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- A. **CALL TO ORDER/ROLL CALL**  
\_\_Nisly \_\_Schmidt \_\_Weber \_\_Garretson \_\_Fairbanks \_\_Scofield
- B. **PLEDGE OF ALLEGIANCE**
- C. **APPROVAL OF AGENDA (ADDITIONS/DELETIONS)**
- D. **CITIZEN COMMENTS**
- E. **HEARINGS, PRESENTATIONS, PROCLAMATIONS & RECOGNITIONS**  
1. Presentation of plaque honoring Rhonda Stillwell for 22 years of service as treasurer
- F. **CONSENT AGENDA**  
1. Approval of Minutes – Regular Meeting, February 7, 2022  
2. Approval of Invoices  
3. Waive temporary event requirements for resident’s block party on July 3<sup>rd</sup>  
4. Accept resignation of City Attorney Stan Juhnke  
  
Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote \_\_\_\_\_
- G. **ACTION ITEMS**  
1. Approve mayoral appointment of Mark Tremaine as City Attorney  
  
Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote \_\_\_\_\_  
  
2. Council Meeting Dates Change  
  
Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote \_\_\_\_\_
- H. **DISCUSSION ITEMS**  
1. Independence Day Celebration  
2. Miscellaneous Items
- I. **CITY ADMINISTRATOR’S REPORT**
- J. **GOVERNING BODY COMMENTS**
- K. **EXECUTIVE SESSION**  
1. Non-elected personnel  
2. Attorney-client privilege
- L. **ADJOURNMENT**

**Meeting Date:** June 6, 2022  
**Department:** Administration  
**Prepared By:** Joseph Turner, City Administrator  
**Agenda Title:** Consent Agenda

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**Background/Analysis** –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. 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.

**Notable Items:**

- Approval of Minutes from May 16, 2022 regular meeting
- Approval of Invoices

**Notable Items:**

- McCullough bill finalizes Avenue F Waterline Project
- Zenor Electric bill (\$27,002) for wind damage repairs at baseball field
- EZ-Lift Door (\$2,405) wind storm damage repairs
- Clean Infusion (\$40,698) finished wastewater plant project/upgrades
- Allen Samuels (\$36,926) for patrol vehicle (still needs upfitting)
  - USDA grant covering up to 55% of these costs
- Waive temporary event permit requirements for community block party organized by Darrin Pickering and scheduled for Sunday, July 3<sup>rd</sup> on Savannah Dr.
- Accept resignation of City Attorney Stan Juhnke

**Recommendation** – Motion to approve the consent agenda as presented.

**Exhibit A** – Minutes from May 16, 2022 Regular Meeting

**Exhibit B** – AP Invoices

- A. **CALL TO ORDER/ROLL CALL**  
X Nisly X Schmidt \_\_\_ Weber X Garretson X Fairbanks X Scofield
- B. **PLEDGE OF ALLEGIANCE**
- C. **APPROVAL OF AGENDA (ADDITIONS/DELETIONS)**
- D. **CITIZEN COMMENTS-Mike Robinson regarding court issue**
- E. **HEARINGS, PRESENTATIONS, PROCLAMATIONS & RECOGNITIONS**
- F. **CONSENT AGENDA**
1. Approval of Minutes – Regular Meeting, May 2, 2022
  2. Approval of Invoices
  3. Appoint Matt Mock to Planning Commission – “Out-of-town Representative”  
Motion: Schmidt                      Second: Garretson                      Vote: 4-0
- G. **ACTION ITEMS**
1. Accept Resignation of Treasurer Rhonda Stillwell/Remove from Bank Accounts  
  
Action: Motion to accept resignation of Rhonda Stillwell and remove her as Signer to all accounts at Simmons Bank.  
Motion: Schmidt                      Second: Scofield                      Vote: 4-0
  2. Appoint Sheila Stevens as Treasurer/Add her to Bank Accounts  
  
