

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

\_\_Garretson \_\_Nisly \_\_Brislin \_\_Fairbanks \_\_Scotfield

B. **PLEDGE OF ALLEGIANCE**

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

D. **ADMINISTRATION OF OATH OF OFFICE**

1. Swearing in of Kyle Cokeley as new councilmember.

E. **ELECTION OF MAYOR**

Nominations: \_\_\_\_\_

Action - Motion to elect \_\_\_\_\_, Mayor

Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote \_\_\_\_\_

F. **ELECTION OF PRESIDENT OF THE COUNCIL**

Nominations: \_\_\_\_\_

Action - Motion to elect \_\_\_\_\_, President of the Council

Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote \_\_\_\_\_

G. **CITIZEN COMMENTS**

H. **CONSENT AGENDA**

1. Approval of Minutes - Regular Council Meeting, December 11, 2023
2. Approval of Invoices
3. Approval of Commercial Tree Service License (Corwin)
4. Approval of Commercial Tree Service License (Affordable)

Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote \_\_\_\_\_

I. **ACTION ITEMS**

1. Adopt Ordinance 24-01 imposing a moratorium on permitting and construction of self-storage facilities within the corporate limits of the City of South Hutchinson, Kansas.

Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote \_\_\_\_\_

2. Adopt Ordinance 24-02 approving a zoning change to the addresses 204 and 304 N Washington St from C - 2 general commercial to I - 2 medium industrial.

Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote \_\_\_\_\_

3. Approve Special Use Permit for property located at 209 S Valley Pride Rd, Hutchinson, KS.

Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote \_\_\_\_\_

4. Approve Special Use Permit for property located at 500 N Walnut St, South Hutchinson, KS

Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote \_\_\_\_\_

**J. DISCUSSION ITEMS**

1. Joint Planning and Commission work session
2. Work session at 5:30pm for new council orientation prior to council meeting on January 22<sup>nd</sup>.

**K. CITY ADMINISTRATOR'S REPORT**

1. Traffic Signal at 6<sup>th</sup> and Main
2. Woodie Seat to be re-opened the third week of January.

**L. GOVERNING BODY COMMENTS**

**M. EXECUTIVE SESSION**

**N. ADJOURNMENT**

**SUBMITTED BY:** Jeff Schenk, City Administrator

**MEETING DATE:** January 8, 2024

**AGENDA ITEM:** Consent Agenda

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**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:
  - December 11, 2023, Regular Council Meeting
- Approval of Invoices
- Approval of Commercial Tree Service License (Corwin)
- Approval of Commercial Tree Service License (Affordable)

**RECOMMENDATION:**

Motion to approve the consent agenda as presented.

**ATTACHMENTS:**

**Exhibit A** - Minutes from December 11, 2023, Regular Council Meeting

**Exhibit B** - AP Invoices

**Present: Mayor Brian Garretson, Councilmembers Matt Nisly, John Fairbanks, Paul Scofield, City Attorney Mark Tremaine, City Administrator Jeff Schenk, City Superintendent Ronnie Pederson.**

**Absent: Councilmembers Jeremy Schmidt and Dina Brislin.**

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

\_X\_Garretson \_A\_Schmidt \_X\_Nisly \_A\_Brislin \_X\_Fairbanks \_X\_Scofield

**B. PLEDGE OF ALLEGIANCE**

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

No additions or deletions

**D. CITIZEN COMMENTS**

There were no citizen comments.

**E. CONSENT AGENDA**

1. Approval of Minutes – Regular Council Meeting, November 27, 2023
2. Approval of Invoices
3. Approval of Commercial Trash Hauler’s License (Stutzman’s)
4. Approval of Commercial Trash Hauler’s License (Nisly Brothers)
5. Approval of Mobile Home Park License (108 W 5<sup>th</sup>)
6. Approval of Mobile Home Park License (100 W 6<sup>th</sup>)
7. Approval of Mobile Home Park License (326 S. Elm)

**Motion: Scofield**

**Second: Nisly**

**Vote: 3-0**

**F. ACTION ITEMS**

1. Consider Ordinance 23-07: Amending Chapter 11, Article 1, Sec 27-108.B.

**Motion: Nisly**

**Second: Scofield**

**Vote: 3-0**

**G. DISCUSSION ITEMS**

1. Joint Planning and Council work session  
Waiting on moratorium on storage from Austin Parker re: zoning codes
2. Tyler Technology Budget Software  
Looking at Municipal Court getting new system in 2024 to communicate with other agencies and possibly a new budgeting system for the city for 2025. Jeff Schenk will provide numbers by the next council meeting.

