

-
- A. **CALL TO ORDER/ROLL CALL**
__Garretson __Schmidt __Nisly __VACANT __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 – Special Council Meeting, May 18, 2023
 2. Approval of Minutes – Regular Council Meeting, May 22, 2023
 3. Approval of Minutes – Special Council Meeting, June 2, 2023
 4. Approval of Invoices
- Motion _____ Second _____ Vote _____
- G. **ACTION ITEMS**
1. Appointment of Dina Brislin to City Council
- Motion _____ Second _____ Vote _____
2. Resolution No. 23-01 Personnel Policy Amendment
- Motion _____ Second _____ Vote _____
- H. **DISCUSSION ITEMS**
1. Professional Services Contracts
- I. **CITY ADMINISTRATOR’S REPORT**
- J. **GOVERNING BODY COMMENTS**
- K. **EXECUTIVE SESSION**
- L. **ADJOURNMENT**

Meeting Date: June 12, 2023
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 the following meetings:
 - May 18, 2023, Special Council Meeting
 - May 22, 2023, Regular Council Meeting
 - June 2, 2023, Special Council Meeting
- Approval of Invoices

Recommendation – Motion to approve the consent agenda as presented.

Exhibit A – Minutes from May 18, 2023, Special Council Meeting
Exhibit B – Minutes from May 22, 2023, Regular Council Meeting
Exhibit C – Minutes from June 2, 2023, Special Council Meeting
Exhibit D – AP Invoices

SPECIAL COUNCIL MEETING

Present: Mayor Garretson, Councilmembers: Schmidt, Nisly, Fairbanks, Scofield

Absent: Councilman Schenk

The South Hutchinson City Council will convene a special meeting for the purpose of interviewing four candidates for the city administrator vacancy.

These interviews are scheduled for one-hour blocks with the council meeting expected to reconvene at approximately 7 PM.

At this time, the council may elect to re-enter into a second closed session for further consideration and deliberation of the candidates.

No action will be taken following these closed session(s). In other words, the Council will not vote to hire a candidate, nor will they vote to approve any contract.

- A. **CALL TO ORDER/ROLL CALL**
X_Garretson_X_Schmidt_X_Nisly_A_Schenk_X_Fairbanks_X_Scofield
- B. **PLEDGE OF ALLEGIANCE**
- C. **EXECUTIVE SESSION**

Motion: Nisly

Second: Scofield

Vote: 4-0

1. Non-elected Personnel (expected duration of 4 hours)

“I move that the governing body recess into executive session for interviews with candidates for the open city administrator position, pursuant to K.S.A. 75-4319(b)(1) to discuss personnel matters of nonelected personnel; to include the following individuals: city administrator; with the open meeting to resume at 7:00 p.m. in the city council chambers.”

Motion: Nisly

Second: Scofield

Vote: 4-0

2. Non-elected Personnel (as needed with an unknown estimated time)

“I move that the governing body recess into executive session for interviews with candidates for the open city administrator position, pursuant to K.S.A. 75-4319(b)(1) to discuss personnel matters of nonelected personnel; to include the following individuals: city administrator, department heads; with the open meeting to resume at 7:40 p.m. in the city council chambers.”

D. **ADJOURNMENT**

Scofield motioned to adjourn the meeting at 7:43p.m.

Motion: Scofield

Second: Nisly

Vote: 4-0

(Attest): Joseph Turner
Joseph Turner, City Administrator



**Present: Mayor Garretson, Councilmen: Nisly, Schenk, Fairbanks, Scofield,
Police Chief Darrin Pickering, Fire Chief Greg Henke, City Superintendent Ronnie
Pederson, City Administrator Joseph Turner, City Attorney Mark Tremaine**

Absent: Councilman Jeremy Schmidt

A. CALL TO ORDER/ROLL CALL
_X_Garretson _A_Schmidt X_Nisly _X_Schenk _X_Fairbanks _X_Scofield

B. PLEDGE OF ALLEGIANCE

C. APPROVAL OF AGENDA (ADDITIONS/DELETIONS)
Delete item K2. Non-elected Personnel

D. CITIZEN COMMENTS
Ron Hirst provided information on the water supply regarding PEC and the trench irrigation. He stated in 1999 it was drilled to municipal standards. Suggested the city look into other options to convert the water supply.

