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- A. **CALL TO ORDER/ROLL CALL**
__Nisly __Schmidt __Schenk __Garretson __Fairbanks __Scofield
- B. **PLEDGE OF ALLEGIANCE**
- C. **APPROVAL OF AGENDA (ADDITIONS/DELETIONS)**
- D. **CITIZEN COMMENTS**
- E. **HEARINGS, PRESENTATIONS, PROCLAMATIONS & RECOGNITIONS**
- F. **CONSENT AGENDA**
1. Approval of Minutes – Regular Meeting, October 10, 2022
2. Approval of Invoices
- Motion _____ Second _____ Vote _____
- G. **ACTION ITEMS**
- H. **DISCUSSION ITEMS**
1. Water Issues & Utility Rates
- I. **CITY ADMINISTRATOR’S REPORT**
- J. **GOVERNING BODY COMMENTS**
- K. **EXECUTIVE SESSION**
1. Non-elected personnel
- L. **ADJOURNMENT**

Meeting Date: October 24, 2022
Department: Administration
Prepared By: Joseph Turner, City Administrator
Agenda Title: Consent Agenda

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 October 10, 2022 regular meeting
- Approval of Invoices

Recommendation – Motion to approve the consent agenda as presented.

Exhibit A – Minutes from October 10, 2022 Regular Meeting

Exhibit B – AP Invoices

The City of South Hutchinson council met in regular session Monday, October 10, 2022, at 6 pm in the council chambers of City Hall. Mayor Matt Nisly called meeting to order with a quorum present.

A. CALL TO ORDER/ROLL CALL:

Those present in the council chambers: Mayor Matt Nisly, Councilman Jeremy Schmidt, Councilman Brian Garretson, and Councilman John Fairbanks.

Others in attendance: City Administrator Joseph Turner, City Attorney Mark Tremaine, City Clerk Jeanelle Simpson, Public Super Intendent Ronnie Pederson, Police Chief Darrin Pickering, Court Clerk Katie Marcum, and Fire Chief Shae Brooks.

Those absent: Councilman Paul Scofield

B. PLEDGE OF ALLEGIANCE

Everyone stood and said pledge to the flag of the United States of America.

C. APPROVAL OF AGENDA (ADDITIONS/DELETIONS)

There were no changes to the agenda.

D. CITIZEN COMMENTS

There were no citizen comments.

E. HEARINGS, PRESENTATIONS, PROCLAMATIONS & RECOGNITIONS

1. Appointment of Jeanelle Simpson as city clerk

Councilman Jeremy Schmidt made the motion to approve Jeanelle Simpson as city clerk. Motion was seconded by Councilman Brian Garretson. Those in favor signified by saying "aye," and those opposed by saying "no." Motion passed 3-0.

2. Appointment of Jeff Schenk to City Council

Councilman Brian Garretson made a motion to approve Jeff Schenk to city council. Motion was seconded by Councilman Jeremy Schmidt. Those in favor signified by saying "aye," and those opposed by saying "no." Motion passed 3-0.

City Clerk Jeanelle Simpson swore Jeff Schenk in, and he took the vacant seat that Councilwoman Megan Weber resigned from.

F. CONSENT AGENDA

1. Approval of Minutes – Regular Meeting, September 19, 2022
2. Approval of Invoices

Councilman Jeremy Schmidt asked for clarification on the computers that were purchased out of the court computer line if that was part of the replacement plan. Councilman Schmidt then motioned to approve the consent agenda of the regular council meeting minutes for September 19, 2022, and the invoices. Councilman John Fairbanks seconded the motion. Those in favor signified by saying “aye,” and those opposed by saying “no.” Motion passed 4-0.

G. ACTION ITEMS

Action Items 1-3 became discussion items. We had representatives from each faction; Ideatek, Stifel, and Gilmore and Bell, and wanted to give them the opportunity to talk and answer any questions.

1. Resolution No. 22-593 Authorizing the Sale of Bonds

Mitch Walter with Gilmore and Bell explained that this resolution will authorize the City of South Hutchinson to issue General Obligation bonds to pay the costs of improvements and issuance related to the IdeaTek Fiber Optic Project. The funds from the sales of these bonds will be assessed against the parcel the city previously sold to the company. Future bond payments will be made with funds collected from IdeaTek by the special assessments attached to the parcel.