**H. CITY ADMINISTRATOR’S REPORT**

Jeff Schenk spoke of a resolution to pass which states continued conversations between Hutchinson, South Hutchinson, and Reno County regarding water requirements for an industrial park to possibly locate in South Hutchinson, which Hutchinson would annex.

If we can provide water rights, we could possibly de-annex and re-annex. There is land available and Jeff is currently looking for water rights. Hutchinson would provide fire service. KDHE would transfer water into our wells without building more infrastructure. There is potential for 1,000 jobs. Dina Brislin asked about annexation, which Mark Tremaine explained. This collaboration would be mutually beneficial. John Richardson, Mayor of Hutchinson, was present and spoke to the council and explained they are interested in working with us on this industrial park project and agreed that obtaining water rights was very important.

I. **GOVERNING BODY COMMENTS**

John Fairbanks inquired as to how the city surveys were coming along. Jeff Schenk stated at that time there were about 68 completed from the first survey and the second survey was coming soon. John suggested a possible community engagement, maybe in March.

Matt Nisly asked whether to hold the December 26, 2023 council meeting. Paul Scofield motioned to cancel. The next council meeting will be held on Monday, January 8, 2024.

**Motion: Scofield**

**Second: Fairbanks**

**Vote: 3-0**

J. **ADJOURNMENT**

Matt Nisly motioned to adjourn the meeting at 6:35 p.m.

**Motion: Nisly**

**Second: Fairbanks**

**Vote: 3-0**

(Attest): Michele Nightingale  
Michele Nightingale, City Clerk

**INVOICES PAID (12/08/2023 thru 12/29/2023)**

<b>Gen Gov</b>	<b>Description</b>	<b>Vendor</b>	<b>Inv. Amt</b>	<b>Ck Date</b>
101-101-5001	December Premiums	BCBS	144.43	12/19/2023
101-101-6000	Cable Service	Cox	\$16.78	12/18/2023
101-101-6000	Dec Gas Service	KS Gas	\$221.19	12/18/2023
101-101-6000	Phone Service-Dec	Vaspian	\$116.70	12/18/2023
101-101-6000	Phone Service-Oct (didn't send inv)	Vaspian	\$116.70	12/27/2023
101-101-6002	Notice of public hearing	Prairie Publishing	\$83.25	12/18/2023
101-101-6002	Flowers - Weigand Funeral	First Bank Card - MN	\$62.93	12/27/2023
101-101-6002	Cokeley Business Cards	First Bank Card - DP	\$28.99	12/27/2023
101-101-6002	Monthly Support	Leading Edge	\$190.63	12/27/2023
101-101-6002	Veeam Backup Server (new for doors)	Leading Edge	\$13.23	12/27/2023
101-101-6002	Kiosk License - Cokeley	Leading Edge	\$19.29	12/29/2023
101-101-6004	2023 Real Estate Taxes	RN CO Treasurer	\$106.00	12/18/2023
101-101-6004	Wayne's (Deliverables)	First Bank Card - JS	\$304.04	12/27/2023
101-101-6011	Membership Dues	League of Ks Muni	\$1,764.63	12/18/2023
101-101-6011	Amazon Prime Membership	First Bank Card - MN	\$14.99	12/27/2023
101-101-7000	folders, paper, tape, staples	Office Plus	\$237.58	12/18/2023
101-101-7000	Window Envelopes	Wayne's Printing	\$261.73	12/18/2023
101-101-7001	CCMFOA Class Photo	First Bank Card - MN	\$20.00	12/27/2023
101-101-7001	Fuel, Meals	First Bank Card - JS	\$193.41	12/27/2023
101-101-7001	Mileage CCMFOA	Michele Nightingale	\$65.50	12/27/2023
101-101-7002	Supplies - Walmart	First Bank Card - JS	\$30.92	12/27/2023
101-101-7005	Mileage - Bank	Michele Nightingale	\$88.42	12/27/2023
			<b>\$4,101.34</b>	

