



MEETING NOTICE
ROSE HILL CITY COUNCIL
REGULAR MEETING
Monday, November 20, 2017
7:00 p.m.
ROSE HILL CITY HALL/COUNCIL CHAMBERS
125 W. ROSEWOOD

AGENDA

- Call to Order
- Invocation and Flag Salute
- Consent Agenda
 - Minutes
 - Claims
 - Employment agreement for Interim City Administrator
 - Application for Street Closing – Hometown Christmas
- Citizen Forum
- Approval of Agenda
- Presentations
 - Administrator recruitment service, Don Osenbaugh
- Action Items:
 1. Hometown Christmas donation request
 2. 2017 Water Conservation Plan update
 3. Ordinance to amend Zoning code for RV regulations
- Staff Reports
- Adjournment



MINUTES
THE REGULAR MEETING OF THE ROSE HILL
CITY COUNCIL MONDAY, NOVEMBER 6, 2017 –
7:00 P.M. ROSE HILL CITY HALL/COUNCIL
CHAMBERS

Call to Order

The regular meeting of the Rose Hill City Council was called to order at 7:00 p.m. by Mayor Roger Perryn. Councilmembers present, Beth Pompa, Bill Baker, Ross Chappell and Danny Cunningham. Councilmember James Bilby was absent with prior notice. Administration and staff present: Austin Gilley, City Administrator; Kelly Mendoza, City Clerk, and Andrew Marino, City Attorney.

Invocation and Flag Salute

Pastor Robert Varner, Rose Hill Bible Church gave the invocation, followed by the flag salute.

Consent Agenda

Councilmember Chappell made motion seconded by Pompa to approve the 11/06/2017 consent agenda as presented. Motion carried 3-1. Councilmember Baker opposed.

Citizen Forum

Gary Weaver of 1422 Tanglewood spoke regarding the upcoming election.
Nick Jones of Redline Auto spoke regarding the Yeager St. project.
Jason Jones of 409 Oakwood spoke regarding the City Administrator's time with the city.

Approval of Agenda

Councilmember Pompa made motion to approve the agenda as presented seconded by Cunningham. Motion carried 4-0.

2016 Audit Report, presented by Eric Meyer, City Auditor

Councilmember Pompa made motion seconded by Baker to approve the 2016 Audit Report. Motion carried 4-0.

Public Hearing for Tax Abatement Application for Trio Machine

Mayor Perryn opened the Public hearing @7:29 p.m.
David Darling of Trio Machine spoke regarding the business.
No further comments.
Mayor Perryn closed the Public Hearing @ 7:30 p.m.

Approval of Resolution for findings of fact for tax abatement for Trio Machine

Councilmember Pompa made motion to approve Resolution #585 tax abatement for Trio Machine seconded by Chappell. Motion carried 4-0.

Adoption of Ordinance for economic development exemption for Trio Machine

Councilmember Pompa made motion to adopt Ordinance #666 economic development

exemption for Trio Machine seconded by Cunningham. Motion carried 4-0.

Adoption of Ordinance authorizing KDHE loan for phase 1 sewer projects

Councilmember Pompa made motion to adopt Ordinance #667 authorizing KDHE loan for phase 1 sewer projects seconded by Chappell. Motion carried 4-0.

Resolution approving memorandum of understanding with Rose Hill Historical Society And USD 394 for Veterans Banner Project

Councilmember Chappell made motion to adopt Resolution #586 approving memorandum of understanding with Rose Hill Historical Society and USD 394 for Veterans Banner Project seconded by Baker. Motion carried 4-0.

Resolution for appointment of Interim City Administrator

Councilmember Chappell made motion to approved Resolution #587 for the appointment of Interim City Administrator seconded by Pompa. Motion carried 4-0.

Staff Reports

7 p.m. November 15, 2017, at City Hall – transition for newly elected officials.

The City Administrator updated the Council with the latest status report. No action was taken.

Adjournment

Councilmember Chappell made motion seconded by Baker to adjourn the meeting at 7:52 p.m. Motion carried 4-0.

Respectfully submitted:

