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- A. **CALL TO ORDER/ROLL CALL**
__Garretson __Schmidt __Nisly __Schenk __Fairbanks __Scofield
- B. **PLEDGE OF ALLEGIANCE**
- C. **APPROVAL OF AGENDA (ADDITIONS/DELETIONS)**
- D. **CITIZEN COMMENTS**
- E. **HEARINGS, PRESENTATIONS, PROCLAMATIONS & RECOGNITIONS**
1. Jake Fletchall & Steve Rippie of the South Hutchinson Fire Department to speak about the Firefighter Relief Association (FRA)
- F. **CONSENT AGENDA**
1. Approval of Minutes – Council Meeting, April 24, 2023
2. Approval of Invoices

Motion _____ Second _____ Vote _____
- G. **ACTION ITEMS**
1. Mayoral Slate of Appointments

Motion _____ Second _____ Vote _____
- H. **DISCUSSION ITEMS**
- I. **CITY ADMINISTRATOR’S REPORT**
- J. **GOVERNING BODY COMMENTS**
- K. **EXECUTIVE SESSION**
1. Non-elected Personnel
- L. **ADJOURNMENT**

Meeting Date: May 8, 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 April 24, 2023, regular meeting
- Approval of Invoices

Recommendation – Motion to approve the consent agenda as presented.

Exhibit A – Minutes from April 24, 2023, regular meeting
Exhibit B – AP Invoices



Present: Garretson, Schmidt, Nisly, Schenk, Fairbanks, Scofield

Others Present: City Attorney Mark Tremaine, City Administrator Joseph Turner, Police Chief Darrin Pickering, City Superintendent Ronnie Pederson

A. CALL TO ORDER/ROLL CALL

 X Garretson X Schmidt X Nisly X Schenk X Fairbanks X Scofield

B. PLEDGE OF ALLEGIANCE

C. APPROVAL OF AGENDA (ADDITIONS/DELETIONS)

Addition: K1. Attorney/Client Privilege

D. CITIZEN COMMENTS – none

E. HEARINGS, PRESENTATIONS, PROCLAMATIONS & RECOGNITIONS

1. Daniel Lizalde of Hot Rod Resurrections discussed 4th of July Car Show event that he would like to hold on July 1st with the city’s assistance in providing barricades, port-a-potties, and a couple of officers to direct traffic for a better flow than last year. Daniel stated there was a car show being held on July 1 until 3pm at Carey Park and his free entry car show would begin at 4pm. He’s hopeful there will be at least a hundred cars in attendance. Daniel is also anticipating having food trucks, a live band, and a DJ. Daniel would like to see better signage for this event.
Joe Turner added the possibility for the city to provide hand washing stations along with the port-a-potties. Joe would also like to combine the city’s fireworks show and all-day festivities to coincide with Daniel’s car show event, complete with bounce houses and a rock wall like last year. There was also discussion on using the field north of the launch pad for extra parking. Volunteers would be appreciated to assist with this event.

F. CONSENT AGENDA

1. Approval of Minutes – Council Meeting, April 10, 2023
2. Approval of Invoices – Jeremy Schmidt asked for clarification on the \$7k fire department repair invoice. Joe Turner explained it was from last September and was never brought to our attention until recently.

Motion: Nisly

Second: Scofield

Vote: 5-0

G. ACTION ITEMS

- 1. Nisly Brothers Trash Hauling Contract Extension

Motion: Fairbanks Second: Nisly Vote: 5-0

H. DISCUSSION ITEMS

- 1. Independence Day Celebration – Discussed in section E.
- 2. City Administrator Recruitment – Council discussed having a sub-committee consisting of Scofield, Nisly and Garretson to interview potential candidates. The listing for the first group of applicants has a May 1 deadline. It was agreed that more applicants could still apply after May 1. Mayor Garretson suggested all councilmen review the candidates and rank their top 5. After the top 5 are compiled, zoom meetings could be a possibility for pre-interviews and when the top 3 from the first grouping are determined, they could hold an in-person interview. It was also suggested each councilman present 2 questions each for the interviews. Mayor Garretson would like the councilmen to have their top 5 ranked by May 5, 2023. Citizen and Reno County Commissioner Ron Hirst suggested the council ask input from local business owners and city department heads. The council approved Joseph Turner to help with the applicant selection process as well.

I. CITY ADMINISTRATOR’S REPORT

Joseph Turner stated the City-Wide Garage Sale and Clean Up held April 21-23, 2023 was a success as all the dumpsters at the ballpark were full. He suggested next year to look into having a couple more to accommodate the needs of the citizens.

