

-
- 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**
- F. **CONSENT AGENDA**
1. Approval of Minutes – Regular Meeting, August 22, 2022
2. Approval of Invoices
- Motion _____ Second _____ Vote _____
- G. **ACTION ITEMS**
- H. **DISCUSSION ITEMS**
1. Utility Rates Discussion
2. FY 2023 Budget Discussion
- I. **CITY ADMINISTRATOR’S REPORT**
- J. **GOVERNING BODY COMMENTS**
- K. **EXECUTIVE SESSION**
1. Non-elected personnel
- L. **ADJOURNMENT**

Meeting Date: September 6, 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 August 22, 2022 regular meeting
- Approval of Invoices

Recommendation – Motion to approve the consent agenda as presented.

Exhibit A – Minutes from August 22, 2022 Regular Meeting

Exhibit B – AP Invoices

A. CALL TO ORDER/ROLL CALL

X Nisly X Schmidt X Weber X Garretson __ Fairbanks X Scofield

B. PLEDGE OF ALLEGIANCE

C. APPROVAL OF AGENDA (ADDITIONS/DELETIONS)

D. CITIZEN COMMENTS-Tom Hoffman regarding back taxes on property donated to the city.

E. HEARINGS, PRESENTATIONS, PROCLAMATIONS & RECOGNITIONS

F. CONSENT AGENDA

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

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

G. ACTION ITEMS

Luke Herren addressed the council on his concerns about honoring the citizens votes from 2019 and keeping them effective.

1. Sunday Alcohol Sales (Ordinance 22-07)

ACTION: Motion to approve Ordinance 22-07 related to Sunday sales of Cereal Malt Beverages and Alcoholic Liquor.

Motion: Garretson *Second:* *Vote:*
Died for lack of second.

2. Council Meeting Schedule Change (Ordinance No. 22-04)

ACTION: Motion to approve Ordinance 22-04, AN ORDINANCE AMENDING CHAPTER 1, ARTICLE 1, SECTION 1-110 OF THE CODE OF THE CITY OF SOUTH HUTCHINSON, KANSAS, RELATED TO CITY COUNCIL MEETING TIMES.

Motion: Scofield *Second:* Weber
X Schmidt X Weber X Garretson __ Fairbanks X Scofield

3. Adoption of Standard Traffic Ordinance (Ordinance No. 22-05)

ACTION: Motion to approve Ordinance 22-05, AN ORDINANCE REGULATING TRAFFIC WITHIN THE CORPORATE LIMITS OF THE CITY OF SOUTH HUTCHINSON, KANSAS; INCORPORATING BY REFERENCE THE STANDARD TRAFFIC ORDINANCE FOR KANSAS CITIES, 49TH EDITION, WITH CERTAIN OMISSIONS, CHANGES AND ADDITIONS, PRESCRIBING ADDITIONAL REGULATIONS; PROVIDING CERTAIN PENALTIES AND REPEALING ORDINANCE 21-11.

Motion: Schmidt *Second:* Scofield
X Schmidt X Weber X Garretson __ Fairbanks X Scofield

4. Adoption of Uniform Public Offense Code (Ordinance No. 22-06)

ACTION: Motion to approve Ordinance 22-06, AN ORDINANCE REGULATING PUBLIC OFFENSES WITHIN THE CORPORATE LIMITS OF THE CITY OF SOUTH HUTCHINSON, KANSAS; INCORPORATING BY REFERENCE THE UNIFORM PUBLIC OFFENSE CODE FOR KANSAS CITIES, 38TH EDITION, PROVIDING CERTAIN PENALTIES AND REPEALING ORDINANCE 21-12.