Sheila Fondaw spoke in regard to the low visibility at B & Poplar due to overgrown trees as it may become a hazard for drivers. She also reminded council of multiple sun-bleached street signs that need to be replaced.

E. HEARINGS, PRESENTATIONS, PROCLAMATIONS & RECOGNITIONS
Fire Chief Greg Henke shared information on the Fire Department wanting to purchase a Chevy 1-ton brush truck from the Hutchinson Fire Department, as the 6x6 truck they use now is too large for many of the jobs they encounter. The current truck holds 1,000 gallons of water compared to the used truck they are looking to purchase at 300 gallons which is more manageable as it would be safer to drive and could go on the riverbank for fire and rescue. The purchase would be around \$20,000 but would recoup that cost by selling the current 6x6 brush truck to another department.

F. CONSENT AGENDA
1. Approval of Minutes – Council Meeting, May 8, 2023
2. Approval of Invoices
3. Approval of Cereal Malt Beverage License (Loves Travel Center 3 Des Moines)
4. Approval of Cereal Malt Beverage License (Stuckey’s Travel Center 1515 S. Main)

Motion: Scofield

Second: Nisly

Vote: 4-0

G. ACTION ITEMS

1. Personnel Policy Changes

There was no motion on this topic. Joseph Turner will work with Mark Tremaine to review data regarding pro-rating vacations and revising anniversary dates. They will cover drafts for the personnel policy handbook and update for the new city administrator to review when they are in office.

2. Purchase of a Brush Truck for Fire Department

Motion: Fairbanks

Second: Schenk

Vote: 4-0

H. DISCUSSION ITEMS

Councilman Matt Nisly discussed the opportunity for the city to market/advertise the 6 available lots in Phase II that began about 10 years prior. Matt suggested to begin with constructing a spec house and talked about what type of incentives could become open to entice citizens to move to South Hutchinson. More discussion will occur in the future.

I. CITY ADMINISTRATOR’S REPORT - None

J. GOVERNING BODY COMMENTS – None

K. EXECUTIVE SESSION

1. Preliminary Discussion on Acquisition of Real Property

Motion: Schenk

Second: Nisly

Vote: 4-0

“I move that the governing body recess into executive session regarding possible purchase of real property, pursuant to K.S.A. 75-4319(b)(6) for the preliminary discussions of the acquisition of real property; to include the city administrator and city attorney; with the open meeting to resume at 6:28 p.m. in the city council chambers.”

~~2. Non-elected Personnel~~

L. ADJOURNMENT

Scofield motioned to adjourn the meeting at 6:48 p.m.

Motion: Scofield

Second: Nisly

Vote: 4-0

(Attest): Michele Nightingale
Michele Nightingale, City Clerk



SPECIAL COUNCIL MEETING MINUTES

The South Hutchinson City Council held a special meeting for the purpose of negotiating a contract with a city administrator candidate and to approve that contract.

The City Council expected to reconvene from an executive session and then vote in public to approve the contract.

