

A. CALL TO ORDER/ROLL CALL

__Brislin __Cokeley __Nisly __Scofield __Griffin __Wylie

B. PLEDGE OF ALLEGIANCE

C. APPROVAL OF AGENDA (ADDITIONS/DELETIONS)

D. CITIZEN COMMENTS

E. CONSENT AGENDA

1. Approval of Minutes – Regular Council Meeting, February 24, 2025
2. Approval of Invoices

Motion _____ Second _____ Vote _____

F. ACTION ITEMS

1. Approve contract with auditor Lindburg, Vogel, Pierce, Faris

Motion _____ Second _____ Vote _____

G. DISCUSSION ITEMS

1. Property on West Blanchard
2. Food Truck Policy

H. CITY ADMINISTRATOR'S REPORT

I. GOVERNING BODY COMMENTS

J. ADJOURNMENT

SUBMITTED BY: Jeff Schenk, City Administrator

MEETING DATE: March 10, 2025

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:
 - February 24, 2025, Regular Council Meeting
- Approval of Invoices

RECOMMENDATION:

Motion to approve the consent agenda as presented.

ATTACHMENTS:

Exhibit A - Minutes from February 24, 2025, Regular Council Meeting

Exhibit B - AP Invoices

-
- A. **CALL TO ORDER/ROLL CALL @ 6:00 pm**
X Brislin X Cokeley A Nisly X Scofield A Griffin X Wylie
- B. **PLEDGE OF ALLEGIANCE**
- C. **APPROVAL OF AGENDA (ADDITIONS/DELETIONS)**
Removed Property on West Blanchard from Discussion Items
- D. **CITIZEN COMMENTS**
Luke Morrell from Real Storage came in to see what he needed to do to rezone his lots as agricultural. Cody Smith, Attorney, stated he needed to fill out an application for a zoning change and then it will go in front of the Planning Commission for consideration and a recommendation to the council.
- Allison Reed with Open Door Health Services spoke in regard to their Legislators Event on April 22nd in which she invited all of the council members to attend. They would like everyone to hear about what services they offer.
- E. **CONSENT AGENDA**
1. Approval of Minutes – Regular Council Meeting, February 10, 2025
 2. Approval of Invoices
 3. Approval to add President of Council Kyle Cokeley as authorized signers on City Bank accounts at Farmers Bank & Trust, First National Bank, and all certificates of deposit.
 4. Rescind signing authority of councilmember Paul Scofield from all bank accounts at Farmers Bank & Trust, First National Bank, and all certificates of deposit.
- Motion SCOFIELD Second GRIFFIN Vote 3-0
- F. **ACTION ITEMS**
1. Approve donation of property at 310 E 3rd Avenue to the City’s Land Bank
- Motion SCOFIELD Second COKELEY Vote 3-0
- G. **DISCUSSION ITEMS**
1. Property on West Blanchard – Reschedule for next council meeting on 03/10/2025
 2. Food Truck Policy – Council reviewed policy. Not sure that they like the times that are in the policy. Recommended to change the hours from 7am – 11pm or a provision to possibly extend hours based on the event.
- H. **CITY ADMINISTRATOR’S REPORT**
Had an individual request consideration for an ordinance mandating individuals pull their trash dumpsters away from the street after trash is picked up in a timely manner. Citizen states that doing so would give the city a better impression to people passing through. Council states they are not interested in pursuing an ordinance for this at this time.

I. **GOVERNING BODY COMMENTS**

Griffin – Would like a rebranding / website update. Brislin let her know to contact City Admin as she understands there was a meeting coming up this week.

J. **ADJOURNMENT**

Scofield made a motion to adjourn the meeting at 6:14 p.m.

