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- A. **CALL TO ORDER/ROLL CALL**
__ Scofield __ Cokeley __ Nisly __ Brislin __ Wylie __ Griffin
- B. **PLEDGE OF ALLEGIANCE**
- C. **APPROVAL OF AGENDA (ADDITIONS/DELETIONS)**
- D. **CITIZEN COMMENTS**
- E. **CONSENT AGENDA**
1. Approval of Minutes – Regular Council Meeting, July 8, 2024
2. Approval of Invoices

Motion _____ Second _____ Vote _____
- F. **ACTION ITEMS**
1. Approve public works purchase of new service truck.

Motion _____ Second _____ Vote _____

2. Approve update to city personnel handbook regarding minimum time for vacation and sick leave.

Motion _____ Second _____ Vote _____

3. Approve Charter Ordinance 19 repealing Charter Ordinance 2.

Motion _____ Second _____ Vote _____

4. Approve Charter Ordinance 20 updating Charter Ordinance 15.

Motion _____ Second _____ Vote _____
- G. **DISCUSSION ITEMS**
1. Reno County Chamber of Commerce update
2. Incentives for KDHE lead and copper survey. 1096 active users.
3. Schedule Special Budget Session
- H. **CITY ADMINISTRATOR’S REPORT**
- I. **GOVERNING BODY COMMENTS**
- J. **EXECUTIVE SESSION**
- K. **ADJOURNMENT**

SUBMITTED BY: Jeff Schenk, City Administrator

MEETING DATE: July 22, 2024

AGENDA ITEM: Consent Agenda

BACKGROUND:

Consent agendas are designed to take routine business items, non-controversial items, and other matters where a consensus has been reached and combine them into one single motion and vote.

DESCRIPTION:

Items on the consent agenda should not be discussed or debated by the governing body. Any member of the governing body may elect to pull an item from the consent agenda for a separate vote.

PROPOSED ITEMS:

- Approval of Minutes from the following meetings:
 - July 8, 2024, Regular Council Meeting
- Approval of Invoices

RECOMMENDATION:

Motion to approve the consent agenda as presented.

ATTACHMENTS:

Exhibit A - Minutes from July 8, 2024, Regular Council Meeting

Exhibit B - AP Invoices

A. **CALL TO ORDER/ROLL CALL**
_X_Scofield _X_Cokeley _X_Nisly _Brislin _X_Wylie _X_Griffin

B. **PLEDGE OF ALLEGIANCE**

C. **APPROVAL OF AGENDA (ADDITIONS/DELETIONS) None**

D. **CITIZEN COMMENTS**

Cameron Potucek, 605 N Poplar St, South Hutchinson KS.

Potucek stated that he just received the Resolution Letter for his property at 605 N. Poplar last week, even though it was dated March 25, 2024. He thought he was past the 90 days for resolution. Scofield stated that Potucek needs to work with City staff and keep them updated on progress being made at the property. Schenk stated that the 90 days began from the date of the resolution, June 10, 2024. Potucek stated that he was in agreement, and that he had no more comments to add. He then exited the meeting.

E. **CONSENT AGENDA**

1. Approval of Minutes – Regular Council Meeting, June 10, 2024
2. Approval of Invoices

Motion NISLY Second COKELEY Vote 4-0

F. **ACTION ITEMS**

1. Remove appointment of Mark Tremaine as city attorney/prosecutor

Motion COKELEY Second NISLY Vote 4-0

2. Appoint Municipal Judge – Ethan Kaplan

Motion NISLY Second GRIFFIN Vote 4-0

3. Appoint City Prosecutor – Cody Smith

Motion COKELEY Second NISLY Vote 4-0

4. Appoint City Attorney – Cody Smith

Motion NISLY Second GRIFFIN Vote 4-0

5. Appoint City Treasurer – Sheila Stevens

Motion NISLY Second COKELEY Vote 4-0

6. Appoint City Clerk – Katie Marcum

Motion GRIFFIN Second WYLIE Vote 4-0

7. Appoint Police Chief - Darrin Pickering

Motion COKELEY Second WYLIE Vote 4-0

8. Appoint Fire Chief - Greg Henke

Motion NISLY Second GRIFFIN Vote 4-0

9. Approve Master Service Agreement (MSA) contract with PEC for Planning and zoning assistance pending PEC's approval of red lines.