Action: Motion to appoint Sheila Stevens as Treasurer and add her as a Signer to all accounts at Simmons Bank.  
Motion: Scofield                      Second: Fairbanks                      Vote: 4-0
  3. Resolution No. 22-588 – Acceptance of USDA Grant Funds & Requirements  
  
Action: Motion to approve Resolution No. 22-588 – Acceptance of USDA Grant Funds & Requirements and authorize the Mayor and City Clerk to sign related documents.  
Motion: Scofield                      Second: Fairbanks                      Vote: 4-0
- [Mayor Nisly will call for a 5-minute recess to sign documents.]**
- H. **DISCUSSION ITEMS**
1. July 4<sup>th</sup> Fireworks Show Update-Market South Hutch will make a donation
  2. Economic Development Discussion
  3. 2022 Financials Check-In-Revenue and Expenses for the quarter
  4. Miscellaneous Items-FEMA flood paperwork, Water Tower RFP, KDHE compliance, June 24 Audit and Water Rights

I. CITY ADMINISTRATOR’S REPORT  
J. GOVERNING BODY COMMENTS  
K. EXECUTIVE SESSION

**1. Non-elected personnel**

Motion for an executive session pursuant to K.S.A. 75-4319 to discuss Non-elected personnel for 10 minutes.

*Motion:* Schmidt                      *Second:* Garretson                      *Vote:* 4-0

Motion was made to call the meeting back to order.

*Motion:* Schmidt                      *Second:* Garretson                      *Vote:* 4-0

**2. Non-elected personnel**

Motion for an executive session pursuant to K.S.A. 75-4319 to discuss Non-elected personnel for 12 minutes.

*Motion:* Schmidt                      *Second:* Garretson                      *Vote:* 4-0

Motion was made to call the meeting back to order.

*Motion:* Schmidt                      *Second:* Garretson                      *Vote:* 4-0

**3. Real Property**

Motion for an executive session pursuant to K.S.A. 75-4319 to discuss Real Property for 5 minutes.

*Motion:* Schmidt                      *Second:* Garretson                      *Vote:* 4-0

Motion was made to call the meeting back to order.

*Motion:* Schmidt                      *Second:* Fairbanks                      *Vote:* 4-0

L. ADJOURNMENT

*Motion:* Schmidt                      *Second:* Fairbanks                      *Vote:* 4-0