Motion **SCOFIELD**

Second **GRIFFIN**

Vote **3-0**

INVOICE APPROVAL LIST

3/10/2025

Gen Gov

	Description	Vendor	Inv. Amt
101-101-5001	Insurance Premium	Blue Cross Blue Shield	\$71.86
101-101-6002	Insurance Premium	Freedom Claims Management	\$5,153.76
101-101-5000	Insurance Premium	Vision Care Direct	\$5.54
101-101-6000	Electric	Evergry	\$293.83
101-101-6002	Cleaning	Freshco Cleaning	\$150.00
101-101-6000	Phone Service	Ideatek	\$253.22
101-101-7005	Reimbursement	Jeff Schenk	\$225.00
101-101-6002	IT Services	Leading Edge Technology Partners	\$353.12
101-101-7001	City Leaders Academy; Advanced	League of KS Municipalities	\$175.00
101-101-7005	Reimbursement	Katie Marcum	\$75.00
101-101-6016	City Attorney Services	Cody Smith	\$2,000.00
101-101-6002	2025 Lodge 55 Dues	State of Kansas FOP	\$700.00
101-101-6004	Mats	Unifirst	\$38.16
			\$9,494.49

Police

	Description	Vendor	Inv. Amt
101-102-5001	Insurance Premium	Blue Cross Blue Shield	\$7,239.72
101-102-6002	Vehicle Graphics	Innovative Tint & Graphics	\$530.00
101-102-5000	Insurance Premium	Vision Care Direct	\$131.19
101-102-6004	Wheel Center Cap	Allen Samuels	\$114.87
101-102-7003	Fuel	Bridgman Oil	\$1,654.46
101-102-6007	Lug Nuts, Oil, Oil Filter, Air Filter, Spark Plugs, Gasket	Carquest	\$709.33
101-102-6000	Electric	Evergry	\$656.25
101-102-6029	Belt Slide, Quick Disconnect, Drop Leg	Godfrey's	\$324.87
101-102-7009	Molle Vest, Carrier	Godfrey's	\$1,543.93
101-102-6000	Phone Service	Ideatek	\$308.48
101-102-6002	IT Services	Leading Edge Technology Partners	\$403.37
101-102-6007	Pursuit Tire, Tire Sensors	Tom & Dan's Tire Service	\$490.87
			\$14,107.34

Street

	Description	Vendor	Inv. Amt
101-103-5001	Insurance Premium	Blue Cross Blue Shield	\$2,695.15
101-103-5000	Insurance Premium	Vision Care Direct	\$54.60
101-103-7003	Fuel	Bridgman Oil	\$687.36
101-103-6000	Electric	Evergry	\$509.15
101-103-6002	Locates	Kansas One Call	\$7.98
101-103-7002	Street Salt	KB Enterprises	\$1,474.20
101-103-6002	IT Services	Leading Edge Technology Partners	\$323.13
101-103-6002	Bridge Inspections (x3)	Reno County Public Works	\$258.00
101-103-6002	Vehicle Detailing	Tom's Detail Shop & Car Wash	\$200.00
101-103-6004	Uniforms	Unifirst	\$99.80
			\$6,309.37

Fire

	Description	Vendor	Inv. Amt
101-104-7003	Fuel	Bridgman Oil	\$370.00
101-104-6003	Antifreeze, Power Steering Fluid	Carquest	\$163.92
101-104-8002	Cabin Air Filter	Carquest	\$9.28
101-104-7002	Water	Culligan	\$19.50
101-104-6000	Electric	Evergry	\$329.08

101-104-6000	Phone Service	Ideatek	\$26.01
101-104-6002	IT Services	Leading Edge Technology Partners	\$323.13
101-104-7003	Fuel	Red Rock Auto Center	\$23.73
			\$1,264.65

Park	Description	Vendor	Inv. Amt
101-105-6000	Electric	Evergy	\$112.62
			\$112.62

Court	Description	Vendor	Inv. Amt
101-106-5001	Insurance Premium	Blue Cross Blue Shield	\$340.28
101-106-5000	Insurance Premium	Vision Care Direct	\$11.44
101-106-6016	Judge Service	Ethan Kaplan	\$1,100.00
101-106-6015	Court Fees	Office of the State Treasurer	\$290.00
101-106-6016	City Prosecutor Services	Cody Smith	\$1,100.00
			\$2,841.72