Motion COKELEY Second WYLIE Vote 4-0

10. Approve Rebranding Phase 2

Schenk stated that ARPA (American Rescue Plan Act) funds from Covid Relief must be allocated by the end of 2024 or they will be lost. Schenk made a recommendation to the Council that the funds for Rebranding come out of this fund. He stated that \$17,500 from this fund has already been allocated. Once the 2023 audit has been completed and approved by the auditors, the City can proceed with the transfers that were budgeted for within the 2023 budget. In 2025, the City will begin using non-departmental funds for the equipment reserve. Money from this fund could be used to fund PLOT (Rebranding). One issue is with some of the City's water towers which will soon need to be addressed as maintenance has been deferred. Issues include interior rust which will need to be cut out and replaced, and lead paint on the outside that will need to be removed by a contractor. Schenk noted that there is an issue with the water lines coming out of one tower, and hydrants failing pressure tests. Increasing the size of that tower's tank would increase water pressure on that side of town. It would be cheaper, in the long term, to tear down the tower and replace it. In early 2025, Schenk is looking at a general obligation bond to address a facilities master plan for storm water while interest rates are between 3-4%. Currently, the City is collecting 4.8-5.3% on money being held which means that the City would make money as the bond is being paid off. Schenk reiterated that rebranding and allocating the City's funds by the end of 2024 is very important in order to address these issues, as well as others, that require long-term funding. The marketing and time for the 2024 Freedom Fest was all donated by PLOT. Java with Jeff, Throwback Thursday and other activities to "grow the face and recognition of South Hutch" is all part of the monthly retainer per Schenk. The retainer is a set amount that can be increased, if requested, and is separate from the contract with PLOT. He stated that there is positive feedback on the South Hutchinson facebook page. Schenk stated that we currently have Market South Hutch, and after talking with the State Department of Commerce, our transient guest tax is allocated by committee, and most people use it for marketing their city. We can dissolve Market South Hutch and make our City Council the acting committee with the City Administrator being the administrator of the funds. There are no limitations as to what the funds in the transient guest tax can be spent on. According to Schenk, the City is bound by a City ordinance that says it goes into a committee to be used for marketing. Schenk stated that the City gets \$20,000 to \$30,000 of these funds per year with \$32,000 being in the account currently and a \$1,000 per month retainer. Anything left over at the end of the year could be moved into an economic development reserve for an incentive program for area businesses or residences. According to Schenk, the money cannot be touched right now because Market South Hutch is a declared committee according to ordinance. The

committee would have to be dissolved, and the ordinance updated to access these funds. Schenk reinforced that ARPA funds should be allocated by the end of the year or given back. Schenk stated that he is going to apply for another \$1.5 million grant to redo Main Street and apply toward the South Hutchinson's trails. Mayor Scofield repeated that the ARPA funds should be allocated by the end of 2024 and spent by 2026.

Motion COKELEY

Second GRIFFIN

Vote 4-0

G. **DISCUSSION ITEMS**

1. Housing Authority

Schenk attended the monthly commission meetings. The committee asked if anybody from the City Council would be interested in being on the commission. Schenk stated that if no one was interested in being a member, he would consider doing so and asked if that would be a conflict of interest since the Mayor selects the committee. He stated that the Housing Authority has issues that need to be addressed. He also stated that the high rise has 12% vacancy presently.

2. Market South Hutchinson

This was addressed earlier in the meeting.