**Invoice Approval List  
June 6, 2022**

<b>Gen Gov</b>	<b>Description</b>	<b>Vendor</b>	<b>Inv. Amt</b>
101-101-6000	Phone System	Vaspian	\$118.50
101-101-6002	Computer Support	Leading Edge Technology	\$111.00
101-101-6002	CMB fee to State	KS Dept of Revenue	\$25.00
101-101-6002	Audit and Financial Services	Lindburg Vogel Pierce Faris	\$14,700.00
101-101-6003	Cleaning contract	FreshCo	\$150.00
101-101-6004	Plaque-Rhonda	Apollo Engraving	\$105.20
101-101-6004	Shredding	Underground Vaults	\$45.00
101-101-7000	Dog tag license receipts	Wayne's Printing	\$117.50
101-101-7002	Water	Culligan	\$20.25
101-101-7005	Reimbursement	Joseph Turner	\$350.00
			<b>\$15,742.45</b>
<b>Police</b>	<b>Description</b>	<b>Vendor</b>	<b>Inv. Amt</b>
101-102-6000	Phone System	Vaspian	\$288.00
101-102-6002	Computer Support	Leading Edge Technology	\$872.51
101-102-6002	Amazon membership & shipping	First Bank Card	\$30.49
101-102-6003	Repair urinal	Gibbys Sewer & Drain	\$190.96
101-102-6004	Shredding	Underground Vaults	\$45.00
101-102-6004	Gun and evidence supplies	First Bank Card	\$237.18
101-102-7000	Cartridge	Better Image	\$165.00
101-102-7003	Fuel	Bridgman	\$1,154.48
101-102-7009	Swat hoodie and t-shirts	Atomic Sports	\$52.40
101-102-7009	Tourniquet vest	First Bank Card	\$11.94
101-102-7009	Helmet and headset	ABM Supply	\$1,315.00
			<b>\$4,362.96</b>
<b>Street</b>	<b>Description</b>	<b>Vendor</b>	<b>Inv. Amt</b>
101-103-6000	Phone System	Vaspian	\$85.00
101-103-6002	Computer Support	Leading Edge Technology	\$96.67
101-103-6002	Drug test	Hutchinson Clinic	\$50.00
101-103-6002	Annual KDOT bridge inspection	Schwab	\$200.00
101-103-6003	Uniform cleaning	Unifirst	\$100.47
101-103-7003	Fuel	Bridgman	\$277.30
			<b>\$809.44</b>
<b>Fire</b>	<b>Description</b>	<b>Vendor</b>	<b>Inv. Amt</b>
101-104-6000	Phone System	Vaspian	\$67.50
101-104-6002	Computer support	Leading Edge Technology	\$106.23
101-104-6002	Lube & oil door	Cheney Door	\$112.00
101-104-6003	Hydrogen sulfide sensor	Durawear	\$334.28
101-104-6003	Lights	Unruh Fire	\$175.54
101-104-6003	V-Belt	O'Reilly	\$25.11
101-104-6004	Keys and rings	Westlake	\$32.50
101-104-6004	Ladder end cover	Witmer	\$100.59
101-104-7001	Pizza	First Bank Card	\$248.89
101-104-7002	Gasket, valve	Westlake	\$40.32
101-104-7002	Water	Culligan	\$10.60
101-104-7002	Water, cleaning supplies	First Bank Card	\$68.99
101-104-7002	Name tags	Witmer	\$147.23
101-104-7003	Fuel	Bridgman	\$73.91
101-104-7004	Wraps, sponges, test strips	First Bank Card	\$86.10
101-104-7004	Solution and ice packs	Witmer	\$78.25
101-104-7009	Shorts and caps	First Bank Card	\$338.75

**Invoice Approval List  
June 6, 2022**

101-104-7015	Laptop	First Bank Card	\$212.92
101-104-8000	Helmet	Witmer	\$387.14
			<b>\$2,646.85</b>
<b>Park</b>	<b>Description</b>	<b>Vendor</b>	<b>Inv. Amt</b>
101-105-6003	Cleaning contract	FreshCo	\$50.00
101-105-7002	Batteries	Dynamic Electronics	\$26.00
			<b>\$76.00</b>
<b>Court</b>	<b>Description</b>	<b>Vendor</b>	<b>Inv. Amt</b>
101-106-6004	Inmate Care	Hutchinson Regional	\$22.00
101-106-6004	Retrievals	Underground Vaults	\$38.75
101-106-6016	Judge Service	Larry Bolton	\$1,100.00
101-106-6016	Attorney service	Rick Roberts	\$1,100.00
101-106-6018	Court Apt Atty	Regina Probst	\$75.00
101-106-6018	Court Apt Atty	Benjamin Fisher	\$150.00
			<b>\$2,485.75</b>
<b>Non-Dept</b>	<b>Description</b>	<b>Vendor</b>	<b>Inv. Amt</b>
101-109-6026	Refuse Payment	Nisly	\$8,848.73
			<b>\$8,848.73</b>
		<b>GENERAL TOTAL</b>	<b>\$34,972.18</b>
<b>Water</b>	<b>Description</b>	<b>Vendor</b>	<b>Inv. Amt</b>
201-000-6000	Locates	Kansas One Call	\$15.00
201-000-6002	Computer Support	Leading Edge Technology	\$151.45
201-000-6002	Bore at Sunnyside Circle	Appel Company	\$1,600.00
201-000-6003	Uniform cleaning	Unifirst	\$100.47
201-000-7002	Blue paint	Crown Paint	\$197.28
201-000-7002	Compressed gas	Airgas	\$107.01
201-000-7002	Saddle, setters, ball curb	Core Main	\$1,534.76
201-000-7002	Stamps	First Bank Card	\$204.35
201-000-7002	Mortar	Lowe's	\$38.52
201-000-7003	Fuel	Bridgman	\$203.20
			<b>\$4,152.04</b>
<b>Water Emer</b>	<b>Description</b>	<b>Vendor</b>	<b>Inv. Amt</b>
204-000-6002	Ave F waterline improvements	McCullough	\$7,222.94
			<b>\$7,222.94</b>
<b>Sewer</b>	<b>Description</b>	<b>Vendor</b>	<b>Inv. Amt</b>
301-000-6000	Electric on new meter-irrigation	Evergy	\$57.99
301-000-6000	Locates	Kansas One Call	\$15.00
301-000-6002	Computer Support	Leading Edge Technology	\$151.45
301-000-6002	Lab Analysis	SDK	\$1,338.00
301-000-6002	Service belt press	Zenor Electric	\$100.00
301-000-6002	Wired in pump at WWTP	Stewart Electric	\$80.00
301-000-6003	Uniform cleaning	Unifirst	\$100.46
301-000-6003	Grit removal	Reno County Solid Waste	\$41.00
301-000-7002	Torch regulator	Airgas	\$50.00
301-000-7002	PVC	Ferguson	\$48.57

