

-
- 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. **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)

Motion _____ Second _____ Vote _____
- F. **ACTION ITEMS**
1. Approve Ordinance 25-03 allowing for extended fireworks season.

Motion _____ Second _____ Vote _____

2. Approve Ordinance 25-04 prohibiting fires within 1,000 feet of a bridge.

Motion _____ Second _____ Vote _____
- G. **DISCUSSION ITEMS**
1. Reducing council from 6 to 5 members
2. KU PMC next steps
3. Food Truck annual fee
4. Fire Department business walk-through
- H. **CITY ADMINISTRATOR’S REPORT**
- I. **GOVERNING BODY COMMENTS**
- J. **EXECUTIVE SESSION**
1. Regarding non-elected personnel performance review.
- K. **ADJOURNMENT**

SUBMITTED BY: Jeff Schenk, City Administrator

MEETING DATE: June 9, 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:
 - May 27, 2025, Regular Council Meeting
- Approval of Invoices
- Approval of Special Event permit for Freedom Fest Beer Garden (Young Professionals)

RECOMMENDATION:

Motion to approve the consent agenda as presented.

ATTACHMENTS:

Exhibit A – Minutes from May 27, 2025, Regular Council Meeting

Exhibit B – AP Invoices

- A. **CALL TO ORDER/ROLL CALL 6:00 pm**
_X_Brislin _X_Cokeley _A_Nisly _X_Scofield _L_Griffin _X_Elliott
Griffin - late: 6:06pm

B. **PLEDGE OF ALLEGIANCE**

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

Add approval of Resolution 25-02 for the Purchase of Real Property

Add approval of the Food Truck Policy

D. **CITIZEN COMMENTS**

E. **CONSENT AGENDA**

1. Approval of Minutes – Regular Council Meeting, May 12, 2025

2. Approval of Invoices

Motion SCOFIELD

Second ELLIOTT

Vote 3-0

F. **ACTION ITEMS**

1. Approve awarding contract to Circle C Paving for chip seal project

Motion COKELEY

Second ELLIOTT

Vote 4-0

2. Approval Resolution 25-02 for the Purchase of Real Property

Motion COKELEY

Second ELLIOTT

Vote 3-1 Griffin

3. Approve Food Truck Policy

Motion COKELEY

Second SCOFIELD

Vote 4-0

G. **DISCUSSION ITEMS**

County and City of Hutchinson are discussing a countywide sales tax increase. The council will need to decide when it gets closer whether we as a city are going to be in favor of the increase or not. The County would like to see a .5% increase and the City of Hutchinson would like a 1% increase.

H. **CITY ADMINISTRATOR'S REPORT**

During Freedom Fest the Young Professionals are going to run the Beer Garden as a fundraiser with the proceeds to go to the United Way.

KDHE Consent order due to high chlorides from Tyson. Tyson is working with a new company to try to get the chloride levels down. KDHE can grant an extension, or they can begin to fine us for non-compliance. If we get fined there will be an ordinance for approval that will then levy fees to anyone who goes over the maximum output of any commercial waste. These fines will then go to pay for any fees the state charges us or for infrastructure to fix the problem.

Next week Jeff will be attending dinner with Hutchinson Regional Medical Center who is bringing in several doctors. He will have the chance to highlight our city and what we can offer to anyone who moves to this area to work at the hospital.

I. GOVERNING BODY COMMENTS

Elliott – Asked about possible improvements to the disc golf course? Jeff stated that we will be building a launchpad with dirt, planting trees and bringing in someone to construct a screening with railroad ties.

Asked about an update on the Admin position as well as the Utility Clerk position. Jeff stated we have sent out a request for interviews for the Admin position for later this week. Still working to narrow down the list for interviews for the Utility Clerk position.

Valerie – Wanted to bring to the attention of city staff the hole at Ave F and Poplar that needs to be fixed. You are unable to see it until you have hit it. Also feels that there is a safety issue with the kids in the same area that are on bikes that have no regard for traffic. She is afraid someone is not going to see them or feel like they can go and the child rides their bike out in front of a car and gets hit.

Scotfield- Stated he will not be refiling for his seat and that the filing deadline is 06/02/2025 by noon. There are 3 seats that are open and no one has filed for them yet.

Cokeley – The company bidding the Bison Arena project indicated they would need somewhere to dump dirt. It would be free dirt. They will be working with Wichita Tractor to fill their property but whatever is left will need to go somewhere. Jeff stated that the city has places that we could use it.