J. GOVERNING BODY COMMENTS – none

K. EXECUTIVE SESSION

- 1. Attorney-Client Privilege

Motion: Schenk Second: Schmidt Vote: 5-0

“I move that the governing body recess into executive session regarding correspondence recently received from the District Attorney, pursuant to K.S.A. 75-4319(b)(2) for consultation with the city attorney which would be deemed privileged in the attorney-client relationship; to include the city administrator and city attorney; with the open meeting to resume at 7:00 p.m. in the city council chambers.”

2. Non-Elected Personnel

Motion: Schenk Second: Schmidt Vote: 5-0

“I move that the governing body recess into executive session regarding the city administrator, pursuant to K.S.A. 75-4319(b)(1) to discuss personnel matters of non-elected personnel; to include the city administrator and the city attorney; with the open meeting to resume at 7:06 p.m. in the city council chambers.”

L. **ADJOURNMENT**

Nisly motioned to adjourn the meeting at 7:07 p.m.

Motion: Nisly Second: Schenk Vote: 4-0 Nay: Schmidt

*****IMMEDIATELY FOLLOWING COUNCIL MEETING THE GOVERNING BODY WILL CONVENE A HEARING OF THE SOUTH HUTCHINSON LAND BANK*****

A. **CALL TO ORDER** at 7:08 pm

B. **ACTION ITEM**

1. Accept Land Donation by delinquent tax owner for possible housing development at no cost to the city per city attorney, Mark Tremaine. The city would have control of the level of accountability for lot sales and city may make incentives available as well.

Motion: Fairbanks Second: Scofield Vote: 5-0

C. **ADJOURNMENT**

Schmidt motioned to adjourn the meeting at 7:21p.m.

Motion: Schmidt Second: Nisly Vote: 5-0

(Attest): Michele Nightingale
Michele Nightingale, City Clerk

INVOICES PAID (4/24/2023 thru 5/07/2023)

| Gen Gov | Description | Vendor | Inv. Amt | Ck Date |
|----------------|--------------------------------------|--------------------------|-------------------|----------------|
| 101-101-6000 | Internet Services - May | Idea Tek | \$27.50 | 5/5/2023 |
| 101-101-6002 | Insurance Premium - May | Freedom Claims | \$5,274.17 | 5/5/2023 |
| 101-101-6002 | Janitorial Services | FreshCo | \$150.00 | 5/5/2023 |
| 101-101-6002 | Monthly Support | Leading Edge | \$145.72 | 5/5/2023 |
| 101-101-6002 | Website Job Posting | NE League of Munic. | \$52.80 | 5/5/2023 |
| 101-101-6002 | Website Job Posting | Missouri Muni League | \$90.00 | 5/5/2023 |
| 101-101-6011 | Local Govt Membership 2023 | Wichita State Univ. | \$650.00 | 5/5/2023 |
| 101-101-7000 | Office Supplies | Office Plus | \$211.98 | 5/5/2023 |
| 101-101-7005 | Mileage for bank runs | Michele Nightingale | \$79.91 | 5/5/2023 |
| 101-101-7015 | Speakers & Webcam - City Hall | Leading Edge | \$114.98 | 5/5/2023 |
| | | | \$6,797.06 | |
| Police | Description | Vendor | Inv. Amt | |
| 101-102-6000 | Internet Services - May | Idea Tek | \$27.50 | 5/5/2023 |
| 101-102-6002 | Sophos Email Filter | Leading Edge | \$56.25 | 5/5/2023 |
| 101-102-6002 | Monthly Support | Leading Edge | \$949.40 | 5/5/2023 |
| 101-102-6002 | Janitorial Services - May | Tabitha Maxfield | \$150.00 | 5/5/2023 |
| 101-102-6003 | Misc Car Supplies/Parts | Car Quest | \$47.68 | 5/5/2023 |
| 101-102-6004 | Seat Cover | Allen Samuels | \$426.20 | 5/5/2023 |
| 101-102-6005 | Jetpacks | Verizon | \$240.06 | 5/5/2023 |
| 101-102-6005 | Phone Service | Verizon | \$164.03 | 5/5/2023 |
| 101-102-6007 | Misc Car Supplies/Parts | Car Quest | \$497.01 | 5/5/2023 |
| 101-102-7000 | Office Supplies | Office Plus | \$38.36 | 5/5/2023 |
| 101-102-7002 | Tire Service | Tom & Dan's Tire Service | \$161.26 | 5/5/2023 |
| 101-102-7002 | Gall Water Bottles | Culligan | \$42.00 | 5/5/2023 |
| 101-102-7002 | Towels & Bleach | Dollar General | \$22.50 | 5/5/2023 |
| | | | \$2,822.25 | |
| Street | Description | Vendor | Inv. Amt | |
| 101-103-6000 | Internet Services - May | Idea Tek | \$27.50 | 5/5/2023 |
| 101-103-6002 | Uniform Shirts | Apollo Engraving & Signs | \$161.38 | 5/5/2023 |
| 101-103-6002 | Monthly Support | Leading Edge | \$130.60 | 5/5/2023 |
| 101-103-6003 | Uniform Service & Mats | UniFirst | \$96.10 | 5/5/2023 |
| 101-103-6003 | Misc Car Supplies/Parts | Car Quest | \$88.79 | 5/5/2023 |
| 101-103-7002 | Misc Car Supplies/Parts | Car Quest | \$121.59 | 5/5/2023 |
| 101-103-7002 | Tire Change | Cooper Tire | \$156.00 | 5/5/2023 |
| 101-103-7002 | Gall Water Bottles | Culligan | \$16.33 | 5/5/2023 |
| 101-103-7002 | Paint & Repair Supplies | Lowe's | \$28.48 | 5/5/2023 |
| | | | \$826.77 | |
| Fire | Description | Vendor | Inv. Amt | |
| 101-104-6000 | Internet Services - May | Idea Tek | \$27.50 | 5/5/2023 |
| 101-104-6002 | Filters | Decker & Mattison | \$106.00 | 5/5/2023 |
| 101-104-6002 | Repairs (Muffler, pump, tank,lights) | Daniel Soto | \$7,360.00 | 5/5/2023 |
| 101-104-6002 | Monthly Support | Leading Edge | \$140.68 | 5/5/2023 |
| 101-104-6003 | Radio Service & Repair | TBS Electronics | \$80.00 | 5/5/2023 |
| 101-104-6004 | Office 365 | Leading Edge | \$99.60 | 5/5/2023 |
| 101-104-6004 | Lab Certificates | CLIA Lab Program | \$180.00 | 5/5/2023 |
| 101-104-6005 | Phone Service | Verizon | \$144.23 | 5/5/2023 |