**Invoice Approval List  
June 6, 2022**

301-000-7002	Stamps	First Bank Card	\$204.35
301-000-7002	Nuts, bolts and drill bits	Westlake	\$89.97
301-000-7003	Fuel	Bridgman	\$62.04
			<b>\$2,338.83</b>
<b>ASAP</b>	<b>Description</b>	<b>Vendor</b>	<b>Inv. Amt</b>
801-000-6004	Restitution	South Hutch Municipal	\$200.00
			<b>\$200.00</b>
<b>Com Ctr</b>	<b>Description</b>	<b>Vendor</b>	<b>Inv. Amt</b>
811-000-6004	Replace belt on blower	Decker Mattison	\$100.06
811-000-6004	Cleaning contract	FreshCo	\$650.00
			<b>\$750.06</b>
<b>Equip Res</b>	<b>Description</b>	<b>Vendor</b>	<b>Inv. Amt</b>
901-000-8021	2022 Dodge Durango	Allen Samuels	\$36,926.00
			<b>\$36,926.00</b>
<b>Capital Imp</b>	<b>Description</b>	<b>Vendor</b>	<b>Inv. Amt</b>
902-000-8024	Lights and poles at Park	Zenor Electric	\$27,002.00
902-000-8024	Repair fence at Park	EZ-Lift Door	\$2,405.00
902-000-8028	Install new disc system	Clean Infusion	\$40,698.00
			<b>\$70,105.00</b>
		<b>GRAND TOTAL</b>	<b>\$156,667.05</b>

**Meeting Date:** June 6, 2022  
**Department:** Administration  
**Prepared By:** Joseph Turner, City Administrator  
**Agenda Title:** Appointment of New City Attorney

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**Background/Analysis** – City Attorney Stan Juhnke informed Mayor Matt Nisly that he was resigning his position. We would like to thank him and his staff for their contributions to the City of South Hutchinson.

Mayor Nisly identified attorney Mark Tremaine as his mayoral appointment to fill this vacancy. Tremaine is Of Counsel with Bush, Bush & Shanelec and performs many city attorney duties on behalf of the firm for the City of Sterling. He previously served as the city attorney for the City of Lyons for nearly fifteen years.

He is also an associate professor at Sterling College serving in that capacity since 2014.

**Financial Impact** – None.

**Recommendation** – Staff recommends the council vote to approve the appointment of Mark Tremaine to the position of city attorney.



**Meeting Date:** June 6, 2022  
**Department:** Administration  
**Prepared By:** Joseph Turner, City Administrator  
**Agenda Title:** Council Meeting Date Change

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**Background/Analysis** – At the December 6, 2021 meeting, Council voted to move our Monday meetings that fall on a holiday to Wednesday of that week. This was primarily due to a scheduling conflict for our former city attorney.