Brislin – Working on City Admin's evaluation. Will be scheduled for open meeting on Thursday 05/29/2025 at 6:30 p.m.

J. ADJOURNMENT

Scotfield made a motion to adjourn the meeting at 6:45 p.m.

Motion **SCOTFIELD**

Second **ELLIOTT**

Vote **4-0**

A. **CALL TO ORDER/ROLL CALL 6:37 pm**
_X_Brislin _X_Cokeley _X_Nisly _A_Scofield _X_Griffin _A_Elliott

B. **EXECUTIVE SESSION**

1. Regarding unelected personnel performance review

Nisly moves the City Council recess into executive session with the City Administrator and City Attorney to discuss matters related to an employee with the City pursuant to the non-elected personnel exception in K.S.A. 75-4319(b)(1) for 30 minutes, to resume in council chambers at 7:09 pm.

Motion **NISLY** Second **GRIFFIN** Vote **3-0**

Nisly moves the City Council recess into executive session with the City Administrator and City Attorney to discuss matters related to an employee with the City pursuant to the non-elected personnel exception in K.S.A. 75-4319(b)(1) for 20 minutes, to resume in council chambers at 7:29 pm.

Motion **NISLY** Second **COKELEY** Vote **3-0**

Griffin moves the City Council recess into executive session with the City Administrator and City Attorney to discuss matters related to an employee with the City pursuant to the non-elected personnel exception in K.S.A. 75-4319(b)(1) for 15 minutes, to resume in council chambers at 7:45 pm.

Motion **GRIFFIN** Second **COKELEY** Vote **3-0**

C. **ADJOURNMENT**

Nisly made a motion to adjourn the meeting.

Motion **NISLY** Second **COKELEY** Vote **3-0**

INVOICE APPROVAL LIST

6/9/2025

Gen Gov

	Description	Vendor	Inv. Amt
101-101-7004	Water	Culligan	\$46.50
101-101-6000	Electric	Evergy	\$240.54
101-101-6002	Cleaning	FreshCo Cleaning & Restoration	\$225.00
101-101-6000	Phone Service	IdeaTek	\$253.64
101-101-7005	Reimbursement	Jeff Schenk	\$225.00
101-101-6002	IT Services	Leading Edge Technology Partners	\$323.13
101-101-7005	Reimbursement	Katie Marcum	\$75.00
101-101-6016	Attorney Service	Cody Smith	\$2,000.00
101-101-6004	Mats	Unifirst	\$38.16
101-101-5000	Insurance Premium	Vision Care Direct	\$5.54
			\$3,432.51

Police

	Description	Vendor	Inv. Amt
101-102-7003	Fuel	Bridgman Oil	\$1,742.70
101-102-6002	Water	Culligan	\$33.50
101-102-6000	Electric	Evergy	\$406.95
101-102-7009	Shirts	Fincher's Findings	\$147.12
101-102-6000	Phone Service	IdeaTek	\$309.46
101-102-6002	IT Services	Leading Edge Technology Partners	\$403.37
101-102-6002	Cleaning	Mary Schenk	\$150.00
101-102-5000	Insurance Premium	Vision Care Direct	\$131.16
101-102-6002	Re-Program Camera Triggers	What The Flash	\$317.44
			\$3,641.70

Street

	Description	Vendor	Inv. Amt
101-103-7003	Fuel	Bridgman Oil	\$702.48
101-103-6002	Water	Culligan	\$20.66
101-103-6000	Electric	Evergy	\$431.05
101-103-6002	Drug Screen	Hutchinson Clinic	\$50.00
101-103-7002	Bolt	KanEquip	\$6.24
101-103-6002	Locates	Kansas One Call	\$22.16
101-103-6002	IT Services	Leading Edge Technology Partners	\$323.13
101-103-7002	Fuel Primer Bowl	Prairieland Partners	\$16.00
101-103-7009	Uniforms	Unifirst	\$24.40
101-103-6004	Supplies, Fees	Unifirst	\$95.40
101-103-7002	Mosquito Spray, Weed Killer	VanDiest Supply	\$615.50
101-103-5000	Insurance Premium	Vision Care Direct	\$75.51
			\$2,382.53

