

The Oakley City Council met in regular session in the meeting room at the Oakley Fire Station at 215 Hudson Avenue at 7:00 PM. Mayor Timothy Whyte presided.

Council members present. Ilene Nickel, Leasa Huddle and Shane Stephenson were present. Chris Dorman joined the meeting after it started. Jordan Burris was absent.

City staff present. City Administrator Bradley Pendergast, City Clerk Leann Hughes, Police Chief Daniel Cooper, Parks & Cemetery Director Russell Moellering and Museum Director Jodee Reed.

Others present. Melissa Romme, Laurie Millensifer, Raelene Keller, Stacy Honeyman, Darin Honeyman, and Marvin Honeyman.

Call to order. Mayor Whyte called the meeting to order.

Minutes. Huddle moved to approve the minutes of the July 16, 2018, regular meeting as presented. Nickel seconded. Motion carried unanimously. Action (#10832)

AP Payment Registers. Stephenson moved to approve the August 1, 2018 AP Payment Register in the amount of \$183,154.10 (Check Nos. 44227; 44238-44248; 44257-44298; 7182018 and 7202018. Huddle seconded. Motion carried unanimously. Action (#10833)

Nickel moved to approve the August 1, 2018 Payroll AP Payment Register in the amount of \$21,966.49 (Check Nos. 44249-44256; Wire Nos. 370-373). Stephenson seconded. Motion carried unanimously. Action (#10834)

Time Entry Report. Stephenson moved to approve the Time Entry Report for July 15, 2018 to July 28, 2018 for 4,094.09 hours (ACH Nos. 93227-93272; Check Nos. 17065-17070). Nickel seconded. Motion carried unanimously. Action (#10835)

Department Head Reports. Museum Director Reed reported 1,006 visitors in July and updated the Council on displays. She noted that she received notice that the application for the "Wall that Heals" was received and she should know by November if the Museum has been selected to receive the display for May, 2019. If it is approved and the City accepts, there will be a \$10,000 fee associated.

Presentation of 2017 Audit. Melissa Romme with Adams, Brown, Beran and Ball presented the 2017 Audit Report for the City of Oakley. She reviewed the Management Letter and Governance Letter with the Mayor and Council and noted some of the findings. She also reviewed Cash Balances and reminded everyone to be aware when there are declining balances. She asked that the Mayor and Council review the audit and let them know if there are questions. The audit will need to be approved by the Council once it is reviewed and it will be filed with the State.

Council Member Chris Dorman arrived at approximately 7:24 PM.

VisitOakleyKs Website Proposal. Raelene Keller and Laurie Millensifer with the Buffalo Bill Cultural Center met with the Mayor and Council to present a proposal for a separate tourism website for the City of Oakley. Keller noted that many cities are implementing separate tourism

sites and reviewed some of the new attractions in the area. Millensifer shared a Power Point Presentation to review ideas for this website. Stephenson inquired of Administrator Pendergast if the funding is there for such a project. Pendergast responded that there are Convention and Tourism Funds available for this project. Stephenson moved to enter into a contract with the Wild West Historical Foundation for a Tourism Website with funding costs of \$168.00 domain name purchase, \$3,900.00 website and social media platform fees and \$1,200.00 website maintenance, updates and social media posts to be paid from City Convention and Tourism funds. Huddle seconded. Motion carried unanimously. Action (#10836).

Ordinance – Re-Zone Property – Lots 1-6, Block 21, Roemer Subdivision. Administrator Pendergast reported this property was zoned incorrectly when new zoning maps were created in 2001. The Planning Commission held a Public Hearing and unanimously voted to recommend the City rezone this property from R-1 (Residential) to C-S (Commercial Service Highway District). Stephenson moved to approve Ordinance No. 1148, rezoning Lots 1-6, Block 21, Roemer Subdivision, City of Oakley, Logan County, Kansas, from R-1 (One Family Dwelling District) to C-S (Commercial Service Highway District). Dorman seconded. Motion carried unanimously. Action (#10837).

Oakley Municipal Pool Summer Closure. Administrator Pendergast and Parks & Cemetery Director Moeller discussed staffing at the Municipal Pool. College students are leaving and high school sports training is starting next week so there are not enough lifeguards available to meet the recommendation of the Red Cross Life Guard Trainer that there be at least 6 guards available. It was the consensus of the Council for the Municipal Pool to close at the end of the day August 12, 2018, for the season.

Holiday Pay Policy for Police Officers and Dispatchers. Administrator Pendergast reported that City Staff asked for clarification on Holiday Pay for the Police Department. The Council reviewed the current Personnel Manual. Nickel moved to amend section E-4(b) Holidays in the City Personnel Manual to read: Full-time employees required to work a regular shift or tour of duty the major portion of which occurs on a legal holiday will be paid double time. Stephenson seconded. Motion carried unanimously. Action (#10838).

