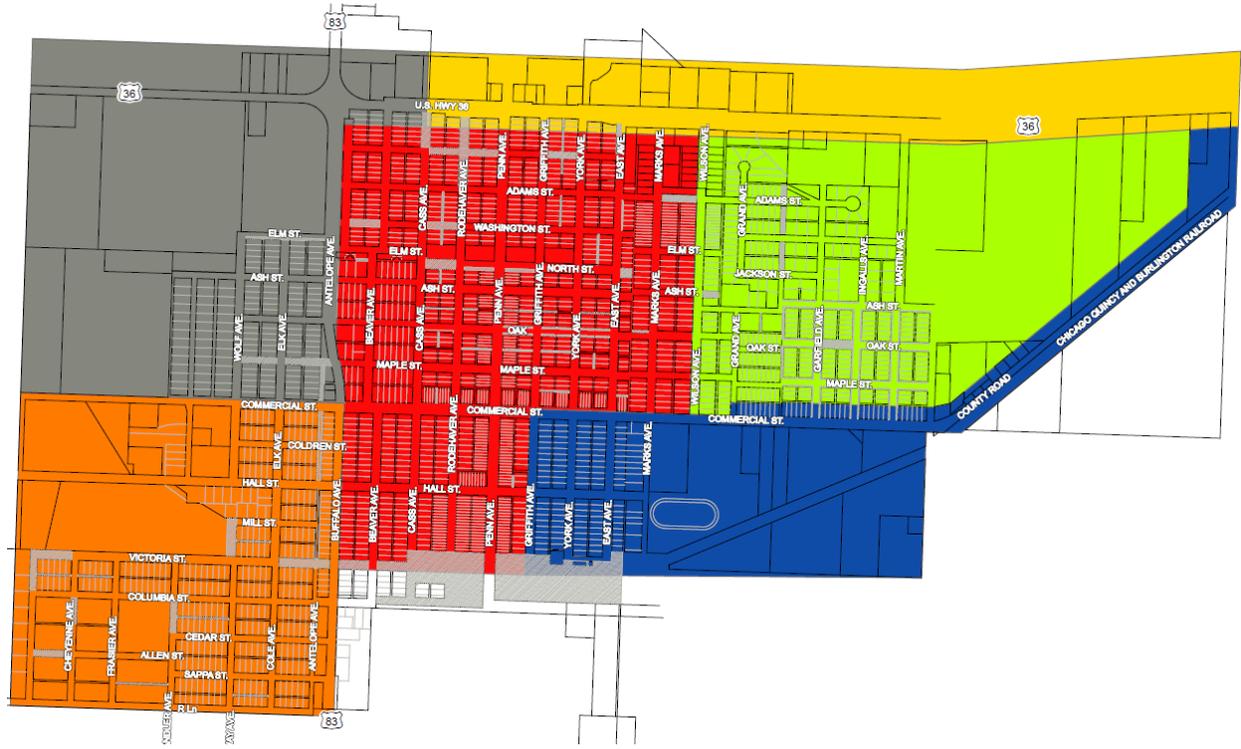
Timeline: Below is a graphic showing the projected plan for 1880 water main replacement. If the budget goal is met for CDBG required matching funds an aggressive schedule would be the completion of the 1880 mains in 6 – 8 years. Key variables in addition budgeting are the continued funding of CDBG at the federal level as well as processing and application times.



LEGEND

- Phase (No. of Blocks) ▲▲▲ 3 (18 Blocks)
- 1 (16.2 Blocks) — 4 (11.25 Blocks)
- 2 (22 Blocks)

Supporting maps for Oberlin water mains



LEGEND

Year	Color
1960	Yellow
1880	Red
1940	Orange
1970	Green
2000	Blue
1980	Grey

Manhole Revitalization and Lagoons and Lagoon liners

While Oberlin has been focused on water projects for over 10 years budgetary constraints have prevented any real attention to the maintenance of manholes. While manholes have yet to be a pressing concern for utility operations a proactive stance is needed to prevent future manhole failure from becoming a reality. Oberlin has 247 manholes, all in need of rehab.



Condition assessment: Poor, manhole rehab has been considered before. During this period approximately 3-4 years ago estimated costs ranged from \$8000 - \$9000 per manhole, making this an over \$2 million project. The recommendation had been to coat the manholes with a fiberglass sealant. This infrastructure project continues to lose out in priority to other utility projects. Now is a time to plan to address this issue before the issue itself dictates attention.



Project crossover: It is doubtful there will be opportunities for the project since this is such a specialized repair. The plan is to still check with any contractors involved with any water and wastewater projects in an effort to save money.

Funding: Budget funding for manhole rehab has proven to be difficult to keep focused on this project. Other infrastructure projects have, and rightfully so, take precedence. While the condition of manholes in Oberlin is poor the need for rehabbed manholes has yet to out-weigh streets, water, or electric. Additional funding sources will need to be identified to meet this need.

Manhole revitalization

Sewer funding has 980K – this funding has been specifically earmarked issues with liners in the future and a 4th lagoon.

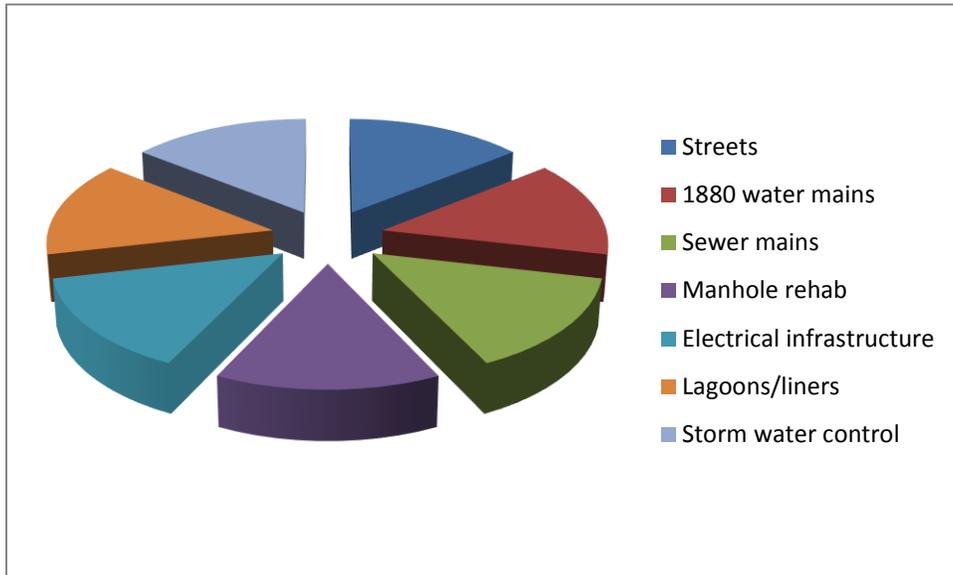
With the new lagoon going in it is difficult to determine if these funds will need to be used for what it has been earmarked for.

