

Temporary changes due to COVID-19. — Attendance at meetings was limited to 10 individuals including Governing Body and staff. Staff waited in the hallway, outside of Council Chambers, in case the Governing had questions. Public comments were accepted for agenda items only. Comments were submitted in writing by noon on the day of the meeting to cityclerk@springhillks.gov Comments submitted were read at the time of consideration of the agenda item referenced in the comments. Public access to the meeting was available via phone or by a link that was provided at the City of Spring Hill website www.springhillks.gov.

**City of Spring Hill, Kansas
Minutes of City Council Regular Session
March 26, 2020**

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 26, 2020. The meeting convened at 7:00p.m. with Mayor Ellis presiding and Glenda Gerrity, City Clerk, recording.

Councilmembers in attendance: Chris Leaton
 Steve Owen
 Tyler Graves
 Chad Eckert

Councilmembers absent: Andrea Hughes

Staff in attendance: Jim Hendershot, City Administrator
 Antwone Smoot, IT Operations Associate
 Cindy Henson, Chief of Police (waited in hallway)
 Patrick Burton, Community Development Director (waited in hallway)
 Jim Boyer, Director of Public Works (waited in hallway)

Consultants in attendance: Frank Jenkins, City Attorney
 Dan Miller, City Engineer (waited in hallway)

INVOCATION

The invocation was given by Councilmember Leaton.

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.

The City Administrator announced that Suddenlink is experiencing an outage and requested that residents call in to the meeting to listen.

APPROVAL OF THE AGENDA

The Mayor requested to delete Item 11. Brookwood Farms Improvement Agreement and Item 12. Final Plat Brookwood Farms, and table Item 14. Reimbursement Agreement Dayton Creek and Item 15. Consider Bids for Dayton Creek Construction to the April 9, 2020 City Council meeting.

Motion by Leaton, seconded by Eckert, to approve the agenda as revised.

Motion carried by roll of the City Council 4-0-0; Leaton-aye, Eckert-aye, Owen-aye, Graves-aye.

CITIZEN PARTICIPATION

There was no citizen participation due to the temporary changes regarding COVID-19.

CONSENT AGENDA

Motion by Leaton, seconded by Eckert, to approve the consent agenda as revised.

1. **Approval of Minutes: February 13, 2020**
2. **Approval of Minutes: February 27, 2020, Regular Meeting**
3. **Appropriation Order 2020-03-26**
4. **Consider Approval of Temporary Use Permit: TUP-000007-2020, H.E.R.S.**
5. **Consider Approval of Temporary Use Permit: TUP-000008-2020, Farmers Market**
6. **Consider Approval of Temporary Use Permit: TUP-000009-2020, H.E.R.S.**
7. **Consider Approval of Agreement: Johnson County Watershed Organization 3**
8. **Consider Approval of Agreement: 2020 Community Development Block Grant (CDBG), Engineering Services, Lamp Rynearson**
9. **Consider Approval of Improvement Agreement: 185th Terrace & Webster Street, Store What? LLC, Cummins Property, 2nd Plat**
10. **Consider Approval of Final Plat (FP-07-19): 185th Terrace & Webster Street, Store What? LLC, Cummins Property, 2nd Plat**

Motion carried by roll of the City Council 4-0-0; Eckert-aye, Owen-aye, Graves-aye, Leaton-aye.

11. **Consider Approval of Improvement Agreement: 201st & Balsam Street, Brookwood Farms, 5th Plat, Engineering Solutions**

This item was deleted.

12. **Consider Approval of Final Plat (FP-08-19): 201st & Balsam Street, Brookwood Farms, 5th Plat, Engineering Solutions**

This item was deleted.

FORMAL COUNCIL ACTION

13. **Consider Review of Declaration of a State of Local Disaster Emergency for Spring Hill, Kansas**

The City Administrator explained that on March 19, 2020, the Mayor was authorized by State Statute and emergency procedures, to issue the Declaration of a State of Local Disaster Emergency for Spring Hill, KS as a result of the Coronavirus pandemic (COVID-19). The Declaration remained in effect for seven days, which ends tonight. Staff proposed that the emergency declaration be extended and recommended the following motion, to extend the local state of emergency declared by the Mayor on

March 19, 2020 relating to COVID-19 until further action is taken by the Governing Body or until the Declarations of Emergency of Johnson County and Miami County expire.

Motion by Graves, seconded by Leaton, to extend the local state of emergency declared by the Mayor on March 19, 2020 relating to COVID-19 until further action is taken by the Governing Body or until the Declarations of Emergency of Johnson County and Miami County expire.