Present: Mayor Garretson, Councilmembers Jeremy Schmidt, Matt Nisly, Jeff Schenk, Paul Scofield, City Administrator Joseph Turner, City Superintendent Ronnie Pederson

Absent: Councilman John Fairbanks, City Attorney Mark Tremaine

A. CALL TO ORDER/ROLL CALL

_X_Garretson _X_Schmidt _X_Nisly _X_Schenk _A_Fairbanks _X_Scofield

B. PLEDGE OF ALLEGIANCE

C. ACCEPT RESIGNATION OF COUNCILMAN JEFF SCHENK

Motion: Scofield Second: Nisly Vote: 3-0 (Schenk abstained)

D. EXECUTIVE SESSION

1. Non-elected Personnel (expected duration of 30 minutes)

“I move that the governing body recess into executive session for the purpose of contract negotiations concerning a candidate for city administrator, pursuant to K.S.A. 75-4319(b)(1) to discuss personnel matters of nonelected personnel; to include the following individuals: city administrator and candidate with the open meeting to resume at 6:22 p.m. in the city council chambers.”

Motion: Schmidt Second: Nisly Vote: 3-0 (Schenk abstained)

2. Non-elected Personnel (expected duration of 30 minutes)

“I move that the governing body recess into executive session for the purpose of contract negotiations concerning a candidate for city administrator, pursuant to K.S.A. 75-4319(b)(1) to discuss personnel matters of nonelected personnel; to include the following individual: city administrator with the open meeting to resume at 6:33 p.m. in the city council chambers.”

Motion: Schmidt Second: Nisly Vote: 3-0 (Schenk abstained)

E. **ACTION ITEMS**

1. Approve City Administrator Agreement

The council approved the contract for the new City Administrator, Jeff Schenk

Motion: Schmidt Second: Nisly Vote: 3-0

F. **ADJOURNMENT**

Schmidt motioned to adjourn the meeting at 6:40 p.m.

Motion: Schmidt Second: Nisly Vote: 3-0

(Attest): Michele Nightingale
Michele Nightingale, City Clerk

INVOICES PAID (5/18/2023 thru 6/07/2023)

Gen Gov	Description	Vendor	Inv. Amt	Ck Date
101-101-6000	Gas Service	KS Gas	\$128.81	5/18/2023
101-101-6000	June Telecom Service	Idea Tek	\$27.50	6/1/2023
101-101-6000	Phone Service	Vaspian	\$149.70	5/18/2023
101-101-6002	City Hall Stamps	First Bank Card	\$192.00	6/1/2023
101-101-6002	Job Posting	Assoc. of Idaho Cities	\$15.00	5/18/2023
101-101-6002	CMB Renewal - Love's	Ks Dept of Rev -ABC	\$25.00	5/23/2023
101-101-6002	Aatrix Software Filing 941/Unemp Reports	First Bank Card	\$279.00	6/1/2023
101-101-6002	May Insurance Premiums	Freedom Claims	\$5,354.97	5/25/2023
101-101-6002	City Attorney Services	Mark Tremaine	\$2,000.00	6/2/2023
101-101-7000	Office Chair	HON	\$318.93	5/18/2023
101-101-7001	KMIT Seminar Refreshments, Pizza (mtg)	First Bank Card	\$265.73	6/1/2023
101-101-7001	Water, Pop-City Admin Int's	First Bank Card	\$36.45	6/1/2023
101-101-7002	Bottled Water	Culligan	\$21.00	6/1/2023
101-101-7005	Vehicle Allowance	Joe Turner	\$352.00	6/2/2023
			\$9,166.09	
Police	Description	Vendor	Inv. Amt	
101-102-5001	May Health Ins Premiums	BCBS	\$5,439.01	5/25/2023
101-102-5001	Vision Insurance	VCD	\$256.72	5/25/2023
101-102-6000	Gas Service	KS Gas	\$295.99	5/18/2023
101-102-6000	June Telecom Service	Idea Tek	\$27.50	6/1/2023
101-102-6000	Phone Service	Vaspian	\$74.85	5/18/2023
101-102-6002	Janitorial Services	Tabitha Maxfield	\$150.00	6/1/2023
101-102-6002	Tags - 2023 Dodge Durango	Reno Co Treasurer	\$30.25	5/18/2023
101-102-6002	Amazon Membership	First Bank Card	\$14.99	6/1/2023
101-102-6004	USPS, Amazon	First Bank Card	\$70.33	6/1/2023
101-102-6005	Jetpacks	Verizon	\$240.06	6/1/2023
101-102-7000	Monitor, Board (AMZ)	First Bank Card	\$74.13	6/1/2023
101-102-7001	Conference, Restaurants	First Bank Card	\$2,020.69	6/1/2023
101-102-7002	Bottled Water	Culligan	\$21.00	6/1/2023
101-102-8010	Crown Vic Upfitting	Superior Emerg Resp. Vehicle	\$2,450.00	5/23/2023
			\$11,165.52	
Street	Description	Vendor	Inv. Amt	
101-103-5001	May Health Ins Premiums	BCBS	\$1,368.13	5/25/2023
101-103-5001	Vision Insurance	VCD	\$68.56	5/25/2023
101-103-6000	Gas Service	KS Gas	\$254.86	5/18/2023
101-103-6000	Phone Service	Vaspian	\$37.43	5/18/2023
101-103-6000	June Telecom Service	Idea Tek	\$27.50	6/1/2023
101-103-6002	Biennial Bridge Inspection	Kirkham Michael	\$400.00	6/1/2023
101-103-7002	Propane	Wex	\$31.59	5/31/2023
101-103-7002	Oil, Weed Eater Line	Fairview Service	\$74.96	5/31/2023
101-103-7002	Blades, Spring, spindle	Fairview Service	\$447.59	5/18/2023
			\$2,710.62	
Fire	Description	Vendor	Inv. Amt	
101-104-6000	Gas Service	KS Gas	\$128.81	5/18/2023
101-104-6000	June Telecom Service	Idea Tek	\$27.50	6/1/2023
101-104-6002	Drug Screen	Hutchinson Clinic PA	\$150.00	5/18/2023
101-104-6000	Phone Service	Vaspian	\$37.42	5/18/2023
101-104-7000	Misc Office Supplies (Walmart)	First Bank Card	\$99.91	6/1/2023
101-104-7001	Lodging for Class at KU	First Bank Card	\$264.89	6/1/2023

