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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, September 9, 2024
 2. Approval of Invoices
 3. Approval of appointment to the South Hutchinson Housing Authority of the following
 - a. Jeff Schenk, 9 Savannah Dr, South Hutchinson, KS to a full two-year term beginning 9/23/2024 and ending on 1/15/2027
- Motion _____ Second _____ Vote _____
- F. **ACTION ITEMS**
1. Adopt Ordinance 24-06: Adopting the 2024 Standard Traffic Ordinance
Motion _____ Second _____ Vote _____
 2. Adopt Ordinance 24-07: Adopting the 2024 Uniform Public Offense Code
Motion _____ Second _____ Vote _____
- G. **DISCUSSION ITEMS**
1. Update on housing programs
- H. **CITY ADMINISTRATOR’S REPORT**
- I. **GOVERNING BODY COMMENTS**
- J. **ADJOURNMENT**

SUBMITTED BY: Jeff Schenk, City Administrator

MEETING DATE: September 23, 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:
 - September 9, 2024, Regular Council Meeting
- Approval of Invoices

RECOMMENDATION:

Motion to approve the consent agenda as presented.

ATTACHMENTS:

Exhibit A - Minutes from September 9, 2024, Regular Council Meeting

Exhibit B - AP Invoices

A. **CALL TO ORDER/ROLL CALL**

_X_Scofield _X_Cokeley _X_Nisly _Brislin _X_Griffin _Wylie

B. **PLEDGE OF ALLEGIANCE**

C. **APPROVAL OF AGENDA (ADDITIONS/DELETIONS)**

ACTION ITEM 3. Add Katie Marcum as an authorized signer to the Market South Hutch account and all certificates of deposit at Simmons Bank.

Motion COKELEY Second NISLY Vote 3-0

ACTION ITEM 4. Approval of Ordinance 24-05 Potential demolition of the property at 603 North Poplar.

If the owner doesn't pay the fees there is a possibility of it going to a tax sale in the future.

Motion COKELEY Second NISLY Vote 3-0

D. **CITIZEN COMMENTS**

Dave Linderholm, 2710 Scarrwood Cir, Wichita KS. Wind River Capital. Under contract to purchase Betty's Mobile Home Park (North and South). Wanted to introduce himself to the council. Has been speaking with Ronnie a lot to bring that park up to code. Wants to bring affordable housing in and once they get rolling, they will probably be at more meetings to try to partner with the city to make sure they understand the code and how they can move forward. Supposed to close on November 15th.

Darin Burgess – Resident since 2008. Lives at 126 Marshall. Wants to build a shop, thought he had everything ready to go. Found out he needs a bit more variance on the garage. There is 960 square feet of resident and need to incorporate another 16 feet to the garage. Will be built by Sunrise Structures. Wants to build a 30x48 shop which will make it 1440 sq feet. Sidewalls will be 12'. Has a start date of October 8th for building. Needs to go through the Planning Commission to make a recommendation and follow the proper steps as that is why we have those in place.

E. **CONSENT AGENDA**

1. Approval of Minutes – Regular Council Meeting, August 26, 2024
2. Approval of Invoices

Motion NISLY Second COKELEY Vote 3-0

F. **ACTION ITEMS**

1. Approve USDA grant in the amount of \$50,000 for the purchase of two police vehicles.

Motion NISLY Second GRIFFIN Vote 3-0

2. Approve transfers budgeted for 2023 as shown on the 2023 budget Schedule of Transfers.

Motion COKELEY Second NISLY Vote 3-0

G. PUBLIC HEARING

1. Public hearing regarding Resolution to Levy Property Tax Exceeding the Revenue Neutral Rate

- a. Motion to **open** the public hearing.

Motion GRIFFIN Second COKELEY Vote 3-0

- b. Motion to **close** the public hearing.

Motion NISLY Second COKELEY Vote 3-0

- c. Motion to **approve** Resolution 24-08 of the City of South Hutchinson, Kansas to levy a property tax rate exceeding the Revenue Neutral Rate: and authorize the mayor to sign.

Motion NISLY Second COKELEY

_Yes_Scofield _Yes_Cokeley _Yes_Nisly _Absent_Brislin _Yes_Griffin _Absent_Wylie

2. Public hearing regarding adoption of the 2025 budget.

- a. Motion to **open** the public hearing.

Motion NISLY Second COKELEY Vote 3-0

- b. Motion to **close** the public hearing.

Motion NISLY Second COKELEY Vote 3-0

- c. Motion to **approve** the 2025 budget as published

Motion NISLY Second COKELEY Vote 3-0

_Yes_Scofield _Yes_Cokeley _Yes_Nisly _Absent_Brislin _Yes_Griffin _Absent_Wylie

H. DISCUSSION ITEMS

Resolution from the City of Hutchinson 23R – Resolution that they were going to sign and pass before the industrial park was approved south of town. With the potential advancement that might be coming up I am going to propose that they pass this which is what the original intention was when they annexed that park in. Right now, this is the only thing that would protect us if we could provide water to it and then they would have to de-annex it.