<b>Police</b>	<b>Description</b>	<b>Vendor</b>	<b>Inv. Amt</b>	<b>Ck Date</b>
101-102-5001	December Premiums	BCBS	5439.01	12/19/2023
101-102-6000	Phone Service, Call Block-Dec	Vaspian	\$236.70	12/18/2023
101-102-6000	Phone Service, Call Block-Oct (didn't send inv)	Vaspian	\$236.70	12/27/2023
101-102-6000	Cable Service	Cox	\$39.87	12/18/2023
101-102-6000	Dec Gas Service	KS Gas	\$394.30	12/18/2023
101-102-6002	Monthly Support	Leading Edge	\$868.15	12/27/2023
101-102-6002	Sophos Spam Filter	Leading Edge	\$56.25	12/27/2023
101-102-6002	Veeam Backup Server (new for doors)	Leading Edge	\$13.23	12/27/2023
101-102-6004	2023 Real Estate Taxes	RN CO Treasurer	\$106.00	12/18/2023
101-102-6011	Ks Assoc of Police Chiefs Membership	First Bank Card - DP	\$75.00	12/27/2023
101-102-6011	Lodge 55 Dues	John Ryan - St of Ks FOP	\$600.00	12/27/2023
101-102-7000	calendars, post its	Office Plus	\$96.12	12/18/2023
101-102-7000	Yellow Toner Cartridge	Better Image	\$265.00	12/27/2023
101-102-7002	Filter, 1 gallon blue	Carquest	\$8.28	12/18/2023
101-102-7003	Dec Fuel Usage	Bridgman	\$1,192.10	12/29/2023
101-102-7004	Radio Templates (new)	TBS Electronics	\$500.00	12/18/2023
101-102-7004	Luncheon, Walmart, Amazon, USPS	First Bank Card - DP	\$586.99	12/27/2023
101-102-7004	Christmas Hams, Luncheon	First Bank Card - JS	\$524.93	12/27/2023
101-102-7006	Oil, filter, battery	Carquest	\$319.78	12/18/2023
101-102-7009	Tactical Jacket - Amazon	First Bank Card - DP	\$99.95	12/27/2023
			<b>\$11,658.36</b>	

<b>Street</b>	<b>Description</b>	<b>Vendor</b>	<b>Inv. Amt</b>	<b>Ck Date</b>
101-103-5001	December Premiums	BCBS	2049.69	12/19/2023
101-103-6000	Dec Gas Service	KS Gas	\$501.40	12/18/2023
101-103-6000	Phone Service-Dec	Vaspian	\$50.00	12/18/2023
101-103-6000	Phone Service-Oct (didn't send inv)	Vaspian	\$50.00	12/27/2023
101-103-6002	monthly support	Leading Edge	\$130.63	12/27/2023
101-103-6004	2023 Real Estate Taxes	RN CO Treasurer	\$530.00	12/18/2023
101-103-6004	10 year lease	Airgas	\$143.33	12/18/2023
101-103-6004	Asphalt Repair (Scott & Andrew)	Powered by ME	\$2,500.00	12/27/2023

101-103-7002	Flex Marking Flags	National Sign Co	\$493.00	12/18/2023
101-103-7002	starter, filter, fuse	Carquest	\$201.60	12/18/2023
101-103-7002	Battery (Helmet)	DESS	\$17.08	12/29/2023
101-103-7002	Ground Plugs	Westlake Ace	\$7.94	12/27/2023
			<b>\$6,674.67</b>	

<b>Fire</b>	<b>Description</b>	<b>Vendor</b>	<b>Inv. Amt</b>	<b>Ck Date</b>
101-104-6000	Cable Service	Cox	\$10.49	12/18/2023
101-104-6000	Dec Gas Service	KS Gas	\$180.50	12/18/2023
101-104-6000	Phone Service-Dec	Vaspian	\$50.00	12/18/2023
101-104-6000	Phone Service-Oct (didn't send inv)	Vaspian	\$50.00	12/27/2023
101-104-6002	Monthly Support	Leading Edge	\$140.63	12/27/2023
101-104-6004	2023 Real Estate Taxes	RN CO Treasurer	\$106.00	12/18/2023
101-104-7001	Hickory Stix Meal	First Bank Card-SBB	\$103.99	12/27/2023
101-104-7002	Witmer - Battery	First Bank Card-SBB	\$96.89	12/27/2023
101-104-7004	Freight on grant shirts	Witmer	\$60.83	12/18/2023
101-104-7004	Relion2N 125G-Walmart	First Bank Card-GH	\$15.25	12/27/2023
101-104-7004	Christmas Hams, Luncheon	First Bank Card - JS	\$524.93	12/27/2023
101-104-7004	Liners, Clorox, polish, tissues	Janitorial Supply	\$257.92	12/27/2023
101-104-7004	Trace Analytics shipping	Joy's	\$17.81	12/27/2023
101-104-7004	Batteries	Westlake Ace	\$60.93	12/27/2023
101-104-7009	SHFD 10% Match for grant shirts	Witmer	\$60.40	12/18/2023
101-104-7009	LSSE (grant) Brush Shirts	Witmer	\$543.60	12/18/2023
101-104-8000	Barrier Hood, gloves	1st Due Emerg Resp	\$2,010.75	12/18/2023
101-104-8000	Airgas Mntr Gas Lel Pen Co H2S Oxy	First Bank Card-SBB	\$1,384.00	12/27/2023
101-104-8000	Shipping for Coats/Pants	Muni Emerg Serv	\$40.00	12/27/2023
101-104-8000	Turnout Coats	Muni Emerg Serv	\$3,100.00	12/27/2023
101-104-8000	Turnout Pants	Muni Emerg Serv	\$2,190.00	12/27/2023
			<b>\$11,004.92</b>	