Prevention

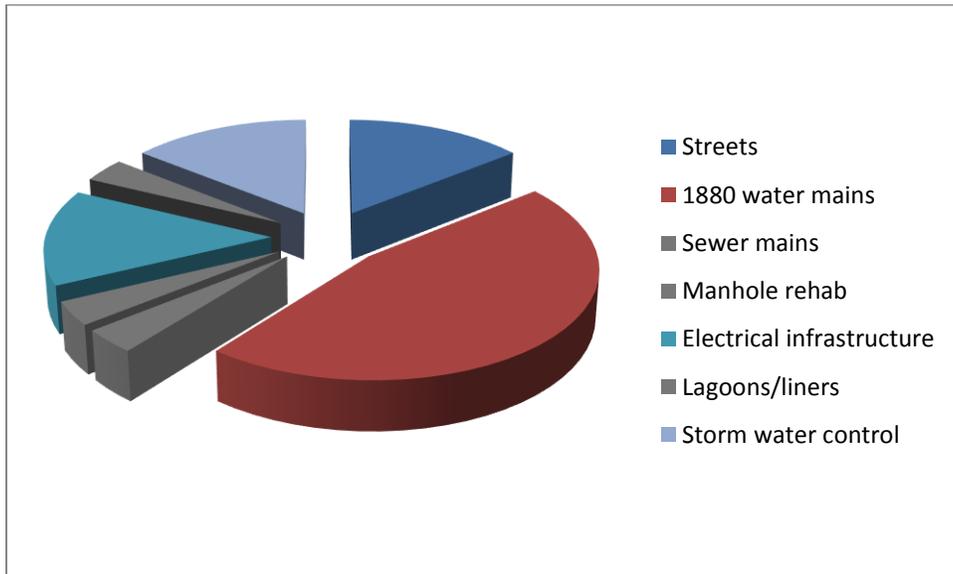
One aspect to research more is floating lagoons. Floating lagoons have a prefabricated foundation with plants on top and the root system below in the water. Floating lagoons have shown to reduce toxins by 7% and expedite the breakdown of solid waste.

The high school has started a hydroponic project. If the city could partner with the school and students could build floating lagoons it would be cost savings to the city, reduce toxin levels in each cell. The desired outcome would be to extend or eliminate the need to replace lagoon liners and free up at least a portion of these funds for other much-needed infrastructure improvements.

Scenario graphic of funding allocation and project concentration

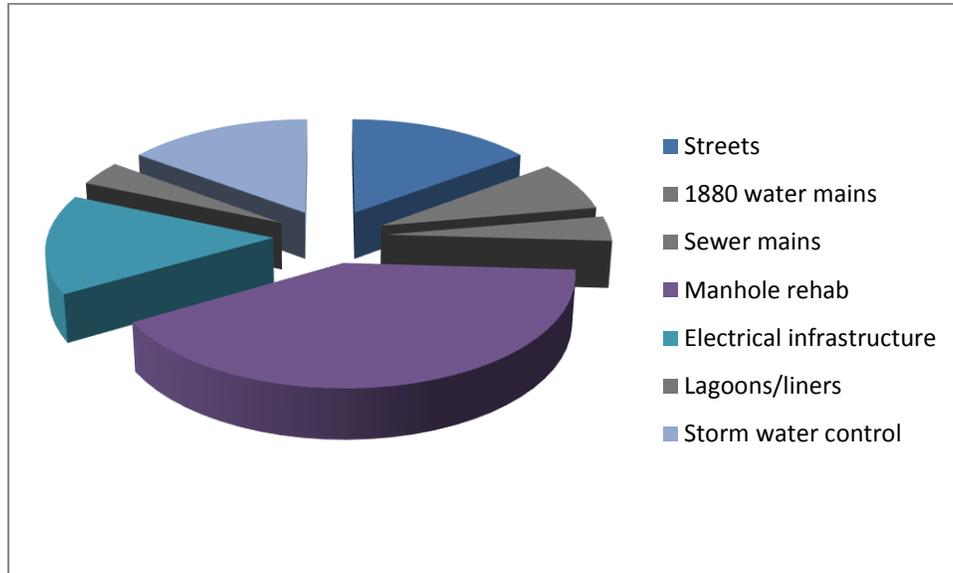


*the graphic is for demonstration NOT representative of budget spending



The above scenario incorporates how we continue to maintain the progress the council has made with infrastructure projects; primarily electric. Additionally, this model also accounts for continued funding of 150K for street projects. By strategically allocating funds toward a specific project it greatly accelerates the timeline of major infrastructure efforts. For example, if a Community Block Development Grant (CDBG) is awarded for water the timeline could change from 6 years to 3 years. With the caveat of project completion being contingent upon CDBG funding at the federal level and Oberlin being awarded

funds. The reason for the drastic reduction in time would be being able to incorporate 2 major water projects into only one.



The above graph is a representation of how budget allocations could look when the 1880 water main projects are complete. Notice this continues to maintain the electrical infrastructure, 150K street project, and leaving more focus for water mains than for lagoon liners and sewer mains but still allows for the majority of additional funding to now be focused on manhole rehabilitation. In these scenarios it is important to state and always reflect in the budget 500K would remain in reserves to address any imposed regulatory requirements for lagoon liners. Should KDHE mandate any changes in the lagoon liners Oberlin would have 500K in reserve for the project. Intentionally keeping this amount in reserve for this project would show Oberlin is serious about planning for the future and matching funds would be available. It is important to note the reason this entire option is now available should the council decide to leverage these funds is because lagoon #4 is complete, with no real cost to Oberlin. When this reserve fund was established the thought was KDHE would either require an additional lagoon, which is now complete or changing of the liners. Since this regulatory requirement is met, and the regulation toward lagoon liners might not happen reducing reserve amounts by half and to leverage them for other infrastructure projects seems appropriate.

Again, these are options for the council to select, the flexibility of this model enables the council to adjust to the needs at a given time.

CONTINGENCY PLAN



Wait, what?? We were not awarded the CDBG funds for our project? The adaptability of this plan will support operational needs and infrastructure improvements without grant funding, it will simply be delayed. The push for continually applying for CDBG funding is time is working against Oberlin. Infrastructure is struggling and accelerating what can be accomplished with CDBG funds is vital to infrastructure updates, maintenance, and public safety. However, we should be prepared to not be awarded CDBG funds and still move infrastructure projects forward.

This would be the worst-case scenario: water main project does not get awarded the CDBG funds. The estimate we can use for an example would be basing this off of having 275K in reserve with a projection of revenue at 200K. This would be typical and even conservative, making this a good example.



What this scenario does is provides for an infrastructure to get done even if CDBG funds are not awarded. True, the project will be different, in this example, a water main project was the goal for the CDBG funds, but if funds are not awarded a portion of water revenues would be reallocated to another infrastructure project, in this example manhole rehab. This also provides some congruity, it can feel 'uneasy' using funds from one department to pay for another, in this scenario the sewer reserve funds were used to accelerate the timeline for CDBG matching funds, and now returned or can be 'paid back' from water for sewer and sewer-related projects. The primary thing to remember when moving or reallocating funds is transparency and disclosure, the same thing we do with every decision the council makes.

The electrical infrastructure in Oberlin has seen the biggest improvement of any utility department. The above picture shows the 71 additional poles the crew has changed out since 2016. The poles are all in addition to what was changed out after the May blizzard. For perspective prior to 2016, the average annual pole replacement was 8 poles, now it is about 45. This is only possible with the council's continued support of infrastructure improvement. With these great improvements, Oberlin still has approximately 65% of poles in an aging condition. The commitment to invest \$150,000 a year in electrical infrastructure updates has paid big dividends. This can particularly be noticed with the reduced amount of outages. Reduced outages create:

- continual revenue
- reduced cost on personnel
- higher customer satisfaction
- safer quality of life for citizens and businesses

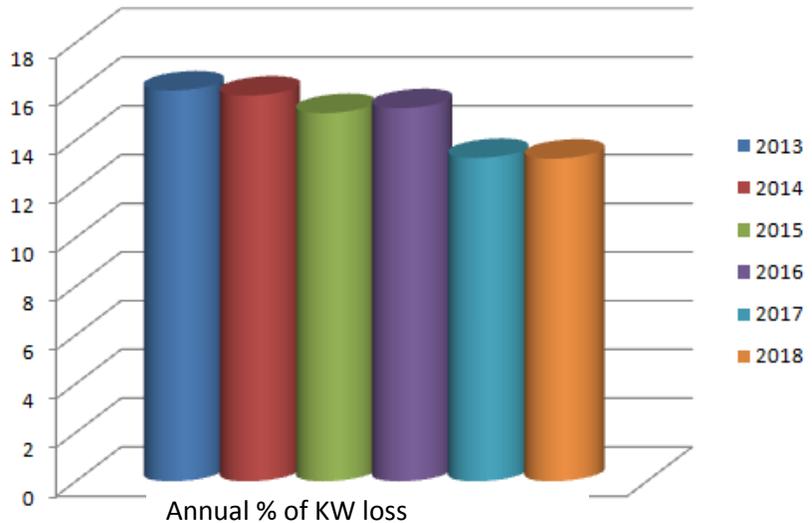
On average Oberlin purchases approximately 17 million kilowatts of electric from the power grid. Oberlin sells approximately 14.5 million kilowatts, leaving 2.5 million kilowatts of purchased power as lost inventory. A few ways to reduce this inventory loss is:

- Keeping trees trimmed to reduce line loss
- Updating wire
- Updated meters
- Updating transformers
- Updating fuses and switches

Lost kilowatts is unavoidable. There will always be some loss as electricity converts to heat energy as it moves through lines and transformers. As Oberlin continues to improve the electrical infrastructure it is expected to see this gap shrink. Reducing lost inventory, kilowatts purchased and not sold, will also increase the revenue generated by the electric department.