Kelly Mendoza
City Clerk



Council Expense Approval Report - App. Ord. # 22, 11/20/17

By Vendor Name

Payable Dates 11/07/2017 - 11/20/2017

Vendor Name	Post Date	Description (Payable)	Account Name	Account Number	Amount
Vendor: 0349 - All Seasons Cooling & Heat, Inc.					
All Seasons Cooling & Heat, Inc.	11/20/2017	Service Call for Shop Heater	Infrastructure	100-130-400420	18.50
All Seasons Cooling & Heat, Inc.	11/20/2017	Service Call for Shop Heater	Infrastructure	100-140-400420	18.50
All Seasons Cooling & Heat, Inc.	11/20/2017	Service Call for Shop Heater	Infrastructure	112-112-400420	18.50
All Seasons Cooling & Heat, Inc.	11/20/2017	Service Call for Shop Heater	Infrastructure	113-113-400420	18.50
Vendor 0349 - All Seasons Cooling & Heat, Inc. Total:					74.00
Vendor: 3193 - Bank of America					
Bank of America	11/17/2017	H.S.A.	Cafeteria Plan Withholding	114-110-100210	150.00
Vendor 3193 - Bank of America Total:					150.00
Vendor: 1891 - Butler County Jail					
Butler County Jail	11/20/2017	Inmate Housing - Oct 2017	Prisoner Housing	100-120-400365	105.00
Vendor 1891 - Butler County Jail Total:					105.00
Vendor: 2930 - Casey's General Store					
Casey's General Store	11/20/2017	Fuel	Fuel	100-130-400225	55.44
Casey's General Store	11/20/2017	Fuel	Fuel	100-140-400225	55.42
Casey's General Store	11/20/2017	Fuel	Fuel	112-112-400225	55.42
Casey's General Store	11/20/2017	Fuel	Fuel	113-113-400225	55.42
Vendor 2930 - Casey's General Store Total:					221.70
Vendor: 0131 - City of Wichita - Water Dept.					
City of Wichita - Water Dept.	11/20/2017	Water Purchase	WATER PURCHASE	112-112-400910	15,779.70
Vendor 0131 - City of Wichita - Water Dept. Total:					15,779.70
Vendor: 2461 - Core & Main LP (formerly HD Supply)					
Core & Main LP (formerly HD Supply)	11/20/2017	Meter Vaults	Water meter supplies	112-112-400396	402.66
Vendor 2461 - Core & Main LP (formerly HD Supply) Total:					402.66
Vendor: 1742 - Cox Communications					
Cox Communications	11/20/2017	Internet & Phone - City Hall	Internet Service	100-110-400212	132.69
Cox Communications	11/20/2017	Internet & Phone - City Hall	Telephone	100-110-400215	266.80
Cox Communications	11/20/2017	Internet & Phone - City Hall	Internet Service	112-112-400212	132.70
Cox Communications	11/20/2017	Internet & Phone - City Hall	Telephone	112-112-400215	266.79
Cox Communications	11/20/2017	Internet & Phone - City Hall	Internet Service	113-113-400212	132.70
Cox Communications	11/20/2017	Internet & Phone - City Hall	Telephone	113-113-400215	266.79
Vendor 1742 - Cox Communications Total:					1,198.47
Vendor: 2584 - Dollar General - Regions 410526					
Dollar General - Regions 410526	11/20/2017	Supplies	Operating Supplies	100-110-400395	27.50
Dollar General - Regions 410526	11/20/2017	Supplies	Operating Supplies	100-120-400395	125.95
Dollar General - Regions 410526	11/20/2017	Supplies	Operating Supplies	100-130-400395	4.25
Vendor 2584 - Dollar General - Regions 410526 Total:					157.70
Vendor: 3329 - Dude Solutions, Inc.					
Dude Solutions, Inc.	11/20/2017	Work Order System Annual Agreement	Professional Services	100-130-400310	710.00
Dude Solutions, Inc.	11/20/2017	Work Order System Annual Agreement	Professional Services	100-140-400310	710.00
Dude Solutions, Inc.	11/20/2017	Work Order System Annual Agreement	Professional Services	112-112-400310	710.00

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Vendor Name	Post Date	Description (Payable)	Account Name	Account Number	Amount
Dude Solutions, Inc.	11/20/2017	Work Order System Annual Agreement	Professional Services	113-113-400310	710.00
Vendor 3329 - Dude Solutions, Inc. Total:					2,840.00
Vendor: 3277 - Eastern Star Small Engine					
Eastern Star Small Engine	11/20/2017	Snowblower Repair	Equipment Repair	100-130-400290	110.00
Vendor 3277 - Eastern Star Small Engine Total:					110.00
Vendor: 0719 - EMC INSURANCE COMPANIES					
EMC INSURANCE COMPANIES	11/20/2017	Claim deductibles	Property and Liability Insurance	113-113-400220	3,000.00
Vendor 0719 - EMC INSURANCE COMPANIES Total:					3,000.00
Vendor: 2472 - Emprise Bank					
Emprise Bank	11/20/2017	Lease Payment #1 - 2017 Explorer	Vehicle Lease Payments	100-120-400912	7,797.61
Vendor 2472 - Emprise Bank Total:					7,797.61
Vendor: 2841 - Fastenal Company					
Fastenal Company	11/20/2017	Nuts and Bolts	Operating Supplies	100-130-400395	8.57
Fastenal Company	11/20/2017	Nuts and Bolts	Operating Supplies	100-140-400395	8.58
Fastenal Company	11/20/2017	Nuts and Bolts	Operating Supplies	112-112-400395	8.58
Fastenal Company	11/20/2017	Nuts and Bolts	Operating Supplies	113-113-400395	8.58
Fastenal Company	11/20/2017	Wasp and Hornet Killer	Operating Supplies	100-130-400395	12.92
Fastenal Company	11/20/2017	Wasp and Hornet Killer	Operating Supplies	100-140-400395	12.94
Fastenal Company	11/20/2017	Wasp and Hornet Killer	Operating Supplies	112-112-400395	12.94
Fastenal Company	11/20/2017	Wasp and Hornet Killer	Operating Supplies	113-113-400395	12.94
Vendor 2841 - Fastenal Company Total:					86.05
Vendor: 1095 - Gilliland & Hayes, LLC					
Gilliland & Hayes, LLC	11/20/2017	City Attorney Fees - Oct '17	Legal Fees	100-110-400250	1,839.83
Gilliland & Hayes, LLC	11/20/2017	City Prosecutor Fees - Oct '17	Legal Fees	100-121-400250	1,594.67
Vendor 1095 - Gilliland & Hayes, LLC Total:					3,434.50
Vendor: 3270 - Great West Financial					
Great West Financial	11/17/2017	Deferred Comp.	Deferred Compensation	114-110-100220	690.00
Great West Financial	11/17/2017	Deferred Comp.	Deferred Compensation	114-110-100220	81.34
Vendor 3270 - Great West Financial Total:					771.34
Vendor: 3223 - Health Equity					
Health Equity	11/17/2017	H.S.A.	Cafeteria Plan Withholding	114-110-100210	25.00
Vendor 3223 - Health Equity Total:					25.00
Vendor: 1063 - Interlingual Services, Inc.					
Interlingual Services, Inc.	11/20/2017	Interpreter	Miscellaneous	100-121-400400	53.38
Vendor 1063 - Interlingual Services, Inc. Total:					53.38
Vendor: 2949 - Jani-King of Wichita					
Jani-King of Wichita	11/20/2017	Cleaning Services	Janitorial Services	100-110-400416	368.16
Jani-King of Wichita	11/20/2017	Cleaning Services	Janitorial Services	112-112-400416	368.16
Jani-King of Wichita	11/20/2017	Cleaning Services	Janitorial Services	113-113-400416	368.16
Vendor 2949 - Jani-King of Wichita Total:					1,104.48
Vendor: 0066 - K.P.E.R.S.					
K.P.E.R.S.	11/17/2017	KPERS Premium	RETIREMENT WITHHOLDING	114-110-100350	741.02
K.P.E.R.S.	11/17/2017	KPERS Premium	RETIREMENT WITHHOLDING	114-110-100350	151.51
K.P.E.R.S.	11/17/2017	KPERS Premium	RETIREMENT WITHHOLDING	114-110-100350	233.19
K.P.E.R.S.	11/17/2017	KPERS Premium	RETIREMENT WITHHOLDING	114-110-100350	1,120.48
K.P.E.R.S.	11/17/2017	KPERS Premium	RETIREMENT WITHHOLDING	114-110-100350	863.21
K.P.E.R.S.	11/17/2017	KPERS Premium	RETIREMENT WITHHOLDING	114-110-100350	2,925.80
K.P.E.R.S.	11/17/2017	KPERS Premium	RETIREMENT WITHHOLDING	114-110-100350	741.02
K.P.E.R.S.	11/17/2017	KPERS Premium	RETIREMENT WITHHOLDING	114-110-100350	53.48
Vendor 0066 - K.P.E.R.S. Total:					5,347.67
Vendor: 1358 - Kansas Gas Service					
Kansas Gas Service	11/20/2017	Utilities - Gas	Natural Gas	100-110-400211	77.42
Kansas Gas Service	11/20/2017	Utilities - Gas	Natural Gas	101-110-400211	39.37
Kansas Gas Service	11/20/2017	Utilities - Gas	Natural Gas	112-112-400211	29.61