Fire

	Description	Vendor	Inv. Amt
101-104-7003	Fuel	Bridgman Oil	\$222.10
101-104-6000	Electric	Evergy	\$352.60
101-104-6000	Phone Service	IdeaTek	\$26.09
101-104-6002	IT Services	Leading Edge Technology Partners	\$323.13
101-104-6003	Heavy Duty Battery	Rose Motor Supply	\$495.85
101-104-7002	Antifreeze	Rose Motor Supply	\$15.97
			\$1,435.74

Park

	Description	Vendor	Inv. Amt
101-105-6000	Electric	Evergy	\$150.26

\$150.26

Court	Description	Vendor	Inv. Amt
101-106-6016	Judge Services	Ethan Kaplan	\$1,100.00
101-106-6002	Translation Services	Alex Lizalde	\$40.00
101-106-6015	Court Fees	Office of the State Treasurer	\$282.00
101-106-6016	Prosecutor Service	Cody Smith	\$1,100.00
101-106-5000	Insurance Premium	Vision Care Direct	\$11.44
			\$2,533.44

Non-Departmental	Description	Vendor	Inv. Amt
101-109-8002	Add Zoning / Subdivision Regulations	Citycode Financial	\$1,000.00
101-109-6000	Electric	Evergy	\$5,943.14
			\$6,943.14

GENERAL TOTAL **\$20,519.32**

Water	Description	Vendor	Inv. Amt
201-000-7003	Fuel	Bridgman Oil	\$272.24
201-000-7002	Master Padlocks	CK's Lock and Key	\$469.20
201-000-7002	Ball Valve	Core & Main	\$594.51
201-000-6002	Water	Culligan	\$20.67
201-000-6000	Electric	Evergy	\$4,540.08
201-000-6002	Locates	Kansas One Call	\$22.17
201-000-6002	IT Services	Leading Edge Technology Partners	\$323.13
201-000-7009	Uniforms	Unifirst	\$24.40
201-000-6004	Supplies, Fees	Unifirst	\$95.40
201-000-7002	Weed Killer	VanDiest Supply	\$86.00
201-000-5000	Insurance Premium	Vision Care Direct	\$17.67
			\$6,430.13

Water Emergency Replacem	Description	Vendor	Inv. Amt
204-000-8002	Water Division Fee	KS Dept of Agriculture	\$400.00
			\$400.00

Sewer	Description	Vendor	Inv. Amt
301-000-7002	Fuel	Bridgman Oil	\$354.87
301-000-7002	Motor, Capacitor	Central Electric Motor Specialties	\$393.00
301-000-7002	Generator Regulator	Central Power Systems & Service	\$1,848.26
301-000-6002	Water	Culligan	\$20.67
301-000-7002	Boots	Ty Dunn	\$174.99
301-000-6000	Electric	Evergy	\$11,355.02
301-000-6000	Phone Service	IdeaTek	\$32.75
301-000-6002	Locates	Kansas One Call	\$22.17
301-000-6002	IT Services	Leading Edge Technology Partners	\$323.12
301-000-7002	Pump Vac	Smith & Loveless Inc	\$730.77
301-000-7009	Uniforms	Unifirst	\$48.80
301-000-6004	Supplies, Fees	Unifirst	\$95.40
301-000-7002	Weed Killer	VanDiest Supply	\$86.00
301-000-5000	Insurance Premium	Vision Care Direct	\$10.92
301-000-7002	UV Lamps	Xylem Water Solutions USA	\$11,123.00
			\$26,597.90

ASAP	Description	Vendor	Inv. Amt
801-000-6004	Apply Bond - Loya	South Hutchinson Municipal Court	\$150.00
			\$150.00
ARPA	Description	Vendor	Inv. Amt
808-000-7004	SH Pedestrian Signal Modification	JEO Consulting Group	\$3,000.00
808-000-7004	SH Chip Seal Planning	JEO Consulting Group	\$500.00
			\$3,500.00
Community Center	Description	Vendor	Inv. Amt
811-000-6000	Electric	Evergy	\$316.53
811-000-6004	Cleaning	FreshCo Cleaning & Restoration	\$650.00
			\$966.53
Building Reserve	Description	Vendor	Inv. Amt
902-000-8024	Roll Gate Fence	Reddi Fence	\$3,173.00
			\$3,173.00
		GRAND TOTAL	\$61,736.88

ORDINANCE NO. 25-03

AN ORDINANCE AMENDING CHAPTER 7, ARTICLE 3, SECTIONS 7-302(a) AND 703(e) OF THE CODE OF THE CITY OF SOUTH HUTCHINSON, KANSAS, RELATED TO THE DISCHARGE AND SALE OF FIREWORKS

WITNESSETH:

WHEREAS, the Governing Body of the City of South Hutchinson, Kansas, has determined that Chapter 7, Article 3, Sections 7-302(a) and 7-303(e) of the Code of the City of South Hutchinson, Kansas, regulating the dates and times that fireworks can be sold and discharged within the City of South Hutchinson should be amended.