Condition assessment: An easy way to give an overall assessment of the electric department is to simply use a grading scale. The electric department is a strong B, 83%. As explained below the kilowatt loss is higher than the national average but the line was only down for an accumulative 177 hours last year. This is a comfortable lead of the measurement standard of 200 hours annual downtime. A little bit more work to have a B+ and an A is an achievable goal. The electrical department has quality equipment so they can actually accomplish the jobs needing to be done. The reliability of the electric system also speaks to condition. With fewer outages, it shows the improvements already are making a difference.

Project crossover: Electric is specific and does not intersect with water or street projects. However, assessment of the system can reveal projects with bigger payoffs than others. Upgrades with a direct impact on reducing kilowatt loss take top priority. As the electric department continues with upgrades it can crossover with economic development, companies will assess the reliability and availability of electric already in place. Quality infrastructure dramatically reduces start-up costs, making Oberlin more attractive for a new and existing business.



The story: *“The U.S. Energy Information Administration (EIA) estimates that electricity transmission and distribution (T&D) losses average about 5% of the electricity that is transmitted and distributed annually in the United States.”* The United States Department of Energy (DOE) states in a white paper titled, Electricity Distribution System Baseline Report. *“While the U.S. electric transmission and distribution system is among the most efficient in the world, roughly 6 percent of total generated electricity is lost in the system. One of the largest sources of loss is distribution transformers, which contribute roughly a third of the total losses, or 2 percent of all generated electricity in the United States.”* In this paper, DOE also uses time of electrical outage as a measurement 200 hours per year to show system effectiveness.

¹ U.S. Energy Information Administration, “How much electricity is lost in electricity transmission and distribution in the United States” www.eia.gov/tools/faqs/faq.php?id=105&t=3

² Electricity Distribution System Baseline Report, July 2016; WM Warwick, TD Hardy, MG Hoffman, JS Homer; pg V. www.energy.gov/sites/prod/files/2017/01/f34/Electricity%20Distribution%20System%20Baseline%20Report.pdf

Oberlin's utility distribution system has artificially high line loss. The reason for this many of the City's street lights is not metered. In the above graph, the unmetered street light electrical usage is not accounted for. This reduces the aggregate loss at a projected average of approximately 1.65%. Oberlin's loss in 2013 was 14.38% and in 2018 has improved to 11.57%. While the electrical line still has improvements to make before it is performing closer to national averages of line loss it is evident the focus the council has had toward aggressively addressing infrastructure is paying off.

Funding

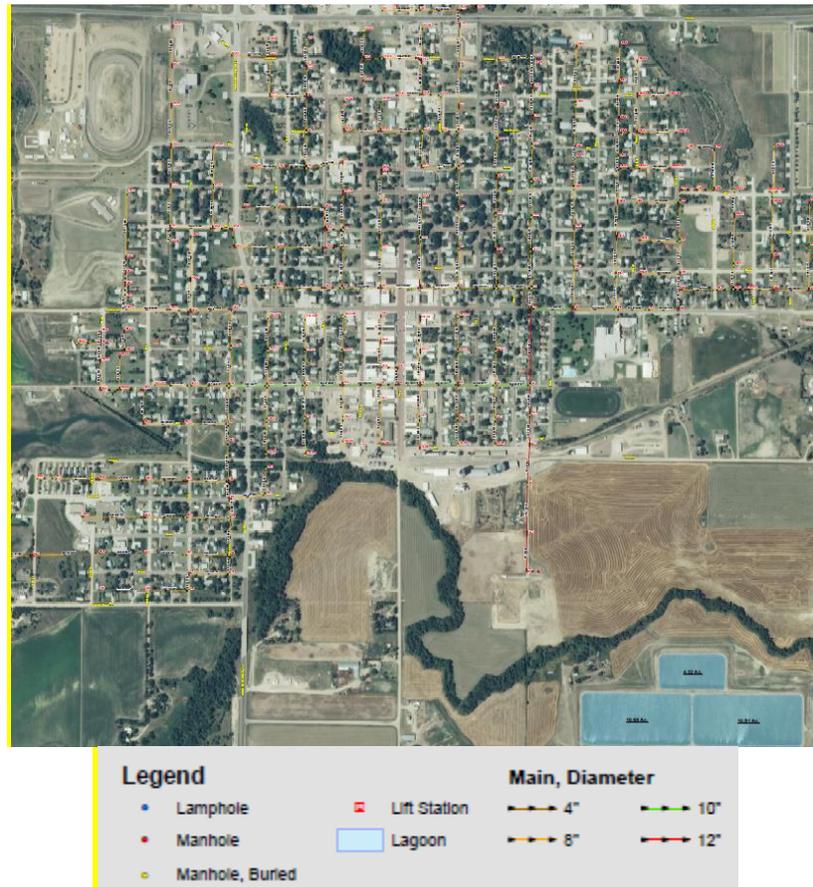
Electrical infrastructure funding

The annual operating budget has consistently funded 150K infrastructure project, and it is highly recommended this continue.

If the trend continues of reducing line loss this will generate more revenue for the City. The additional revenue can be assigned at the council's discretion.

Energy study projects are anticipated to have a direct impact on the amount of electricity the purchases, and reduce this overall cost. This will also free up additional funds for projects. This is especially true if alternative energy models work as anticipated.

Sewer maintenance



Above is a picture highlighting the sewer mains in Oberlin. The primary focus of the sewer and wastewater system has been the construction of lagoon #4. With this project now complete, or very near completion it can free up some funds to be allocated to other areas, as listed previously in this report. The sewer system is working and working well. This is also an infrastructure system not receiving much attention to the actual lines. Circumstances of other failing infrastructure systems have taken precedence over sewer mains. Oberlin has been proactive in terms of preparing for sewer projects. As recommended before keeping a 500K reserve to address regulatory requirements of liner changing is a necessary priority.

Oberlin has 13.5 miles of sewer main and no mains have been replaced in the last 20 years and suspected never. However, the city is required to conduct state-mandated maintenance and testing which has helped keep the system in better condition. The sewer system is functioning well and receiving regular maintenance, from a needs assessment this aspect of infrastructure can continue with regular maintenance and funds reallocated to other projects in more desperate need. Sewer-line cleaning and camera inspection are completed annually the town divided into a 5-year rotational cycle. Approximately 15K is spent annually for this process, which has proven helpful in maintaining sewer-lines.

Condition assessment: The sewer system is working. Additional maintenance is required to keep it working properly. An example of the additional maintenance is the pumping approximately every 3 weeks to keep the lines cleared.

