

The Oakley City Council met in regular session on January 18, 2022, 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. Leasa Huddle, Russ Kahle, Trevor Mader, Cheryl Stewart and Kile Zerr were present.

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

Others present. Marshall Rhea, Rita Boles and Whitney Zerr.

Call to order. Mayor Stephenson called the meeting to order at approximately 7:00 PM.

Approval of Minutes of Previous Meeting. Kahle moved to approve the minutes of the January 4, 2022, regular meeting, as presented. Huddle seconded. Motion carried unanimously. Action (#14809).

Approval of AP Payment Register. Kahle moved to approve the January 14, 2022, AP Payment Register, in the amount of \$12,319.10, for 2021 expenses, (Check Nos. 390; 48496-48497; and 48504-48510). Mader seconded. Motion carried unanimously. Action (#14810).

Zerr moved to approve the January 14, 2022, AP Payment Register, in the amount of \$1,196.90, for 2021 expenses, (Check Nos. 48547-48549). Kahle seconded. Motion carried unanimously. Action (#14811).

Huddle moved to approve the January 14, 2022, AP Payment Register, in the amount of \$166,091.64, for 2022 expenses, (Check Nos. 391-393; 48493-48495; 48498; and 48511-48546). Kahle seconded. Motion carried unanimously. Action (#14812).

Approval of Time Entry Report. Kahle moved to approve the Time Entry Report for December 26, 2021, to January 8, 2022, dated January 12, 2022, for the January 14, 2022, payroll, in the amount of \$52,381.81 for 2,167.51 hours (Check Nos. 17473-17474; ACH Nos. 96546-96572; AP Check Nos. 48499-48503; Wire Nos. 734-737). Mader seconded. Motion carried unanimously. Action (#14813).

Citizen Request to Speak. None.

Department Head Reports. None.

NEW DISCUSSION/ACTION ITEMS:

Marshall Rhea – VFW – Memorial for Fallen Soldiers at Memorial Park. City Administrator, Brock Sloan, reported that Marshall Rhea, member of the local VFW, is seeking permission to install a Fallen Soldiers Memorial at Memorial Park. Rhea was present at the meeting and explained they would like to place a 4x8 plaque in the Northwest Corner of the Memorial Park behind the Museum/Library. The plaque will be similar to the one in Grinnell and there will be no cost to the City because they have a grant to cover costs. Rhea shared a photo of the one in Grinnell. Stewart moved to approve the installation of a Fallen Soldiers Memorial at the Memorial Park, as presented by Marshall Rhea. Kahle seconded. Motion carried unanimously. Action (#14814).

Whitney Zerr and Rita Boles – PTO – Support for Playground Equipment. Administrator Sloan reported that Whitney Zerr and Rita Boles, members of the Oakley Parent Teacher Organization (PTO), were present to request support from the City for the proposed Oakley Elementary Playground Project. Sloan reviewed the current City obligation of a commitment of \$100,000.00 for the Annie Oakley Park Improvements to be done in 2022. Mayor Stephenson also reminded the Council the City is looking at replacing lighting at Bertrand Park. Zerr and Boles shared their plan with the Council to replace very old

and antiquated playground equipment, noting there have been no updates made in approximately 15 years and there are not options for students with disabilities. Discussion followed. Council Member Stewart inquired if the PTO group would be willing to accept in-kind assistance instead of just monetary donations. Zerr and Boles stated they definitely could use in-kind assistance with City employees assisting in the removal of old equipment, etc., when and where they can. Following additional discussion, Zerr and Boles agreed to contact the City when they are needing assistance and the Council will assess current obligations and determine whether or not a monetary commitment can be made. Councilman Zerr noted that it is his understanding that Logan County made a commitment of \$5,000.00 to the project.

Wastewater Lagoon Project – KDHE Forms. Administrator Sloan reported the City has received approval of the plans and specifications for KWPCRF Project No. C20 3031 01, for the Wastewater Lagoon Facility Improvements. Sloan stated there will be some forms to complete and submit throughout the project.

Resolution No. 2022- 01, GAAP Waiver. Stewart moved to approve Resolution No. 2022-01, waiving the requirements of K.S.A. 75-1120a(a) as they apply to the City of Oakley for the year ended December 31, 2022. Huddle seconded. Motion carried unanimously. Action (#14815).

Time IPS Quote – Time Management Software. Administrator Sloan presented information and a quote from Time IPS, a time management software system. He explained employees can clock in on tablets or computers at their usual locations, as long as they have internet. This would eliminate hand calculations of time and would be essential if a shift differential pay scale were implemented for the police department. He noted this software is not supported by CIC, the City's accounting software. Currently, CIC only supports Time Clock Plus, with an estimated cost of \$8,400.00 to \$9,300.00 and an annual fee of over \$2,000.00. Sloan is familiar with Time IPS and feels it is a viable solution for the City. Mayor Stephenson suggested a bar code scanner for clocking in. Discussion followed. The Council asked if the City was locked into a contract for a certain period of time or if it is month-to-month. Sloan stated it is month-to-month. Kahle moved to approve the purchase of Time IPS Time Management Cloud Based Service for \$359.00, with the understanding that the City will pay for active employees at the rate of \$1.79 per month; and to approve the purchase of 6 key-pad devices. Stewart seconded. Motion carried unanimously. Action (#14816).

Water Utility Hardship Rate. Administrator Sloan reported the City has offered a utility hardship rate for the past two years and it is time to re-evaluate the program again. He stated this program appears to be similar to the newly implemented Low Income Water Assistance payments administered by the Kansas Department of Children and Families, except the Water Utility Hardship program is funded by the City Water Fund and applies to all age groups. Discussion followed. Stewart moved to continue offering the Water Utility Hardship Rates and to send out flyers with utility bills or provide information in a City Newsletter, possibly quarterly, to inform the public the program is available and to revisit the program in one year. Mader seconded. Motion carried unanimously. Action (#14817).

UNFINISHED DISCUSSION/ACTION ITEMS: None.

ADMINISTRATIVE REPORTS/DISCUSSION:

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

- Sloan reminded the Council the Employee Appreciation Banquet is scheduled for February 12, 2022.
- Sloan reported that Eberle Construction has purchased a scraper and will hopefully be back to finish the new landfill cell soon. Mayor Stephenson inquired if Sporer had taken anything to the landfill from the demolition of the motel. Sloan stated they only brought clean concrete to the City Landfill.

Leann Hughes, City Clerk. No report.

MAYOR AND COUNCIL REPORTS/DISCUSSION:

Council Member Stewart noted she had visited the City's Dog Park and there are no sidewalks or access to the park other than grass, which can be difficult for citizens who have a disability or have had surgery, etc. Administrator Sloan stated he thought sidewalks may be a part of the Parks Improvement Group's plan.

Council Member Zerr expressed his support of implementing remote water readings and he inquired about the necessity of the Dude Solutions product, i.e., whether or not it is worth the annual cost for what it is being used for and for the number of employees utilizing it. Sloan agreed to look into this.

Mayor Stephenson noted the Council needs to elect a Council President at the next meeting and that he will have Department Appointments for Council Members, as well.

Adjourn. Huddle moved to adjourn the meeting. Kahle seconded. Motion carried unanimously. Action (#14818). Mayor Stephenson adjourned the meeting at approximately 8:02 P.M.

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 February 7, 2022, regular meeting.