Motion: Scofield

Second: Weber

X Schmidt X Weber X Garretson Fairbanks X Scofield

H. **DISCUSSION ITEMS**

I. **CITY ADMINISTRATOR'S REPORT**

J. **GOVERNING BODY COMMENTS**

K. **EXECUTIVE SESSION**

L. **ADJOURNMENT**

Motion: Schmidt

Second: Weber

Vote: 4-0

*****Immediately following the council meeting we will adjourn into a budget workshop session.**

**Invoice Approval List
September 6, 2022**

Gen Gov	Description	Vendor	Inv. Amt
101-101-6000	Phone System	Vaspian	\$118.50
101-101-6002	Computer Support & License	Leading Edge Technology	\$170.46
101-101-6002	Attorney service	Mark Tremaine	\$2,000.00
101-101-6002	Attorney conference	League of Kansas Municipalities	\$120.00
101-101-6002	Quit Claim Register of Deeds	Petty Cash	\$21.00
101-101-7001	Conference Registration	League of Kansas Municipalities	\$350.00
101-101-7002	Water	Culligan	\$21.00
101-101-7005	Reimbursement	Joseph Turner	\$350.00
			\$3,150.96
Police	Description	Vendor	Inv. Amt
101-102-6000	Phone System	Vaspian	\$288.00
101-102-6002	Computer Support	Leading Edge Technology	\$898.97
101-102-6002	Oil and filter	Samuel Allens	\$40.00
101-102-6002	GPS Unit and subscription	First Bank Card	\$74.98
101-102-6004	Microwave	First Bank Card	\$112.64
101-102-6004	Wheel Alignment/Oil & Filter	Allen Samuels	\$115.44
101-102-7000	HP cartridge	Better Image	\$99.95
101-102-7002	Tags	Petty Cash	\$60.50
101-102-7002	Water	Culligan	\$28.00
101-102-7003	Fuel	Bridgman	\$792.51
101-102-7004	Reimbursement	Petty Cash	\$14.08
			\$2,525.07
Street	Description	Vendor	Inv. Amt
101-103-6000	Phone System	Vaspian	\$85.00
101-103-6002	Computer Support	Leading Edge Technology	\$123.13
101-103-6003	Uniform cleaning	Unifirst	\$127.72
101-103-7002	Water	Culligan	\$14.00
101-103-7002	Hose and megacrimp	B&B Hydraulics	\$66.39
101-103-7002	Multi Purpose Blade	PR Diamond Products	\$855.00
101-103-7002	Bolt and plate	Morigde	\$20.68
101-103-7003	Fuel	Bridgman	\$218.42
			\$1,510.34
Fire	Description	Vendor	Inv. Amt
101-104-6000	Phone System	Vaspian	\$67.50
101-104-6002	Computer Support	Leading Edge Technology	\$132.69
101-104-6003	Lens	First Bank Card	\$47.00
101-104-6003	Thermo Guard	Westlake Ace Hardware	\$34.57
101-104-6004	Air quality test	Air and Fire	\$755.00
101-104-6004	Replaced motor	Decker & Mattison	\$184.36
101-104-6004	Repaired pump	Rescue Specialists	\$575.00
101-104-6004	Change oil and seatbelt	Wichita Tractor Co.	\$427.06
101-104-7000	Cleaners	First Bank Card	\$48.48
101-104-7001	Pizza	First Bank Card	\$28.00
101-104-7002	Water	First Bank Card	\$11.58
101-104-7003	Fuel	Wex	\$49.79
			\$2,361.03

**Invoice Approval List
September 6, 2022**

Park	Description	Vendor	Inv. Amt
101-105-6003	Repair Pump	Zenor	\$150.00
101-105-7002	Output Module/Main Controller	Fountain People	\$1,643.50
101-105-7002	Soap	Janitorial Supply	\$80.70
			\$1,874.20
Court	Description	Vendor	Inv. Amt
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	Benjamin Fisher	\$150.00
101-106-6018	Court Apt Atty	Shawnah Bennett	\$225.00
			\$2,575.00
Non Dept	Description	Vendor	Inv. Amt
101-109-6026	Refuse payment	Nisly	\$9,161.79
			\$9,161.79
		GENERAL TOTAL	\$23,158.39
Water	Description	Vendor	Inv. Amt
201-000-6000	Locates	Kansas Onecall	\$39.00
201-000-6002	Computer Support	Leading Edge Technology	\$164.68
201-000-6002	Water Rights	PEC	\$1,600.00
201-000-6003	Uniform Cleaning	Unifirst	\$127.71
201-000-7000	Permit 69 Postage	Unites States Postal Services	\$1,000.00
201-000-7002	Couplings and meter	Core & Main LP	\$7,511.47
201-000-7002	Postage for water samples	First Bank Card	\$9.10
201-000-7002	Blade	Westlake Ace Hardware	\$22.99
201-000-7002	Chlorine	Brenntag Southwest, Inc	\$1,645.23
201-000-7002	Water	Culligan	\$14.00
201-000-7003	Fuel	Bridgman	\$205.38
			\$12,339.56
Sewer	Description	Vendor	Inv. Amt
301-000-6000	Locates	Kansas Onecall	\$39.00
301-000-6002	Computer Support	Leading Edge Technology	\$164.68
301-000-6002	Clear cleanouts	E&M Plumbing	\$154.50
301-000-6002	WWTP Compliance	PEC	\$906.25
301-000-6002	Intalled Coil	Decker Mattison	\$1,117.88
301-000-6003	Uniform Cleaning	Unifirst	\$127.71
301-000-7000	Permit 69 Postage	United States Postal Service	\$1,000.00
301-000-7002	Water	Culligan	\$14.00
301-000-7002	Meter Calibration	QA Balance Services Inc.	\$277.00
301-000-7002	Valve	USA Bluebook	\$301.83
301-000-7002	Ice	Petty Cash	\$12.08
301-000-7002	Filter	Rose Motor Supply	\$58.49
301-000-7002	Hose and Nozzle	Westlake Ace Hardware	\$32.98
301-000-7003	Fuel	Bridgman	\$74.65
			\$4,281.05