Project crossover: drainage for storm drains, manhole rehab

Sewer main funding

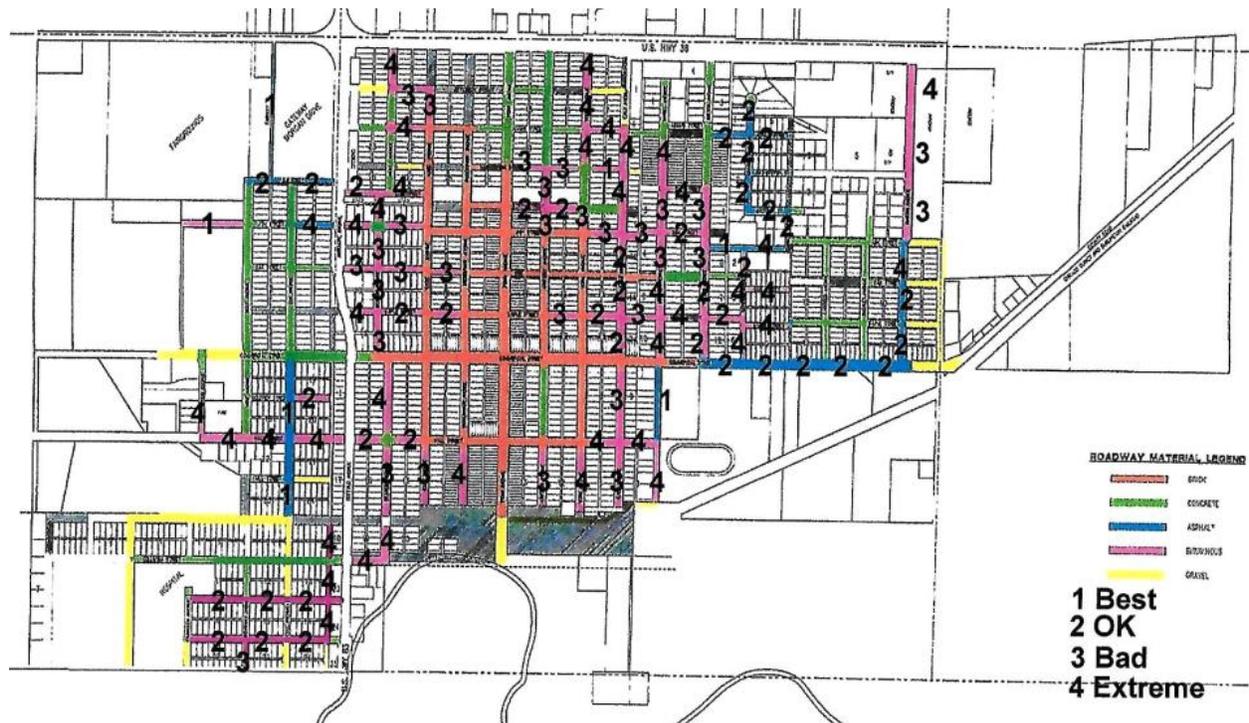
While this infrastructure system is working, it requires additional maintenance then what is typical to keep a sewer system operational. Even with this setback the sewer infrastructure system is at a higher operational level than others.

The hope is the system will continue to perform as it is now and dictate attention or funds to be redirected other infrastructure projects. During this time a portion of the revenue generated from sewer should stay with sewer and matching funds will be available for a major project.

The timing of the above scenario would play a factor when 1880 water mains are completed and a portion of revenues staying with water surplus funds can be directed toward the sewer to fund upgrades.

CDBG funds are also a viable option for sewer upgrades – USDA sometimes has funding opportunities for rural areas and this should be considered as well.

Streets



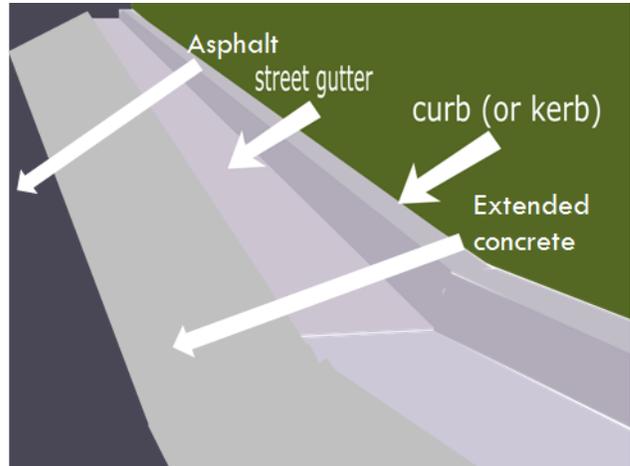
The streets in Oberlin have been an evolution. The roads traveled by horse and buggy are some of the same routes we use today. When the streets were eventually paved; and I can only imagine what controversy and waste that must have seemed at the time was done it wasn't really done well. My guess is it was a compromise. Fast forward to today and our streets are still compromised. This coupled with the challenge of maintaining brick streets with modern day traffic demands, from larger vehicles, semis, and just more travel takes a constant toll. But, they are nice, we love them and do the extra work, they are one of the hallmarks of Oberlin. Funding for street repair feels especially painful because this is non-revenue generating infrastructure system. The past two budget cycles have had 150K dedicated toward street rehab. It is recommended this continues and is increased whenever possible, an example of increase would be the previously stated funding scenarios in the manhole portion of this report. Estimating the timeline for repaired streets is premature until it is determined if the hybrid street repair is effective and can produce desired results.

Condition: streets are in poor condition.

Repair options: “Necessity is the mother of invention”; the council has chosen to try a hybrid street repair where 1/3 of each side is replaced with concrete in an effort to support the asphalt and chip seal. This was designed by foreman David Sporn, and will also have the streets prepared for complete concrete one day leaving only 1/3 of the street to be poured. This option will also improve storm drainage, creating a longer life for the streets.

Dirt roads: Oberlin is responsible for some dirt roads within the city limits as well. This year there is a concentrated effort to address these roads. All of the moisture this year has been incredibly taxing on these roads, and a long wet season has prevented typical maintenance, the crew will be playing catch-up with these dirt roads.

Crossover projects: storm drainage, 1880 water main replacement



Street project funding

Continue funding 150K toward street projects annually

As other infrastructure projects are completed to a maintenance level reallocate funding to streets

As additional revenue is generated consider reallocating funds to street projects

Focus on staffing at all levels, full-time, seasonal, and summer help

Water main dirt road

This is a primary example of an infrastructure project being imposed on the city. With the extremely low temperatures and high winds this year, it caused air release valves to freeze, which in turn caused a water leak. The water from the leak coupled with the extreme moisture from the year was too much and the road simply gave way exposing the water main that provides water to all of Oberlin. The blue in the picture is the exposed water main. The picture looks like a bright and sunny day, but that night temperatures were freezing levels. The water crew worked all weekend to cover the main back-up to protect it from freezing. This is an example of failing infrastructure costing more in materials and labor to maintain. This water main should not be seen, ever. In the last 5 years, this main has been exposed and visible twice. Why these air release valves froze is not clear. The consistent high winds, and below freezing temperatures were severe and plans to better insulate the valves are underway to prevent this from happening in the future.



Condition: dangerous, not only for the protection of the water main but for traffic as well. This road has been closed until further notice for public safety reasons. Weather conditions have been prohibitive of complete inspection, especially for dirt work contractors.

Project crossover: water mains – the fix does not improve water main functionality but is imperative for the entire system to have this road repaired.

Repair recommendation: build-up the new road, with proper packing and gravel as soon as possible.

Water main dirt road

This project was not funded in this budget – it is an uncontrollable and unexpected infrastructure failure.

While BSB is here to complete lagoon #4 see if they can bid at least an initial fix and save on the cost of equipment transport that can range from 10K-50K and make sure we focus funds on road repair Use some of 300K of street project money for this repair – 150K had been budgeted the year before but how to actually repair the streets was unclear and the 150K from the previous year was moved to this year to keep funds focused on streets – the extra should the council decide can go toward this repair.

Stormwater control

Stormwater and drainage quickly become an important part of overall street maintenance. Even if road work is completed inadequate drainage can literally wash the work away. Years of patching streets have caused a build-up of the road so high it often impedes water drainage into storm drains causing further road deterioration. This is a vicious cycle. The street crew has been working to address this specific issue and reclaiming storm drains. The reclaiming of storm drains is also a piece of the hybrid street repair plan. With the concrete sides of the curb and a portion of the street, it will enhance storm drain capability. Above is a picture of how the height of the road impedes drain access.