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Vendor Name	Post Date	Description (Payable)	Account Name	Account Number	Amount
Kansas Gas Service	11/20/2017	Utilities - Gas	Natural Gas	113-113-400211	145.41
Vendor 1358 - Kansas Gas Service Total:					291.81
Vendor: 1547 - Kansas Payment Center					
Kansas Payment Center	11/20/2017	Child Support Payments	MISCELLANEOUS DEDUCT. PAY...	114-110-100400	777.76
Vendor 1547 - Kansas Payment Center Total:					777.76
Vendor: 0740 - Legal Shield					
Legal Shield	11/20/2017	Employee Paid Premiums	MISCELLANEOUS DEDUCT. PAY...	114-110-100400	28.90
Vendor 0740 - Legal Shield Total:					28.90
Vendor: 3184 - Logo Envy					
Logo Envy	11/20/2017	Shirts	Uniforms and Service	100-120-400375	159.92
Logo Envy	11/20/2017	Shirts	Reserve Officers	100-120-400387	94.77
Logo Envy	11/20/2017	Winter Uniforms	Uniforms and Service	100-130-400375	83.50
Logo Envy	11/20/2017	Winter Uniforms	Uniforms and Service	100-140-400375	83.50
Logo Envy	11/20/2017	Winter Uniforms	Uniforms and Service	112-112-400375	83.50
Logo Envy	11/20/2017	Winter Uniforms	Uniforms and Service	113-113-400375	83.50
Vendor 3184 - Logo Envy Total:					588.69
Vendor: 0004 - Meridian Analytical Labs, LLC					
Meridian Analytical Labs, LLC	11/20/2017	Bi-monthly KDHE Water Samples	LABORATORY FEES	112-112-400775	30.00
Meridian Analytical Labs, LLC	11/20/2017	Bi-monthly KDHE Wastewater Samples	LABORATORY FEES	113-113-400775	295.00
Vendor 0004 - Meridian Analytical Labs, LLC Total:					325.00
Vendor: 3284 - Midland GIS Solutions, LLC					
Midland GIS Solutions, LLC	11/20/2017	Sanitary Sewer GPS/GIS Project	Infrastructure	111-113-400420	13,000.00
Vendor 3284 - Midland GIS Solutions, LLC Total:					13,000.00
Vendor: 0396 - Mike Johnson Sales					
Mike Johnson Sales	11/20/2017	Office Supplies - Letterhead	Office Supplies	100-121-400410	45.00
Vendor 0396 - Mike Johnson Sales Total:					45.00
Vendor: 1033 - O'Reilly Auto Parts					
O'Reilly Auto Parts	11/20/2017	Wipes, tire gauge	Operating Supplies	112-112-400395	7.99
O'Reilly Auto Parts	11/20/2017	Wipes, tire gauge	Operating Supplies	113-113-400395	7.98
Vendor 1033 - O'Reilly Auto Parts Total:					15.97
Vendor: 1064 - PMSI					
PMSI	11/20/2017	Glass Beads	Operating Supplies	100-130-400395	249.80
Vendor 1064 - PMSI Total:					249.80
Vendor: 0100 - Quill Corporation					
Quill Corporation	11/20/2017	Office Supplies	Office Supplies	100-120-400410	27.47
Quill Corporation	11/20/2017	Office Supplies	Office Supplies	100-120-400410	81.26
Quill Corporation	11/20/2017	Office Supplies	Office Supplies	100-120-400410	74.45
Quill Corporation	11/20/2017	Office Supplies	Office Supplies	100-120-400410	58.96
Quill Corporation	11/20/2017	Office Supplies	Office Supplies	100-120-400410	17.99
Vendor 0100 - Quill Corporation Total:					260.13
Vendor: 3206 - Ranson Financial Consultants, LLC					
Ranson Financial Consultants, LLC	11/20/2017	Continuing Disclosure Statement	Professional Services	100-110-400310	1,000.00
Vendor 3206 - Ranson Financial Consultants, LLC Total:					1,000.00
Vendor: 0240 - Rose Hill Bank - L					
Rose Hill Bank - L	11/20/2017	Quarterly Backhoe Payment	Vehicle Lease Payments	100-130-400912	1,103.32
Rose Hill Bank - L	11/20/2017	Quarterly Backhoe Payment	Vehicle Lease Payments	100-140-400912	1,103.33
Rose Hill Bank - L	11/20/2017	Quarterly Backhoe Payment	Vehicle Lease Payments	112-112-400912	1,103.33
Rose Hill Bank - L	11/20/2017	Quarterly Backhoe Payment	Vehicle Lease Payments	113-113-400912	1,103.33
Vendor 0240 - Rose Hill Bank - L Total:					4,413.31
Vendor: 0108 - Rose Hill Bank - S					
Rose Hill Bank - S	11/17/2017	Payroll Withholding	FEDERAL W/H TAX PAYABLE	114-110-100300	-71.90
Rose Hill Bank - S	11/17/2017	Payroll Withholding	FEDERAL W/H TAX PAYABLE	114-110-100300	-543.20
Rose Hill Bank - S	11/17/2017	Payroll Withholding	FICA W/H TAX PAYABLE	114-110-100310	-119.02
Rose Hill Bank - S	11/17/2017	Payroll Withholding	FICA W/H TAX PAYABLE	114-110-100310	-508.92