**Invoice Approval List
September 6, 2022**

Bond & Int	Description	Vendor	Inv. Amt
601-000-8003	GO Bond 2017-Principal	Office of the State Treasurer	\$40,000.00
601-000-8003	GO Bond 2018-Principal	Office of the State Treasurer	\$70,000.00
601-000-8004	GO Bond 2017-Interest	Office of the State Treasurer	\$10,332.50
601-000-8004	GO Bond 2018-Interest	Office of the State Treasurer	\$28,700.00
			\$149,032.50
ASAP	Description	Vendor	Inv. Amt
801-000-6004	Restitution	South Hutch Municipal	\$200.00
			\$200.00
Equip Res	Description	Vendor	Inv. Amt
901-000--8021	In car camera system	Superior Emergency Resp. Veh.	\$5,494.00
901-000-8023	Coats and pants	Danko	\$5,174.57
901-000-8028	Pump	Penn Valley Pump Co	\$8,681.00
			\$19,349.57
Cap Imp Res	Description	Vendor	Inv. Amt
902-000-8029	Scott Blvd Bridge Replacement	Mies	\$211,175.06
			\$211,175.06
		GRAND TOTAL	\$419,536.13

Meeting Date: September 6, 2022
Department: Administration
Prepared By: Joseph Turner, City Administrator
Agenda Title: Utility Rate Discussion

Background/Analysis – On numerous occasions we have discussed water and sewer rates. Our water rates are some of the lowest in the state. We will need to make extensive investments in the future to ensure we have enough water to meet our growing needs. We will also need to explore capital intensive options to improve the quality of our water as it gradually deteriorates, and government regulations become more onerous.

Our utility rates are slated for review in the fall of each year. Our ordinance currently calls for a 1.5% per annum increase in the minimum base charge for our water rates but does not increase the per gallon usage rate. Currently, all of our customers pay the same per gallon rate regardless of residential or commercial classification, pipe diameter, or total usage.

Our sewer rates have not increased since January 1, 2018.

Meeting Date: September 6, 2022
Department: Administration
Prepared By: Joseph Turner, City Administrator
Agenda Title: FY 2023 Budget Discussion

Background/Analysis – Final discussion about the FY 2023 budget. Our revenue neutral rate hearing and budget hearing will be held on Monday, September 19th. Newspaper publication will occur on September 9th.

Monthly Water Rights Perfection Report

2022 Water Usage (gal.)				
	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	1,290,300	15,354,200	10,942,800	27,587,300
July	87,100	18,206,500	14,646,000	32,939,600
August	500	19,710,000	14,597,800	34,308,300
September	0	0	0	0
October	0	0	0	0
November	0	0	0	0
December	0	0	0	0
	5,703,800	119,720,500	79,219,000	204,643,300
Auth. Qty.	139,610,000	144,310,000	148,110,000	349,433,000
Amt. to Perfect	n/a	24,589,500	68,891,000	n/a

PUBLIC WORKS REPORT

To: Honorable Mayor and City Council

From Ronnie Pederson, Public Works Superintendent

Re: Public Works Superintendent report for September 6th, 2022 City Council Meeting

Date: September 1st, 2022

Streets

- Mowed irrigated city property.
- Mowed rough cut city property.
- Replaced driveshaft on mowing tractor bushhog.
- Tractor mowing.
- Completed concrete intersection project at Ave E and Adams. (90 yards of concrete poured.)
- Street Sweeping.
- Patched potholes on Ave F.
- Code enforcement of tall weeds and grass at 428 E Ave C (Trimmed property.)
- Repaired hose/clamps on 2003 blue flatbed PU.
- Trimmed trees on nature trail.
- Trimmed and sprayed police station lot.
- Cleaned and maintained splash park.



Water

- August production meter readings (Well #3 500 gallons) (Well #4 19,710,000 gallons) (Well #5 14,597,800 gallons)
- Weekly checks and inspections completed.
- Changed chlorine cylinders at water wells.
- Monthly KDHE water samples collected.
- Monthly dead end line flushing.
- One call utility locates.
- Checked multiple water meters for no reads.
- Added radios to water meters that needed repairs.
- Repaired water meter pit on Scott Blvd.
- Replaced main controller on water park. (Back in service.)
- Repaired sprinkler head at city hall and 7th and Main irrigated property.