Other aspects of stormwater drainage are repairing old drains. Anything keeping water off the streets and water exiting to the drainage system will help prolong street life. The street crew was able to reclaim 4 storm drains and have more planned for this summer.



Snow is also another aspect of street maintenance and stormwater drainage, especially when winters have the weather we experienced this year with rain and snow. Having a snow ordinance that is easy to

implement and for the public to understand will greatly assist with stormwater drainage and overall public safety. If water from melted snow can drain properly it will not freeze and turn into ice, this is especially important for roads with a lot of vehicle and pedestrian traffic.

This photo with the yellow painted curb shows a reclaimed storm gutter. A more secure metal grate is safer for all street traffic, and drainage is tremendously enhanced, providing a longer life to the street.



Additional saving/planning initiatives

Gateway/Building maintenance: The damage from the hailstorm addressed a lot of building maintenance for the city. This damage also highlighted there is no real plan in place for regular building maintenance. Insurance claims from the hail storm are not completely processed at this time, and it is expected some surplus on insurance payments will be available. Using these funds to begin a budget line item dedicated to building maintenance would be a good use of funds. Adding to these funds gradually annually would have the city prepared for the maintenance and have a budget for preventative work as well.

Sappa Park road: The council has already started saving for the needed road work within Sappa Park. Last year \$5,000 was earmarked for this project. It is recommended to allocate more surplus funds to this project at the end of the 2019 budget if possible. It is a rough estimate of needing \$35,000 for the necessary work the chip seal the entire road. With the pace of only \$5,000 annually, the time to get these funds the repair work will be more expensive due to more extensive damage and increased costs of materials.

Fiber internet

The efforts put forth to bring fiber internet to Oberlin have been slow going. Good news is there has recently been some headway made on what might be a viable option for Oberlin with a local provider. The next step will be for the council to appoint a committee. This will be a new business item on the council agenda. St. Francis has recently updated to fiber internet



and they are willing to meet with the committee from Oberlin and help map out how to bring fiber internet to Oberlin as well. So far this seems like an exciting option, worth exploring.

STREET REHAB PLAN

City of Oberlin



2019

OVERVIEW OF EXPENDATURES

- \$300,000 allotted for 2019
- 4 Laborers for 7 months = \$67,933.60
- Tools, materials = \$55,000
- \$177,066.40 for cement, roughly 11 blocks with repairs on both sides
- Estimated \$27,272.72 per 360' block with repairs done to both sides (post year pricing should be lower after main material purchases)

CHAIN OF EVENTS

- Execute test plot
- Reevaluate proposed plan
- Obtain necessary equipment, materials and laborers
- Begin project
- Close 2019 project when funds are depleted or winter weather sets in

BASIC PLAN

- Notify homeowners of the project so they can make parking arrangements.
- Tear out and pour one side of one block at a time (approx. 360') for the length of each section to be repaired. Then begin on the other side if necessary.
- 7 mos. estimated project time.
- Upon completion, city street crew members will seal all new seams including existing cracks in the remaining blacktop.

MISC. INFO

- Not all bituminous or asphalt streets are in need of this rehab program at this time
- Both sides of all streets are not in equal condition
- Some replacement of curbing is likely to occur
- Project to commence on worst streets keeping new water mains/other utilities in focus
- Planning for the future will allow for ease of replacement of the center section of street

TIME CONSUMING VARIABLES

- Weather (rain, extreme heat, ect.)
- Subgrade replacement
- Curbing replacement
- Lack of full or experienced staff
- Cement delivery
- The unexpected

LABORERS SHCEDULE

- 8AM to 5PM mon-fri, 1hr. Lunch, two 15min onsite rest periods
- Employed from the beginning of each years project until the closing of each years project
- Rain Delays=Potential Days off

FUTURE PROPOSAL

- \$150,000 annual project
- 4 laborers for 4 months = \$38,819.20
- Tools, materials = \$10,000
- \$101,180.80 for cement, roughly 6 blocks with repairs on both sides
- Estimated \$25,000 per 360' block with repairs done to both sides

MECHANICS



ARE THERE ANY QUESTIONS?