101-104-7002	Spray, Caps	Oreilly's	\$28.94	5/31/2023
101-104-7003	Fuel	Wex	\$92.23	5/31/2023
101-104-7004	Test Strips, Voice BGM (Walmart)	First Bank Card	\$38.46	6/1/2023
			\$868.16	

Court	Description	Vendor	Inv. Amt	
101-106-6004	Boarding	Prairie Vista Vet Hosp	\$144.96	5/23/2023
101-106-6004	ETHC Collection Charge (Schneithorst)	Hutch Regional Med Center	\$22.00	5/23/2023
101-106-6016	Judge Services	Rick Roberts	\$1,100.00	6/2/2023
101-106-6016	Prosecutor Services	Mark Tremaine	\$1,100.00	6/2/2023
101-106-6018	Municipal Court Appoints	Strong Point Law	\$900.00	6/1/2023
101-106-7000	Metal Mag Holders (AMZ)	First Bank Card	\$19.59	6/1/2023
			\$3,286.55	
		GENERAL TOTAL	\$27,196.94	

Non-Departmental	Description	Vendor	Inv. Amt	
101-109-6026	May Refuse Service	Nisly	\$9,290.62	5/31/2023
			\$9,290.62	

Water	Description	Vendor	Inv. Amt	
201-000-5001	May Health Ins Premiums	BCBS	\$1,200.66	5/25/2023
201-000-5001	Vision Insurance	VCD	\$44.65	5/25/2023
201-000-6000	Locate Fees	Kansas One Call	\$29.40	6/1/2023
201-000-6002	Mail Water Samples	First Bank Card	\$9.85	6/1/2023
201-000-6002	Water Well #5 Pressure Switch	Zenor Electric	\$250.00	5/18/2023
201-000-7002	Pipe	Lowe's	\$80.97	5/31/2023
201-000-7002	Powder Pillows	Core & Main	\$47.00	5/26/2023
201-000-7002	Chlorine	Brenntag	\$1,665.23	5/18/2023
			\$3,327.76	