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Vendor Name	Post Date	Description (Payable)	Account Name	Account Number	Amount
Rose Hill Bank - S	11/17/2017	Payroll Withholding	FICA W/H TAX PAYABLE	114-110-100310	336.60
Rose Hill Bank - S	11/17/2017	Payroll Withholding	FEDERAL W/H TAX PAYABLE	114-110-100300	313.03
Rose Hill Bank - S	11/17/2017	Payroll Withholding	FICA W/H TAX PAYABLE	114-110-100310	78.72
Rose Hill Bank - S	11/17/2017	Payroll Withholding	FEDERAL W/H TAX PAYABLE	114-110-100300	3,575.06
Rose Hill Bank - S	11/17/2017	Payroll Withholding	FICA W/H TAX PAYABLE	114-110-100310	1,003.88
Rose Hill Bank - S	11/17/2017	Payroll Withholding	FICA W/H TAX PAYABLE	114-110-100310	4,292.38
Rose Hill Bank - S	11/17/2017	Payroll Withholding	FEDERAL W/H TAX PAYABLE	114-110-100300	609.91
Rose Hill Bank - S	11/17/2017	Payroll Withholding	FICA W/H TAX PAYABLE	114-110-100310	119.02
Rose Hill Bank - S	11/17/2017	Payroll Withholding	FICA W/H TAX PAYABLE	114-110-100310	508.92
Vendor 0108 - Rose Hill Bank - S Total:					9,594.48
Vendor: 1124 - South West Butler Quarry LLC					
South West Butler Quarry LLC	11/20/2017	Rock	Gravel	112-112-400622	371.51
South West Butler Quarry LLC	11/20/2017	Rock	Gravel	113-113-400622	382.77
South West Butler Quarry LLC	11/20/2017	Rock	Gravel	199-130-400622	371.51
Vendor 1124 - South West Butler Quarry LLC Total:					1,125.79
Vendor: 2793 - State of Kansas					
State of Kansas	11/17/2017	Payroll Withholding	STATE W/H TAX PAYABLE	114-110-100320	-197.31
State of Kansas	11/17/2017	Payroll Withholding	STATE W/H TAX PAYABLE	114-110-100320	90.24
State of Kansas	11/17/2017	Payroll Withholding	STATE W/H TAX PAYABLE	114-110-100320	1,379.69
State of Kansas	11/17/2017	Payroll Withholding	STATE W/H TAX PAYABLE	114-110-100320	197.31
Vendor 2793 - State of Kansas Total:					1,469.93
Vendor: 2771 - Sunflower Bank					
Sunflower Bank	11/17/2017	H.S.A.	Cafeteria Plan Withholding	114-110-100210	120.00
Vendor 2771 - Sunflower Bank Total:					120.00
Vendor: 3334 - Tyler Business Forms					
Tyler Business Forms	11/20/2017	Tax Forms (W2, W3 & 1099)	Office Supplies	100-110-400410	113.24
Vendor 3334 - Tyler Business Forms Total:					113.24
Vendor: 1483 - Verizon Wireless					
Verizon Wireless	11/20/2017	Cell Phones & Data	Telephone	100-110-400215	132.20
Verizon Wireless	11/20/2017	Cell Phones & Data	Telephone	100-120-400215	830.65
Verizon Wireless	11/20/2017	Cell Phones & Data	Telephone	100-130-400215	92.19
Verizon Wireless	11/20/2017	Cell Phones & Data	Telephone	100-140-400215	92.19
Verizon Wireless	11/20/2017	Cell Phones & Data	Telephone	100-150-400215	80.02
Verizon Wireless	11/20/2017	Cell Phones & Data	Telephone	112-112-400215	118.28
Verizon Wireless	11/20/2017	Cell Phones & Data	Telephone	113-113-400215	118.28
Vendor 1483 - Verizon Wireless Total:					1,463.81
Vendor: 1525 - Waste Connections of Wichita					
Waste Connections of Wichita	11/20/2017	Trash Service	Trash Service	100-110-400217	64.53
Waste Connections of Wichita	11/20/2017	Trash Service	Trash Service	100-140-400217	222.66
Waste Connections of Wichita	11/20/2017	Trash Service	Trash Service	112-110-400217	133.28
Waste Connections of Wichita	11/20/2017	Trash Service	Trash Service	113-110-400217	133.28
Vendor 1525 - Waste Connections of Wichita Total:					553.75
Vendor: 0065 - Westar Energy					
Westar Energy	11/20/2017	Utilities - Electric	Electricity	100-110-400210	305.23
Westar Energy	11/20/2017	Utilities - Electric	Storm Sirens	100-120-400214	76.16
Westar Energy	11/20/2017	Utilities - Electric	Electricity	100-140-400210	337.40
Westar Energy	11/20/2017	Utilities - Electric	Street Lights	100-170-400501	2,385.32
Westar Energy	11/20/2017	Utilities - Electric	Electricity	101-110-400210	293.14
Westar Energy	11/20/2017	Utilities - Electric	Electricity	112-112-400210	526.24
Westar Energy	11/20/2017	Utilities - Electric	Electricity	113-113-400210	1,070.75
Vendor 0065 - Westar Energy Total:					4,994.24
Vendor: 1500 - Wichita Tractor Co.					
Wichita Tractor Co.	11/20/2017	Bad Boy Repair	Equipment Repair	100-140-400290	9.33
Vendor 1500 - Wichita Tractor Co. Total:					9.33
Grand Total:					83,100.20