Wednesdays create a conflict for our new city attorney. There are two remaining council dates impacted by this change:

Wednesday, July 6  
Wednesday, September 7

I would ask that Council vote to move those Council dates to:

Tuesday, July 5  
Tuesday, September 6

**Financial Impact** – None.

**Recommendation** – Staff recommends the council vote to move the July 6<sup>th</sup> and September 7<sup>th</sup> council dates to July 5<sup>th</sup> and September 6<sup>th</sup>.

**Meeting Date:** June 6, 2022  
**Department:** Administration  
**Prepared By:** Joseph Turner, City Administrator  
**Agenda Title:** Independence Day Fireworks Show

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**Background/Analysis** – City staff have been working to coordinate our Independence Day Fireworks Show for Saturday, July 2. The festivities will begin at 5 p.m. until the fireworks show begins at approximately 9:30 p.m.

Here is an update on some items:

### **Food**

ONEOK: Providing free water, hot dogs, and chips (while supplies last)  
Los Mariachis Food Truck

With the free food offered by ONEOK and Gambino's Pizza nearby, we have not aggressively pursued inviting additional food trucks because we do not know what our crowd size will be.

Chief Pickering has been working on recruiting a shaved ice/dessert truck.

### **Music/Advertising**

Ad Astra Radio will be on hand to play music from 5 to 9 as part of a live remote and advertising package. Those ads should start running about 10 to 14 days before the event.

We should also have some ads on Eagle Radio stations thanks to Market South Hutch.

### **Activities**

We have ordered three inflatable bounce houses for the toddlers and younger kids. We have also ordered two large inflatable obstacle courses for the older kids. And we have also ordered a 25-foot rock climbing wall.

### **Fireworks Show**

We have planned for a 20-minute fireworks show to start around 9:30 p.m. with the launch site being the large open field west of the baseball diamonds. The fireworks are sponsored by Market South Hutch.

## Monthly Water Rights Perfection Report

<b>2022 Water Usage (gal.)</b>				
	Well #3	Well #4	Well #5	Total
January	3,901,600	10,857,400	5,757,600	20,516,600
February	274,300	12,465,100	6,934,000	19,673,400
March	60,500	13,965,900	7,496,700	21,523,100
April	38,500	14,306,200	9,280,400	23,625,100
May	51,000	14,855,200	9,563,700	24,469,900
June	0	0	0	0
July	0	0	0	0
August	0	0	0	0
September	0	0	0	0
October	0	0	0	0
November	0	0	0	0
December	0	0	0	0
	4,325,900	66,449,800	39,032,400	109,808,100
Auth. Qty.	139,610,000	144,310,000	148,110,000	349,433,000
Amt. to Perfect	n/a	77,860,200	109,077,600	n/a



## PUBLIC WORKS REPORT

To: Honorable Mayor and City Council

From Ronnie Pederson, Public Works Superintendent

Re: Public Works Superintendent report for June 6<sup>th</sup>, 2022, City Council Meeting

Date: June 3<sup>rd</sup>, 2022

### Streets

- Cleaned ditches on Glass Manor.
- Cleaned ditches at 3<sup>rd</sup> and Elm.
- Cleaned ditches at D and Adams.
- Tractor mowing.
- Mowed irrigated city properties.
- Mowed rough cut city properties.
- Replaced radiator in blue 2004 chevy flatbed pickup.
- Cleaned and greased mowers.
- Repaired playground equipment at splash park/Cleaned. Opened splash park on Friday the 27<sup>th</sup>.
- Filled potholes in alleys.
- Built new portable stop signs.
- Worked on Vector.
- Street Sweeping.
- Repaired door and handle on sewer service truck.
- Repaired door at community building and restroom repairs.
- Crack sealing has started, beginning on the south side of town.
- Ball Park fence repairs completed at ball field from windstorm.