2. Ordinance No. 22-08 Authorization to Levy Special Assessments

The bond comes under the city’s obligation to pay even though the funds are coming from IdeaTek. IdeaTek was going to execute a waiver waiving their ability to have a notice of assessment proceedings against the property and were going to move directly to assessing the property in the amount not to exceed \$1,660,000. Once the assessments have been levied issuance of the bonds can move forward. Once the bonds have been issued, they will be secured by the city’s full faith and credit, and by the assessments on the property.

3. Resolution No. 22-594 Development Agreement between City of South Hutchinson and IdeaTek

The biggest concern was what would happen should IdeaTek default. There is a degree of risk. IdeaTek does have an operating agreement with their debt lender which would take control of the network and either operate it or sell it to someone who would operate it.

4. Bank Account Authorization and Signer Changes

Councilman John Fairbanks motioned to remove Denise McCue as a signer from all accounts at Simmons Bank, including Certificates of Deposit, and to add Jeanelle Simpson as an authorized signer of the same. Motion was seconded by Councilman Brian Garretson. Those in favor signified by saying “aye,” and those opposed by saying, “no.” Motion passed 4-0.

H. DISCUSSION ITEMS

1. Dog Licenses & Registration Issues

There has been a couple of instances where the city has received complaints about dogs that have been left at vacant properties where they might be check on by a caregiver, or the owner. Does the council want to take any action to prohibit this or make it where it is required that the dogs be at a property that is inhabited.

We would have to define what makes a house vacant. How would it be proven the house is unoccupied? How would it be enforced? Barking can be overseen through the noise ordinance.

We charge minimal amount for registering a dog, and it brings little income. City Administrator Joseph Turner recommends that we do something along the lines of from January 1st to January 31st have people come in and register their dog and show proof of vaccination for no cost, and then the rest of there would be a late fee and the animal owner would be subject to a citation for not registering their dog.

Not everyone will have the capability to come between 8 am and 5 pm, because of their work hours. Could we make dog registration more accessible such as online?

2. Water Rights Application Appeal/Groundwater Management District

We are in the process of trying to get the irrigated farmland on the west side of town-those water rights converted into municipal use. The Groundwater Management will not allow us to do. We can appeal that decision, or we can convert it to municipal use and apply that right to a well that is 1300 feet away.

The appeal hearing, we went to was close, but towards the end the Ground Management District asked about a temporary conversion. It is not clear that if we go with the temporary conversion, we cannot convert back to irrigation later.

Our consultant is not in favor of the temporary use.

I. CITY ADMINISTRATOR'S REPORT

Avenue F and Adams concrete work is completed, and the guys have done a great job.

We had a productive meeting with Tyson Foods. They hired a consultant and think that they have identified the source of the chlorides is through the process of their water softening. They think they have identified two solutions that will bring them compliant with respect to chlorides.

The phosphorus they cannot resolved, and we will have to manage through our plant. We will have to use some sort of chemical, and then bill out to Tyson for that expense. This will have to be outlined in an ordinance that we plan to bring before council.

J. GOVERNING BODY COMMENTS

Councilman Fairbanks-none
 Councilman Schenk-none
 Councilman Garretson-none

Councilman Schmidt-asked about the sales tax ups and downs, and the public safety review.

K. EXECUTIVE SESSION

L. ADJOURNMENT

Councilman Jeremy Schmidt motioned for the meeting to adjourn. The motion was seconded by Councilman Brian Garretson. All those in favor signified by saying “aye,” and those opposed by saying “no.” Motion passed 4-0.

Meeting adjourned at 7:45 pm.

(Attest): _____
Jeanelle Simpson (City Clerk)