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Report Summary

Fund Summary

Fund	Payment Amount
100 - GENERAL FUND	23,038.52
101 - LIBRARY FUND	332.51
111 - SEWER EQ. REPLACEMENT RESERVE	13,000.00
112 - WATER UTILITY	20,159.19
113 - SEWER UTILITY	7,913.39
114 - PAYROLL WITHHOLDING	18,285.08
199 - STREET SALES TAX	371.51
Grand Total:	83,100.20

Account Summary

Account Number	Account Name	Payment Amount
100-110-400210	Electricity	305.23
100-110-400211	Natural Gas	77.42
100-110-400212	Internet Service	132.69
100-110-400215	Telephone	399.00
100-110-400217	Trash Service	64.53
100-110-400250	Legal Fees	1,839.83
100-110-400310	Professional Services	1,000.00
100-110-400395	Operating Supplies	27.50
100-110-400410	Office Supplies	113.24
100-110-400416	Janitorial Services	368.16
100-120-400214	Storm Sirens	76.16
100-120-400215	Telephone	830.65
100-120-400365	Prisoner Housing	105.00
100-120-400375	Uniforms and Service	159.92
100-120-400387	Reserve Officers	94.77
100-120-400395	Operating Supplies	125.95
100-120-400410	Office Supplies	260.13
100-120-400912	Vehicle Lease Payments	7,797.61
100-121-400250	Legal Fees	1,594.67
100-121-400400	Miscellaneous	53.38
100-121-400410	Office Supplies	45.00
100-130-400215	Telephone	92.19
100-130-400225	Fuel	55.44
100-130-400290	Equipment Repair	110.00
100-130-400310	Professional Services	710.00
100-130-400375	Uniforms and Service	83.50
100-130-400395	Operating Supplies	275.54
100-130-400420	Infrastructure	18.50
100-130-400912	Vehicle Lease Payments	1,103.32
100-140-400210	Electricity	337.40
100-140-400215	Telephone	92.19
100-140-400217	Trash Service	222.66
100-140-400225	Fuel	55.42
100-140-400290	Equipment Repair	9.33
100-140-400310	Professional Services	710.00
100-140-400375	Uniforms and Service	83.50
100-140-400395	Operating Supplies	21.52
100-140-400420	Infrastructure	18.50
100-140-400912	Vehicle Lease Payments	1,103.33
100-150-400215	Telephone	80.02
100-170-400501	Street Lights	2,385.32
101-110-400210	Electricity	293.14
101-110-400211	Natural Gas	39.37
111-113-400420	Infrastructure	13,000.00
112-110-400217	Trash Service	133.28
112-112-400210	Electricity	526.24

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Account Summary

Account Number	Account Name	Payment Amount
112-112-400211	Natural Gas	29.61
112-112-400212	Internet Service	132.70
112-112-400215	Telephone	385.07
112-112-400225	Fuel	55.42
112-112-400310	Professional Services	710.00
112-112-400375	Uniforms and Service	83.50
112-112-400395	Operating Supplies	29.51
112-112-400396	Water meter supplies	402.66
112-112-400416	Janitorial Services	368.16
112-112-400420	Infrastructure	18.50
112-112-400622	Gravel	371.51
112-112-400775	LABORATORY FEES	30.00
112-112-400910	WATER PURCHASE	15,779.70
112-112-400912	Vehicle Lease Payments	1,103.33
113-110-400217	Trash Service	133.28
113-113-400210	Electricity	1,070.75
113-113-400211	Natural Gas	145.41
113-113-400212	Internet Service	132.70
113-113-400215	Telephone	385.07
113-113-400220	Property and Liability Insu...	3,000.00
113-113-400225	Fuel	55.42
113-113-400310	Professional Services	710.00
113-113-400375	Uniforms and Service	83.50
113-113-400395	Operating Supplies	29.50
113-113-400416	Janitorial Services	368.16
113-113-400420	Infrastructure	18.50
113-113-400622	Gravel	382.77
113-113-400775	LABORATORY FEES	295.00
113-113-400912	Vehicle Lease Payments	1,103.33
114-110-100210	Cafeteria Plan Withholding	295.00
114-110-100220	Deferred Compensation	771.34
114-110-100300	FEDERAL W/H TAX PAYAB...	3,882.90
114-110-100310	FICA W/H TAX PAYABLE	5,711.58
114-110-100320	STATE W/H TAX PAYABLE	1,469.93
114-110-100350	RETIREMENT WITHHOLDI...	5,347.67
114-110-100400	MISCELLANEOUS DEDUCT...	806.66
199-130-400622	Gravel	371.51
	Grand Total:	83,100.20

Project Account Summary

Project Account Key	Payment Amount
None	83,100.20
Grand Total:	83,100.20

Rose Hill City Council Packet

**Employment Agreement
with
Kelly Mendoza, Interim City Administrator
And
City of Rose Hill, Kansas**

Introduction

This Agreement, made and entered into this 6th day of November, 2017, by and between the City of Rose Hill, Kansas, a municipal corporation, (hereinafter called “Employer”) and Kelly Mendoza, (hereinafter called “Employee”) an individual who has the education, training and experience to be an Interim City Administrator, both of whom agree as follows:

Section 1: Term

A. The term of this agreement shall be for an initial period of six (6) months from the 18th day of November, 2017, to the 18th day of May, 2018, or until a permanent City Administrator is appointed. At the conclusion of this initial term, this Agreement shall automatically be renewed for an additional one (1) month term continuing for subsequent months unless written notice provided by either party that the Agreement shall terminate is given at any time or until a permanent City Administrator is appointed.

