

The Oakley City Council met in regular session on April 15, 2019, in the meeting room at the Oakley Fire Station, 215 Hudson Avenue at 7:00 PM. Mayor Whyte presided.

Council members present. Jordan Burris, Chris Dorman, Leasa Huddle, Ilene Nickel and Shane Stephenson.

City staff present. City Administrator Bradley Pendergast, City Clerk Leann Hughes, Police Chief Daniel Cooper, and Refuse Director Marc Burris.

Others present. Jan Ackerman and Karla George.

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

Minutes. Nickel moved to approve the minutes of the April 1, 2019, regular meeting as presented. Huddle seconded. Motion carried unanimously. Action (#11016).

AP Payment Registers. It was noted the payment for City property and liability and insurance is included in the AP Payment Register, but if concerns come up later in the meeting during the approval of the renewal, this payment can be held or changed. Burris moved to approve the April 12, 2019, AP Payment Register in the amount of \$155,012.82 (Check Nos. 45175-45180; 45186-45230; 4052019 and 4122019). Dorman seconded. Motion carried unanimously. Action (#11017). Stephenson moved to approve the April 12, 2019, AP Payment Register for payments from the Drug Forfeiture Fund in the amount of \$9,739.92 (Check Nos. 119-120). Huddle seconded. Motion carried unanimously. Action (#11018).

Time Entry Report. Dorman moved to approve the Time Entry Report for March 24, 2019 to April 6, 2019, dated April 10, 2019, for \$40,964.47 and 2,159.25 hours (ACH Nos. 93816-93842; Check Nos. 17157-17159; AP Check Nos. 45181-45185; Wire Nos. 442-445). Nickel seconded. Motion carried unanimously. Action (#11019).

Citizen Request to Speak. None.

Department Head Reports. Covered later in the meeting.

#### NEW DISCUSSION/ACTION ITEMS:

Code Enforcement Bids. Administrator Pendergast reported the City received one bid for Code Enforcement Services from Jan Ackerman. Pendergast referred to materials provided by Ms. Ackerman that were included in the Council packets and he noted that Ackerman would like to charge her standard rate as opposed to a flat monthly fee. Discussion followed. Council Member Stephenson inquired how much was budgeted for 2019 for this service. Pendergast replied \$12,000.00. Stephenson moved to approve a contract with Jan Ackerman for Code Enforcement Services for 2019, with the amount paid not to exceed \$12,000.00 and for Ackerman to take direction from City Administrator Brad Pendergast, with Council approval. Nickel seconded. Motion carried unanimously. Action (#11020). There was further discussion and questions from Ackerman concerning specific items of concern and the process to follow.

Western Kansas Child Advocacy Center Donation. Administrator Pendergast reported he was contacted by the Western Kansas Child Advocacy Center requesting a donation for 2020. The City has donated \$8,000 each year from 2016 through 2019. Stephenson moved to approve budgeting for a donation of \$8,000 in the Fiscal Year 2020 Budget out of the Charitable Donations line in General Fund for the Western Kansas Child Advocacy Center. Huddle seconded. Motion carried unanimously. Action (#11021).

Crack Sealant Purchase Bids. Pendergast reported two bids were received for crack sealant materials, as follows:

McConnell & Associates-19,500 lbs. @ \$0.499 per lb. - \$9,730.50  
Crafco, Inc.-19,410 lbs. @ \$0.515 per lb. - \$9,996.15

Pendergast reported Street Director Edwin Burris has worked with both firms and prefers the Crafco sealant because the material melts and applies to cracks much easier. Nickel moved to approve the bid from Crafco, Inc., for 19,410 lbs. @ \$0.515 per lb. for a total of \$9,996.15. Stephenson seconded. Motion carried unanimously. Action (#11022).

Logan County Healthcare Foundation Golf Tournament Sponsorship. Administrator Pendergast reported the Logan County Healthcare Foundation requested the City consider sponsoring their Annual Drive for Health Benefit Golf Tournament on May 31, 2019 and the Annual Twin Fun Run & Walk on June 1, 2019. The City donated \$500 last year. Mayor Whyte noted the T-shirts for these events were purchased out of town the last couple of years instead of supporting local businesses. Council Member Stephenson acknowledged the concern for purchases not being local, but noted there may be an acceptable explanation not known. Council Member Stephenson moved to approve a sponsorship of \$500 to the Logan County Healthcare Foundation in support of the Annual Drive for Health Benefit Golf Tournament on May 31, 2019 and the Annual Twin Fun Run & Walk on June 1, 2019. Burris seconded. Motion carried. Burris, Dorman, Huddle and Stephenson voting yes; Nickel voting no. Action (#11023).

#### UNFINISHED DISCUSSION/ACTION ITEMS:

107 E.S. 7<sup>th</sup> Condemnation Update. Administrator Pendergast reported he contacted Gerri Webber and she indicated she would be present for this discussion but she was not. Pendergast reviewed previous discussions on this topic with the Council. Stephenson moved to proceed with the condemnation process for the mobile homes on the property at 107 E.S. 7<sup>th</sup> Street. Huddle seconded. Motion carried unanimously. Action (#11024).

