

**City of Spring Hill, Kansas**  
**Minutes of City Council Regular Session**  
**September 22, 2022**

A Regular Session of the City Council was held in the Spring Hill Civic Center, 401 N. Madison, Council Chambers, Spring Hill, Kansas on September 22, 2022. 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  
  Chip VanHouden

Councilmembers absent:               Wendy North

Staff in attendance:                   Lane Massey, City Administrator  
  Patrick Burton, Community Development Director  
  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, Acting City Attorney

**INVOCATION**

The invocation was given by Pastor Jay Sloan.

**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 Formal Action Item No. 15a: Consider Approval of the City's Employee Assistance Program (EAP) provider in Substantial Form and authorize Mayor to sign final contract.

**Motion by** Roth, seconded by Peel, to approve the amended agenda. **Motion carried 4-0-0.**

**CITIZEN PARTICIPATION**

Tatenda Mugwagwa, 21297 W. 219<sup>th</sup> Street, spoke about governance and citizenship participation.

**CONSENT AGENDA**

**Motion by** Roth, seconded by VanHouden, to approve the consent agenda as presented.

1. **Approval of Minutes: September 8, 2022, Regular Meeting**
2. **Consider Approval of Appropriation Order No. 2022-09-22**
3. **Proclamation: Diaper Awareness Week September 26-September 30, 2022**
4. **Consider Approval of Cereal Malt Beverage Renewal License: K&M BBQ**
5. **Consider Approval of Cereal Malt Beverage Renewal License: Queen's Price Chopper**
6. **Consider Approval of Special Event Permit: Spring Hill Fall Festival, Parade**
7. **Consider Approval of Special Event Permit: Spring Hill Fall Festival, Craft Fair**
8. **Consider Approval of Special Event Permit: Spring Hill Fall Festival, Street Dance**
9. **Consider Approval of Final Plat (PLAT-000062-2021): Oak Woods, Fourth Plat, Phelps Engineering**
10. **Consider Approval of Final Plat (PLAT-000045-2022): South Webster Addition, Sycamore Drive and Webster St., Iron Horse Development**
11. **Consider Approval of Site Plan (SP-000046-2022): Family Dollar Tree, Sycamore Drive and Webster St., Iron Horse Development**
12. **Consider Approval of Settlement Payment of \$488.00 to Karina Dunlap for undercarriage damage to vehicle claim**
13. **Consider Approval of Settlement Payment of \$385.55 to Timothy Alex for sidewalk repair and lawn damage claim**

**Motion carried 4-0-0.**

#### **FORMAL COUNCIL ACTION**

14. **Consider Approval of 2023 Operating Budget**  
**Motion by** Roth, seconded by Peel, to adopt the 2023 budget at an amount of ad valorem tax of \$7,325,248 for both Fire and Non-Fire Entities. **Motion carried 4-0-0.**
15. **Consider Approval of Special Event Permit: Glow Run, Spring Hill Recreation Commission (SHRC)**  
Councilman Peel had a conflict of interest, due to SHRC being his employer. He recused himself and stepped out of the council chambers.

**Motion by** Roth, seconded by VanHouden, to approve the Special Event Permit for the Glow Run 5K sponsored by the SHRC on Saturday, October 8, 2022, from 6:00pm – 8:00pm., with the run beginning at 7:00pm. **Motion carried 3-0-0.**

Councilman Peel returned to the council chambers.

**15a. Consider Approval of the City's Employee Assistance Program (EAP) provider in Substantial Form and authorize Mayor to sign final contract.**

**Motion by** Roth, seconded by Young, to approve the City's Employee Assistance Program (EAP) provider (Curalinc) in substantial form and authorize the mayor to sign the final contract for three (3) visits at \$2840.00. **Motion carried 4-0-0.**

**DISCUSSION**

**16. Veterans Park Memorial – Update**

Mr. Messer provided an update to the Veterans Park Memorial project. The city will begin the bid process for the installation of the jetties and flag poles. Further updates will be provided at future meetings.

**ANNOUNCEMENTS AND REPORTS**

Announcements and reports were given by the Governing Body and staff.

**ADJOURN**

**Motion by** Roth, seconded by Peel, to adjourn.

The meeting adjourned at 7:35p.m.

/s/ Glenda Gerrity  
Glenda Gerrity, City Clerk

Approved by the Governing Body on October 13, 2022.