CONDITION REFERENCE



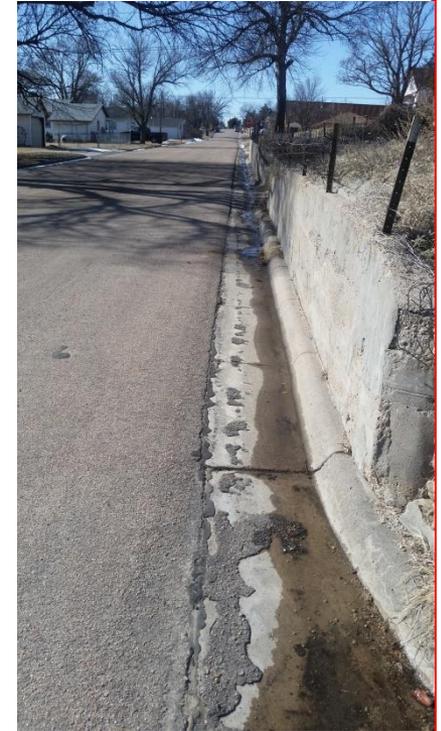
#4, EXTREME



#3, BAD



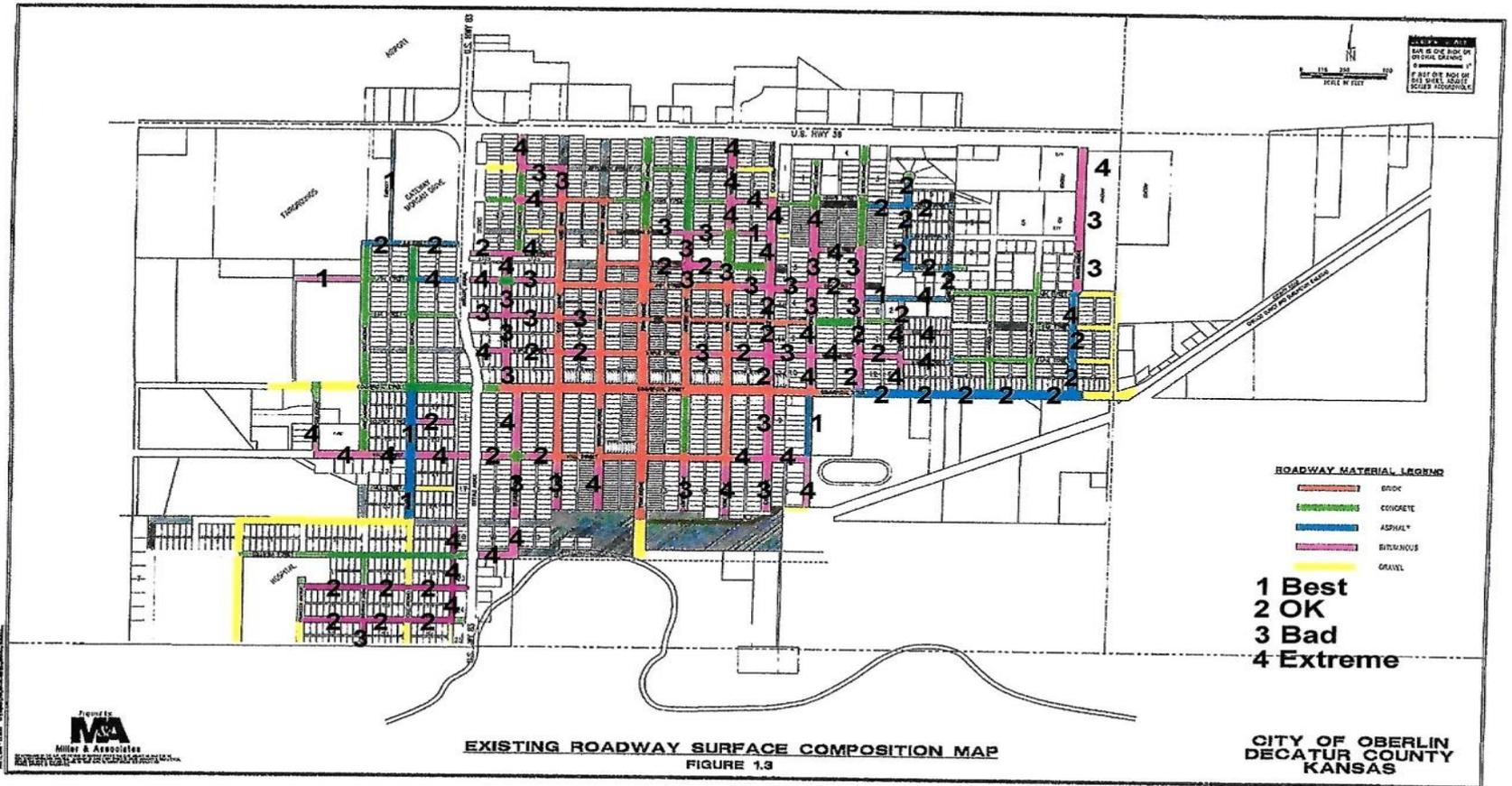
#2, OK



#1, BEST

Condition based on edge height, overall shape, edge condition, gatoring

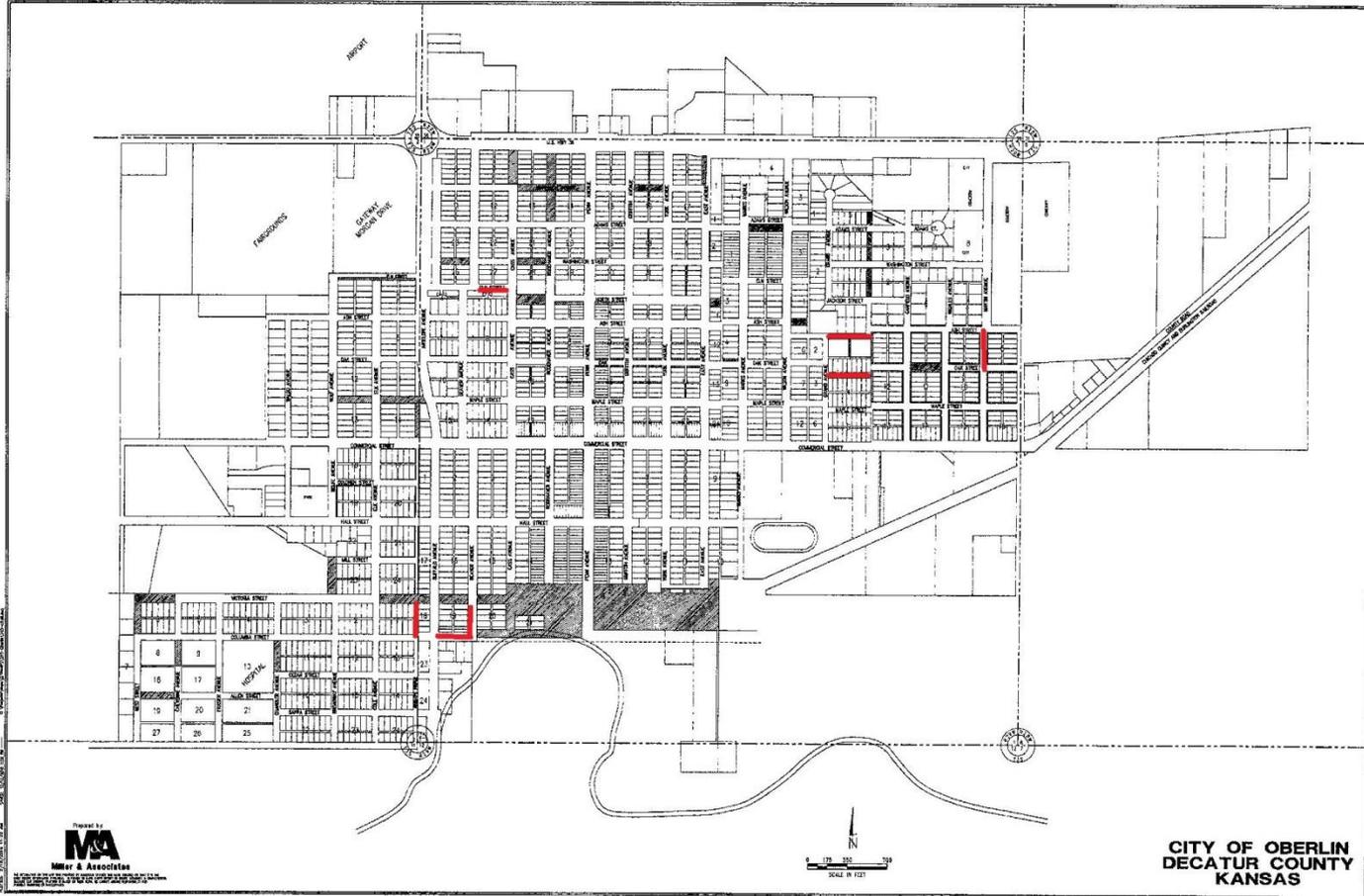
CURRENT CONDITIONS



CONDITION NUMBERS

- 40 extreme blocks, #4
- 30 bad blocks, #3
- 40 OK blocks, #2
- 12 best blocks, #1

