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- A. **CALL TO ORDER/ROLL CALL**
__Brislin __Cokeley __Nisly __Scofield __Griffin __Elliott
- 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 Council Meeting, June 9, 2025
2. Approval of Invoices

Motion _____ Second _____ Vote _____
- G. **ACTION ITEMS**
1. Approve ordinance 25-04 approving fireworks during Freedom Fest

Motion _____ Second _____ Vote _____
- H. **DISCUSSION ITEMS**
1. Water rights transfer
- I. **CITY ADMINISTRATOR’S REPORT**
- J. **GOVERNING BODY COMMENTS**
- K. **ADJOURNMENT**

SUBMITTED BY: Jeff Schenk, City Administrator

MEETING DATE: June 23, 2025

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:
 - June 9, 2025, Regular Council Meeting
- Approval of Invoices

RECOMMENDATION:

Motion to approve the consent agenda as presented.

ATTACHMENTS:

Exhibit A – Minutes from June 9, 2025, Regular Council Meeting

Exhibit B – AP Invoices

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- A. **CALL TO ORDER/ROLL CALL 6:00pm**
_X_Brislin _A_Cokeley _X_Nisly _X_Scofield _X_Griffin _X_Elliott
- B. **PLEDGE OF ALLEGIANCE**
- C. **APPROVAL OF AGENDA (ADDITIONS/DELETIONS)**
Add Planning Board cases 25-2, 25-5, 25-6 to action items.
- D. **CITIZEN COMMENTS**
Luke Herren – 601 S Maple – Requests that the council leave the fireworks sales and discharge dates as they currently are. He believes that if you allow individuals to purchase them early, they will also discharge them when they are not supposed to. He would like to see us not follow the full allowance of the new state law.
- E. **CONSENT AGENDA**
1. Approval of Minutes – Regular Council Meeting, May 28, 2025
2. Approval of Invoices
3. Approval of Special Event permit for Freedom Fest beer garden (Young professionals)
4. (ADD) Approval of Special Event permit for Savannah Drive - road closure 07/03/2025.
- Motion **NISLY** Second **ELLIOTT** Vote **4-0**
- F. **ACTION ITEMS**
1. Approve Ordinance 25-03 allowing for extended fireworks season from June 20th – July 7th for sales and June 27th – July 4th for discharge.
- Motion **NISLY** Second **ELLIOTT** Vote **4-0**
2. Approve Ordinance 25-04 prohibiting fires within 1,000 feet of a bridge.
- Motion **NISLY** Second **GRIFFIN** Vote **4-0**
3. Approve Planning Commission Case #2025-2 Zoning change of vacant lot from Rural to Agricultural for Parcel 1273600002005000.
- Motion **NISLY** Second **GRIFFIN** Vote **4-0**
4. Approve Planning Commission Case #2025-5 Special use permit for addition of an awning existing structure at 10 Bluestem.
- Motion **NISLY** Second **ELLIOTT** Vote **4-0**
5. Approve Planning Commission Case #2025-6 Conditional Use permit to allow shipping containers to be utilized for office space in a commercially zoned property at 123 south Main Street.

G. DISCUSSION ITEMS

1. Reducing council from 6 to 5 members – City council would entertain an amended charter ordinance reducing the number of council members from 6-5 with a voting mayor. Currently, we only have 1 person on the ballot for 3 open seats in the November election. There is the option of individuals who would like to have a write-in campaign to still do so if they meet certain requirements.
2. KU PMC next steps – Council requests that any meetings with them be scheduled in the evening and by zoom, if possible, to allow them to attend the meetings easier.
3. Food Truck annual fee – Discussion about a possible reduced monthly fee but was not interested in doing a yearly fee. The council felt that the current fee of \$50 per day was not unreasonable.
4. Fire Department business walk-through – Would like an ordinance to allow fire department personnel to walk through businesses to work towards safe structures in our community. This would also allow the fire department to get acquainted with the structures in our community and help with employee safety in the case of medical calls and structure fires. This is not to be big brother to find and cite violations, but to know what chemicals and items are on site for safety of employees.

H. CITY ADMINISTRATOR'S REPORT

Finished budget manual / guidelines so that we can utilize it to help prep the 2026 budget. The hope is that we can give this to everyone in March with a calendar so everyone involved will know what the budget process is going to look like for the entire calendar year, so we won't be scrambling at the end of budget season to get everything completed.

I. GOVERNING BODY COMMENTS

Elliott – Flooded streets between E and F on Maple. The City Superintendent stated that they found a clog and are working to make sure the catch basin is empty.

Griffin – N/A

Scofield – Who is responsible for digging up the sewer and water lines in the Prairie Ridge addition to tap into the lines for new builds? City Admin advises that he is currently waiving manpower but that the new homeowner will have to pay for the material fees.

Nisly – Asked about the city's financials being balanced. The city clerk explained that she is in the process of working with a CPA firm to get that completed and up to date as quickly as possible. The issue arose when we changed banks, and the auditors and software company could not agree on the best way forward and it has caused a few issues between the software and the bank statements. The city audit will be in August, so the goal is to have it up to date by then.

