city of south hutchinson
2 south main
south hutchinson, kansas 67505
620-663-7104

3/2/2026 @ 6:00 pm at city hall

A. CALL TO ORDER/ROLL CALL

Erin Cokeley____Mark Estes____Jim Chastain____Marge Bryant_____
Pam Crank____Kraig Blackwelder____Chad Duvall____Mike Blackburn_____

B. Approval of Agenda (additions/deletions)

C. Approval of minutes for February 2nd, 2026

Motion Second Vote

D. Public Hearings

No public hearings.

E. Action Items

1. Motion to recommend _____ to city council for comprehensive plan

Motion Second Vote

2. Motion to recommend the TA Grant #2 to city council for approval

Motion Second Vote

F. Planning/Zoning Administrator Report

We will be discussing some grant options at our next scheduled meeting. We will have a couple of CUP cases at our next scheduled meeting.

G. ADJOURNMENT

Motion Second Vote

Next regularly scheduled April 6th, 2026
Prepared by Paige Harman Administrative Assistant

CALL TO ORDER/ROLL CALL

The South Hutchinson Planning Commission met in regular session. The following members were present:

- Erin Cokeley
- Mark Estes
- Jim Chastain
- Kraig Blackwelder
- Chad Duvall
- Mike Blackburn
- Pam Crank

Marge Bryant was not present.

APPROVAL OF AGENDA (ADDITIONS/DELETIONS)

No comments made.

APPROVAL OF MINUTES

Approval of minutes for January 5th, 2026

Commissioner Estes moved, seconded by Commissioner Crank.

Vote: 7-0, Motion Carried with amendment to minutes to adjust Pam Crank comment made to suggest Mike Blackburn had the idea of the survey on the water bill.

PUBLIC HEARINGS

No public hearings.

ACTION ITEMS

No action items.

DISCUSSION ITEMS

Planning and Zoning Administrators:

- Administrative Assistant Paige Harman pulled up on the TV the excel document containing the 5-Year Capital Improvement Project Plan for all departments. Harman went over each line item in the plan for each department in detail. Harman made note that the Community Budget was left out in the plan and currently the Community Center is being upgraded starting next week. Harman discussed the plan for the community center to take out the carpet, skim and paint the walls, update bathrooms, and add in double amount of the current baffles to prevent echoing. Harman discussed that she has looked at surrounding rental fees and we are currently in line with what they are doing but does not think if we were to raise the fee by $50 it would decrease the amount of use. Harman discussed two current projects (Wastewater Plant and Water Towers) that have not gone out to bid yet this year due to waiting to bond them together because

of the overall cost of the projects. Harman highlighted the importance of these projects starting this year due to funds being tied in with ARPA, and all those funds must be spent by December 31st, 2026. Harman discussed current plans for the remodel of the city hall building. The plan is to upgrade only the front portion of the building and to enhance safety measures in that area.

- Public Works Superintendent, Matt Mock aided questions posed by Commissioners on some water, sewer, and street capital improvement projects. Mock explained why Wilbeck Street was only pothole fixed and not chip sealed. The road is in poor condition, and the other option could be to grind down to dirt or gravel.
- City Clerk Katie Marcum attended the meeting to aid with any budget questions and provide context to the importance of doing a bond for the two large projects being done this upcoming year. Marcum aided with questions about the bond life expectancy (25-30 years) and percentage rate for bonds. Marcum also provided context on court system software that needed upgrades due to the current system having limited functions and is outdated. Marcum provided more information on the city hall upgrades that the entry way will be redone for safety by closing off access to the main building, but it will open for planning commission and city council meetings. The city also plans to upgrade the signage outside to include a digital billboard, washing the exterior brick, and possibly painting the brick. Marcum explained the reason the Police Department is looking to upgrade two more A/C units in the building as the units are currently 23 years old.

Commissioner Comments:

- Commissioner Chastain asked if the baffles on the walls would take care of the echoing in the community center and if we planned to add additional ones to the walls then currently are there. Chastain asked what the rental rates were and if we were looking at changing them. Chastain commented that on Wilbeck Road it looks like it is heavily traveled.
- Commissioner Cokeley asked how long the community center has been there. Cokeley stated that on Wilbeck Road she does not think gravel would be solution for that road.
- Commissioner Blackwelder asked what color the city would paint the brick and what are the current rates for a bond.
- Commissioner Blackburn stated we should try to tie the life expectancy of the bond to projects that are being bonded. Blackburn stated the cost for the upgrades to city hall outside portion would increase because a digital sign cost a lot more than we could be thinking.

NEW BUSINESS

Planning and Zoning Administrator:

- Administrative Assistant Paige Harman let the planning commission know that RFP had been sent out to four groups to put in a proposal. The planning commission will be reviewing the proposals at the next planning commission meeting on March 2nd, 2026. Proposals are due on February 24th, 2026.

ADJOURNMENT

Commissioner Crank moved, seconded by Commissioner Blackburn.
Vote: 7-0, Motion Carried.

Minutes Prepared By:
Paige Harman, Administrative Assistant