<b>Court</b>	<b>Description</b>	<b>Vendor</b>	<b>Inv. Amt</b>	<b>Ck Date</b>
101-000-4009 (Gen)	Forfeit Cash Bond	SH Muni Court	\$250.00	12/18/2023
101-106-6004	Cat6 Drops Install, Labor	DESS	\$250.00	12/27/2023
101-106-6018	Monthly Court Appointments	Strong Point Law	\$900.00	12/27/2023
101-106-7000	Large Caddy	First Bank Card - DP	\$60.95	12/27/2023
101-106-7001	Meals, Mileage Reimbursement	Katie Marcum	\$76.00	12/27/2023
101-106-7001	KACM Membership Renewal - KM	First Bank Card - DP	\$50.00	12/27/2023
			<b>\$1,586.95</b>	

**GENERAL TOTAL \$35,026.24**

<b>Water</b>	<b>Description</b>	<b>Vendor</b>	<b>Inv. Amt</b>	<b>Ck Date</b>
201-000-5001	December Premiums	BCBS	\$897.05	12/19/2023
201-000-6002	Membership Renewal	Ks Rural Water	\$460.00	12/18/2023
201-000-6002	Postcard Stamps	First Bank Card - RP	\$561.00	12/27/2023
201-000-6002	USPS Water Samples	First Bank Card - RP	\$19.70	12/27/2023
201-000-6002	Monthly Support	Leading Edge	\$225.63	12/27/2023
201-000-6004	10 Year Lease	Airgas	\$143.33	12/18/2023
201-000-6004	2023 Real Estate Taxes	RN CO Treasurer	\$6,601.22	12/18/2023
201-000-7002	Touchreader	Core & Main	\$629.99	12/18/2023
201-000-7002	Blue Marking Flags	RN CO Conservation	\$21.50	12/18/2023
201-000-7003	Dec Fuel Usage	Bridgman	\$273.48	12/29/2023
201-000-7004	Christmas Hams, Luncheon	First Bank Card - JS	\$524.93	12/27/2023
			<b>\$10,357.83</b>	

<b>Sewer</b>	<b>Description</b>	<b>Vendor</b>	<b>Inv. Amt</b>	<b>Ck Date</b>
301-000-5001	December Premiums	BCBS	\$1,660.06	12/19/2023
301-000-6002	Engineering Services/Support	Utility Help Net	\$2,025.54	12/18/2023

301-000-6002	Membership Renewal	Ks Rural Water	\$460.00	12/18/2023
301-000-6002	Nov Lab Analysis	SDK	\$650.00	12/18/2023
301-000-6002	Service call (MCC bldg computer)	Zenor	\$437.50	12/18/2023
301-000-6002	Postcard Stamps	First Bank Card - RP	\$561.00	12/27/2023
301-000-6002	Monthly Support	Leading Edge	\$225.63	12/27/2023
301-000-6003	Grit removal	RN CO Solid Waste	\$164.00	12/18/2023
301-000-6004	10 year lease	Airgas	\$143.34	12/18/2023
301-000-6004	2023 Real Estate Taxes	RN CO Treasurer	\$2,997.21	12/18/2023
301-000-7002	pleated filters	Decker & Mattison	\$45.03	12/18/2023
301-000-7002	Trailswest Hose	Foley Equip	\$73.96	12/27/2023
301-000-7002	Roto float, storage	USA Bluebook	\$402.32	12/27/2023
301-000-7002	Casters, Concrete Mix	Westlake Ace	\$47.45	12/27/2023
301-000-7003	Dec Fuel Usage	Bridgman	\$281.14	12/29/2023
301-000-7004	Christmas Hams, Luncheon	First Bank Card - JS	\$524.93	12/27/2023
			<b>\$10,699.11</b>	