Non-Departmental	Description	Vendor	Inv. Amt
101-109-8002	603 N Poplar Dirt Work	Powered By Me	\$3,500.00
101-109-6000	Electric	Evergy	\$5,899.67
101-109-6026	Trash Service	Nisly Brothers Trash Services	\$9,803.86
101-109-7004	Public Hearing Notice	Prairie Publications	\$40.70
			\$19,244.23
		GENERAL TOTAL	\$53,374.42

Water	Description	Vendor	Inv. Amt
201-000-5001	Insurance Premium	Blue Cross Blue Shield	\$2,285.24
201-000-5000	Insurance Premium	Vision Care Direct	\$10.80
201-000-7003	Fuel	Bridgman Oil	\$446.66
201-000-7002	Chlorinator Injector, Repair Kit, Check Valves, Meter Se	Core & Main	\$3,259.52
201-000-6002	Fan Motor - Shop Heater	Decker & Mattison	\$617.94
201-000-6000	Electric	Evergy	\$2,804.53
201-000-6002	Locates	Kansas One Call	\$7.98
201-000-6002	IT Services	Leading Edge Technology Partners	\$323.13
201-000-6004	Uniforms	Unifirst	\$99.80
			\$9,855.60

Water Emergency Replacerr	Description	Vendor	Inv. Amt
204-000-6002	Well #3 Pump Repair	Sargent Drilling	\$6,609.40
			\$6,609.40

Sewer	Description	Vendor	Inv. Amt
301-000-5001	Insurance Premium	Blue Cross Blue Shield	\$1,270.61
301-000-5000	Insurance Premium	Vision Care Direct	\$10.15
301-000-7003	Fuel	Bridgman Oil	\$434.34
301-000-7002	Belts for PD Blower, Air Filter	Carquest	\$94.26
301-000-6000	Electric	Evergy	\$13,531.37
301-000-6000	Phone Service	Ideatek	\$32.65
301-000-6002	Locates	Kansas One Call	\$7.98
301-000-6002	IT Services	Leading Edge Technology Partners	\$323.13
301-000-6002	KDHE Schedule of Compliance	PEC	\$260.25
301-000-6002	WW VFD Programmed	Salt City Electric	\$300.00

301-000-6004	Uniforms	Unifirst	\$99.80
			\$16,364.54

ARPA	Description	Vendor	Inv. Amt
808-000-7004	SH Water Tower Improvements	JEO Consulting Group	\$6,570.00
808-000-7004	SH Digester Improvements	PEC	\$2,145.00
			\$8,715.00

Community Center	Description	Vendor	Inv. Amt
811-000-6000	Electric	Everg	\$134.70
811-000-6004	Cleaning	Everg	\$300.00
			\$434.70

Building Reserve	Description	Vendor	Inv. Amt
902-000-8028	SH Wastewater System PER	JEO Consulting Group	\$6,800.00
			\$6,800.00

		GRAND TOTAL	\$102,153.66
--	--	--------------------	---------------------

MEMORANDUM

TO: Honorable Mayor and City Council
FROM: Jeff Schenk, City Administrator
DATE: 3/10/2025
RE: Approve contract with Lindburg, Vogel, Pierce, Faris for 2024 audit

BACKGROUND:

The City of South Hutchinson has used Lindburg, Vogel, Pierce, Faris for as long back as I can find. The typical charge usually ends up being between \$14k and \$16k.

PROJECT DESCRIPTION:

This is just procuring the CPA firm of Lindburg, Vogel, Pierce, Faris to perform the 2024 financial audit for the City of South Hutchinson to ensure accountability, transparency, and efficient use of public funds, as well as to comply with legal and financial regulations.

RECOMMENDATION:

City staff recommends the council approve the contract with Lindburg, Vogel, Pierce, Faris for the 2024 financial audit and authorize the mayor to sign.