Drilling some wells as we water significant amount of property with our tower water. Have a well being dug to provide water to our laws for the city properties to include the police and fire. We would have to drill another well for the baseball diamonds, which Schenk is waiting on a quote for due to the amount of water

FEMA declared the windstorm from May 2024 as a disaster, so we are currently gathering information to get reimbursement.

Phosphorus treatment at the wastewater for our KDHE consent order on treating our chlorides and phosphorous. They are working on a pretense on where our phosphorus is expected to be at – we don't know those final numbers yet. Tyson just brought in a new crew that is going to begin a new process. PEC might show up as they are pushing to bid the project out for the phosphorus plant, but I am telling them to pump the breaks and work with KDHE as we don't know that the size that they designed is the correct size because they are working off theoretical numbers instead of final numbers. KDHE is fine with extending the deadline as they understand that Tyson is working towards fixing their issues so there is not a time crunch.

Proposal from Clark Construction for the damage to the cinder blocks at the Police Department. Structural engineer evaluated it, it is due to the cinder blocks being left hollow instead of being filled. We sent out a request for multiple bids, one company responded with a total of \$4800. Verbally he said he would also paint the side of the building due to it needing extra UV Protection. We will clarify on the painting of the blocks.

Oatney has been sent notice that we are not allowing the current contract to auto renew. But the city council is still deciding what forward action to take on the property as there has been no final determination. We will put the farm ground property up for discussion on another meeting agenda for further consideration.

Schenk is working with KU as he would like the city to develop a strategic plan and there is of course a cost associated with that. They work with the city, and they will engage the stakeholders, 3-4 stakeholder groups. Council, business owners, citizens, and possibly one with employees. Work to help bridge the gap between what the council thinks everyone wants, what the residents say they want and what the business owners would like to see in the long term.

I. CITY ADMINISTRATOR'S REPORT

J. GOVERNING BODY COMMENTS

Griffin – Vansickle residence at 310 East 3rd. Female would like to get rid of property, Male owner wants to keep it. Schenk states we will start the process for possible demolition of that property.

K. ADJOURNMENT

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

Motion NISLY

Second GRIFFIN

Vote 3-0

INVOICE APPROVAL LIST

9/23/2024

Gen Gov	Description	Vendor	Inv. Amt
101-101-6000	Cable TV	Cox Communications	\$16.78
101-101-6002	Insurance Premiums	Freedom Claims Manamagement	\$4,953.91
101-101-7015	Laptop	Leading Edge Technology Partners	\$400.00
101-101-6002	City Office 365 Renewal	Leading Edge Technology Partners	\$2,112.00
101-101-6002	Budget Assistance	Lindburg Vogel Pierce Faris Chartered	\$390.00
101-101-7000	Binder, Tab Dividers	UMB Card Services	\$28.49
101-101-7001	Food, Hotel, Fuel	UMB Card Services	\$1,062.40
101-101-7004	Phone Case	UMB Card Services	\$22.98
101-101-6004	Mats	Unifirst	\$18.18
			\$9,004.74
Police	Description	Vendor	Inv. Amt
101-102-6000	Cellular Service	Verizon	\$164.42
101-102-6000	Cable TV	Cox Communications	\$50.36
101-102-6002	Gabrielson Notary	KS Secretary of State	\$25.00
101-102-6002	Email Encryption	Leading Edge Technology Partners	\$288.00
101-102-6002	Postage, Amazon Prime	UMB Card Services	\$29.34
101-102-6004	Keys	UMB Card Services	\$16.14
101-102-6005	Jetpacks	Verizon	\$240.06
101-102-6007	Antifreeze	Rose Motor Supply	\$15.97
101-102-7000	Notary Stamp	Office Plus	\$25.59
101-102-7000	Reimbursement - Food	Darrin Pickering	\$73.26
101-102-7000	Binder	UMB Card Services	\$12.96
101-102-7001	Food, Baggage Fees	UMB Card Services	\$573.37
101-102-6002	Registration Fees - Charger, Durango	Reno County Treasurer	\$60.50
			\$1,574.97
Street	Description	Vendor	Inv. Amt
101-103-6002	Troubleshoot Light on K96	Salt City Electric	\$270.00
101-103-6002	Uniforms	Unifirst	\$52.94
101-103-7002	Painter Spray	UMB Card Services	\$10.89
			\$333.83
Fire	Description	Vendor	Inv. Amt
101-104-6000	Cellular Service	Verizon	\$144.33
101-104-6004	Ladder Testing	Precision Fire Services	\$2,379.00
101-104-7004	Cleaning Supplies	UMB Card Services	\$98.85
			\$2,622.18
Park	Description	Vendor	Inv. Amt
101-105-7002	Fence Repair	Sallee Lawn Care	\$3,397.79
			\$3,397.79
Court	Description	Vendor	Inv. Amt
101-106-6004	STO / UPOC Books	League of Ks Municipalities	\$385.51
101-106-6004	Inmate Medical	Hutchinson Regional Medical Center	\$3,610.78
101-106-6004	Medical Repricing Services	Wellpatch LLC	\$90.00
101-106-6017	Inmate Billing	Reno County Sheriff's Dept	\$200.00
101-106-7000	Towels, Sticky Notes, Binder, Trash Liners, Stamps	Office Plus	\$282.93
			\$4,569.22
Non-Departmental	Description	Vendor	Inv. Amt
101-109-7004	Reimburse - Agrmnt Filing Fee - Reg of Deeds	Jeff Schenk	\$55.00
101-109-7004	Review Budget	Adams Brown	\$900.00
101-109-7004	Java w/ Jeff Coffee	Metropolitan Coffee	\$34.00