<b>Employee Benefits</b>	<b>Description</b>	<b>Vendor</b>	<b>Inv. Amt</b>	<b>Ck Date</b>
501-000-5007	January Premiums-Dec Statement	Dearborn Life Ins	\$420.86	12/19/2023
			<b>\$420.86</b>	

<b>Capital Improvement</b>	<b>Description</b>	<b>Vendor</b>	<b>Inv. Amt</b>	<b>Ck Date</b>
902-000-8029	Monthly Retainer	Jason Yoder Designs	\$6,400.00	12/27/2023
			<b>\$6,400.00</b>	

<b>IdeaTek Fiber Optic 2023</b>	<b>Description</b>	<b>Vendor</b>	<b>Inv. Amt</b>	<b>Ck Date</b>
910-000-6004	Community Improvement CID 001-007	IdeaTek	\$844,853.38	12/8/2023
910-000-6004	Community Improvement CID 008	IdeaTek	\$73,716.92	12/29/2023
			<b>\$918,570.30</b>	

<b>Non-Departmental</b>	<b>Description</b>	<b>Vendor</b>	<b>Inv. Amt</b>	<b>Ck Date</b>
101-109-6004	2023 Real Estate Taxes	RN CO Treasurer	\$13,382.06	12/18/2023
101-109-6026	Refuse Service - Dec	Nisly	\$9,545.40	12/27/2023
			<b>\$22,927.46</b>	

<b>Community Center</b>	<b>Description</b>	<b>Vendor</b>	<b>Inv. Amt</b>	<b>Ck Date</b>
811-000-6000	Dec Gas Service	KS Gas	\$169.35	12/18/2023
811-000-7002	towels, tissue, soap	Janitorial Supply	\$179.13	12/18/2023
			<b>\$348.48</b>	

<b>Parks</b>	<b>Description</b>	<b>Vendor</b>	<b>Inv. Amt</b>	<b>Ck Date</b>
101-105-6004	2023 Real Estate Taxes	RN CO Treasurer	\$636.00	12/18/2023
			<b>\$636.00</b>	

<b>CID Love's</b>	<b>Description</b>	<b>Vendor</b>	<b>Inv. Amt</b>	<b>Ck Date</b>
705-000-6004	Q4 CID Taxes	Love's Travel Stop	\$7,833.73	12/29/2023
			<b>\$7,833.73</b>	

**GRAND TOTAL** **\$1,013,220.01**



**INVOICES PAID (12/30/23 - 12/ 31/2023)**

<b>Gen Gov</b>	<b>Description</b>	<b>Vendor</b>	<b>Inv. Amt</b>	<b>Ck Date</b>
101-101-6002	Denali SW Assurance	Advantage Computer	\$407.00	12/30/2023
101-101-6002	Denali Support Hours	Advantage Computer	\$491.67	12/30/2023
101-101-6002	JUS Annual SW Lease/Support	Advantage Computer	\$633.33	12/30/2023
101-101-6002	Janitorial Services Dec.	Fresh Co	\$225.00	12/30/2023
101-101-6002	Patch Cable - Postage Machine	Leading Edge	\$1.99	12/30/2023
101-101-6002	Notice of Public Hearing	Prairie Publications	\$16.65	12/30/2023
101-101-7002	5 Gallon Water	Culligan	\$21.00	12/30/2023
			<b>\$1,796.64</b>	

<b>Police</b>	<b>Description</b>	<b>Vendor</b>	<b>Inv. Amt</b>	<b>Ck Date</b>
101-102-6002	Cable - Copy Machine, Display Port	Leading Edge	\$37.97	12/30/2023
101-102-6005	Dec Mobile Service	Verizon	\$164.39	12/30/2023
101-102-6005	Dec JetPack Service	Verizon	\$240.06	12/30/2023
101-102-7002	5 Gallon Water	Culligan	\$21.00	12/30/2023
101-102-7015	OS Licensing Server	Leading Edge	\$1,069.00	12/30/2023
			<b>\$1,532.42</b>	

<b>Street</b>	<b>Description</b>	<b>Vendor</b>	<b>Inv. Amt</b>	<b>Ck Date</b>
101-103-6003	Uniforms/Materials	Unifirst	\$112.76	12/30/2023
			<b>\$112.76</b>	

<b>Fire</b>	<b>Description</b>	<b>Vendor</b>	<b>Inv. Amt</b>	<b>Ck Date</b>
101-104-6005	Dec Mobile Service	Verizon	\$144.33	12/30/2023
101-104-7002	5 Gallon Water	Culligan	\$22.40	12/30/2023
			<b>\$166.73</b>	