Motion carried by roll of the City Council 4-0-0; Owen-aye, Graves-aye, Leaton-aye, Eckert-aye.

14. Consider Developer Reimbursement Agreement: Dayton Creek SBD4, Plat 6

This item was tabled to the April 9th City Council meeting

15. Consider Award of Bid: Dayton Creek SBD4, Plat 6 Construction

This item was tabled to the April 9th City Council meeting

16. Ordinance No. 2020-01: Small Cell Micro Towers

The City Attorney presented the ordinance authorizing and directing the City Engineer to adopt small cell aesthetic standards for the placement of new small cell antenna within public right-of-way.

City staff has received inquiries from telecommunication carriers (Providers) for authorization to place small cell antennas on poles within public right-of-way. Presently, the City does not have standards to regulate the deployment of small cell facilities within public right-of-way.

K.S.A.17-1902 authorizes cities to prohibit the use or occupation of its public right-of-way by as long as the prohibition is based upon a recommendation of the City Engineer, is related to public health, safety and welfare and is nondiscriminatory among the providers, including incumbent providers. The term “prohibit” is construed to include the regulation of the deployment of the small cell antenna.

The ordinance authorizes the City Engineer to adopt small cell aesthetic standards that regulate the deployment of small antenna within public right-of-way. The City of Overland Park adopted standards were provided and may serve as a guide for the City standards.

Motion by Leaton, seconded by Eckert, to approve Ordinance No. 2020-01 for small cell micro-tower requirements (authorizing the City Engineer to adopt aesthetic standards for placement of new small cell antenna within public right-of-way).

Discussion: Councilman Eckert asked if the City knew how many antennas would be installed. The City Attorney stated that the City does not know at this time.

Motion carried by roll of the City Council 4-0-0; Graves-aye, Leaton-aye, Eckert-aye, Owen-aye.

17. Consider Request to Purchase Live Streaming Equipment

The City Administrator explained that this item was tabled at the February 27, 2020 meeting and a follow-up report was presented at the March 12, 2020 meeting.

Mr. Hendershot contacted the three vendors, who submitted bids for this equipment, and presented the following revised bids and/or information:

| | |
|---------------------|--|
| Cytek Media Systems | \$19,973.00 (Revised from previous bid of \$21,188.00) |
| Mission Electronics | \$25,532.54 (No revised bid was received.) |
| Swagit Productions | \$11,920.00 + \$9,840.00/Yr. (This service does not provide for video arraignment; therefore, does not meet the requirements.) |

Mr. Hendershot reported that the Council approved a contract with Commenco for the installation of equipment regarding video arraignment. The budget for this work was \$10,000. The contract was approved for \$6,454.00, a difference of \$3,546, which could be utilized for the proposed livestreaming equipment and installation.

Mr. Hendershot stated that this proposed project is unbudgeted and if approved, would require analysis of potential reduction of expenditures approved for 2020. Should the low bid from Cytek of \$19,973 be approved, the total unbudgeted expenditure for this item would be \$16,409 when considering the \$3,546 noted above. Due to the uncertain times related to COVID-19 and the potential substantial decrease in sales tax revenue, this purchase may not be warranted at the present time. However, this item was listed on the council goals and does work toward providing transparency and, depending on circumstances and installation time, could provide additional abilities for the public to participate in meetings during the COVID-19 response period.

Other sources of funding this equipment were discussed, such as adequate savings in salaries from the first quarter due to two budgeted positions that were not filled yet, defer hiring the position where the City has not started the interview process just for the time being, the potential cost savings in overtime and reducing the time and risk within the police department for picking up prisoners at the counties for municipal court. The City Administrator read aloud the public comment that was submitted by Mr. Rodolfo Arevalo that offered some suggestions on how to fund the implementation of live streaming the meetings.

Staff recommended to approve the proposal from Cytek Media Systems in the amount of \$19,973.00 for the purchase of livestreaming equipment.

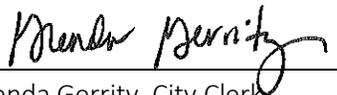
Motion by Leaton, seconded by Eckert, to approve request to purchase livestreaming equipment from in the amount of \$19,973.00 through Cytek Media Systems.

Motion carried by roll of the City Council 4-0-0; Leaton-aye, Eckert-aye, Owen-aye, Graves-aye.

ADJOURN

Motion by Leaton, seconded by Owen, to adjourn.

The meeting adjourned at 7:30p.m.



Glenda Gerrity, City Clerk

Approved by the Governing Body on April 9, 2020.