Landfill Scale Bids. Administrator Pendergast reported Refuse Director Marc Burris received bids from three firms for both concrete and steel scale decks, as follows:

#### Concrete Deck:

Hammel Scale: \$92,164 plus Crane (est. \$300-\$400)  
Salina Scale: \$92,689 plus shipping (est. \$5,000)  
UniBridge: \$94,195 plus Crane (est. \$300-\$400)

#### Steel Deck:

Hammel Scale: \$93,205 plus Crane (est. \$300-\$400)  
Salina Scale: \$88,204 plus shipping (est. \$5,000)  
UniBridge: \$108,238 plus Crane (est. \$300-\$400)

Hammel Scale and Salina Scale will use local contractors; UniBridge will use their own crew.

#### Other Costs:

Electrical: Central Service: \$7,871.35  
Scale House: R&R Tire Repair: \$5,170 (correction to information in packets)  
Interior of Scale House: City Crew – Estimated \$3,000  
Scale House Foundation: Eberle Construction - \$10,764 (correction to information in packets)

Pendergast and Director Marc Burris recommended Hammel Scale with a concrete deck and a total project cost of \$119,369.35. Stephenson moved to approve the purchase of Scales from Hammel Scale

with a concrete deck at a cost of \$92,164 plus the cost of a crane with the total project cost not to exceed \$120,000. Dorman seconded. Motion carried unanimously. Action (#11025).

427 Hudson Land Use Discussion. Administrator Pendergast reported he had conferred with City Attorney Steve Hirsch on this matter and it is not something that can be discussed in Executive Session. There was discussion of wanting to sell the property to at least cover the expenses and there was discussion of putting this out for bid so anyone with interest would have an opportunity to purchase it. Pendergast noted the lot is too small to construct anything due to the setbacks in the current zoning ordinance; however, depending on what the proposed use would be on the property, the City Council and/or the Planning Commission might be able to approve the use. There was discussion concerning a park or community garden on the property and Pendergast noted this kind of use should probably be approved by the Planning Commission.

Council Meeting Audio Recordings. Administrator Pendergast reported he purchased a recorder for recording Council Meetings and this meeting was being recorded as a test run. Pendergast noted he also tested it at a Department Head meeting and it worked well. He has not ordered any tablets or other devices at this point and he is waiting on a return call from CivicPlus about limitations on audio recordings on the website. He presented a Resolution for consideration, noting the time frame to keep recordings would need to be decided. Stephenson moved to approve Resolution No. 2019-2, establishing policy for audio records of City Council meetings and updating record retention policy, to include retaining the audio records for a period of 3 years from the date such Council Meeting was held. Burris seconded. Motion carried unanimously. Action (#11026).

City Property and Liability Insurance Approval. Administrator Pendergast reviewed the renewal of the City's property and liability insurance with the Council. Stephenson moved to approve the renewal of the City's property and liability insurance with Campbell Insurance at a cost of \$112,663.90. Huddle seconded. Motion carried unanimously. Action (#11027).

City Printer. Administrator Pendergast reported the Sharp printer in the City Office was sent in for repairs with Northwestern Office Supplies. Northwestern has advised that a significant jam caused a pin to break which fell into the gears on the machine and caused major damage. Northwestern advised it might be more cost effective to replace it and they submitted two options, as follows:

- Sharp MX-2651 - \$4,995.00
  - Integrated Facsimile – Additional \$495.00
  - Postscript III – Additional \$395.00
  - OCR Expansion – Additional \$195.00
  - 3-Hole Punch – Additional \$495.00

- Sharp MX-3116, Used - \$3,995.00
  - 3-Hole Punch – Additional \$495.00

Stephenson moved to approve the purchase of the Sharp MX-2651 at a cost of \$4,995.00, plus the Integrated Facsimile, OCR Expansion and 3-Hole Punch options. Dorman seconded. Motion carried unanimously. Action (#11028).

Administrative Reports. Administrator Pendergast presented a report on several activities:

- Household Hazardous Waste pickup will be the weekend of May 11, 2019.
- City crews have been taking care of routine items, collecting samples, pool preparation, mowing, filling settling graves, crack sealing, street sweeping, etc., in their respective departments.
- Refuse Director Marc Burris and Pendergast met with the Logan County Commissioners to discuss the Recycling Building. They were receptive and would like to discuss this further when bids are received.
- The Police Department sent out bid requests for a new police vehicle.
- Julie Eskew has been hired as the new police officer.

- Patrol vehicles have been radar certified.
- The City and Wilson & Co. have been in discussions with KDHE in regards to the Westech/Microvi pilot protocol. In addition, a carport has been ordered in the amount of approximately \$1,900.00 for this project. The carport will be re-purposed for other City uses once the pilot is complete.
- Spring clean-up is scheduled for May 20, 2019, with call-in for pickup May 13<sup>th</sup> – May 17<sup>th</sup>.

Mayor and Council Reports. Council member Dorman noted he had contacted Administrator Pendergast earlier in the day concerning boxes/items outside the refuse hopper at the carwash. City crews took care of picking them up.

Council Member Burriss would like to see a City Newsletter again, at least quarterly.

Mayor Whyte reminded the Council to check with Logan County Clerk Crystal Rucker about the Statement of Substantial Interest. He believes there have been some changes to the requirements and encouraged all the Council Members to check on it.

Adjourn. Huddle moved to adjourn the meeting. Stephenson seconded. Motion carried unanimously. Action (#11029). Mayor Whyte adjourned the meeting at approximately 8:07 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 May 6, 2019 meeting.