H. **CITY ADMINISTRATOR'S REPORT**

Schenk stated that the 2025 Budget is still being worked on. He stated that he is working on tightening the 5-year projection. Schenk said that he has already notified the County that we are going to exceed the Revenue Neutral Rate. The hearing for RNR will be held between August 20th and September 20th. Schenk stated that he would meet with Adams Brown to verify the numbers in the Budget. He said that he should have the Police and Fire Department assessments completed by the next Council meeting in order to discuss pay adjustments or adding. Schenk asked the Council what raises they would consider for employees in 2025. He stated that this year we stuck with the 3% merit increases with no COLA (Cost Of Living). Schenk said that he would stick arbitrary numbers into the Budget, currently, to be changed at a later time by the Council. He said that next year he would like to replace all of the mastic and chip sealing on all of the residential streets before we lose the crack sealing that was just laid down. Schenk stated that these issues will have to be finalized at the next Council meeting or a special budget meeting will have to be scheduled between now and then in order that the publication could be out 30 days prior to the public hearing. There must be an agreed upon and finalized budget, at that time, in order to send out the release that shows where the numbers are to verify that we need to exceed Revenue Neutral to meet the budget spending requirements. It can then be sent to the County and to the newspaper to verify the mil rate which can then be put into the Exceed Revenue Neutral Notification and Budget Hearing List. Sometime between August 20th and September 20th, there must be an open public meeting to address exceeding RNR which will then be closed and voted upon by rollcall. Then there must be a vote to open and close the Budget by rollcall. Once these are completed, publication can occur. The "timeline is tight" per Schenk.

I. **GOVERNING BODY COMMENTS**

Mayor Scofield thanked all of the staff for the work that they put into Freedom Fest.

J. **ADJOURNMENT**

Matt Nisly motioned for adjournment at 6:57 p.m.

Motion **NISLY**

Second **COKELEY**

Vote **4-0**

INVOICE APPROVAL LIST

7/22/2024

Gen Gov	Description	Vendor	Inv. Amt
101-101-5001	Insurance Premium	Blue Cross Blue Shield	\$97.48
101-101-5007	Insurance Premium	Dearborn Life Insurance Co	\$462.36
101-101-6000	Electricity	Evergry	\$36.08
101-101-6000	TV Service	Cox Communications	\$16.78
101-101-6002	KS Notary Blanket Policy	CNA Surety	\$32.50
101-101-6002	Balance Jan, Qtr Payroll, Qtr Reports	Denise McCue	\$500.00
101-101-6004	Mats	UniFirst	\$8.25
101-101-7000	Paper, Name Plate - Smith	Office Plus	\$50.24
101-101-7005	Mileage Reimbursement	Denise McCue	\$201.00
			\$1,404.69
Police	Description	Vendor	Inv. Amt
101-102-5001	Insurance Premium	Blue Cross Blue Shield	\$4,622.44
101-102-6000	TV Service	Cox Communications	\$50.36
101-102-6005	Cell Services	Verizon	\$164.36
101-102-6007	Brake Pads, Battery, Oil	CarQuest	\$492.55
			\$5,329.71
Street	Description	Vendor	Inv. Amt
101-103-5001	Insurance Premium	Blue Cross Blue Shield	\$1,425.95
101-103-6000	Electricity	Evergry	\$38.80
101-103-6002	Cement - Sidewalk Repair	Mid America Redi-Mix	\$219.95
101-103-6002	Uniforms	UniFirst	\$23.61
101-103-7002	Fuel Pump Module, Grease, Battery	CarQuest	\$699.00
101-103-7002	Mosquito Sprayer Coil Assembly	Clarke Mosquito Control Products	\$57.72
101-103-7002	Traffic Light Push Button	Gades Sales Co	\$122.49
			\$2,587.52
Fire	Description	Vendor	Inv. Amt
101-104-6005	Cellular Services	Verizon	\$144.32
101-104-6005	Jetpacks	Verizon	\$240.06
			\$384.38
Park	Description	Vendor	Inv. Amt
101-105-7002	Paper Towels, Towel Dispenser	Janitorial Supply	\$120.25
			\$120.25
Court	Description	Vendor	Inv. Amt
101-106-5001	Insurance Premium	Blue Cross Blue Shield	\$301.37
101-106-6004	Rowe Notary	Kansas Secretary of State	\$25.00
101-106-6004	Animal Services	Prairie Vista Veterinary Hospital	\$277.24
101-106-6004	Court Retrievals	Underground Vaults & Storage	\$19.65
101-106-6015	Court Fees to State (May / June)	Office of the State Treasurer	\$1,962.50
101-106-6017	Inmate Billing	Reno County Sheriff's Dept	\$880.00
101-106-6018	Court Appt Attorney Services	Strongpoint Law	\$900.00
			\$4,365.76
Non-Departmental	Description	Vendor	Inv. Amt
101-109-7004	Freedom Fest VB Tshirts	Thirty7 Print Co	\$668.10
			\$668.10