Brislin – Asked about shoe allotments for city employees. Fire Department utilizes a uniform line item to make their purchases from. The City Clerk stated that we have a personnel policy that states the Police Department gets a \$100 allotment for boots and the public works employees get a \$200 allotment for boots and winter apparel. The mayor would entertain a change in this manner because the cost of good boots has gone up significantly.

J. **EXECUTIVE SESSION**

1. Regarding non-elected personnel performance review.

Matt Nisly moves that the City Council recess into executive session with the City Attorney to discuss matters related to an employee's employment with the City pursuant to the non-elected personnel exception in K.S.A. 75-4319(b)(1). The open meeting will resume in the city council chambers in 15 minutes (7:25 pm).

Motion **NISLY**

Second **ELLIOTT**

Vote **4-0**

Matt Nisly moves that the City Council recess into executive session with the City Attorney to discuss matters related to an employee's employment with the City pursuant to the non-elected personnel exception in K.S.A. 75-4319(b)(1). The open meeting will resume in the city council chambers in 10 minutes (7:35 pm).

Motion **NISLY**

Second **ELLIOTT**

Vote **4-0**

Matt Nisly moves that the City Council recess into executive session with the City Attorney and City Administrator to discuss matters related to an employee's employment with the City pursuant to the non-elected personnel exception in K.S.A. 75-4319(b)(1). The open meeting will resume in the city council chambers in 15 minutes (7:50 pm).

Motion **NISLY**

Second **ELLIOTT**

Vote **4-0**

Matt Nisly moves that the City Council recess into executive session with the City Attorney and City Administrator to discuss matters related to an employee's employment with the City pursuant to the non-elected personnel exception in K.S.A. 75-4319(b)(1). The open meeting will resume in the city council chambers in 15 minutes (8:06 pm).

Motion **NISLY**

Second **ELLIOTT**

Vote **4-0**

K. **ADJOURNMENT**

Nisly made a motion to adjourn the meeting.

Motion **NISLY**

Second **ELLIOTT**

Vote **4-0**

INVOICE APPROVAL LIST
6/23/2025

Gen Gov	Description	Vendor	Inv. Amt
101-101-5001	Insurance Premium	Blue Cross Blue Shield	\$752.36
101-101-6000	Cable TV	Cox Communications	\$33.56
101-101-6000	Gas Service	Kansas Gas Service	\$48.90
101-101-6002	Excise Tax Return - Form 720	Department of Treasury	\$142.27
101-101-6002	Insurance Premium	Freedom Claims Management	\$4,251.72
101-101-6002	CPA Assistance	Loyd Group	\$1,075.00
101-101-7000	Envelopes, Hanging folders, Stamp Pad, Labels	Office Plus	\$89.36
101-101-7000	Pens	UMB Card Services	\$15.99
101-101-7001	Food	UMB Card Services	\$189.17
101-101-7002	Flags	UMB Card Services	\$54.26
			\$6,652.59

Police	Description	Vendor	Inv. Amt
101-102-5001	Insurance Premium	Blue Cross Blue Shield	\$7,239.68
101-102-6000	Cable TV	Cox Communications	\$100.72
101-102-6000	Gas Service	Kansas Gas Service	\$124.20
101-102-6002	UTV Tires	Cooper Tire Service	\$622.27
101-102-6002	HVAC Repair	Gibby Sewer & Drain	\$300.00
101-102-6002	Prime Membership	UMB Card Services	\$14.99
101-102-6004	Door Openers	Access Garage Doors	\$193.00
101-102-6005	Cell Service / JetPacks / Sim Cards	Verizon	\$604.68
101-102-6007	AC Expansion Valves	Daniel Soto	\$518.00
101-102-6007	HVAC Hose, Refrigerant, Thermostat Insert	Carquest	\$380.35
101-102-7001	Food (Class)	UMB Card Services	\$35.93
101-102-7002	Flags	UMB Card Services	\$54.28
101-102-7004	Gun Supplies, Gun Light, Patrol Bag	UMB Card Services	\$388.13
101-102-7009	Stitching - Patches	Godfrey's	\$65.00
101-102-7009	Boots	UMB Card Services	\$104.00
			\$10,745.23

Street	Description	Vendor	Inv. Amt
101-103-5001	Insurance Premium	Blue Cross Blue Shield	\$1,608.01
101-103-6000	Electric	Evergy	\$36.05
101-103-6000	Gas Service	Kansas Gas Service	\$98.95
101-103-6001	Vehicle Insurance	ProValue Insurance	\$1,023.00
101-103-6002	Concrete	Mid America Redi Mix	\$1,101.64
101-103-6002	Concrete	Mid America Redi Mix	\$1,026.68
101-103-6002	Tire Repair	Tom & Dan's Tire Repair	\$17.50
101-103-6002	Windshield Replacement	Weber Auto Glass	\$295.00
101-103-6002	Title Registration	UMB Card Services	\$12.81
101-103-6003	Battery, Air Filter, Spark Plugs, Battery - Golf Cart	Carquest	\$990.44
101-103-7002	Oxygen Sensor	Rose Motor Supply	\$127.31
101-103-7002	Concrete Blade	United Rentals	\$137.48
101-103-7002	Weed Killer	UMB Card Services	\$39.99
			\$6,514.86

