

The Oakley City Council met in regular session on August 21, 2023, in the meeting room at the Oakley City Office, 415 W. 2nd Street, at 7:00 P.M. Mayor Shane Stephenson presided.

Council members present. Russ Kahle, Trevor Mader, Cheryl Stewart, and Kile Zerr were present; Leasa Huddle arrived after the meeting was called to order.

City staff present. City Administrator Brock Sloan, City Attorney Steven Hirsch, Police Chief Daniel Cooper, and City Clerk Leann Hughes.

Others present. Katy Manhart, David Manhart, and Natalie Sibi.

Call to order. Mayor Stephenson called the regular meeting to order at 7:01 PM.

Approval of Minutes of Previous Meeting(s). Zerr moved to approve the minutes of the August 7, 2023, regular meeting, as presented. Kahle seconded. Motion carried unanimously. Action (#15233).

Council Member Lease Huddle arrived at approximately 7:02 PM.

Approval of AP Payment Register(s). Mader moved to approve the August 18, 2023, AP Payment Register for checks dated August 15, 2023, in the amount of \$58,972.92 (Check Nos. 531; and 50466-50504). Kahle seconded. Motion carried unanimously. Action (#15234).

Kahle moved to approve the August 17, 2023, AP Payment Register for a check dated August 15, 2023, in the amount of \$256.40 (Check No.163), to be paid from the Drug Forfeiture Fund. Mader seconded. Motion carried unanimously. Action (#15235).

Approval of Time Entry Report. Zerr moved to approve the Time Entry Report for July 23, 2023, to August 5, 2023, dated August 8, 2023, for the August 11, 2023, payroll, in the amount of \$65,921.22 for 3,573.91 hours (Check Nos. 17627-17631; ACH Nos. 98143-98194; AP Check Nos. 50462-50465; and Wire Nos. 898-901). Stewart seconded. Motion carried unanimously. Action (#15236).

Citizen Request to Speak. None.

Department Head Reports. None.

NEW DISCUSSION/ACTION ITEMS:

Katy Manhart – Mini Library at Bertrand and Annie Oakley Parks. Katy Manhart addressed the Council about the possibility of installing mini library boxes at Bertrand Park and Annie Oakley Park. She explained this is a “take a book, leave a book”, program. She and her husband, David Manhart, are volunteering to construct the boxes and monitor them for vandalism. Discussion followed. Kahle moved to approve the placement of mini libraries at Bertrand Park and Annie Oakley Park and to provide a \$100.00 donation to help with the boxes and start-up of the program. Zerr seconded. Motion carried unanimously. Action (#15237).

IT – Part Time Help. Administrator Sloan requested the Council recess to Executive Session to discuss the addition of a part-time IT person due to the status of G&H Computers. Stewart moved to recess to Executive Session for personnel matters of nonelected personnel for ten (10) minutes with the Mayor, Council, City Administrator Sloan, Police Chief Cooper and City Clerk Hughes present, pursuant to the non-elected personnel exemption under K.S.A. 75-4319 (b)(1). The meeting will resume in the meeting room at the Oakley City Office, 415 W. 2nd Street at 7:21 PM. Kahle seconded. Motion carried unanimously. Action (#15238)

Mayor Stephenson re-convened the meeting and no action was taken following the executive session.

Council Member Stewart stepped out of the meeting at approximately 7:23 P.M.

Housing Assessment Tool. Administrator Sloan reported the Kansas Department of Commerce has created a Housing Assessment Tool (HAT) to help cities qualify for housing funds. He explained that it is a self-assessment guide to analyze housing inventory and to develop priorities for local housing investment. It will require a committee and Sloan asked for direction from the Council.

Council Member Stewart returned to the meeting at approximately 7:25 PM.

Mayor Stephenson suggested this might be something the Logan County Community Foundation would take on; the Council agreed. Administrator Sloan will present this to the Foundation.

UNFINISHED DISCUSSION/ACTION ITEMS:

Ottley Valley Gutter – Additional Work. Administrator Sloan reported there was extra work incurred by Ottley Construction while doing the valley gutter replacement project this summer. He explained the extra concrete and excavation were part of the original bid and they also negotiated construction of two additional ramps. Stewart moved to approve the additional work performed by Ottley Construction on the valley gutter project in the amount of \$7,870.00, as presented. Zerr seconded. Motion carried unanimously. Action (#15239).

Cornell Avenue Applications. Administrator Sloan reported he advertised the City was accepting applications to construct on the vacant lots owned by the City, for about a month. Two applications have been received. Trevor Mader of Mader Construction submitted an application to build a house with an attached garage on the lots at 721 Cornell Avenue. Following discussion, this application was tabled for a future meeting to allow Mader to meet with City staff to make sure his plans will fit this area. The Oakley Childcare Coalition submitted an application to place a daycare on the lots at 701 Cornell. Administrator Sloan and Council Member Kahle explained this is a pre-fabricated structure that will be set-up for child care, with living quarters incorporated. Stewart moved to approve the application from Oakley Childcare Coalition to place a daycare on the lots at 701 Cornell Avenue, with the legal description of Glick's Addition, Block 8, Lots 10, 11, 12, Logan County, Kansas; and to accept their offer of \$100.00. Zerr seconded. Motion carried unanimously. Action (#15240).

Airport Management Request for Proposals Review and City Hangar Lease. Administrator Sloan presented a draft Airport Management Services Request for Proposal and a sample City Hangar Lease for review. Following discussion, it was the consensus of the Council to proceed with both the Request for Proposal for Airport Management Services and to invite applications for a City Hangar Lease.

ADMINISTRATIVE REPORTS/DISCUSSION:

Brock Sloan, City Administrator. Administrator Sloan reported on several items, including:

- Sloan reported Erin Meteyer has been hired as a dispatcher.
- Logan County Sheriff's Deputies started as part-time help in the Police Department this past weekend, to help out while the department is short-staffed.
- The Municipal Pool is closed. The season went very well, with minimal issues.
- Casey Stout, who is currently the City Floater, passed his Small Systems Certification for Waste Water.
- The next Council Meeting will be Tuesday, September 5, 2023, due to Monday being the Labor Day Holiday.

Leann Hughes, City Clerk. No report.

MAYOR AND COUNCIL REPORTS/DISCUSSION:

No reports/discussion.

Adjourn. Kahle moved to adjourn the meeting. Stewart seconded. Motion carried unanimously. Action (#15241). Mayor Stephenson adjourned the meeting at approximately 7:51 PM.

Leann M. Hughes, CMC
City Clerk

APPROVAL OF MINUTES:

The members of the Council acknowledged receipt of a copy of the minutes; said minutes were approved as presented at the September 5, 2023, regular meeting.