**Invoice Approval List
October 24, 2022**

Gen Gov	Description	Vendor	Inv. Amt
101-101-6000	Cable Service	Cox Communications	\$13.76
101-101-6000	Internet Service	IdeaTek	\$55.00
101-101-6000	Gas Service	Kansas Gas Service	\$38.48
101-101-6002	Notary-Rene Thompson	KS Secretary of State	\$25.00
101-101-6002	Notary Bond	Nationwide	\$50.00
101-101-6002	Publication Ord 22-03	Prairie Publications	\$136.90
101-101-6011	Membership	Hutchinson/Reno Co Chamber	\$175.00
101-101-7000	#10 Reg Envelopes	Applied Computer Services	\$60.00
101-101-7000	Office Supplies: Calendars, Binders	Office Plus	\$93.33
			\$647.47
Police	Description	Vendor	Inv. Amt
101-102-6000	Cable Service	Cox Communications	\$36.85
101-102-6000	Internet Service	IdeaTek	\$55.00
101-102-6000	Gas Service	Kansas Gas Service	\$85.26
101-102-6001	Insurance on Ford Crown Vics	Provalue	\$562.00
101-102-7000	Office Supplies: Notebooks, Clips	Office Plus	\$24.98
101-102-7002	Reimburse. For Turnpike	Petty Cash	\$8.00
101-102-7003	Fuel	Bridgman Oil	\$517.62
101-102-7003	Rubberized Sunglasses	Fincers Findings	\$362.89
101-102-7006	Oil and Filter Change	Allen Samuels	\$33.50
			\$1,686.10
Street	Description	Vendor	Inv. Amt
101-103-6000	Internet Service	IdeaTek	\$55.00
101-103-6000	Gas Service	Kansas Gas Service	\$52.88
101-103-6002	Lift Inspection-Adjust Cables	Central Equipment	\$330.00
101-103-7002	Antifreeze	Discount RV Parts	\$43.08
101-103-7002	Decals-Diesel & Self Service Warn	Double Check Company	\$55.86
101-103-7002	Tire	Tom & Dan's Tire Service	\$15.00
101-103-7003	Fuel	Bridgman Oil	\$96.93
			\$648.75
Fire	Description	Vendor	Inv. Amt
101-104-6000	Cable Service	Cox Communications	\$10.49
101-104-6000	Internet Service	IdeaTek	\$55.00
101-104-6000	Gas Service	Kansas Gas Service	\$40.00
101-104-7002	Minitor V Battery Pack	TBS Electronics	\$44.00
101-104-7004	Prize Money for Poster Contest	Petty Cash	\$198.00
101-104-7009	Small Medallion	Wimer Public Safety Group	\$47.88
101-104-8000	Camera, Monitor, B/U Camera	Danko	\$2,368.63
			\$2,764.00

**Invoice Approval List
October 24, 2022**

Court	Description	Vendor	Inv. Amt
101-106-6004	Storage: Refilling & Retrievals	Underground Vault & Storage	\$33.00
101-106-6004	Animal Care	Prairie Vista Veterinary Hospital	\$105.10
101-106-6004	Software Install	Advantage Computer/Jayhawk	\$175.00
101-106-6015	Court Fees to State	Kansas State Treasurer	\$2,066.00
101-106-6017	Jail Fees for September	Reno Co. Sheriff's Dept	\$1,040.00
101-106-6018	Court Appointed Attorney	Law Office of Benjamin Fisher	\$525.00
101-106-6018	Court Appointed Attorney	Shawnah K. Bennett	\$150.00
101-106-7015	Network Switch	Leading Edge Technology	\$69.90
			\$4,164.00
		GENERAL TOTAL	\$9,910.32
Water	Description	Vendor	Inv. Amt
201-000-6000	Lab Analysis	KDHE-Laboratories	\$247.00
201-000-7000	Office Supplies: Calculator, Calendar	Office Plus	\$132.98
201-000-7002	Flip Cplg, PJ Tee, Gripring	Core & Main LP	\$1,745.05
201-000-7003	Fuel	Bridgman Oil	\$196.39
			\$2,321.42
Sewer	Description	Vendor	Inv. Amt
301-000-6003	Grit Removal	Reno Co. Solid Waste	\$164.00
301-000-7000	Office Supplies: Calculator, Calendar	Office Plus	\$117.24
301-000-7002	Battery Size D	Dynamic Electronics Sales	\$22.68
301-000-7003	Fuel	Bridgman Oil	\$62.66
			\$366.58
Spec. Hwy	Description	Vendor	Inv. Amt
401-000-6002	Concrete	Mid America Redi Mix	\$7,407.13
			\$7,407.13
ASAP	Description	Vendor	Inv. Amt
801-000-6004	Restitution	Adrean Morgan	\$65.00
801-000-6004	Restitution	Wilford Nusser	\$1,350.00
801-000-6004	Restitution	So. Hutchinson Municipal Crt	\$485.00
			\$1,900.00
Comm Ctr	Description	Vendor	Inv. Amt
811-000-6000	Gas Service	Kansas Gas Service	\$61.72
			\$61.72
Cap. Imp.	Description	Vendor	Inv. Amt
902-000-8028	Rehabilitation 148 Manholes	Utility Maintenance Contractors	\$94,400.00
			\$94,400.00
		Grand Total	\$116,367.17