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|--------------|-------------------------|-------------------|-------------------|----------|
| 101-104-7002 | Tape & Cloths | Ace Westlake | \$18.97 | 5/5/2023 |
| 101-104-7002 | Air Shield & Clamps | Rose Motor | \$18.06 | 5/5/2023 |
| 101-104-7002 | Janitorial Supplies | Janitorial Supply | \$105.29 | 5/5/2023 |
| 101-104-7002 | Misc Car Supplies/Parts | Car Quest | \$100.99 | 5/5/2023 |
| 101-104-7002 | Gall Water Bottles | Culligan | \$16.80 | 5/5/2023 |
| 101-104-7003 | Fuel | WEX | \$163.03 | 5/5/2023 |
| | | | \$8,561.15 | |

| Court | Description | Vendor | Inv. Amt | |
|--------------|-------------------------|-------------------------------|--------------------|----------|
| 101-106-7000 | Court Date Forms | Wayne's Printing | \$100.50 | 5/5/2023 |
| 101-106-6018 | Court Appt. Lawyer Fees | StrongPoint | \$900.00 | 5/5/2023 |
| 101-106-6017 | Inmate Housing | Reno Co Sheriff's Office | \$2,480.00 | 5/5/2023 |
| 101-106-6015 | Muni Court Fees | Office of the State Treasurer | \$1,479.00 | 5/5/2023 |
| | | | \$4,959.50 | |
| | | GENERAL TOTAL | \$23,966.73 | |

| Park | Description | Vendor | Inv. Amt | |
|--------------|--------------------|---------------|-----------------|--|
| 101-105-6000 | | | | |
| 101-105-6001 | | | | |
| | | | \$0.00 | |

| Non-Departmental | Description | Vendor | Inv. Amt | |
|-------------------------|----------------------|-----------------|-------------------|----------|
| 101-109-6000 | April Refuse Service | Nisley Brothers | \$9,238.93 | 5/5/2023 |
| | | | \$9,238.93 | |