<b>Court</b>	<b>Description</b>	<b>Vendor</b>	<b>Inv. Amt</b>	<b>Ck Date</b>
101-106-7001			\$0.00	

**GENERAL TOTAL \$3,608.55**

<b>Water</b>	<b>Description</b>	<b>Vendor</b>	<b>Inv. Amt</b>	<b>Ck Date</b>
201-000-6002	Patch Cable - Postage Machine	Leading Edge	\$2.00	12/30/2023
201-000-6002	Denali SW Assurance	Advantage Computer	\$407.00	12/30/2023
201-000-6002	Denali Support Hours	Advantage Computer	\$491.67	12/30/2023
201-000-6002	JUS Annual SW Lease/Support	Advantage Computer	\$633.33	12/30/2023
201-000-6003	Uniforms/Materials	Unifirst	\$112.76	12/30/2023
201-000-6005	Dec Mobile Service	Verizon	\$170.10	12/30/2023
201-000-7002	Bill & Past Due Cards	Advantage Computer	\$782.50	12/30/2023
201-000-7002	Gate Valve- Collins Bus	Western Supply	\$59.72	12/30/2023
			<b>\$2,659.08</b>	

<b>Sewer</b>	<b>Description</b>	<b>Vendor</b>	<b>Inv. Amt</b>	<b>Ck Date</b>
301-000-6002	Denali SW Assurance	Advantage Computer	\$407.00	12/30/2023
301-000-6002	Denali Support Hours	Advantage Computer	\$491.66	12/30/2023
301-000-6002	JUS Annual SW Lease/Support	Advantage Computer	\$633.34	12/30/2023
301-000-6002	Patch Cable - Postage Machine	Leading Edge	\$2.00	12/30/2023
301-000-6003	Olympian Cat Repair	Foley Equipment	\$3,024.29	12/30/2023
301-000-6003	Uniforms/Materials	Unifirst	\$112.77	12/30/2023
301-000-6005	Dec Mobile Service	Verizon	\$81.47	12/30/2023
301-000-7002	Bill & Past Due Cards	Advantage Computer	\$782.50	12/30/2023
			<b>\$5,535.03</b>	

<b>Diversion</b>	<b>Description</b>	<b>Vendor</b>	<b>Inv. Amt</b>	<b>Ck Date</b>
802-000-6004	2021 Taser 7 Cert Bundle	AXON	\$2,879.92	12/30/2023

**\$2,879.92**

<b>Capital Improvement</b>	<b>Description</b>	<b>Vendor</b>	<b>Inv. Amt</b>	<b>Ck Date</b>
902-000-8021	Heat Exchanger RTU #2	Complete Bldg Solut.	\$2,151.02	12/30/2023
			<b>\$2,151.02</b>	

<b>IdeaTek Fiber Optic 2023</b>	<b>Description</b>	<b>Vendor</b>	<b>Inv. Amt</b>	<b>Ck Date</b>
910-000-6024	Cost of Bond Issuance Services	Gilmore & Bell	\$13,750.00	12/30/2023
			<b>\$13,750.00</b>	

<b>Non-Departmental</b>	<b>Description</b>	<b>Vendor</b>	<b>Inv. Amt</b>	<b>Ck Date</b>
101-109-6004			<b>\$0.00</b>	

<b>Community Center</b>	<b>Description</b>	<b>Vendor</b>	<b>Inv. Amt</b>	<b>Ck Date</b>
811-000-6004	Janitorial Services Dec.	Fresh Co	\$800.00	12/30/2023
			<b>\$800.00</b>	

<b>Parks</b>	<b>Description</b>	<b>Vendor</b>	<b>Inv. Amt</b>	<b>Ck Date</b>
101-105-6004			<b>\$0.00</b>	

<b>CID Love's</b>	<b>Description</b>	<b>Vendor</b>	<b>Inv. Amt</b>	<b>Ck Date</b>
705-000-6004			<b>\$0.00</b>	

**GRAND TOTAL** **\$31,383.60**

**PREPARED BY:** Jeff Schenk, City Administrator

**MEETING DATE:** January 8, 2024

**AGENDA ITEM:** Imposing a moratorium on self-storage

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**BACKGROUND:**

The City of South Hutchinson City Council has requested moratorium on permitting and construction of self-storage facilities within the corporate limits of South Hutchinson until such time as revisions can be made to the City of Hutchinson's Land Development Code.

**DESCRIPTION:**

This moratorium will suspend all construction and permitting of self-storage within the City limits while the City considers substantial changes to the City of South Hutchinson Land Development Code. This will exclude any property where storage improvements have already been approved. This will be enforceable by the South Hutchinson Police Department.

