

**City of Spring Hill, Kansas**  
**Minutes of City Council Regular Session**  
**March 14, 2019**

A Regular Session of the City Council was held in the Spring Hill Civic Center, 401 N. Madison, Council Chambers, Spring Hill, Kansas on March 14, 2019. The meeting convened at 7:00p.m. with Mayor Ellis presiding and Glenda Gerrity, City Clerk, recording.

Councilmembers in attendance:           Chris Leaton  
  Tim Pittman  
  Floyd Koder  
  Chad Eckert

Councilmembers absent:                    Andrea Hughes

Staff in attendance:                         Jim Hendershot, City Administrator  
  Melanie Landis, Asst. City Administrator  
  Jose Leon, Asst. City Administrator  
  Lance Wipf, Interim Chief of Police

Consultants in attendance:                 Frank Jenkins, City Attorney

**INVOCATION**

The invocation was given by Pastor Michael Brown, Spring Hill United Methodist Church.

**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**

**Motion by** Leaton, seconded by Eckert, to approve the agenda. Motion carried 4-0-0.

**CITIZEN PARTICIPATION**

Mr. Tim Spader, 601 N. Jackson, gave a brief history of what he has endured over the last five years regard the code violations at 504 N. Jackson. Mr. Spader is not pleased with the results and is asking for help. The Mayor requested that the City Administrator and City Attorney meet with the City Prosecutor and understand what's happening and what enforcement options exist so that everyone can have peaceful enjoyment of their property.

## **PRESENTATION**

### **Property/Casualty Liability Insurance, The Reilly Company**

Mr. Kevin O'Brien thanked City staff for the hard work and assistance during the preparation and presented the insurance proposal for April 1, 2019 to April 1, 2020. Mr. O'Brien reported that the insurance marketplace in 2019 remains reasonably stable as it has been in the past several years. However, with the 2017 storms and 2018 California wildfires, insurance companies have just begun to roll out slight increases in property premiums. Fortunately, the City still enjoys very reasonable premiums despite a large increase in work comp claims in the past year. Mr. O'Brien provided a summary of changes in coverage from 2018 to 2019.

Mr. O'Brien recommended the consideration of Pollution Insurance coverage for the City. After discussion, staff was advised to contact Kansas Department of Health & Environment and review what is covered under the State permit. Staff will report those findings to Councilman Leaton and Councilman Koder and then report back to the City Council for a recommendation regarding this additional coverage.

The Mayor thanked Mr. O'Brien for the information and presentation.

## **CONSENT AGENDA**

Motion by Leaton, seconded by Pittman, to approve the consent agenda

- 1. Approval of Minutes: February 28, 2019**
- 2. Appropriation Order 2019-03-14**
- 3. Consider Approval of Agreement: Swimming Lessons, YMCA**
- 4. Consider Approval of Reimbursement Agreement: Dayton Creek, Special Benefit District Phase 4, Sixth Plat, PV Investments**

Motion carried 4-0-0

## **FORMAL COUNCIL ACTION**

### **5. Consider Appointment of Chief of Police**

The Mayor requested that the City Administrator present this item on his behalf. The City Administrator stated that the job notice was posted in the official City newspaper, social media sites and professional organization sites. He gave an overview of the interview process, which included a professional law enforcement committee, city management committee and two finalists were interviewed by the Mayor and City Administrator. Mr. Hendershot reported that five applicants were interviewed for the position and gave an overview of the qualifications of the final candidate for the position of Chief of Police.

The City Administrator respectfully recommended to Mayor Ellis the hiring of Cindy Henson for the position of Spring Hill Chief of Police. Ms. Henson is currently a Major in the Overland Park Police Department and possesses the qualifications necessary to fulfill the requirements of the position. Ms. Henson has successfully passed the required background check and expressed her desire to commence employment with the City of Spring Hill on Monday, April 8, 2019. This recommendation includes a salary below the 50<sup>th</sup> percentile of the established range, relocation expenses (\$8,000), recognition of Ms. Henson's 26 years of service in municipal law enforcement for the purposes of vacation accrual and allows twelve months to establish a residence within the city limits of Spring Hill.

The Mayor thanked the City Administrator and members of the interview committees. The Mayor nominated Cindy Henson for the position of Chief of Police for the City of Spring Hill, Kansas and to give these officers the leadership they deserve.

**Motion by** Leaton, seconded by Eckert, to approve the nomination of Cindy Henson for the position of Chief of Police for the City of Spring Hill, Kansas. Motion carried 4-0-0.

The Mayor congratulated Chief Henson and stated that her experience, leadership and ideas that she has and the ideals that she holds are going to propel this police department beyond its wildest expectations. Ms. Henson responded, "The bar has been set, folks."