### Water

- Weekly checks and inspections completed.
- Cleaned and inspected water tower transducers.
- Red tag shut offs and turn on.
- Flushed dead ends.
- Repaired water leak on Prosperity Drive.
- Repaired irrigation line at city hall.
- Checked multiple water meters for high water usage or no reads.
- Compiled data for GIS asset management.
- 9 Wabash water meter setter repair.
- Checked water service at 19 James way.
- Lead and copper revision school in McPherson. (Ronnie/Bart)

## Public Works Report (cont.)

### Wastewater

- Daily and weekly checks and inspections.
- Monthly KDHE state wastewater samples collected and sent for analysis.
- Monthly maintenance at treatment facility and lift stations completed.
- Pressed and wasted sludge at wastewater facility.
- Replumbed and replaced wash water booster pump in press room at wastewater facility.
- Rodded sewer line on North Maple.
- Compiling data for GIS asset management.
- Replaced check valve o rings at Wilbeck lift station and pulled and unplugged pump impellers.
- Wastewater plant generator maintenance completed. Ordered control board for control panel for low voltage reading issues.
- Zenor electric worked on VFD on sludge pump in the sludge handling facility and is working on a quote for replacement.
- Sturdi built replaced the door on the Equipment storage building that was damaged in the windstorm.
- Clean infusion has completed the aeration basin diffuser project at the wastewater facility.

## Activity Report June 6<sup>th</sup>, 2022

- 7 total Fireworks applications with approved site plans.
- Attending an ISO Class in Manhattan on June 28th
- 2<sup>nd</sup> Future Female Firefighter Camp will be June 10<sup>th</sup> through June 12<sup>th</sup>
- Finishing up hose testing and documenting
- The Fire School in May was a huge success for training. There were 30 to 35 firefighters from all over the state that attended training with SHFD.
- June 1<sup>st</sup> MES was out for our Annual Air Pack testing. We need to replace 2 air packs on our Rescue. The SCBA packs are so old that the technician said the parts are obsolete. I will have quotes at the next meeting.
- June 5<sup>th</sup> Stop by the station and join us for our first Pancake Feed.
- Working with the county fire departments on hydrostatic testing on air tanks and scheduling quarterly combined district training.
- South Hutchinson Kids school will be touring the station on June 15<sup>th</sup>
- Annual Pump and Ladder testing will be set up with HFD and the county districts this Aug.

### Calls for May 2022

Canceled En Route	1
EMS Incident	28
Assist EMS Crew	1
Public Assist	3
Lift Assist	2
Building Fire	1

**36 Calls**

**Total for 2022: 269**



## **CITY ADMINISTRATOR'S REPORT**

**To:** Honorable Mayor and City Council

**From:** Joseph Turner, City Administrator

**Re:** City Administrator Report for June 6<sup>th</sup> Regular City Council Meeting

**Date:** June 3, 2022

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### **New Public Works Employee**

The public works department added a new full-time employee to the department. Daryl Showalter started last week, and we are very excited to have him. We now have six full-time employees and one part-time employee in the department.

### **Independence Day Celebration**

City staff have been working on the organization and planning of this event. Will report in more detail during the discussion item.

### **Garage Sale/Citywide Clean-up**

A reminder that the citywide garage sale and clean-up day will take place on Saturday, June 11<sup>th</sup>. More than two dozen homes have signed up and registered for the event.

A sign-up form was created so that residents planning to sell items could list their address, what time they are starting their day, and what types of items they are selling. This sign-up form has been added to our website and pinned to our Facebook page.

### **Website Update**

Our website was moved over to a new service provider, which will save us more than 80% or about \$3,400 a year. There are still some minor tweaks that need to be made, but substantively, it is very similar to our previous offering.

### **Hutchinson Interim City Manager**

Met with Gary Meagher to discuss some important items related to the City of South Hutchinson. We also met together with representatives from Chamber to discuss economic development initiatives.

### **Kansas Gas Grand Opening**

I was invited to attend the grand opening event at the Kansas Gas facility and took a tour. They have a beautiful building/complex and I am grateful they selected South Hutchinson to relocate.