**RECOMMENDATION:**

City staff recommends the council adopt the ordinance number 24-01 imposing a moratorium on the permitting and construction of all self-storage facilities within the corporate limits of the City of South Hutchinson.

(First Published in the Ninnescah Valley News  
on the 12<sup>th</sup> day of January, 2024.)

THE CITY OF SOUTH HUTCHINSON, KANSAS

ORDINANCE NO. 24-01

AN ORDINANCE IMPOSING A MORATORIUM ON THE  
PERMITTING AND CONSTRUCTION OF ALL SELF-STORAGE  
FACILITIES WITHIN THE CORPORATE LIMITS OF THE CITY  
OF SOUTH HUTCHINSON, KANSAS.

WHEREAS, the City of South Hutchinson Land Development Code currently does not directly address the construction and permitting of Self Storage Units within the corporate limits of the City of South Hutchinson, Kansas; and

WHEREAS, the City of South Hutchinson, Kansas is in the process of considering substantial revisions to the City of South Hutchinson Land Development Code; and

WHEREAS, such proposed revisions to the City of South Hutchinson Land Development Code include, but are not limited to, the inclusion of provisions within said Code to directly address the construction and permitting of self storage units within the corporate limits of the City of South Hutchinson, Kansas; and

WHEREAS, the City of South Hutchinson, Kansas has the authority to enact zoning regulations for lands within the corporate limits of the City of South Hutchinson, Kansas in accordance with the provisions of K.S.A. 12-741 *et seq.*

NOW, THEREFORE, BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF SOUTH HUTCHINSON, KANSAS:

Section 1.            MORATORIUM

There is hereby enacted a moratorium on the permitting and construction of self-storage units within the corporate limits of the City of South Hutchinson, Kansas until the City of South Hutchinson, Kansas has completed its substantial revision of the City of South Hutchinson Land Development Code and includes provisions therein to directly address the construction and permitting of Self Storage Units within the corporate limits of the City of South Hutchinson, Kansas. Notwithstanding the foregoing, the following tracts of land shall be excluded from said moratorium:

Lots 2 ,4 ,6, 8, 10 and 12 Second Avenue West, Original Town of South Hutchinson, Reno County, Kansas, according to the duly recorded Plat thereof, TOGETHER WITH the East 10 feet of Washington Street lying adjacent to Lot 12 and the North 15 feet of Second Avenue West lying adjacent thereto, as vacated by Ordinance No 5, filed October 16, 1940 and recorded in book 56,

page 460

and

Lots 2, 4, 6, 8, 10 and 12, Third Avenue West, Original Town of South Hutchinson, Reno County, Kansas, according to the duly recorded Plat thereof, TOGETHER WITH the vacated alleys reverting thereto, and the East 10 feet of Washington Street Lying adjacent to Lot 12 and the North 15 feet of Third Avenue West lying adjacent thereto, as vacated by Ordinance No 5, filed October 16, 1940 and recorded in Book 56, Page 460

The commonly-known addresses for both lots identified above are 204 N. Washington Street, South Hutchinson, Kansas 67505 and 304 N. Washington Street, South Hutchinson, Kansas 67505

Section 2. Enforcement

All police officers of the City of South Hutchinson, Kansas shall be responsible for enforcement of this Ordinance.

Section 3. Effective Date

This ordinance shall take effect and be in force from and after its publication in the official city newspaper.

Passed by the City Council this 8<sup>th</sup> day of January, 2024.

Approved by the Mayor this 8<sup>th</sup> day of January, 2024.

\_\_\_\_\_  
MAYOR,

ATTEST:

\_\_\_\_\_  
CITY CLERK,

**PREPARED BY:** Jeff Schenk, City Administrator

**MEETING DATE:** January 8, 2024

**AGENDA ITEM:** Rezoning properties at 204 and 304 N Washington Street.

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**BACKGROUND:**

The properties were established as C-2 commercial properties. All procedures for the rezoning were done according to state statutes K.S.A. 12-756 and K.S.A. 12-757, as well as The City of South Hutchinson Land Development Code, Article 34.

**DESCRIPTION:**

Rezoning the properties at 204 and 304 N Washington Street from C-2 to I-2 will bring the property that currently has several storage units into its proper zoning classification. This is one of several properties that has had storage units built on it that did not go through the proper rezoning prior to construction. The rezoning of this property will allow them to upgrade the current condition of the storage units while allowing them to clean up the property and construct a couple more storage units on the existing property.