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

SECTION 1. Chapter 7, Article 3, Section 7-302(a) of the City Code of the City of South Hutchinson, Kansas is hereby amended to read as follows:

7-302. Discharge unlawful; exception.

(a) DOT Division 1.4G Consumer Fireworks as defined by the Federal Department of Transportation, the State of Kansas and approved by the South Hutchinson Fire Chief are permitted in any year to be discharged between the hours of 8:00 a.m. to 11:00 p.m. from June 20th to July 7th inclusive.

SECTION 2. Chapter 7, Article 3, Section 7-303(e) of the City Code of the City of South Hutchinson, Kansas is hereby amended to read as follows:

7-303. DOT Division 1.4G Consumer Fireworks; Sale and Regulation thereof.

(e) Approved fireworks may be offered for sale to individuals within the city limits of The City of South Hutchinson, Kansas, with approved permit, on the following dates, to-wit, June 20th to July 7th from 8:00 a.m. to 11:00 p.m., inclusive.

SECTION 3. All other ordinances, or parts thereof, or City policies inconsistent with Sections 1 and 2 hereof, are hereby repealed and held for naught.

SECTION 4. This Ordinance shall be effective upon its passage and publication on the South Hutchinson City website, www.southhutch.com, the official city newspaper.

PASSED, APPROVED AND ADOPTED by the governing body of the City of South Hutchinson, Kansas, this 9th day of June, 2025.

Dina Brislin, Mayor

ATTEST:

Katie Marcum, City Clerk

ORDINANCE NO. 25-04

AN ORDINANCE PROHIBITING FIRES WITHIN 1,000 FEET OF BRIDGES IN THE CITY OF SOUTH HUTCHINSON, KANSAS, AND AMENDING THE CITY CODE TO ADD SECTION 7-104.

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

SECTION 1. ADDITION.

Section 7-104 of the Code of the City of South Hutchinson, Kansas, is hereby added to read as follows:

“7-104. Fires Prohibited Within 1,000 Feet of a Bridge.

(a) Purpose. The purpose of this section is to protect public infrastructure and promote public safety by prohibiting fires in close proximity to bridges within the city.

(b) Prohibition. It shall be unlawful for any person to start, ignite, or maintain any open fire, including but not limited to recreational fires, bonfires, burn barrels, or any other type of combustion-based flame, within 1,000 feet of any bridge located within the city.

(c) Exceptions. This section shall not apply to:

(1) Fires conducted or authorized by a governmental agency for training or infrastructure maintenance;

(2) Fires used for cooking on commercially manufactured grills or smokers, provided they are not located within 100 feet of a bridge;

(3) Fires expressly permitted in writing by the South Hutchinson Fire Department following inspection and written approval.

(d) Enforcement and Penalty. A violation of this section is a Class C misdemeanor. Any person convicted of a violation shall be punished by a fine not to exceed \$500, imprisonment in the county jail for a term not to exceed 30 days, or both such fine and imprisonment.

(e) Distance Measurement. For purposes of this section, distance shall be measured from the outermost structural edge of the bridge to the location of the fire in a straight line (“as the crow flies”).”

SECTION 2. SEVERABILITY.

If any portion of this ordinance is deemed invalid, the remaining provisions shall remain in full force and effect.

SECTION 3. EFFECTIVE DATE.

This ordinance shall take effect and be in force upon its passage and publication on the South Hutchinson City website, www.southhutch.com, the official city newspaper.

PASSED, APPROVED AND ADOPTED by the governing body of the City of South Hutchinson, Kansas, this 9th day of June 2025.

