

**City of Spring Hill, Kansas**  
**Minutes of City Council Regular Session**  
**February 9, 2023**

A Regular Session of the City Council was held in the Spring Hill Civic Center, 401 N. Madison, Council Chambers, Spring Hill, Kansas on February 9, 2023. The meeting convened at 7:00p.m. with Mayor Berkey presiding and Glenda Gerrity, City Clerk, recording.

Councilmembers in attendance:           Diana Roth  
  Brian Peel  
  Chad Young  
  Wendy North  
  Chip VanHouden

Staff in attendance:                         Lane Massey, City Administrator  
  Rhonda Dunn, Finance Director  
  Cindy Henson, Chief of Police  
  Jackie Messer, Director of Public Works  
  Monakisha Jones, Human Resources Director

Consultants in attendance:                 Spencer Low, City Attorney  
  Dan Miller, City Engineer

**INVOCATION**

The invocation was given by Councilmember Roth.

**PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was recited.

**ROLL CALL**

The City Clerk called the roll of the City Council. With a quorum present, the meeting commenced.

**APPROVAL OF THE AGENDA**

The Mayor requested to add an Executive Session.

**Motion by** Roth, seconded by North, to approve the agenda as revised. Motion carried 5-0-0.

**PRESENTATIONS:**

**DEBT ANALYSIS, RAYMOND JAMES PUBLIC FINANCE, Mr. Greg Vahrenberg**

Mr. Vahrenberg presented Spring Hill's debt profile and financial overview.

**2022-YEAR END REVIEW – SPRING HILL POLICE DEPARTMENT, Chief Henson**

Chief Henson presented the 2022-year end review report for the police department.

**2022-YEAR END REVIEW – SPRING HILL PUBLIC WORKS DEPARTMENT, Mr. Jackie Messer**

Mr. Messer presented the 2022-year end review report for the public works department.

**CITIZEN PARTICIPATION**

No one spoke during Citizen Participation

**CONSENT AGENDA**

1. **Approval of Minutes: January 26, 2023, Regular Meeting**
2. **Consider Approval of Appropriation Order No. 2023-02-09**
3. **Consider Approval of Massage Establishment License: Hands on Healing Therapeutic Massage**
4. **Consider Approval of Separation and Release Agreement**
5. **Consider Approval of Time Extension and Reduction in Retainage for Lexeco Construction (2022 Intersection Improvements)**
6. **Consider Approval of C&B Equipment Midwest-KC Invoice (Emergency Replacement of Flyght Pump for the North Lift Station)**
7. **Consider Approval of Amendment to Budgeted Item for Upfitting the 2023 Marked Police Units**
8. **Consider Approval of Reimbursement of Developer’s Engineering Costs from BASE Grant Funds (for Street Construction Project on North Webster Street)**
9. **Consider Approval of Engineering Agreement with Lamp Rynearson for Water System Operations Feasibility Study**

**Motion by** Roth, seconded by North, to approve the consent agenda as presented. Motion carried 5-0-0.

**FORMAL COUNCIL ACTION**

**10. Consider Approval of Parks Advisory Board Appointment**

Mayor Berkey nominated Alyssa O’Conner to serve on the Parks Board (for a term ending February 2025)

**Motion by** Roth, seconded by Peel, to accept the appointment of Alyssa O’Conner to the Parks Board. Motion passed 5-0-0.

**11. Consider Task Order for Design and Construction Services for Lamp Rynearson (2023 Street Improvement Program)**

**Motion by** Roth, seconded by North, to approve the 2023 Street Improvement Program with minor adjustments as necessary based on actual contract bids. Provided that the program is approved, recommend approval of the Lamp Rynearson Task Order to provide design and construction services in the amount of \$141,400.00.

Motion carried 5-0-0.

**12. Consider Approval of Resolution No. 2023-R-06: Adopting the Employee Purchasing Card Handbook (Revised Edition, 2023) for the City of Spring Hill, Kansas**

**Motion by** Roth, seconded by Young, to approve Resolution No. 2023-R-06 adopting the Employee Purchasing Card Handbook, Revised Edition 2023, of the City of Spring Hill, Kansas.

Motion carried 5-0-0.

**13. Consider Approval of Resolution No. 2023-R-07: Adopting Duty Equipment, Clothing and Boot Policy (First Edition, 2023) of the City of Spring Hill, Kansas**

**Motion by** Roth, seconded by Young, to approve Resolution No. 2023-R-07 adopting the Duty Equipment, Clothing and Boot Policy, First Edition 2023, of the City of Spring Hill, Kansas.

Motion carried 5-0-0.

**14. Consider Approval of Resolution No. 2023-R-08: Adopting the Travel Policy (First Edition, 2023) of the City of Spring Hill, Kansas**

**Motion by** Roth, seconded by Young, to approve Resolution No. 2023-R-08 adopting the Travel Policy, First Edition 2023, of the City of Spring Hill, Kansas.

Motion carried 5-0-0.

**EXECUTIVE SESSION**

**Motion by** Roth, seconded by Peel, to recess into Executive Session for 10 minutes to receive advice of counsel pursuant to the attorney-client privilege exception of K.S.A. 75-4319 (b) (2) of the Kansas Open Meetings Act. The open meeting will resume in the City Council Chambers at 9:05p.m. No formal action is anticipated following the session. Persons to be in attendance are the following: Lane Massey, City Administrator, and Spencer Low, City Attorney.

Motion carried 5-0-0.

The meeting recessed at 8:55p.m.

The Mayor stated, let the record reflect that the Governing Body reconvened into the open meeting at 9:05p.m., with everyone present. No votes were taken, or decisions made during the executive session. The discussion was limited to the subject stated.

**ADJOURN**

**Motion by** Peel, seconded by Roth, to adjourn. Motion carried 5-0-0.

The meeting adjourned at 9:06p.m.

/s/ Glenda Gerrity  
Glenda Gerrity, City Clerk

Approved by the Governing Body on February 23, 2023.