Year Two Plan



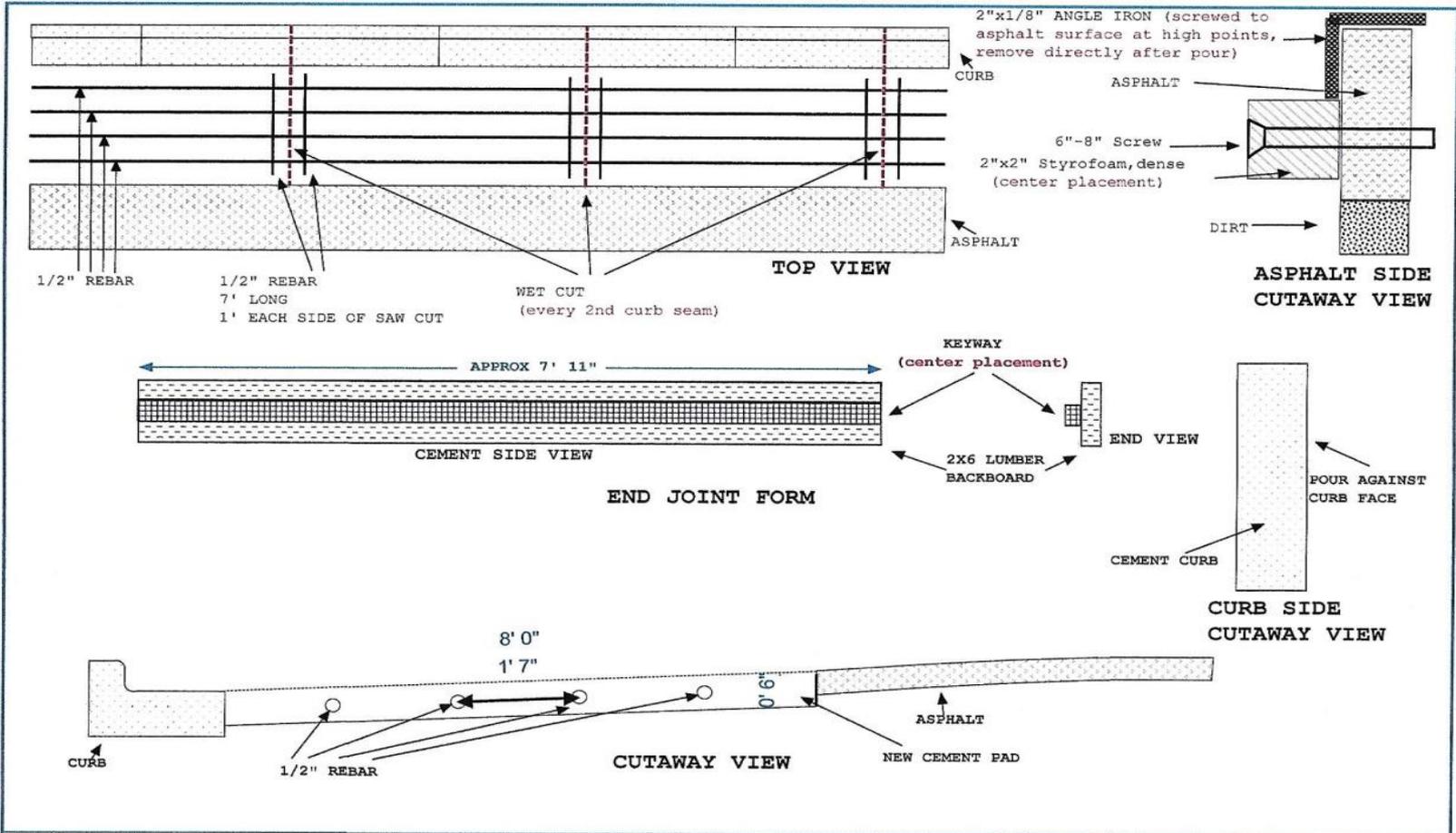
2150 feet of replacement

No water mains (72%) New water mains (28%)

Post Years Plan

- This has yet to be determined due to the following...
 - Dependent on the future replacement of water mains/storm drains vs street condition
 - Plan changes
 - Plan progress

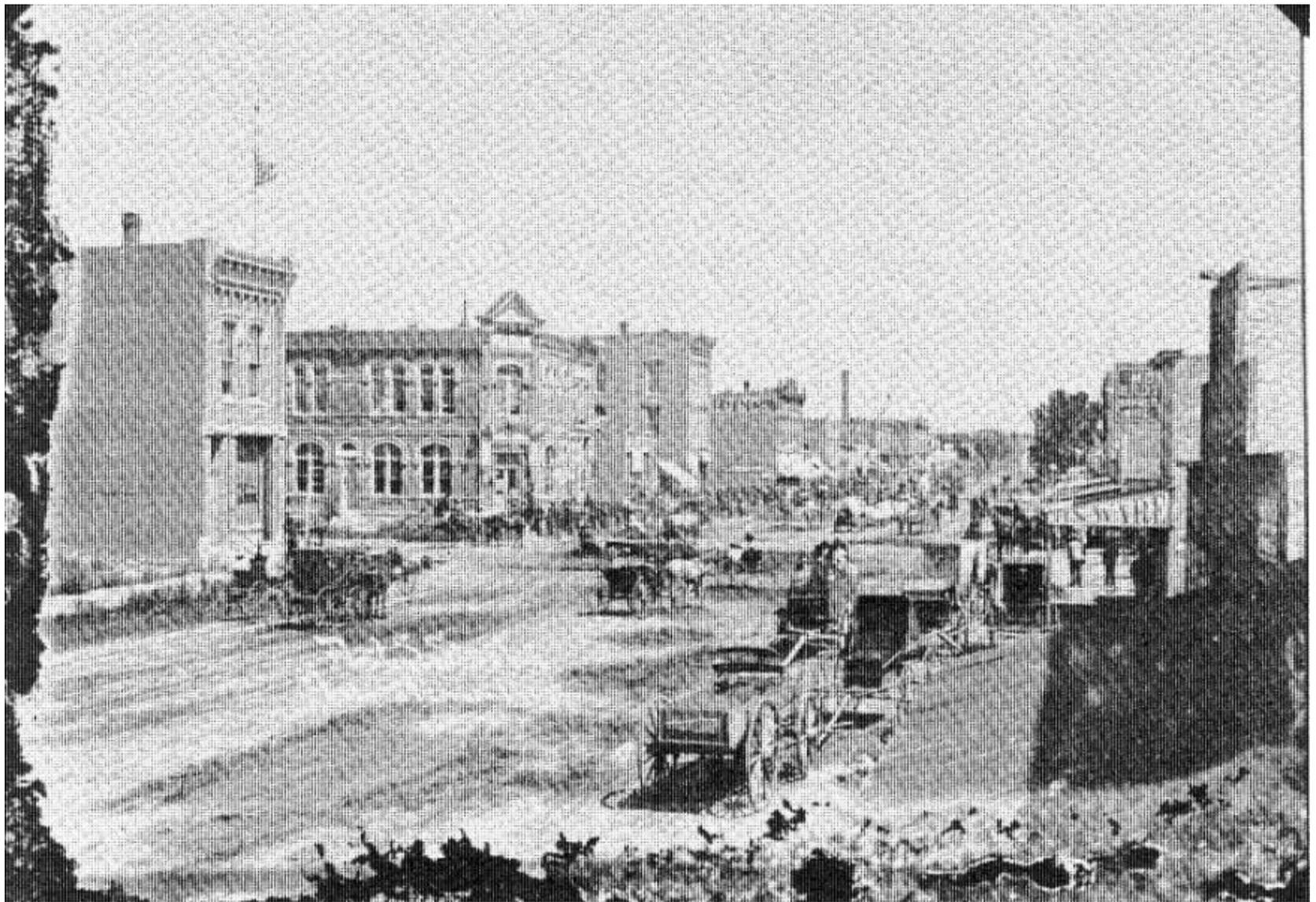
Construction Plans



Site:	Oberlin, KS	Drawing:	801506	Project:	0000416	Drawn:	David S.	Notes:	Preliminary Plans	City of Oberlin 1 Morgan Dr. Oberlin, KS 67749
Title:	Street Rehab Project	Scale:	1/4":1'0"	Date:	02/27/19	Rev:	A			

CONCLUSION

- This is a basic plan proposal which will need to change to adapt to many variables including environment/weather, laborers experience, funds available, cement availability, and process changes.
- Not all bituminous streets need this repair at this time, however it is advised to have the “better condition” streets maintained..e.g. chipseal, crack seal, ect.