GENERAL TOTAL **\$14,860.41**

Water	Description	Vendor	Inv. Amt
201-000-5001	Insurance Premium	Blue Cross Blue Shield	\$1,226.54
201-000-6001	Revised Audit Premium	Provalue Insurance	\$297.00
201-000-6002	Chlorine	Brenntag Southwest Inc	\$1,718.70
201-000-6002	Cement - Wtr Main Concrete Repair	Mid America Redi-Mix	\$1,519.50
201-000-6002	Uniforms	UniFirst	\$23.61
201-000-6005	Cell Services	Verizon	\$105.77
201-000-7002	Water Distribution Parts, Water Meter	Core & Main	\$2,068.47
201-000-8013	Qtr 2 Water Protection Fees	KS Dept of Revenue	\$2,063.64
			\$9,023.23

Sewer	Description	Vendor	Inv. Amt
301-000-5001	Insurance Premium	Blue Cross Blue Shield	\$1,297.35
301-000-6002	Wastewater Grit Disposal	Reno County Solid Waste	\$168.00
301-000-6002	Lab Analysis	SDK Laboratories	\$676.00
301-000-6002	Uniforms	UniFirst	\$23.62
301-000-6005	Cell Services	Verizon	\$65.74
301-000-6005	Lift Station Wifi	Verizon	\$376.63
301-000-7002	Exhaust Fan Belt, Battery	Carquest	\$154.18
301-000-7002	Brake Light, Pipe Bushing	Rose Motor Supply	\$35.80
301-000-7002	PH Probe, Lift Station Alarm Dialer	USA Bluebook	\$1,096.15
			\$3,893.47

Bond & Interest	Description	Vendor	Inv. Amt
601-000-8003	Principal - GO Bond Sr 2012, Sr 2019	Kansas State Treasurer	\$135,000.00
601-000-8004	Interest - GO Bond Sr 2012, Sr 2019, Sr2023	Kansas State Treasurer	\$123,500.00
			\$258,500.00

ASAP	Description	Vendor	Inv. Amt
801-000-6004	Bond Refund - Jessica Beck	South Hutch Municipal Court	\$165.00
801-000-6004	Bond Applied - Beck	South Hutch Municipal Court	\$335.00
			\$500.00

ARPA	Description	Vendor	Inv. Amt
808-000-7004	Brush Pants, Brush Shirts	Witmer Public Safety Group	\$798.00
			\$798.00

Community Center	Description	Vendor	Inv. Amt
811-000-7002	Trash Bags, Paper Towels, Towel Dispenser	Janitorial Supply	\$148.33
			\$148.33

GRAND TOTAL **\$287,723.44**

INVOICES PAID (6/8/2023 thru 6/21/2023)