CITY OF SOUTH HUTCHINSON, KANSAS
SEPTEMBER 1 -SEPTEMBER 30, 2022
 (THIS FORM MEETS THE REQUIREMENTS OF KSA 12-1608)

Fund	FUND NAME	OLD	RECEIPTS	DISBURSEMENTS	NEW	WARRANTS	DESCRIPTION
		BALANCES		(Warrants Pd)	BALANCES	OUTSTANDING	
							check number
101	General Operating	1,975,001.60	287,275.99	165,900.21	2,096,377.38		
201	Water Utility	176,366.46	125,902.59	64,605.28	237,663.77	80.00	114938
202	Principle & Interest	0.00	0.00		0.00	23.00	115389
204	Water Reserve	799,898.70	8,333.33		808,232.03	96.38	115646
301	Sewer Utility	430,724.28	(97,862.87)	55,650.98	277,210.43	100.00	116327
303	Sewer Reserve	1,229,928.24	8,333.33		1,238,261.57	334.28	116497
401	Special Highway	135,328.18	2,430.48	10,324.06	127,434.60	75.00	116563
402	Flood Control Maintenance	19,305.24	1,829.26		21,134.50	265.00	116713
403	St/Econ Dev-Sales Tax	408,912.34	31,628.55		440,540.89	50.00	116775
501	Employee Benefit	34,562.21	7,128.21	463.12	41,227.30		
502	Employee Health Insurance	195,510.56	3,828.33	2,472.72	196,866.17	191.94	116834
601	Bond & Interest	15,842.17	424,083.08	329,032.50	110,892.75	412.24	116838
701	Convention/Tourism	0.00			0.00	350.00	116824
702	Donations	6,448.24			6,448.24	113.39	116856
703	Special Park	3,757.94			3,757.94	96.41	116867
705	CID Love's	2,132.92	6,637.89		8,770.81	20.00	116874
801	ASAP	29,286.30	421.00	440.00	29,267.30		
802	Diversions	12,024.49	425.00		12,449.49		
805	Special Events	837.48			837.48		
806	Special Law Fund	2,953.12			2,953.12		
808	ARPA	379,691.58			379,691.58		
810	Neighborhood Revitalization	0.00			0.00		
811	Community Center	20,107.16	1,050.00	2,249.98	18,907.18		
812	Technology	5,957.44	350.00		6,307.44		
901	Equipment Reserve	744,374.42	44,843.50	13,855.57	775,362.35		
902	Capital Improvement Reserve	1,469,503.76	152,166.68	211,175.06	1,410,495.38		
911	2021 Temp Notes	0.00			0.00	(92.95)	Cr Card OSD
912	Bond Cost of Issuance	0.00			0.00		
913	Insurance Proceeds	5,000.00			5,000.00		
	TOTALS	8,103,454.83	1,008,804.35	856,169.48	8,256,089.70	2,114.69	8,258,204.39
	AVAILABLE CASH:						
	Petty Cash				450.00		
1001	SIMMONS BANK - CHECKING ACCOUNT #100366				94,673.81		
1000	SIMMONS BANK - MMDA ACCOUNT #603570				4,239,653.62		
1008	SIMMONS BANK - CHECKING RESERVE # 1725				1,700,440.53		
1006	FARMERS BANK - FREEDOM CLAIMS MANAGEMENT INC				197,986.17		
1020	MUNICIPAL INVESTMENT POOL FUND 0203-01				0.26		
1050	SIMMONS BANK - Certificate of Deposit 06-02-2022 - Cap Equip 197818529				300,000.00		
1055	SIMMONS BANK - Certificate of Deposit 05-18-2022 General 197817117				500,000.00		
1056	SIMMONS BANK - Certificate of Deposit 06-02-2022 - General 197818420				200,000.00		
1057	SIMMONS BANK - Certificate of Deposit 06-02-2022 - General 197818503				250,000.00		
1075	SIMMONS BANK - Certificate of Deposit 06-02-2022 - Water 197818511				275,000.00		
1076	SIMMONS BANK - Certificate of Deposit 11-05-2021 - Water 197789886				200,000.00		
1080	Temporary Notes 2021				300,000.00		
	TOTAL AVAILABLE CASH (TO AGREE WITH TOTAL FUNDS)				8,258,204.39		
	I, SHEILA STEVENS, DO HEREBY CERTIFY THAT THE ABOVE STATEMENT IS CORRECT.						
	<i>Sheila Stevens</i>				CITY TREASURER		10/11/2022