Sewer	Description	Vendor	Inv. Amt	
301-000-5001	May Health Ins Premiums	BCBS	\$1,177.74	5/25/2023
301-000-5001	Vision Insurance	VCD	\$16.45	5/25/2023
301-000-6000	Locate Fees	Kansas One Call	\$29.40	6/1/2023
301-000-6002	WW Plant Gen Service	Central Power	\$1,800.00	5/18/2023
301-000-6004	Boots - Pederson	A5 Western	\$200.00	5/26/2023
301-000-6004	Boots - Dixon	A5 Western	\$161.49	5/26/2023
301-000-6003	Grit Removal	Reno Co Solid Waste	\$164.00	5/18/2023
			\$3,549.08	

Special HWY	Description	Vendor	Inv. Amt	
401-000-6002	Crack Repair Sunnydell Cir/Friendship Rd.	Powered by ME	\$7,500.00	5/23/2023
			\$7,500.00	

Employee Benefits	Description	Vendor	Inv. Amt	
501-000-5007	Life Insurance Premiums	Dearborn Life Ins Co	\$525.54	5/25/2023
			\$525.54	

ASAP	Description	Vendor	Inv. Amt	
801-000-6004	Restitution	Nichole Glassman	\$305.78	5/26/2023
			\$305.78	

Comm Ctr	Description	Vendor	Inv. Amt
811-000-6000	Gas Service	KS Gas	\$138.40 5/18/2023
			\$138.40
Equipment Reserve	Description	Vendor	Inv. Amt
901-000-8021	23 Dodge Durango #2 - PD	Allen Samuels	\$17,901.00 5/31/2023
			\$17,901.00
Capital Improvement	Description	Vendor	Inv. Amt
902-000-8021	Door Access Replacement	DESS LLC	\$9,721.00 6/1/2023
			\$9,721.00
		GRAND TOTAL	\$79,456.12

Meeting Date: June 12, 2023
Department: Administration
Prepared By: Joseph Turner, City Administrator
Agenda Title: Appointment of Dina Brislin to City Council

Background/Analysis – Mayor Brian Garretson nominates Dina Brislin to be appointed to fill the current vacancy on the city council.

Brislin is one of four candidates that have filed for the November 2023 election cycle. If confirmed by the city council, she would take the place of former city councilman Jeff Schenk and serve the remainder of his term.

Councilman John Fairbanks is the only incumbent to file as Councilman Jeremy Schmidt opted not to see re-election.

Financial Impact – None.

Recommendation – Staff recommends council approve Resolution No. 23-01.

Exhibit E - Resolution No. 23-01

Meeting Date: June 12, 2023
Department: Administration
Prepared By: Joseph Turner, City Administrator
Agenda Title: Resolution No. 23-01

Background/Analysis – This resolution amends the Employee Handbook to reflect changes in vacation accrual formulas as well as other related provisions concerning vacation and sick time benefits.

In summary, the changes increase the amount of vacation time new employees will receive from one week to two weeks. It also decreases the annual service time threshold whereupon employees will earn an extra week of vacation time.

It allows employees to roll over up to 40-hours of vacation time into the next year without losing it and allows some employees to cash out up to 40-hours of sick time per year.

Financial Impact – Impact will vary based on how vacation schedules are backfilled and the number of employees who opt to cash out their sick leave.

Recommendation – Staff recommends council approve Resolution No. 23-01.

Exhibit E - Resolution No. 23-01

RESOLUTION NO. 23-01

A RESOLUTION AMENDING THE PERSONNEL POLICY OF THE CITY OF SOUTH HUTCHINSON, KANSAS

WHEREAS, personnel policies and procedures may be adopted and amended at the discretion of the Governing Body of the City of South Hutchinson, Kansas; and

WHEREAS, the purpose of the personnel policies is to provide guidance regarding the fair and consistent administration of city personnel; and

WHEREAS, the Governing Body of the City of South Hutchinson, Kansas deems it to be in the best interest of the employees of the City of South Hutchinson, Kansas to amend said personnel policies and adopt the same as amended.