| Water | Description | Vendor | Inv. Amt | |
|--------------|-------------------------------|--------------------------|-------------------|----------|
| 201-000-6000 | Locate Fees - April | Kansas OneCall | \$75.00 | 5/5/2023 |
| 201-000-6000 | Locate Fees (unpaid from Jan) | Kansas OneCall | \$19.20 | 5/5/2023 |
| 201-000-6002 | Monthly Support | Leading Edge | \$174.45 | 5/5/2023 |
| 201-000-6002 | Uniform Shirts | Apollo Engraving & Signs | \$161.38 | 5/5/2023 |
| 201-000-6003 | Uniform Service & Mats | UniFirst | \$96.11 | 5/5/2023 |
| 201-000-6005 | Phone Service | Verizon | \$170.06 | 5/5/2023 |
| 201-000-7002 | Water Meter & Parts | Core & Main | \$569.86 | 5/5/2023 |
| 201-000-7002 | Gall Water Bottles | Culligan | \$16.33 | 5/5/2023 |
| 201-000-7002 | Blue and green flags | USA Bluebook | \$52.00 | 5/5/2023 |
| | | | \$1,334.39 | |

| Sewer | Description | Vendor | Inv. Amt | |
|--------------|-------------------------------|---------------------------|-----------------|----------|
| 301-000-6000 | Locate Fees - April | Kansas OneCall | \$75.00 | 5/5/2023 |
| 301-000-6000 | Locate Fees (unpaid from Jan) | Kansas OneCall | \$19.20 | 5/5/2023 |
| 301-000-6002 | WWTP Testing | Pace Analytical | \$1,288.00 | 5/5/2023 |
| 301-000-6002 | Uniform Shirts | Apollo Engraving & Signs | \$161.39 | 5/5/2023 |
| 301-000-6002 | Motor Service | Decker & Mattison | \$604.41 | 5/5/2023 |
| 301-000-6002 | Monthly Support | Leading Edge | \$174.45 | 5/5/2023 |
| 301-000-6002 | Lab Analysis | SDK Labs | \$1,476.00 | 5/5/2023 |
| 301-000-6003 | Uniform Service & Mats | UniFirst | \$96.11 | 5/5/2023 |
| 301-000-6005 | Phone Service | Verizon | \$81.35 | 5/5/2023 |
| 301-000-7002 | Tire Service | Tom & Dan's Tire Service | \$20.00 | 5/5/2023 |
| 301-000-7002 | Lightbar | Superior Emerg Resp. Veh. | \$699.50 | 5/5/2023 |
| 301-000-7002 | Polymer | Polydyne Inc. | \$2,295.00 | 5/5/2023 |

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|--------------|-------------------------|-------------------|-------------------|----------|
| 301-000-7002 | Gall Water Bottles | Culligan | \$16.34 | 5/5/2023 |
| 301-000-7002 | Paint & Repair Supplies | Lowe's | \$87.36 | 5/5/2023 |
| 301-000-7002 | Blue & green flags | USA Bluebook | \$52.00 | 5/5/2023 |
| 301-000-7002 | Hooks & Scraper Bar | Stainless Systems | \$1,465.00 | 5/5/2023 |
| | | | \$8,611.11 | |

| Street/Sales | Description | Vendor | Inv. Amt |
|--------------|-------------|--------|---------------|
| 403-000-7013 | | | |
| 403-000-7013 | | | |
| | | | \$0.00 |

| ASAP | Description | Vendor | Inv. Amt |
|--------------|-------------|--------|---------------|
| 801-000-4015 | | | |
| | | | \$0.00 |

| Comm Ctr | Description | Vendor | Inv. Amt |
|--------------|---------------------|---------------|-------------------|
| 811-000-6004 | Janitorial Services | FreshCo | \$500.00 5/5/2023 |
| 811-000-6026 | Rental refund | Lexi Williams | \$75.00 5/5/2023 |
| | | | \$575.00 |

| Technology Fund | Description | Vendor | Inv. Amt |
|-----------------|--------------------|----------------|-------------------|
| 812-000-6004 | Software Reinstall | Advantage Comp | \$175.00 5/5/2023 |
| | | | \$175.00 |

| Capital Improvement | Description | Vendor | Inv. Amt |
|---------------------|-------------|--------|---------------|
| 902-000-8024 | | | |
| | | | \$0.00 |

GRAND TOTAL \$43,901.16

Meeting Date: May 5, 2023
Department: Administration
Prepared By: Joseph Turner, City Administrator
Agenda Title: Mayoral Slate of Appointments

Background/Analysis – Mayor Brian Garretson is nominating the following slate of appointments:

- a. Mark Tremaine – City Attorney
- b. Mark Tremaine – City Prosecuting Attorney
- c. David “Rick” Roberts – Municipal Court Judge
- d. Michelle Nightingale – City Clerk
- e. Sheila Stevens – City Treasurer
- f. Darrin Pickering – Chief of Police
- g. Greg Henke – Fire Chief
- h. City Website – Official Newspaper
- i. Simmons Banks – Official Depository

Mayoral nominations require ratification by the city council with a majority vote.

Financial Impact – None.

Recommendation – Staff does not have a recommendation on this item.