PUBLIC WORKS REPORT (Cont.)

Wastewater

- Daily and weekly checks and inspections completed.
- Monthly KDHE state test collected and sent for analysis.
- Wasted sludge at wastewater facility.
- Rodded sewer line at 6th and poplar.
- One call utility locates.
- Mowed treatment facility grounds.
- Cleaned clarifier and UV bulbs.
- Trouble shoot UV racks and banks. Ordered new UV ballast that was faulted.
- Locating sewer manhole locations for UMC.
- Utility maintenance contractors (UMC) have started the manhole rehab project Beginning on the north side of town East of Main St and working south to the Detroit area.
- Received new Penn Valley pump. Spare pump for wasting and pressing sludge.

Kansas department of labor safety audit scheduled for September 6th for the public works facility.

Zoning questions.

Inspections.

Customer concern questions/issues.

Code enforcement/building permit questions/Flood plain questions.

Building permits.

Activity Report Sept. 6th, 2022

- We would like to congratulate 2 of our Firefighters on their job positions:
 - Firefighter/EMT Morgan Kelley graduated from Wichita Fire Department Academy on Sept. 1st.
 - Firefighter/EMT Dylan Lesser has been offered a full-time position with Hutchinson Fire Department. He starts the academy on Sept. 6th.
- We applied for the Kansas Firefighter Recruitment and Safety Grant for \$11,365. This is a grant is a full grant that covers 100% of the allowable costs to be covered, this will be utilized to update the depts Helmets and Fire Boots if approved.
- Working on details for the Trunk or Treat on Oct. 30th with SHPD.
- Still working on hydrant flow testing and flushing.
- Grade school tour scheduled for Sept. 9th.
- Quint 87 annual aerial next week.
- Pump and Ladders annual testing will be the week of Sept. 19th.
- We have hired on Kenan Scott for the volunteer side, he will begin his training promptly.



CITY ADMINISTRATOR'S REPORT

To: Honorable Mayor and City Council

From: Joseph Turner, City Administrator

Re: City Administrator Report for September 6th Regular City Council Meeting

Date: September 2, 2022

Budget & Revenue Neutral Rate Hearings

We will have hearings for the revenue neutral rate and the budget on Monday, September 19th.

Scott Blvd Bridge

Reno County Public Works Director reports that the bridge project is progressing, and he anticipates opening it in about two weeks.

Adams St. Reconstruction

Our public works team completed the first phase of this project by replacing the asphalt at the intersection of Adams & Ave E with a new concrete surface. It is a much improved surface and residents are very happy with the end product. Our team will soon move to the second phase and complete the repairs needed at Adams & Ave F. Our public works crew is doing good work.

Utility Clerk Vacancy

Utility Clerk Jamie Arneson announced she would be leaving the City of South Hutchinson. Her final day will be September, 9th. We appreciate her two plus years of service to our community and wish her the best. We have announced the vacancy and started looking for a replacement.

Reminder: Council Meeting Schedule Change

Beginning in October our council meetings will move to the second and fourth Mondays, or October 10th and 24th, respectively.

Fire Hydrant Flow Testing Continues

The South Hutchinson Fire Department will be conducting their annual fire hydrant inspections and flow testing. Most residents should not be impacted by this. However, it is possible that this important work may cause some temporary discoloration and add some turbidity to the water.

Please check the schedule below. Residents are advised to let their water run for a little bit to clear their line, especially before any usage of your washing machine to prevent potential damage to clothing. The schedule is attached to the end of this report.

2022 Hydrant Flow Testing and Inspection Schedule

South Hutchinson Hydrant Schedule

Date		Areas Affected
Aug. 1st - Aug. 5 th	R	West side of Blanchard, from outer City limits to Ensign Drive.
Aug. 8th - Aug. 12 th	P	Main street West to Ensign, including Friendship communities, Savannah, Bluestem Dr. and Tyson's.
Aug. 15 th – Aug. 19 th	B	North end south to 4 th street, North of Blanchard stopping at Main, including Morton Salt, Apollo's, Sunrise Acres, and Riverside Apt.
Aug. 22nd – Aug. 26th	O	3 rd east to west and south stopping at Ave. C, including areas of Dollar General, Bogey's Jr, Simply Overstocked
Aug. 29 th – Sept. 2 nd	B	Ave. D east to west and south to Ave F, including all hydrants on Scott Blvd, and Wilbeck Drive
Sept. 5 th to Sept. 16th	G	Everything South of Forest Ave., including Love's, Agri Center, Plaza Go