101-109-7004	Budget / RNR Publication	Prairie Publications	\$99.90
			\$1,088.90
		GENERAL TOTAL	\$22,591.63

Water	Description	Vendor	Inv. Amt
201-000-6002	Budget Assistance	Lindburg Vogel Pierce Faris Chartered	\$390.00
201-000-6002	Postage	UMB Card Services	\$23.55
201-000-6002	Uniforms	Unifirst	\$52.96
201-000-6005	Cellular Service	Verizon	\$105.78
201-000-7002	Pump	UMB Card Services	\$84.69
201-000-7004	Utility Billing blanks	Advantage Computers	\$585.00
201-000-7015	Laptop	Leading Edge Technology Partners	\$499.35
			\$1,741.33

Sewer	Description	Vendor	Inv. Amt
301-000-6002	AC Service	Decker & Mattison	\$382.77
301-000-6002	Budget Assistance	Lindburg Vogel Pierce Faris Chatered	\$390.00
301-000-6002	Wastewater Grit Disposal	Reno County Solid Waste	\$126.00
301-000-6002	Wastewater Analysis	SDK Laboratories	\$656.00
301-000-6002	Uniforms	Unifirst	\$52.96
301-000-6003	Vactor Fan Replacement	Key Equipment & Supply	\$11,821.59
301-000-6003	Power Washer Repair	Pressure Washer Sales & Service	\$283.50
301-000-6005	Cellular Service	Verizon	\$65.77
301-000-6005	Cell Service - Lift Stations	Verizon	\$298.20
301-000-7001	Sewer Test	UMB Card Services	\$25.00
301-000-7002	Brake Pads	CarQuest	\$66.37
301-000-7002	Battery	CarQuest	\$150.34
301-000-7002	Tested Sampler, Poured Seal offs	Salt City Electric	\$574.80
301-000-7004	Utility Billing blanks	Advantage Computers	\$585.00
301-000-7015	Laptop	Leading Edge Technology Partners	\$499.35
			\$15,977.65

Sewer Reserve	Description	Vendor	Inv. Amt
303-000-8000	Raw Water Pumps	JCI	\$79,858.00
			\$79,858.00

Employee Benefits	Description	Vendor	Inv. Amt
501-000-5007	Insurance Premiums	Dearborn Life Insurance Company	\$547.95
			\$547.95

ASAP	Description	Vendor	Inv. Amt
801-000-6004	Restitution	Joshua Anderson	\$600.00
801-000-6004	Bond Reimbursement	Roxanne Hall	\$40.00
801-000-6004	Bond Applied - Hall, Hill, Storment	South Hutchinson Municipal Court	\$545.00
801-000-6004	Bond Reimbursement	James Storment	\$65.00
			\$1,250.00

ARPA	Description	Vendor	Inv. Amt
808-000-7004	PD handheld Radios	Motorola Solutions	\$26,245.49
808-000-7004	Microphone, Impre Remote Speaker Mic	Motorola Solutions	\$612.36
808-000-7004	Housing Needs Assessment	City of Hutchinson	\$5,000.00
			\$31,857.85

Community Center	Description	Vendor	Inv. Amt
811-000-6004	Carpet Cleaning	Refresh by the Rock Group	\$423.00
			\$423.00

Capital Equip (reserve)	Description	Vendor	Inv. Amt
901-000-8021	PD handheld Radios	Motorola Solutions	\$2,158.24
901-000-8021	2023 Dodge Durango	Allen Samuels	\$40,900.00
901-000-8021	2023 Dodge Charger	Allen Samuels	\$36,223.00
			\$79,281.24
Building Equip (reserve)	Description	Vendor	Inv. Amt
902-000-8027	So Hutch Water System PER	JEO Consulting Group	\$4,500.00
902-000-8028	So Hutch WW System PER	JEO Consulting Group	\$8,500.00
			\$13,000.00
		GRAND TOTAL	\$246,528.65