Gen Gov	Description	Vendor	Inv. Amt	Ck Date
101-101-6000	June Gas Services	Ks Gas	\$48.69	6/21/2023
101-101-6000	May Electric	Evergy	\$268.29	6/13/2023
101-101-6000	Cable Service	COX	\$16.78	6/13/2023
101-101-6000	Monthly Voice Services	Vaspian	\$116.70	6/21/2023
101-101-6002	July Premiums	Freedom Claims	\$5,299.90	6/22/2023
101-101-6002	Janitorial Srvices	Fresh Co	\$150.00	6/13/2023
101-101-6002	PlazaGo CMB Renewal License Fee	KS Dept of Rev ABC Div.	\$25.00	6/13/2023
101-101-6002	Monthly Comp Support	Leading Edge	\$145.72	6/21/2023
101-101-6002	Admin License - Schenk	Leading Edge	\$67.50	6/21/2023
101-101-6004	Postage Meter Lease	Pitney Bowes	\$59.37	6/13/2023
101-101-6004	UPS/Surge Protector Replacement	Leading Edge	\$79.99	6/21/2023
101-101-7000	Office Supplies	Office Plus	\$139.47	6/13/2023
			\$6,417.41	

Police	Description	Vendor	Inv. Amt	Ck Date
101-102-5001	June Premiums	BCBS	\$5,439.01	6/22/2023
101-102-5001	June Vision Ins.	VCD	\$256.72	6/22/2023
101-102-6000	May Electric	Evergy	\$430.00	6/13/2023
101-102-6000	Cable Service	COX	\$39.87	6/13/2023
101-102-6000	June Gas Services	Ks Gas	\$141.05	6/21/2023
101-102-6000	Monthly Voice Services	Vaspian	\$216.70	6/21/2023
101-102-6001	2023 Durange #2 Insurance	Pro Value	\$1,173.00	6/13/2023
101-102-6002	2023 Durango #2 Tags	Reno Co Treasurer	\$30.25	6/13/2023
101-102-6002	Monthly Comp Support	Leading Edge	\$949.40	6/21/2023
101-102-6002	Spam Filtering	Leading Edge	\$56.25	6/21/2023
101-102-6004	Postage Meter Lease	Pitney Bowes	\$59.37	6/13/2023
101-102-6004	AA Battery	DESS	\$26.40	6/13/2023
101-102-6004	Door Access Switch	Leading Edge	\$458.30	6/21/2023
101-102-6007	2015 Explorer	Carquest	\$400.38	6/13/2023
101-102-7000	Office Supplies	Office Plus	\$130.16	6/13/2023
101-102-7002	Hardware/Parts	Westlake Ace Hardware	\$23.92	6/13/2023
101-102-7003	May Fuel	Bridgman	\$1,943.11	6/13/2023
			\$11,773.89	

Street	Description	Vendor	Inv. Amt	Ck Date
101-103-5001	June Premiums	BCBS	\$1,368.13	6/22/2023
101-103-5001	June Vision Ins	VCD	\$68.56	6/22/2023
101-103-6000	May Electric	Evergy	\$406.11	6/13/2023
101-103-6000	June Gas Services	Ks Gas	\$99.07	6/21/2023
101-103-6000	Monthly Voice Services	Vaspian	\$50.00	6/21/2023
101-103-6002	Uniform Service	Unifirst	\$122.63	6/13/2023
101-103-6002	Monthly Comp Support	Leading Edge	\$130.60	6/21/2023
101-103-6004	Postage Meter Lease	Pitney Bowes	\$59.37	6/13/2023
101-103-7002	Shop Use/Stock	Carquest	\$59.88	6/13/2023
101-103-7002	Riding Mower Parts	Fairview	\$60.26	6/21/2023
101-103-7002	Idler	Fairview	\$41.36	6/21/2023
101-103-7002	Mosquito Sprayer Chems	Van Diest	\$812.65	6/21/2023
101-103-7003	May Fuel	Bridgman	\$102.11	6/13/2023
			\$3,380.73	

Fire	Description	Vendor	Inv. Amt	Ck Date
101-104-6000	Cable Service	COX	\$10.49	6/13/2023
101-104-6000	May Electric	Evergy	\$362.97	6/13/2023