B. At the expiration or termination of the Agreement by either party, the Employee shall return to serving as City Clerk.

Section 2: Duties, Authority, Commitment and Understanding

A. Employee shall have all authority and responsibility vested in the City Administrator, and shall perform the functions and duties specified in City Ordinance(s), the Rose Hill City Code and applicable policies, and to perform other legally permissible and proper duties and functions as the City Administrator.

B. Employee shall continue to be responsible for duties as City Clerk but may temporarily delegate or reorganize departmental duties as necessary to maintain optimal operational effectiveness.

Section 3: Compensation

A. Employer agrees to increase Employee’s hourly wage rate to \$38.75 per hour.
B. This agreement shall not affect any other compensation or benefits.

Section 4: General Business Expenses

A. Employer recognizes that certain expenses of a non-personal but job-related nature are incurred by Employee, and agrees to reimburse or to pay said general expenses. Staff is authorized to disburse such moneys upon receipt of duly executed expense or petty cash vouchers, receipts, statements or personal affidavits.

Section 5: Termination

For the purpose of this agreement, termination shall occur when:

A. The Mayor appoints a permanent City Administrator.
B. Written notice is provided by either part that the Agreement shall terminate.
C. The majority of the Governing Body votes to terminate the Employee at a duly authorized public meeting.

D. Nothing in this agreement shall prevent, limit, or otherwise interfere with the right of the Employer to terminate services at any time.

Section 16: Notices

Notice pursuant to this Agreement shall be given by depositing in the custody of the United States Postal Service, postage prepaid, addressed as follows:

(1) EMPLOYER: City of Rose Hill
125 West Rosewood,
Rose Hill, KS 67133

(2) EMPLOYEE: Kelly Mendoza
PO Box 185
Rose Hill, KS 67133

Alternatively, notice required pursuant to this Agreement may be personally served in the same manner as is applicable to civil judicial practice. Notice shall be deemed given as of the date of personal service or as the date of deposit of such written notice in the course of transmission in the United States Postal Service

Roger Perryn, Mayor

Kelly Mendoza, Interim City Administrator

APPROVED AS TO FORM:

ATTEST:

City Attorney

Kelly Mendoza, City Clerk



Request for Street Closing

City Code 13-209 (c) Closing of Streets. For the use or closure of any public street(s), other than for normal traffic use, by any person, business or corporation, an application for "Request For Street Closing" must first be obtained, filled out in full, and submitted for review. All applications shall be approved by the chief of police, chief of fire, public works superintendent, with final approval by the city council. The applicant must agree to pay any and all costs associated with such street closing or use incurred by the city. Any person, business, or corporation failing to apply for and receive such permission shall be subject to penalties noted in section 1-116. (Ord. 433, Sec. 1; Code 2003)

Today's Date: 11/06/17

Name of organization requesting street closure: RH Historical Society / Hometown Christmas

Name of person making request: Chris Wendt Phone #: 316-371-8594

Organization's address: 106 S. Main St., Rose Hill, KS 67133

Date of proposed event: 12/09/16 Purpose for closure: Parade

List the streets / locations that need to be closed and the times they need to be closed along with a map of the proposed route:

6:30 pm to 7:30 pm - E. School Street (Stadium) to Rose Hill Rd.

Rose Hill Rd. to Berry Street

Berry Street to Main Street

Main Street to E. School Street

By signing below I certify that I am an authorized representative of the above organization. My signature also acknowledges agreement to pay any and all costs associated with such street closing or use incurred by the city.

Christine Wendt
Organization Representative

8 Nov 17
Date

William L. Manly
Police Chief

11-9-17
Date

James L. Woydzial
Fire Chief

9 Nov 17
Date

[Signature]
Public Works

11/9/17
Date

For Office Use Only

City Council member _____ motioned to approve/deny street closure, second by _____.
Motion was approved/denied _____.

Signed: _____

Attest: _____



MUNICIPAL WATER CONSERVATION PLAN FOR THE CITY OF ROSE HILL

Rose Hill City Council Packet

Municipal Water Conservation Plan For the City of Rose Hill

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PLAN REVISION, MONITORING AND EVALUATION

INTRODUCTION

The primary objectives of the Water Conservation Plan for the City of Rose Hill are to develop long-term water conservation plans (Long-Term Water Use Efficiency Section) and short-term water emergency plans (Drought Response Section) to assure the City customers of an adequate water supply to meet their needs. The efficient use of water also has the beneficial effect of limiting or postponing water distribution system expansion and thus limiting or postponing the resultant increases in costs, in addition to conserving the limited water resources of the State of Kansas.

The City of Rose Hill has undertaken a number of steps to ensure a dependable water supply for our customers. The water supply for our City is obtained from the City of Wichita. The City of Rose Hill has two elevated water storage tanks of 500,000 and 100,000 gallons, which under normal operating conditions water flows to the towers without pumping. The City uses valves, pumps and SCADA (Supervisory Control and Data Acquisition) to control the flow of water. Two 25 hp 6 inch pumps are available to boost water when demanded. Our City water supply and distribution system have ample capacity to meet current customer demands and future projected demands for several years. The City of Rose Hill believes that our Municipal Water Conservation Plan represents an additional major step in ensuring our customers of a dependable water supply in future years.

LONG-TERM WATER USE EFFICIENCY

Water Use Conservation Goals

The City of Rose Hill used 70 gallons per person per day (GPCD) in 2015. This GPCD figure included:

Water sold to residential/commercial customers;
Water lost by leaks in the water distribution system.