**RECOMMENDATION:**

City staff recommends the council adopt ordinance number 24-02 Authorizing the change of zoning classification for 204 and 304 N Washington Street from C-2 general commercial district to I-2 medium industrial district.

**ORDINANCE NO. \_\_\_\_\_**

AN ORDINANCE AUTHORIZING THE CHANGE OF ZONING CLASSIFICATION FOR 204 AND 304 N. WASHINGTON STREET, SOUTH HUTCHINSON, RENO COUNTY, KANSAS, FROM C-2 (GENERAL COMMERCIAL DISTRICT) TO I-2 (MEDIUM INDUSTRIAL DISTRICT)

**WHEREAS**, the City of South Hutchinson Planning Commission, after providing notice and holding a hearing pursuant to K.S.A. 12-756 and K.S.A. 12-757, has considered a request for change of zoning classification for the properties located at 204 and 304 N. Washington Street, South Hutchinson, Kansas, and recommends the City grant said request; and

**WHEREAS**, the Governing Body of the City of South Hutchinson, Kansas, after due investigation and consideration has determined that the nature and extent of public use and interest served is such as to warrant the requested change of zoning classification.

**NOW THEREFORE, BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF SOUTH HUTCHINSON, KANSAS:**

**SECTION 1:** That the zoning classification for the following properties, to wit:

204 N. Washington

Legal Description: Lots 2 ,4 ,6, 8, 10 and 12 Second Avenue West, Original Town of South Hutchinson, Reno County, Kansas, according to the duly recorded Plat thereof, TOGETHER WITH the East 10 feet of Washington Street lying adjacent to Lot 12 and the North 15 feet of Second Avenue West lying adjacent thereto, as vacated by Ordinance No 5, filed October 16, 1940 and recorded in book 56, page 460

304 N. Washington

Legal Description: Lots 2, 4, 6, 8, 10 and 12, Third Avenue West, Original Town of South Hutchinson, Reno County, Kansas, according to the duly recorded Plat thereof, TOGETHER WITH the vacated alleys reverting thereto, and the East 10 feet of Washington Street Lying adjacent to Lot 12 and the North 15 feet of Third Avenue West lying adjacent thereto, as vacated by Ordinance No 5, filed October 16, 1940 and recorded in Book 56, Page 460,

is hereby changed from C-2 (General Commercial District) to I-2 (Medium Industrial District).

**SECTION 2:** That this Ordinance shall be in full force and effect from and after its passage and publication on the South Hutchinson City website, [www.southhutch.com](http://www.southhutch.com), the official city newspaper.

**SECTION 3:** A certified copy of this ordinance, signed by the City Clerk for the City of South Hutchinson, Kansas, shall be recorded in the Office of the Register of Deeds, Reno County, Kansas.

Passed by the City Council this 8<sup>th</sup> day of January, 2024.

Approved by the Mayor this 8<sup>th</sup> day of January, 2024.

\_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
Michele Nightingale, City Clerk

**PREPARED BY:** Jeff Schenk, City Administrator

**MEETING DATE:** January 8, 2024

**AGENDA ITEM:** Conditional use permit for 209 South Valley Pride Road.

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**BACKGROUND:**

The property at 209 S Valley Pride is currently zoned as AG Agricultural and has historically been allowed to operate as a commercial business. This property is inside the City of South Hutchinson's extra territorial jurisdiction. All procedures for the conditional use permit were done according to the City of South Hutchinson Land Development Code articles 27 and 34.

**DESCRIPTION:**

The property at 209 S Valley Pride has been purchased and the new owner wants to live and operate their business on this property. The planning board recommends authorization of the conditional use permit to use an Agricultural zoned property as a business to sell trailers.

**RECOMMENDATION:**

City staff recommends the council approve the conditional use permit for 209 S Valley Pride to allow for a commercial business selling trailers to be operated on the property.



**PREPARED BY:** Jeff Schenk, City Administrator

**MEETING DATE:** January 8, 2024

**AGENDA ITEM:** Conditional use permit for 500 N Walnut Street.

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**BACKGROUND:**

The property at 500 South Walnut is commercial property that has historically had a conditional use permit to allow the building to be used as a residence. All procedures for the conditional use permit were done according to the City of South Hutchinson Land Development Code articles 27 and 34.

**DESCRIPTION:**

The property at 500 S Walnut St is currently zoned as a C-2 general commercial district. The new property owner wants to use the property as a residence. The planning board recommends authorization of the conditional use permit to allow the property to be used as a residential property.

**RECOMMENDATION:**

City staff recommends the council approve the conditional use permit for 500 S Walnut St to allow the property to be used as a residence.