101-104-6000	June Gas Services	Ks Gas	\$73.78	6/21/2023
101-104-6000	Monthly Comp Support	Leading Edge	\$140.68	6/21/2023
101-104-6000	Monthly Voice Services	Vaspian	\$50.00	6/21/2023
101-104-7000	UPS Ground Shipping	Joy's Packing & Shipping	\$17.81	6/13/2023
101-104-7002	Hardware/Parts	Westlake Ace Hardware	\$3.59	6/13/2023
101-104-7003	May Fuel	Bridgman	\$104.33	6/13/2023
101-104-7009	HCC Future Female FF Camp Uniforms	D's Duds Embroidery	\$350.00	6/13/2023
			\$1,113.65	

Court	Description	Vendor	Inv. Amt	
101-106-6004	Inmate Health Care	Diamond Drug	\$18.62	6/21/2023
101-106-6015	Muni Court Collections	Ks State Treasurer	\$945.50	6/13/2023
101-106-6017	May Inmate Housing	Reno Co Sheriff	\$1,200.00	6/21/2023
101-106-7000	Office Supplies	Office Plus	\$24.99	6/13/2023
			\$2,189.11	
		GENERAL TOTAL	\$24,874.79	

Park	Description	Vendor	Inv. Amt	
101-105-6000	May Electric	Evergy	\$124.59	6/13/2023
101-105-6004	Janitorial Services	Fresh Co	\$50.00	6/13/2023
			\$174.59	

Non-Departmental	Description	Vendor	Inv. Amt	
101-109-6000	May Electric	Evergy	\$5,873.56	6/13/2023
			\$5,873.56	

Water	Description	Vendor	Inv. Amt	
201-000-5001	June Premiums	BCBS	\$1,200.66	6/22/2023
201-000-5001	June Vision Ins	VCD	\$44.65	6/22/2023
201-000-6000	May Electric	Evergy	\$5,628.73	6/13/2023
201-000-6002	Monthly Comp Support	Leading Edge	\$174.45	6/21/2023
201-000-6003	Uniform Service	Unifirst	\$122.63	6/13/2023
201-000-6004	Postage Meter Lease	Pitney Bowes	\$59.37	6/13/2023
201-000-6004	Matt Mock - Boots	A5 Western LLC	\$185.24	6/13/2023
201-000-7002	Supplies	Core & Main	\$857.45	6/13/2023
201-000-7002	Well 5	Carquest	\$372.50	6/13/2023
201-000-7002	Hardware/Parts	Westlake Ace Hardware	\$36.98	6/13/2023
201-000-7002	6x20 REP CLP	Core & Main	\$379.71	6/21/2023
201-000-7002	Blue, Green Marking Paint	Michael Todd	\$150.48	6/21/2023
201-000-7003	May Fuel	Bridgman	\$400.99	6/13/2023
			\$9,613.84	

Sewer	Description	Vendor	Inv. Amt	
301-000-5001	June Premiums	BCBS	\$1,177.74	6/22/2023
301-000-5001	June Vision Ins	VCD	\$16.45	6/22/2023
301-000-6000	May Electric	Evergy	\$10,210.57	6/13/2023
301-000-6002	Troubleshoot VFD	Zenor Electric	\$312.50	6/13/2023
301-000-6002	Lab Analysis	SDK	\$604.00	6/13/2023
301-000-6002	AC Repair	Decker & Mattison	\$262.84	6/13/2013
301-000-6002	Accreditation	Ks Dept Health/Enviro	\$200.00	6/21/2023
301-000-6002	Monthly Comp Support	Leading Edge	\$174.45	6/21/2023
301-000-6002	Yearly PH/OD Meter Cal	QA Balance Services	\$207.00	6/21/2023
301-000-6003	Grit Removal	Reno Co Solid Waste	\$164.00	6/13/2023
301-000-6003	Uniform Service	Unifirst	\$122.64	6/13/2023
301-000-6004	Postage Meter Lease	Pitney Bowes	\$59.37	6/13/2023