Fire	Description	Vendor	Inv. Amt
101-104-6000	Gas Service	Kansas Gas Service	\$101.00
101-104-6003	Haudraulic Booster	Carquest	\$180.51
101-104-6005	Cell Service	Verizon	\$144.37

101-104-7002	Air Compressor, Water, Foil, Paint	UMB Card Services	\$258.98 \$684.86
Park	Description	Vendor	Inv. Amt
101-105-7002	Flags	UMB Card Services	\$54.28 \$54.28
Court	Description	Vendor	Inv. Amt
101-106-5001	Insurance Premium (Credit for late cancellation)	Blue Cross Blue Shield	\$401.26
101-106-6002	Basic License Bundle	Axon Enterprise	\$357.50
101-106-6017	Inmate Billing	Reno County Sheriff's Dept	\$160.00
101-106-6018	Court Appointed Attorney Service	Stephenson Law Office	\$1,150.00
101-106-7001	Mileage Reimbursement	Kaley Adelhardt	\$77.00 \$1,343.24
Non-Departmental	Description	Vendor	Inv. Amt
101-109-7004	RN County Economic Development Strategic Plan	Greater Hutch	\$5,000.00
101-109-7004	Postcard Printing - Freedom Fest	Wayne's Printing & Copying	\$539.00
101-109-7014	City Strategic Planning	KU Public Management Center	\$4,420.00 \$9,959.00
GENERAL TOTAL			\$35,954.06
Water	Description	Vendor	Inv. Amt
201-000-5001	Insurance Premium	Blue Cross Blue Shield	\$755.19
201-000-6001	Audit Premium	ProValue Insurance	\$1,342.00
201-000-6002	Postage	UMB Card Services	\$9.70
201-000-6005	Cell Service	Verizon	\$130.21
201-000-7000	Envelope Box	UMB Card Services	\$20.99 \$2,258.09
Water Emergency Replacer	Description	Vendor	Inv. Amt
204-000-8002			\$0.00
Sewer	Description	Vendor	Inv. Amt
301-000-5001	Insurance Premium (Credit for late cancellation)	Blue Cross Blue Shield	\$1,036.02
301-000-6002	Yearly Calibration	QA Balance Services	\$225.00
301-000-6002	Wastewater Grit	Reno County Solid Waste	\$126.00
301-000-6005	Lift Station Service	Verizon	\$300.36
301-000-7002	Belt	Rose Motor Supply	\$8.70 (\$375.96)
Employee Benefits	Description	Vendor	Inv. Amt
501-000-5007	Life Insurance Premiums	Dearborn Life Insurance Company	\$312.45 \$312.45
Donations	Description	Vendor	Inv. Amt
702-000-6004	FF - Axe It Up Hutch Rental	UMB Card Services	\$350.00 \$350.00
Community Center	Description	Vendor	Inv. Amt
811-000-6000	Gas Service	Kansas Gas Service	\$103.74

811-000-7002	Flags	UMB Card Services	\$54.28
			\$158.02
Building Reserve	Description	Vendor	Inv. Amt
902-000-8024	Ballfield Irrigation Hookups, electronic valves	Sallee Lawn Care	\$9,780.16
			\$9,780.16
		GRAND TOTAL	\$48,436.82

ORDINANCE NO. 25-04

AN ORDINANCE TEMPORARILY AMENDING CHAPTER 7, ARTICLE 3, SECTION 7-302(a) OF THE CODE OF THE CITY OF SOUTH HUTCHINSON, KANSAS, TO PERMIT THE DISCHARGE OF CONSUMER FIREWORKS ON JULY 5, 2025, FOR THE FREEDOM FEST CELEBRATION.

WHEREAS, the City of South Hutchinson will be holding its Freedom Fest celebration on July 5, 2025; and

WHEREAS, the Governing Body finds it appropriate to permit the discharge of DOT Division 1.4G Consumer Fireworks on that date for public enjoyment;

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

SECTION 1. Notwithstanding the provisions of Section 7-302(a) of the Code of the City of South Hutchinson, Kansas, the discharge of DOT Division 1.4G Consumer Fireworks shall be permitted within the city limits on July 5, 2025, between the hours of 8:00 a.m. and 11:00 p.m.

SECTION 2. This Ordinance shall be construed as a temporary and one-time exception for July 5, 2025, only, and shall not amend or repeal any permanent provisions of the South Hutchinson City Code.

SECTION 3. This Ordinance shall be effective upon its passage and publication on the South Hutchinson City website, www.southhutch.com, the official city newspaper.

PASSED AND APPROVED by the Governing Body of the City of South Hutchinson, Kansas, this 23rd day of June, 2025.

Dina Brislin, Mayor

ATTEST:

Katie Marcum, City Clerk