Mayer Specialty Services, L.L.C. – Sewer Maintenance Proposal. Administrator Pendergast presented a Sewer Maintenance Program Proposal for 2019-2021. Discussion followed. Stephenson moved to approve the Proposal and Notice to Proceed with Mayer Specialty Services, L.L.C. for \$21,023.40 in 2019, \$21,369.72 in 2020 and \$20,834.70 in 2021. Huddle seconded. Motion carried unanimously. Action (#10839).

Voice Products Service, LLC – Maintenance Contract Proposal. Administrator Pendergast reported Voice Products has submitted a maintenance contract proposal to service 911 Dispatch Equipment that was purchased through them and installed by them. Pendergast stated that Police Chief Cooper, Chief Communications Officer McDonald and himself reviewed the agreement and recommend approval. 911 Funds can be used to pay for this service. Stephenson moved to enter into a one year maintenance contract with Voice Products Service, LLC for \$6,226.00, to service equipment in the Police Department. Nickel seconded. Motion carried unanimously. Action (#10840).

2019 City Budget Revisions & Questions. Administrator Pendergast noted some changes in the proposed 2019 Budget. He explained that some changes were made in the schedule for specials in the 2015/2016 time frame which required adjusting projected figures to cover bond

payments. This required a higher mill levy for Debt Service but he offset that by reducing the amount in General Fund Miscellaneous to avoid an overall increase. There was discussion of future projects and Council Members Stephenson and Huddle noted some corrections to the future projects in Capital Improvements to remove a couple of projects already completed. Pendergast reminded the Council the 2019 Budget Hearing will be held during the August 20, 2018, meeting.

Administrative Reports. Administrator Pendergast reported on several activities:

- The Street Department has bladed gravel roads, trimmed trees obstructing alleys, sandblasted/painted curbs, are painting school zones and patched a hole by Frontier Ag.
- The Water & Wastewater Department has filled the hole by the wastewater treatment plant using sand and dirt, according to KDHE recommendations. They have also replaced the valve and 7th Street and Center Avenue and filled in the hole.
- The Landfill has received the second one-half of KDHE Grant Funds and the new shingle rates have already generated over \$6,000 in additional revenue. Also, Director Burris and Keenan Smith attended the KDHE Landfill Conference in Garden City.
- The kiddie pool turtle was returned last month and was put into storage to be ready for next year.
- Unit No. 5 in the Police Department has been marked and the Chief's truck will be marked next, followed by the SUV. A part-time dispatcher has been hired and may be offered full-time employment at a later date.
- The property at 107 S. 7th Street has been mowed and the property owner has been billed. He is still working with the County Attorney for a warrant to enter the property.
- The Health Insurance RFP Proposal deadline was July 31, 2018. Three (3) Bids have been received and he will set up a group to review the plans. He asked if any Council Member is interested in participating in the review process to contact him.
- The Kansas Department of Labor will be conducting a building safety inspection on August 7th, 2018.
- The hearing on 427 Hudson Avenue has been scheduled as part of the August 20, 2018, Council Meeting.
- The 2019 Budget Hearing has been scheduled as part of the August 20, 2018, Council Meeting.
- Brian Spano with Wilson & Company will be at the August 20, 2018, Council Meeting.

Mayor and Council Reports. Council Member Dorman commented he looks forward to a joint effort in the creation of the Tourism Website.

Council Member Nickel inquired about the Espino property on the curve on 8th Street. Administrator Pendergast stated that County Attorney Uhrich is reviewing the Zoning and other information that has come in recently on this property. Nickel also asked about the report from the Code Enforcement Officer. Pendergast stated he asked for a list but has not received one yet. Nickel expressed this is not an option; he needs to provide a report. Pendergast will relay this to him.

Mayor Whyte inquired about Employee Evaluations. There are a couple of evaluations still outstanding; Pendergast will follow-up on these.

Mayor Whyte reported he has been informed that Officer Shanks is still wearing the Assistant Chief Badge and the reason given was that the department did not want to spend \$300 for a

new one. Administrator Pendergast explained that the Officer Number will not be re-used and that is why it was retained but it could be replaced if necessary.

Mayor Whyte noted he has asked the Council Members to consider a Vision for Oakley and asked if anyone had anything to share. No one had anything to discuss at this time. Mayor Whyte noted he would ask for discussion again at a later meeting.

Mayor Whyte requested Police Chief Cooper have Officers monitor the speed on Center Avenue, especially with school starting soon.

Adjourn. Huddle moved to adjourn the meeting. Stephenson seconded. Motion carried unanimously. Action (#10841). Mayor Whyte adjourned the meeting at approximately 8:28 PM.

Leann M. Hughes
City Clerk