301-000-6005	May Sewer Cell Services	Verizon	\$288.84	6/13/2023
301-000-7002	Inspect & Evaluate Mixer for repair	Fluid Equip (Cogent)	\$240.00	6/13/2023
301-000-7002	Pipe	Western Supply	\$99.73	6/13/2023
301-000-7002	Harware/Parts	Westlake Ace Hardware	\$8.99	6/13/2013
301-000-7002	Blue, Green Marking Paint	Michael Todd	\$150.48	6/21/2023
301-000-7002	Lift Station Parts	Smith & Loveless	\$502.39	6/21/2023
301-000-7002	Plumbing Fixtures	Westlake Ace Hardware	\$15.99	6/21/2023
301-000-7003	May Fuel	Bridgman	\$332.22	6/13/2023
			\$15,150.20	

Employee Benefits	Description	Vendor	Inv. Amt	
501-000-5007	Life Insurance	Dearboorn	\$480.38	6/22/2023
			\$480.38	

ASAP	Description	Vendor	Inv. Amt	
801-000-4009	Cash Bond Return	Justin Ronzale Hodge	\$1,000.00	6/21/2023
801-000-6004	Restitution - Butts	Kwik Shop	\$27.00	6/13/2023
			\$1,027.00	

Comm Ctr	Description	Vendor	Inv. Amt	
811-000-6000	May Electric	Evergy	\$277.45	6/13/2023
811-000-6000	June Gas Services	Ks Gas	\$116.44	6/21/2023
811-000-6004	Janitorial Services	Fresh Co	\$500.00	6/13/2023
811-000-7002	Augered Stool	Roto Rooter	\$60.00	6/13/2023
			\$953.89	

Equipment Reserve	Description	Vendor	Inv. Amt	
901-000-8021	Outfit 2023 Durango #2	Superior Emergency	\$7,881.68	6/13/2023
901-000-8027	Hyd Ext	Core & Main	\$8,449.82	6/13/2023
			\$16,331.50	

GRAND TOTAL **\$74,479.75**

MEMORANDUM

TO: Jeff Schenk, City Administrator

FROM: Ronnie Pederson, Public Works Superintendent

DATE: 7/22/2024

RE: Street Service Truck

BACKGROUND: Public Works has a 2003 street service truck that has over 136,000 miles on it and is past its mechanical ability to be useful for the department. The truck currently doesn't run properly even with some repairs already taking place. City staff believe this vehicle is not worth spending any more time and money on due to its age and miles. With this truck being down it leaves the public works crew with only 4 vehicles to be used.

PROJECT DESCRIPTION: Purchase a new 2500 4x4 pickup to replace the 2003 street service truck.

PROPOSED PURCHASE: New 2500 4x4 pickup not to exceed \$55,000

Equipment Reserve Account	Cost	Trade in Value
\$295,511	Not to exceed \$55,000	Purple wave

RECOMMENDATION:

City staff recommends the council approve the purchase of a new 2500 4x4 service pickup not to exceed \$55,000 following the city's purchasing policy.

CHARTER ORDINANCE NO. 19

A CHARTER ORDINANCE REPEALING CHARTER ORDINANCE NO. 2 OF THE CITY OF SOUTH HUTCHINSON, KANSAS, WHICH EXEMPTED THE CITY FROM K.S.A. 79-1953 AND PROVIDED SUBSTITUTE AND ADDITIONAL PROVISIONS AUTHORIZING AND LIMITING TAX LEVIES.

BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF SOUTH HUTCHINSON, KANSAS:

Section 1. Charter Ordinance No. 2 of the City of South Hutchinson, Kansas, which exempted the City from K.S.A. 79-1953 and provided substitute and additional provisions authorizing and limiting tax levies, is hereby repealed in its entirety.

Section 2. This Charter Ordinance shall be published once each week for two consecutive weeks in the official city newspaper.