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

SECTION 1: SECTION V – Wages, Benefits, Leave and Alternative Compensation, Leave Policies, Section A. Vacation Leave, subsections j., k., and l. of the Personnel Policies of the City of South Hutchinson, Kansas, are hereby added and shall read as follows:

j. Based on a forty (40) hour work week, vacation leave for full-time employees shall be accrued as follows:

<i>Years of Continuous Employment with the City</i>	<i>Annual Accrual of Hours</i>
0-4 years	80 hours
5-9 years	120 hours
10+ years	160 hours

k. Full-time employees shall be permitted to roll over to the next year up to 40 hours of accrued vacation leave.

l. All vacation leave accrual shall be calculated on January 1 of each year. Vacation accrual for employees hired during the previous year shall be prorated accordingly

SECTION 2: SECTION V – Wages, Benefits, Leave and Alternative Compensation, Leave Policies, Section B. Sick Leave, subsection g. of the Personnel Policies of the City of South Hutchinson, Kansas, is hereby amended to read as read as follows:

g. Sick leave may be accumulated to a maximum of 120 working days or 960 hours. Employees with at least 240 hours of accumulated sick leave may sell up to 40 hours of said accumulated sick leave back to the City.

SECTION 3: That all other parts of any prior resolution which conflict with this Resolution are hereby repealed.

SECTION 4: This resolution shall become effective upon its passage and adoption by the governing body.

PASSED, APPROVED AND ADOPTED by the Governing Body of the City of South Hutchinson, Kansas on this 12th day of June, 2023.

Brian Garretson, Mayor

ATTEST: _____
Michele Nightingale, City Clerk

**CITY OF SOUTH HUTCHINSON, KANSAS
NOVEMBER 1 -NOVEMBER 30, 2022**

(THIS FORM MEETS THE REQUIREMENTS OF KSA 12-1608)