However, the GPCD figure does not include municipally supplied water for industries that use over 200,000 gallons per year. According to Figure 1, shown in the Public Supply Water Use in Kansas, 2015, our City is located in Region 7M. From this publication it was determined that our City GPCD water use was 70, which was 22 percent below the regional average of 90 GPCD among cities in Region 7M during 2015. The City desires to set a water use conservation goal for usage not to exceed 70 GPCD based on the City's five-year average (2011-2015). Our City anticipates not exceeding this goal by carrying out the specific actions that are outlined in our plan.

Water Conservation Practices

This subsection of the plan summarizes the current management and regulation efforts that relate to the long-term conservation of water in the City. Specific practices that will be undertaken to conserve water are listed and a target date to begin each practice is also shown.

Education

The City water bills show the total gallons of water used during the billing period and the amount of the bill. Water conservation tips are not normally provided with the water bills. The City has not provided information on water conservation to the local news media on a regular basis and has not encouraged the Board of Education and teachers to become involved in water conservation presentations in schools.

The City has chosen the following conservation practices and target dates for the Education Component of the Long-Term Water Use Efficiency Section of our Water Conservation Plan.

Education Conservation Practices to be Taken	Target Date
1. Water bills will show the amount of water used in gallons and the cost of the water.	Implemented

Management

The City of Rose Hill has water meters on all water supplies and water moved to the distribution system. Any new supply will have an individual meter on each source of supply. These meters are read once daily and calculated monthly by the City of Rose Hill SCADA (Supervisory Control and Data Acquisition) System.

Water meters were installed for all residential/commercial customers by 1965. Customer meters are scheduled for an accuracy check and possible repair or replacement upon receiving a request to do so from the customer.

The City of Rose Hill reads each customer's water meter and mails or emails a monthly water bill to each customer. Customer water meters are generally read on the 15th of the month; however, the meter reader sometimes deviates from the scheduled time period, due to the 15th falling on a non-working day.

Water leaks from the City public water distribution system are repaired when customers report leaks from the water mains or leaks are located by City Personnel. Water pressure is not checked unless, a customer requests or has an issue that needs attention.

The water rate structure for the City was passed on July 5th, 2016

Each account is charged a minimum monthly fee, which includes the first 1,000 gallons. Each additional 1,000 gallons is charged based on these increasing steps.

Water Rates

Monthly Minimum 1,000 gallons	\$25.01
1,000 – 4,000 gallons	\$4.74/kgal
5,000 – 6000 gallons	\$5.04/kgal
7,000 – 8,000 gallons	\$5.33/kgal

9,000 – 10,000 gallons	\$7.45/kgal
10,000 + gallons	\$9.22/kgal

The City of Rose Hill realizes that much greater emphasis must be placed on obtaining accurate measurement of water use at our source and at customer meters and that a water use records system must be developed that can be used to more effectively and efficiently manage the City public water distribution system. For that reason, the City of City of Rose Hill has chosen the following conservation practices and target dates for the Management component of the Long-Term Water Use Efficiency Section of our Water Conservation Plan.

Management Conservation Practices to be Taken	Target Date
1. All source water will have meters installed and the meters will be repaired or replaced within two weeks when malfunctions occur.	Complete
2. Meters for source water will be tested for accuracy once every year. Each meter will be repaired or replaced if its test measurements are not within industry standards.	Complete
3. Meters will be installed at all residential service connections and at all other service connections whose annual water use may exceed 300,000 gallons, including separate meters for municipally operated irrigation systems which irrigate more than one acre of turf.	Complete
4. All meters for source water will be read on a daily basis and meters at individual service connections will be read at least once every month.	Complete
5. A reading will be taken at each source water meter at the same time that meters for individual service connections are read.	Complete
6. Water sales will be based on the amount of water used.	Complete
7. A water rate structure designed to curb excessive use of water will be evaluated.	Complete
8. A water utility will implement a water management review, which will result in a specified change in water management practices or implementation of a leak detection and repair program or plan, whenever the amount of unsold water (amount of water provided free for public service, used for treatment purposes, water loss, etc.) exceeds 20 percent of the total source water for a four month time period.	Implemented

Regulation

The City of Rose Hill does not have any water conservation regulations in effect at the present time. Because of our ability to supply water during normal periods, regulatory controls on water use are included only in the Drought Response section of this plan and water drought/emergency ordinance where they constitute the primary means for conserving water during a supply shortage.

City of Rose Hill does have a plumbing code, but has not felt the need to incorporate mandatory use of water conservation units in the plumbing code. The enforcement of any regulations to require use of any water conservation plumbing measures would be very

Rose Hill City Council Packet

difficult. Most new homes and/or remodeling projects do include the use of water conservation toilets and faucets.

DROUGHT RESPONSE

The City of Rose Hill will use the wholesale provider of potable water's Drought Response Plan. This plan addresses its short-term water shortage problems through a series of stages based on conditions of supply and demand with accompanying triggers, goals and actions. Each stage is more stringent in water use than the previous stage since water supply conditions are more deteriorated. The City Administrator is authorized by this plan to implement the appropriate conservation measures as this plan has already been approved by the Rose Hill City Council.

Stage 1: Water Watch

Goals

The goals of this stage are to heighten awareness of the public on water conditions and to maintain the integrity of the water supply system.

Triggers

This stage is triggered by any one of the following conditions:

1. The City's storage has fallen below 85 percent capacity, and will not recover;
2. Demand for one day is in excess of 0.500 million gallons per day;
3. Provider of purchased water has issued a Stage 1 Water Watch.

Education Actions

1. The City will make occasional news releases to the local media describing present conditions and indicating the water supply outlook for the upcoming season.
2. Water-saving tips will be included in billings to water utility customers.

Management Actions

1. Leaks will be repaired within 48 hours of detection.
2. The City will monitor its use of water and will curtail activities such as hydrant flushing and street cleaning.

Regulation Actions

The public will be asked to curtail some outdoor water use and to make efficient use of indoor water, i.e. wash full loads, take short showers, don't let faucets run, etc.