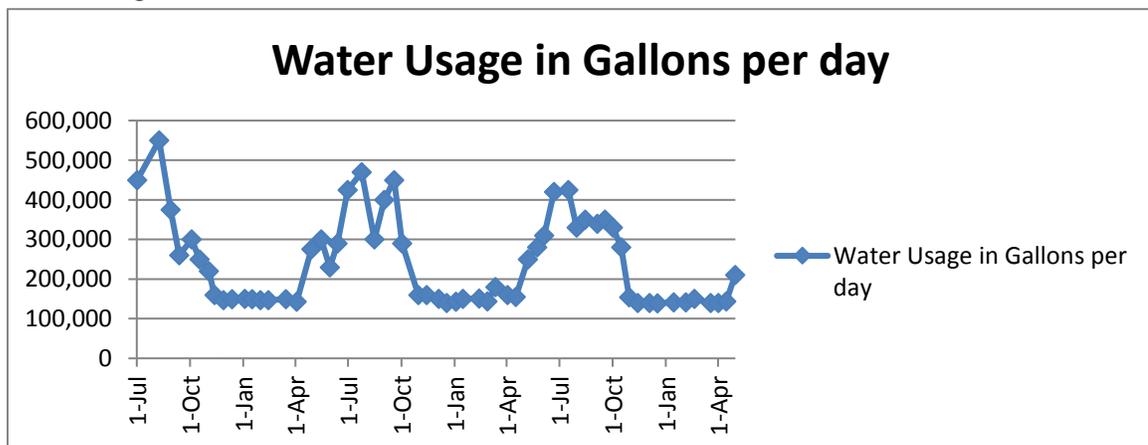


Thank you

To: Mayor and Oberlin City Council

From: City Foreman David Sporn

1. The Curb Cleanup was successful. We used 2 Front loaders, 3 dump trucks, 2 trucks and trailers, one pickup and 10 employees to conduct this project. There was approx. 90 participants and items ranged from a small limb pile to a large lumber pile and the items most picked up this year was push mowers, bicycles, and again as last year...TV's.
2. At this point, the street test strip has been poured. We have yet to seal it and install the small patches to the asphalt before we can open it. The cement we used is of the "State Mix" meaning it is stronger and can be open to the public sooner. We can open it Thursday of this week. My project presentation will more than likely precede this report.
3. Jeremy, Halley, and I will attend the KMU/KMEA conference in Wichita next week. There is an abundance of knowledge about utilities that gets transferred at this meeting. I gather Power Plant info by speaking to many people about their power plant experiences and have with many conversations involving municipal services.
4. Alumni weekend and pool opening is just around the corner. This is the most critical city event involving cleanliness and upkeep. Many people come back for this weekend and expect Oberlin to be in tip top shape. As we are aware of this we devote the time needed for preparation.
5. I'm sure everyone has noticed the new City storage building going up at the corner of Rodehaver and Hall. I am very anxious for completion and to get our equipment under its cover.
6. We have been pumping out Waste lagoon #3 in preparation for some of the final construction details of new lagoon #4. Lowering the water level is necessary for completion to prevent moisture damage of the project and the establishment of the seeding of #4.
7. Water Usage:



Questions/Comments?

City of Oberlin
Pool Sales Tax 1.5%

	Combined Compensating Use and Sales Taxes										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	-	-	-	-	25,113.79	27,878.94	25,071.42	28,050.89	27,304.57	28,654.58	27,012.37	
Feb	-	-	-	-	25,812.17	35,654.30	38,949.35	27,276.00	26,193.54	30,136.30	30,670.28	
Mar	-	-	-	-	26,557.20	29,240.90	33,459.39	23,601.06	26,250.03	26,330.45	27,573.17	
Apr	-	-	-	-	25,361.14	25,126.89	21,767.04	29,859.93	24,359.68	27,703.58	25,696.38	
May	-	-	-	1,467.26	29,197.14	27,105.35	32,218.75	27,549.71	29,431.59	-	29,393.96	
Jun	-	-	-	24,886.18	29,873.34	33,842.30	24,013.85	26,235.58	26,581.55	-	27,572.13	
Jul	-	-	-	24,921.71	29,566.17	29,120.74	29,477.11	31,657.01	29,115.06	-	28,976.30	
Aug	-	-	-	28,367.49	31,204.89	29,646.03	27,381.82	29,792.86	36,510.06	-	30,483.86	
Sep	-	-	-	27,807.99	32,435.03	29,933.21	29,188.82	26,014.42	38,172.28	-	30,591.96	
Oct	-	-	-	27,843.89	32,038.99	26,786.35	29,454.74	31,921.94	38,432.74	-	31,079.78	
Nov	-	-	-	28,875.57	30,695.26	33,486.32	31,226.26	29,419.79	31,966.63	-	30,944.97	
Dec	-	-	-	28,890.71	26,204.31	27,669.43	34,929.73	26,304.10	30,714.92	-	29,118.87	
	-	-	-	193,060.80	344,059.43	355,490.76	357,138.28	337,683.29	365,032.65	112,824.91		
	Total Combined Compensating Use and Sales Tax Received										2,065,290.12	
	Overall Monthly Average										71 Months	29,088.59

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	-	11,945.62	
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	-	10,465.61	
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	-	10,616.80	
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	-	12,638.57	
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	-	11,166.20	
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>44,420.99</u>		
	Total Combined Compensating Use and Sales Tax Received									1,264,091.86		
	Overall Monthly Average									112 Months		11,286.53

Chamber minutes 4-10-2019

April 10, 2019

Present: Cynthia Haynes, Dayna Mannebach, Shayla Williby, Carolyn Hackney, Ruth Miesner, Brad Marcuson, Chris Hackney, Joe Stanley and Keeley Wilson & daughters

Meeting was called to order by President Cynthia

No finances were available.

OLD BUSINESS

Discussion on meeting time whether to return to noon meetings or have at 5. Carolyn made a motion to return to the Noon time, Seconded by Chris, motion carried.

Cynthia reported that the EDC would just like to be paid monthly instead of a lump sum for Shayla's pay.

Cynthia gave an update on the Administrative Assistance Luncheon. Discussed door prizes.

Chris made a motion to give out 2-\$10 Chamber bucks, seconded by Carolyn, motion carried.

Chris gave an update on the Ladies Shopping Day set for May 4 from 10-1. Carrie is making the flyer for this and as soon as it's done Chris will advertise on FB. So far have 8-10 home based businesses to set up on Main. Chris has contacted over 20 individuals. Inno Native will set up in the drive through area and sell food. Checking to see if the bowling alley will sell food downtown or just at their place. It was suggested to check with Tim Gish to see if he would be interested in making food on the Treager & selling.

Planters were discussed- Each business will be responsible for planting their own planters this year. Star Valley 4-H club (Keeley Wilson's daughters) would like to plant the planters that aren't planted by the business owners. They will provide the plants, plant them & water them. Board ok'd the 4-H club to do this and thanked them for providing this service.

Ribbon Cuttings- Carolyn has set the date for Friday, April 19th beginning at 1:30. She is hoping to have 3 businesses set up. The BEE businesses will have Coffee Hour that day from 9-11.

Bylaws- Nothing to report on this

NEW BUSINESS

The Farmers Market committee is looking for clubs to serve meals on Friday evenings at the Farmers Market. This would be a fund raiser for that club. Chris made a motion that Carolyn see what dates are available and we do at least 2 meals, seconded by Carolyn, motion carried.

Cynthia wants us to set up the events for the rest of the year. Hwy 36 sales, garage sales, craft fair & etc. Table till next meeting.

Kurt & Becky Vollertson & Shayla Williby are working on a grant for a new sound system downtown. The sound system is going to cost \$28,000.00 they would like to go through the DAD account to get this set up. Carolyn made a motion that the DAD account be used for this, seconded by Chris motion carried.

Christmas Decorations replacements were discussed. Heather McDougal is working on this.

It was decided that since the city houses these and puts them up that this should fall under the City & not the Chamber. However, the Chamber will help with fund raisers when needed. Chris suggested

that one of our meals at the Farmers Market be for Christmas decorations. It was decided to have a Christmas in July meal.

Ruth Miesner gave a monthly report on the DAD account.

Shayla will be on vacation from May 20-24.

EDC will be responsible for finding her fill in help.

Car Show- Discussion – Chris will see if Ken Badsky will help again with this and will try to get a car show committee together.

Cynthia has changed names on the accounts at the bank. Cynthia, Chris, Shayla & Jill are now on the accounts.

Discussion on Chamber Bucks account. Cynthia is going to check in to this more.

OTHER BUSINESS

The Library is having their book sale in April & May.

The Legion will be having BINGO on Monday nights again soon, they are having a comedian on May 18th & also their 100th Anniversary is in Aug of 2020.

Cattle Expo at the Gateway is Dec 3 & 4.

Celtic Fire at the Gateway is Dec 7.

The next meeting is set for May 8th at Noon.

Meeting Adjourned

Sun	Mon	Tue	Wed	Thu	Fri	Sat
28	29	30 12pm - Rotary	1	2 5pm - Council	3	4
5 2pm - Metcalf	6	7 12pm - Rotary	8 12pm - Townsend	9	10	11 10am - Carmen 3pm - Sheaffer
12	13	14 12pm - Rotary	15 9am - Safety	16 5pm - Council	17	18
19	20	21 12pm - Rotary	22	23	24	25 Alumni, Arena 10am - Class of '59,
26 10am - Richardson	27	28 12pm - Rotary	29	30	31	1