Dina Brislin, Mayor

ATTEST:

Katie Marcum, City Clerk

Fire Department Monthly Activity Report

May 2025

- . Started hydrant flow testing.
- . Attended County Chiefs' meeting
- . Attended Collins bus family event with Q87
- . Crews did live propane burn training at HCC
- . Crews trained on UTV ops
- . Collins bus facility walkthrough
- . Morton Salt facility walkthrough
- . School fun day at Elementary school
- . Approved 4 fireworks stand site plans
- . Received 7 sets of bunker gear through a 100% paid grant
- . 214 runs to date

June 6, 2025



PUBLIC WORKS WEEKLY REPORT

From Matt Mock, Public Works Superintendent

Date: June 1, 2025 – June 6, 2025

Streets

- Mowing of splash pad, community building, city hall, 3rd street, 7th street, veterans
- Mowing of wells, ball fields, big tower
- Mowing of West Blanchard (Allen)
- Concrete work on Plum
- Water leak on Wilbeck
- Service all mowers
- Changed oil in 2024 F250
- Greased mower and sharpened blades on big tractor (Allen)
- Put out NO Parking and barricades out for our lady of Guadalupe Church
- Clean out culverts on 3rd street, walnut,
- Laid patio breaks around drop box

Water

- Weekly checks and inspections completed.
- One call utility locates.
- Water residuals.
- Concrete work on Plum
- Fire Hyd. Work at sewer plant
- Cleaning of the shops
- Cleaning of the Wells for inspection for June 26th
- Flushed Dead ends
- Sprayed weeds at Pd, fire, office, splash pad, ballfields, comm. Build.

Wastewater

- Daily and weekly inspections completed.
- One call utility locates.
- Monthly KDHE state test collected and sent for analysis.
- Cleaned clarifiers and UV bulbs/channels
- Changed UV bulbs
- Called and checked lift station phones
- Training for Ryhan
- Changed air valve on Air compressor
- KDHE DMR reports in and done
- Mowing around the wastewater plant
- Got mixer quotes
- Pulled pump from Digester #3 and cleaned

INCIDENTS FOR THE MONTH OF MAY			
911 Hangup	11	Harassment	2
Accident	13	Juvenile Complaint	1
Accident H&R	0	JUVENILE SEX OFFENSE-PAST	0
Accident Injury	0	Lost Property	0
Aggravated Battery	1	Mental Subject	0
Alarm Burg	7	Miscellaneous	26
Animal Bite/Scratch	1	Missing Person	0
Animal Complaint	15	Mutual Aid / Assist	4
Armed Person	0	Noise Complaint	0
Battery	0	Open Door-Window	1
Building Check	34	Overdose	1
Burglary	1	Parking Complaint	2
Card-Respiratory Arrest/Death	3	PFA-Restraining Order	0
Child Abuse - Neglect	0	Public Assist	15
Child Locked In Car	0	Runaway	0
Civil Matter	4	Search Warrant	1
Civil Process	3	Sex Offense - Adult	0
Community Engagement	7	Sex Offense - Juvenile	0
CRIMINAL DMG-PAST	0	Shooting	0
Custody Dispute	0	Sick/Injured Animal	0
Damage to Property/Vandalism	1	Stolen Vehicle	1
Deceased Person	0	Suicidal Subject	3
Disabled Vehicle	7	SUSPICIOUS ACTIVITY-PAST	0
Dispatch Handled	1	Suspicious Event	10
Disturbance	11	Theft	2
DISTURBANCE-PAST	1	THEFT-PAST	1
Drug Activity	0	Threats	0
DUI	0	Traffic Complaint	5
Emergency Message	0	Traffic Control	2
Fall	0	Traffic Hazard	8
FI	16	Traffic Stop	112
Fire-Structure	1	Trespass	1
Forgery	2	TROUBLE W/ SUBJECT-PAST	0
Found Property	1	Trouble w/Subject	7
FRAUD / DECEPTION	0	Unknown	9
Funeral Escort	1	Warrant Service	5
Gunshots in Area	0	Welfare Check	15
		Total:	376

Notes: The roof A/C number 4 is having issues again with not cooling. This is the third or fourth time this unit has gone down. We have put a band aid on it the last few times it has been repaired so we need to look at replacing that unit. We are in the process of getting quotes now. The 2015 Dodge charger has had a ton of issues. It has been in the shop here lately more than it has been on the road. It has an exhaust or gas odder that fills up the inside of the car. I would like to get rid of this car and purchase an SUV for Captain Hirt and pass his patrol car down to SGT. Gabrielson. The Charger has 92600 miles on it now.