Fund	FUND NAME	OLD BALANCES	RECEIPTS	DISBURSEMENTS (Warrants Pd)	NEW BALANCES	WARRANTS OUTSTANDING	DESCRIPTION
							check number
101	General Operating	2,081,005.85	154,286.38	131,393.94	2,103,898.29		
201	Water Utility	233,829.02	114,224.79	36,424.09	311,629.72	80.00	114938
202	Principle & Interest	0.00	0.00	0.00	0.00	23.00	115389
204	Water Reserve	816,565.36	0.00	0.00	816,565.36	96.38	115646
301	Sewer Utility	273,845.80	151,304.88	42,794.86	382,355.82	100.00	116327
303	Sewer Reserve	1,246,594.90	0.00	0.00	1,246,594.90	334.28	116497
401	Special Highway	131,003.29	0.00	3,784.18	127,219.11	265.00	116713
402	Flood Control Maintenance	21,588.11	0.00	0.00	21,588.11	50.00	116775
403	St/Econ Dev-Sales Tax	449,541.14	12,933.73		462,474.87	350.00	116824
501	Employee Benefit	41,803.68	0.00		41,803.68	20.00	116874
502	Employee Health Insurance	196,421.43	4,128.43	2,279.06	198,270.80	215.00	116992
601	Bond & Interest	118,296.39	0.00		118,296.39	149.00	116997
701	Convention/Tourism	0.00	6,316.28		6,316.28	370.00	117015
702	Donations	6,448.24			6,448.24	41.00	117028
703	Special Park	3,757.94			3,757.94	1,100.00	117029
705	CID Love's	140.34	2,370.52		2,510.86	300.00	116990
801	ASAP	30,652.30	60.00	991.00	29,721.30	3.07	117036
802	Diversions	12,749.49	350.00	2,287.76	10,811.73	3,877.30	117046-52
805	Special Events	837.48			837.48	42,401.65	117053-91
806	Special Law Fund	2,953.12			2,953.12		
808	ARPA	379,691.58			379,691.58	11.59	
810	Neighborhood Revitalization	0.00		0.00	0.00	0.00	
811	Community Center	19,802.64	1,370.00	1,965.86	19,206.78	0.00	
812	Technology	6,627.44	340.00		6,967.44		
901	Equipment Reserve	782,304.90	0.00	64,745.00	717,559.90		
902	Capital Improvement Reserve	1,136,346.20	0.00		1,136,346.20		
911	2021 Temp Notes	0.00			0.00		
912	Bond Cost of Issuance	0.00			0.00	(1,830.45)	O/S Deposits
913	Insurance Proceeds	5,000.00			5,000.00	(385.67)	Cr Card OSD
	TOTALS	7,997,806.64	447,685.01	286,665.75	8,158,825.90	47,571.15	8,206,397.05
	AVAILABLE CASH:						
	Petty Cash				450.00		
1001	SIMMONS BANK - CHECKING ACCOUNT #100366				286,346.95		
1000	SIMMONS BANK - MMDA ACCOUNT #603570				3,994,631.08		
1008	SIMMONS BANK - CHECKING RESERVE # 1725				1,700,577.96		
1006	FARMERS BANK - FREEDOM CLAIMS MANAGEMENT INC				199,390.80		
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)				8,206,397.05		
	I, SHEILA STEVENS, DO HEREBY CERTIFY THAT THE ABOVE STATEMENT IS CORRECT.						
	<i>Sheila Stevens</i>				CITY TREASURER		4/3/2023



PUBLIC WORKS REPORT

To: Honorable Mayor and City Council

From Ronnie Pederson, Public Works Superintendent

Re: Public Works Superintendent report for June 12th, 2023 City Council Meeting

Date: June 6th, 2023

Streets

- Tractor mowing.
- Mowing city properties. (Fancy grass and rough-cut mowing)
- Mowed and trimmed two abatement properties.
- Street sweeping.
- Service police vehicles.
- Irrigation repairs.
- Weed spraying.
- Removed rock and debris from storm culvert and replaced with dirt (C and Washington)
- No parking signs and barricades at our lady for festival.
- Installed field maps and activated service for data collections for GIS data collection.
- Trimmed trees at B and Poplar for visibility.
- Trimmed trees in alleys.
- Repaired splash pad toilets. Cleaned splash pad.
- Replaced sign at Des Moines west.
- Put out all flags on main St.
- Meis construction will be doing warranty work on Scott Blvd bridge. (Repair asphalt on all 4 corners of bridge)

Water

- Weekly checks and inspections.
- One call utility locates.
- Monthly state water samples collected and sent for analysis.
- Water residuals.
- Monthly flushing of dead ends.
- Changed chlorine cylinders at water wells.
- Electrical work on well #3.
- Red tags.
- Multiple water meter checks and reads.
- Water meter setter repairs.
- Replaced service line at 303 N Plum.

PUBLIC WORKS REPORT (Cont.)

Water

- Yearly exercising of water valves.
- Installed new batteries at well #5 generator.
- Fixed leak at splash pad.

Wastewater

- Daily and weekly checks and inspections.
- One call utility locates.
- Monthly KDHE state test collected and sent for analysis.
- Wasted sludge at wastewater facility.
- Pressed sludge at wastewater facility. (Hauled to sludge field)
- Pulled pumps at Wilbeck lift station and unplugged.
- Replaced ariolater mixer in west aeration basin. The mixer had a hole in gear box housing.
- Prepared bottles and labels for priority pollutant scan testing for KDHE compliance.
- Prepared for KDHE Lab inspection.
- Replaced Penn valley sludge pump at digester handling facility.