## **PRESENTATION**

### **Recognition of Interim Chief Lance Wipf**

The City Administrator and the Mayor recognized the dedicated service of Sgt. Lance Wipf, who has been Interim Chief over the last year. Mr. Hendershot gave a report of the outstanding work that he has accomplished during this time and presented him with a certificate of professionalism. The Mayor thanked Interim Chief Wipf for holding the department together and the sacrifices he made over the last year. The Mayor, along with the City Council, presented a small token of appreciation to Sgt. Wipf for his service as Interim Chief Wipf.

### **6. Consider Award of Bid: Mowing and Landscape Maintenance, Spring Hill Cemetery**

Assistant City Administrator Landis reported that a Request for Proposal for mowing services for the Spring Hill Cemetery was released on December 28, 2018. Four responses were received and considered by the Board.

At its meeting on Friday, March 1, 2019, the Cemetery Board voted unanimously to recommend to the City Council acceptance of the bid from Downey Lawn Care, LLC. This was not the lowest bid received; however, the Board feels that this company has adequate personnel, equipment and an emergency plan for providing the service needed at the Cemetery. The recommended bid is \$900.00 per complete service which include mowing, trimming, etc. Additionally, the application of pre-emergent in the spring for a cost of \$1,350.00. The cost of mowing services is paid by the Cemetery Board from operating funds partially supported by the City of Spring Hill through an annually approved appropriation.

Staff recommended that the City Council accept the bid provided by Downey Lawn Care, LLC for mowing of the Spring Hill Cemetery.

**Motion by** Leaton, seconded by Eckert, to accept the bid provided by Downey Lawn Care, LLC for mowing of the Spring Hill Cemetery. Motion carried 4-0-0.

**7. Consider Approval of Ordinance No. 2019-05: Amendment to Spring Hill Municipal Code (SHMC), Ch. III, Article 7. Permitting Retailers of Cereal Malt Beverage to sell beer containing not more than 6% alcohol by volume**

The City Attorney presented the ordinance amending Chapter III, Article 7 of the SHMC to comply with the Kansas Legislature amendments to Cereal Malt Beverage laws. The city's application process for a CMB license will not change and the requirements to qualify for a CMB license will not change.

The City Attorney recommended adoption of the ordinance.

**Motion by** Leaton, seconded by Pittman, to approve Ordinance No. 2019-05. Motion carried by roll 4-0-0. Leaton-yea, Eckert-yea, Pittman-yea, Koder-yea.

**8. Consider Approval of Resolution 2019-R-04: Authorizing an Agreement with Richard Caplan and Associates for a Housing Needs Analysis Related to Oak Woods Subdivision pursuant to the Kansas Rural Housing Incentive District Act**

The City Administrator presented the resolution authorizing an Agreement with Richard Caplan and Associates for a Housing Needs Analysis related to Oakwoods Subdivision pursuant to the Kansas Rural Housing Incentive District Act. The work will be a compliment to the previously completed Housing Needs Assessment dated November 30, 2016. Cost of the Housing Needs Assessment is \$2,500 with payment derived thru the previously approved funding agreement with Matt Adams Development in the amount of \$7,500 that has been received.

Staff recommended adoption of Resolution No. 2019-R-04 authorizing an Agreement with Richard Caplan and Associates for a Housing Needs Analysis related to Oakwoods Subdivision pursuant to the Kansas Rural Housing Incentive District Act.

**Motion by** Leaton, seconded by Eckert, to approve Resolution 2019-R-04 as stated. Motion carried 4-0-0.

**9. Consider Approval of Resolution No. 2019-R-05: Designating the Days Authorized for the Discharge of Consumer Fireworks**

Assistant City Administrator Leon presented the resolution designating the days to discharge fireworks. Each year the Governing Body establishes the dates for the legal discharge of fireworks. This flexibility in dates was created to allow for weekend celebrations in the community with the legal discharge of fireworks.

Staff recommended approval of Resolution No. 2019-R-05 establishing the legal dates for the discharge of consumer (1.4G) fireworks to be permitted on July 3, 4, 5, and 6, 2019. The discharge of the designated fireworks on these specified days shall be limited to the hours between 8:00 A.M. and 11:00 P.M. The discharge of consumer (1.4G) fireworks shall be permitted on December 31, 2019 and January 1, 2020. The discharge of the designated fireworks on these specified days shall be limited to the hours between 11:00 P.M. and 12:30 A.M.

**Motion by** Leaton, seconded by Pittman, to approve Resolution 2019-R-05.

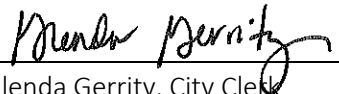
**Discussion:** Staff confirmed that the State regulates the timeframe for sales of fireworks, which if June 28 – July 5. Discharge of fireworks is left up to the local authority.

Motion carried 4-0-0.

**ADJOURN**

**Motion by** Leaton, seconded by Eckert, to adjourn.

The meeting adjourned at 7:50p.m.

  
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Glenda Gerrity, City Clerk

Approved by the Governing Body on March 28, 2019.