Section 3. This Charter Ordinance shall take effect sixty-one (61) days after its final publication unless within sixty (60) days of its final publication a sufficient petition for a referendum is filed, requiring a referendum to be held on the ordinance as provided in Article 12, Section 5, Subdivision (c) of the Constitution of the State of Kansas, in which case the Charter Ordinance shall become effective if approved by a majority of the electors voting thereon.

PASSED AND ADOPTED by the Governing Body, not less than two-thirds of the members-elect voting in favor thereof, this 22nd day of July, 2024.

*Governing Body of the City of
South Hutchinson, Kansas*

By: _____
Paul Scofield, Mayor

ATTEST:

Katie Marcum, City Clerk

[SEAL]

CHARTER ORDINANCE NO. 20

A CHARTER ORDINANCE AMENDING CHARTER ORDINANCE NO. 15, EXEMPTING THE CITY OF SOUTH HUTCHINSON, KANSAS, FROM THE PROVISIONS OF K.S.A. 12-1697, RELATING TO IMPOSITION OF A TRANSIENT GUEST TAX UPON SLEEPING ACCOMMODATIONS WITHIN THE CITY, AND PROVIDING SUBSTITUTE AND ADDITIONAL PROVISIONS ON THAT SUBJECT.

WHEREAS, the Governing Body finds it is necessary to continue its exemption from certain provisions of state law relating to its transient guest tax and to revise the statute numbers cited in Charter Ordinance No. 15 of the City of South Hutchinson, Kansas.

NOW, THEREFORE, BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF SOUTH HUTCHINSON, KANSAS:

SECTION 1. The City of South Hutchinson, Kansas, a city of the third class, by the power vested in it by Article 12, Section 5, of the Constitution of the State of Kansas, hereby elects to exempt itself from, and make inapplicable to it, the provisions of K.S.A. 12-1697, and to provide substitute and additional provisions as hereinafter set forth in this ordinance. Such referenced provision of Kansas law is either an enactment or a part of an enactment which is applicable to this city, but is not applicable uniformly to all cities.

SECTION 2. Transient Guest Tax.

a. In order to provide revenues to promote tourism and conventions, the governing body of the City is hereby authorized to levy a transient guest tax at a rate not to exceed ten percent (10%) upon the gross receipts derived from or paid by transient guests for sleeping accommodations in any hotel, motel or tourist court located within the City. The rate of any such tax shall be fixed from time to time by ordinance.

b. Any transient guest tax levied pursuant to this Charter Ordinance shall be based on the gross rental receipts collected by any business.

c. The taxes levied pursuant to this Charter Ordinance shall be paid by the consumer or user to the business and shall be the duty of each and every business to collect from the consumer or user the full amount of any such tax, or an amount equal as nearly as possible or practicable to the average equivalent thereto. Each business collecting any of the taxes levied hereunder shall be responsible for paying over the same to the state department of revenue in the manner prescribed by K.S.A. 12-1698, and amendments thereto, and the state department of revenue shall administer and enforce the collection of such taxes.

SECTION 3. This Ordinance shall be published once each week for two consecutive weeks in the official City newspaper.

SECTION 4. This is a Charter Ordinance and shall take effect sixty-one (61) days after final publication unless a sufficient petition for a referendum is filed requiring a referendum to be held on the ordinance as provided in Article 12, Section 5, Subdivision (c)(3) of the Constitution of the State of Kansas, in which case the ordinance shall become effective if approved by a majority of the electors voting thereon.

SECTION 5. Charter Ordinance No. 15, passed and approved by the City on the 5th day of January, 2015, is hereby repealed.

PASSED AND ADOPTED by the Governing Body, not less than two-thirds of the members-elect voting in favor thereof, this 22nd day of July, 2024.

*Governing Body of the City of
South Hutchinson, Kansas*

By: _____
Paul Scofield, Mayor

ATTEST:

Katie Marcum, City Clerk

[SEAL]