Stage 2: Water Warning

Goals

The goals of this stage are to reduce peak demands by 20 percent and to reduce overall weekly consumption by 10 percent.

Triggers

This stage is triggered by any one of the following conditions:

1. The City's storage has fallen below 70 percent capacity, and will not recover;
2. Demand for one day is in excess of 0.600 million gallons per day;
3. Provider of purchased water has issued a Stage 2 Water Warning.

Education Actions

1. The City will make weekly news releases to the local media describing present conditions and indicating the water supply outlook for the upcoming week.
2. Water conservation articles will be provided to the local news agencies.
3. Water-saving tips will be included in billings to water utility customers.

Management Actions

1. The City water supplies will be monitored daily.
2. Leaks will be repaired within 24 hours of detection.
3. The City will curtail its water usage, including operation of fountains, watering of City grounds and washing of vehicles.
4. The City will contact DWR for permission to require private well owners to comply with the City's drought response regulations as authorized under K.S.A. 82a-733(i).

Regulation Actions

1. An odd/even lawn watering system will be imposed on City residents. Residents with odd-numbered addresses will water on odd days; even addresses will water on even days.
2. Outdoor water use, including lawn watering and car washing will be restricted to before 10:00 am and after 9:00 pm.
3. Golf courses will restrict watering to tees and greens after sunset.
4. Refilling of swimming pools will be allowed one day a week after sunset.
5. Outdoor watering will be restricted to use of a hand-held hose or bucket only.
6. Excess water use charges for usage of water over the amount used in the winter will be considered.

7. Waste of water will be prohibited.

Stage 3: Water Emergency

Goals

The goals of this stage are to reduce peak demands by 50 percent and to reduce overall weekly consumption by 25 percent.

Triggers:

This stage is triggered by any one of the following conditions:

1. The City's storage has fallen below 50 percent capacity (typically 50);
2. Demand for one day is in excess of 0.750 million gallons per day;
3. Provider of purchased water has issued a Stage 3 Water Emergency.
4. Emergency conditions related to repairs or water quality.

Education Actions

1. The City will make weekly news releases to the local media describing present conditions and indicating the water supply outlook for the next day.
2. The City will hold public meetings to discuss the emergency, the status of the City water supply and further actions, which need to be taken.

Management Actions

1. The City water supplies will be monitored daily.
2. Leaks will be repaired within 24 hours of detection.
3. The City will seek additional emergency supplies from other users, the state or the federal government.

Regulation Actions

1. Outdoor water use will be banned.
2. Waste of water will be prohibited.

PLAN REVISION, MONITORING & EVALUATION

The City of Rose Hill will establish a monthly management practice of reviewing totals for water production, residential/commercial sales, water provided free-of-charge, and "unaccounted for water". Problems noted during the monthly review will be solved as soon as possible.

The City of Rose Hill Municipal Water Conservation Plan will be reviewed during the month of January each year and on a more frequent basis during drought or other water shortage conditions. If the water conservation GPCD goals for the previous year are not met, then the City will review the data collected from the previous year in relationship to the status and effectiveness of the conservation practices that are outlined in our plan and will provide a status report to the Kansas Department of Agriculture, Division of Water Resources, which will also include any additional water conservation practices that may need to be taken in order for the city to achieve and maintain its water use conservation GPCD goals.

(Published once in The Rose Hill Reporter on _____, 2017)

ORDINANCE NO. _____

AN ORDINANCE AMENDING THE ZONING REGULATIONS OF THE CITY OF ROSE HILL, KANSAS, AS ORIGINALLY ADOPTED BY ORDINANCE NO. 661, AND INCORPORATING AS A PART THEREOF AN AMENDMENT TO DELETE AND REPLACE SECTION 10.48.C PERTAINING TO PARKING AND STORAGE OF RECREATIONAL VEHICLES, BOATS, AND UTILITY TRAILERS.

WHEREAS on May 18, 2017 the City of Rose Hill, Kansas enacted Ordinance No. 661, which Ordinance was duly published and which provided for the adoption of and incorporation therein of certain Zoning Regulations for said City, official copies of same being on file with the City Clerk; and

WHEREAS, the Planning Commission of the City of Rose Hill, Kansas has prior hereto and after giving due notice, opened a public hearing on November 14, 2017, and made certain recommendations for an amendment as contained herein; and

WHEREAS, the Governing Body of the City of Rose Hill, Kansas desires to approve such amendment of the Zoning Regulations in accordance therein;

BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF ROSE HILL, KANSAS:

SECTION 1. That Section 10.48.C pertaining to parking and storage of recreational vehicles, boats, and utility trailers shall be removed in its current form and replaced with the following wording:

C. RV, Boat & Utility Trailer Parking/Storage

Except as indicated, parking/storage of such vehicles shall be allowed only as follows.

1. Such uses allowed by a legal nonconforming use certificate issued prior to the enactment of these regulations.
2. Shall not be used as permanent living quarters. Temporary lodging shall be allowed for a period of not longer than fifteen (15) consecutive days; allowed no more frequently than two (2) times per year.
3. Shall not be permanently stored on a public street. Temporary parking for a period not to exceed forty-eight (48) consecutive hours is allowed on a public street adjacent to the vehicle owner's residence for loading and unloading purposes.
4. May be stored or parked temporarily in any required yard of a property having a single-family primary use, provided they are parked at least five (5) feet from the front property line. Those stored in front or side yards must be parked on a paved or graveled surface and may not occupy required parking spaces.

SECTION 2. Any provisions of this Ordinance that shall be declared to be unconstitutional or otherwise invalid shall not affect the validity and authority of the other sections of this Ordinance.

SECTION 3. This Ordinance shall take effect and be in force from and after its passage, approval, and publication once in the official city newspaper.

Passed by the Governing Body of the City on this _____ day of November, 2017, and

APPROVED AND SIGNED by the Mayor.

Roger Perryn, Mayor

ATTEST:

Kelly Mendoza, City Clerk