2022 Monthly Water and Sewer Accounts

Month	Res Acct.	Com Act	Total	New	Disconnect	Late
January	851	213	1064	9	9	112 Res 11 Comm
February	848	211	1059	8	10	115 Res 12 Comm
March	849	212	1061	9	13	114 Res 11 Comm
April	849	211	1060	11	9	127 Res 4 Comm
May	848	211	1059	8	15	113 Res 7 Comm
June	846	211	1057	13	18	130 Res 12 Comm
July	844	213	1057	19	10	129 Res 16 Comm
Aug	848	214	1062	15	14	126 Res 6 Comm
September	850	219	1069	6	12	132 Res 17 Comm
October						
November						
December						



PUBLIC WORKS REPORT

To: Honorable Mayor and City Council

From Ronnie Pederson, Public Works Superintendent

Re: Public Works Superintendent report for October 24th City Council Meeting

Date: October 19th, 2022

Streets

- Mowed irrigated city property.
- Mowed rough cut city property.
- Tractor mowing.
- Opened F and Adams intersection. Concrete work completed.
- Street sweeping.
- Cleaned service trucks.
- Graded Des Moines west road.
- Worked on MSDS sheets and chemical storage.
- South main light repair.
- Repaired flagpole on Main St.
- Set up one sand and salt truck and plow.
- Burnt brush pile at City yard.
- Checked all building heaters and vehicle antifreeze condition.
- Crack sealing is still in progress.
- Removed damaged sidewalk to repour new in front of Hoefer's custom stained glass and McDonald's.

Water

- Weekly checks and inspections completed.
- One call utility locates.
- Repaired fire hydrant. (Hit by vehicle)
- New water meter setter and meter pit at 11 Truman.
- 124 West D water meter repair.
- Water meter pit repair at 502 South Williams.
- Water meter pit repair South Main St.
- Red tags and water shut offs for nonpayment.
- Installed new 2-inch meter at Shield industries.
- Water main break on Des Moines between main and walnut.
- Multiple water meter checks and reads.
- Winterized water park.

PUBLIC WORKS REPORT (Cont.)

Wastewater

- Daily and weekly inspections completed.
- One call utility locates.
- Wasted and pressed sludge at wastewater facility. (Hauled load to sludge field)
- Monthly KDHE state test collected and sent for analysis.
- Cleaned clarifiers and UV bulbs and channels.
- Painted fuel tanks.
- Labeled fuel tanks and placed appropriate fuel signs at fueling station.
- Working on quotes for master shut off switch to be installed at fueling station.
- Added fire extinguisher to fueling station area.
- Painted exhaust on plant generator.
- PEC Engineering firm sent an updated scope of work estimate for the digester improvement project at the wastewater facility. KDHE requires an engineering firm to create and submit a design plan for any change of process equipment at the City's wastewater facility.

Code enforcement.

Building permits.

Inspections.

Zoning questions / Floodplain questions.

Customer concerns.

Activity Report Oct. 24th, 2022

- Attended the 35th Annual L.O.D.D. Memorial in Girard Kansas.
- Assisted Spirit Fire Department with moulage for their Hazardous Materials training on Oct. 18th.
- Oct.30th from 4pm to 6pm will be the annual Trunk or Treat with SHFD and SHPD. Hutch CC Student Firefighter Association will be assisting with the Haunted House.
- Chief will be attending the Chiefs conference in Topeka the weekend of Oct. 22nd and 23rd.
- SHFD will be hosting training with Reno County EMS for our department and surrounding volunteer departments on Oct. 24th. Chief will have to leave the council meeting early.
- Finished up Fire Prevention week at the South Hutchinson Elementary School, we are getting their awards for the poster contest put together with the assistance of Janelle.
- OneOk requested additional information for their grant. We should have a final response on the grant soon.

Calls for Sept 2022

EMS Incident	29
Assist Invalid	2
Canceled Enroute	1
Brush Fire	1
Fire System Malfunction	1
Assist Other Gov. Agency	1
Cooking Fire, Contained	1
Smoke Detect. Malfunction	1
Smoke Scare	1
Sprinkler Activation	1

39 Calls

Total for 2022: 465 Jan-Sep

