

Neodesha, Kansas
January 24, 2024

The Board of Commissioners met in regular session at 2:00 p.m., on Wednesday, January 24, 2024, in the Commission Room at City Hall conducting the meeting by live streaming with Zoom with Mayor Johnson presiding and Commissioners Banzet and Vail-Keller present.

Commissioner Vail-Keller moved to approve the agenda as presented with the modification of Business Item 4D: Discuss 4th of July Fireworks; and the addition of Business Item 4H: Approve Agreement with Eagle Research Corporation. Seconded by Commissioner Banzet. Motion carried.

Commission reports were heard.

City Administrator reports were heard.

Community Development Director reports were heard.

Public comments were invited and heard.

Commissioner Banzet moved to approve the consent agenda as presented consisting of minutes from the January 8, 2024 meeting; Appropriation (2023) 24; Appropriation (2024) 1; and Water System Improvements Bond Appropriation 2. Seconded by Commissioner Vail-Keller. Motion carried.

Administrator Jones along with City Clerk Stephanie Fyfe addressed the Commission regarding a resolution that provides authority for management of City Funds. Discussion held.

RESOLUTION NO. 24-03

NOW, on this 24th day of January, 2024, at a regular meeting of the Governing Body of the City of Neodesha, Kansas, the following Resolution was adopted.

WHEREAS, the Bank of Commerce; the Equity Bank of Neodesha; and the Community National Bank of Neodesha, Kansas, have been designated as depositories for the funds of the City of Neodesha, Kansas; and

WHEREAS, certain officers and Commissioners of the City of Neodesha, Kansas, have been designated and authorized to deposit and withdraw said funds upon checks, drafts, notes, or orders of the City of Neodesha, Kansas.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF NEODESHA, KANSAS:

Section 1. That the Bank of Commerce of Neodesha, Kansas, be and it is hereby designated a depository of the City of Neodesha, Kansas, for its General Account 010111; Petty Cash Account 104361; Flexi-Vest Account 751278; Fire Insurance Proceeds Fund Account 753564; Employee Benefits Account 116912; Raw Water Project Bond Account 3001673; Emergency Equipment Reserve Fund Account 3006011; and Norman No Oil Well and Museum Account 3004025; and that the funds in said accounts so deposited may be withdrawn upon a check, draft, note, or order of the City of Neodesha, Kansas.

Section 2. That all checks, drafts, notes or orders drawn against the General Account 010111 shall be signed by one of the following:

<u>NAME</u>	<u>TITLE</u>
Devin Johnson	Mayor
Emily Vail-Keller	Vice Mayor
Duane Banzet	Commissioner
Anita Buchanan	City Treasurer
Brogan Jones	City Administrator

and countersigned by Stephanie Fyfe, City Clerk of the City of Neodesha, Kansas; whose signatures shall be duly certified to said Bank and that no checks, drafts, notes or order drawn against said Bank on said account shall be valid unless so signed.

Section 3. That all checks, drafts, notes or orders drawn against the Flexi-Vest Account 751278, and the Fire Insurance Proceeds Fund Account 753564 shall be signed by one of the following:

<u>NAME</u>	<u>TITLE</u>
Devin Johnson	Mayor
Emily Vail-Keller	Vice Mayor
Duane Banzet	Commissioner
Brogan Jones	City Administrator

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and countersigned by Stephanie Fyfe, City Clerk of the City of Neodesha, Kansas, whose signatures shall be duly certified to said Bank, and that no checks, drafts, notes or orders drawn against said Bank on said accounts shall be valid unless so signed.

Section 4. That all checks, drafts, notes or orders drawn against the Petty Cash Account 104361 shall be signed by one of the following:

<u>NAME</u>	<u>TITLE</u>
Rhonda Howell	Assistant City Clerk
Anita Buchanan	Utility Billing Supervisor

and countersigned by Stephanie Fyfe, City Clerk of the City of Neodesha, Kansas; whose signatures shall be duly certified to said Bank and that no checks, drafts, notes or order drawn against said Bank on said account shall be valid unless so signed.

Section 5. That all checks, drafts, notes or orders drawn against Raw Water Project Bond Account 3001673; and Norman No Oil Well and Museum Account 3004025 shall be signed by two of the following:

<u>NAME</u>	<u>TITLE</u>
Stephanie Fyfe	City Clerk
Devin Johnson	Mayor
Emily Vail-Keller	Vice Mayor
Duane Banzet	Commissioner
Brogan Jones	City Administrator

Section 6. That all checks, drafts, notes or orders drawn against Employee Benefits Account 116912 shall be signed or requested by one of the following:

<u>NAME</u>	<u>TITLE</u>
Devin Johnson	Mayor
Emily Vail-Keller	Vice Mayor
Duane Banzet	Commissioner
Brogan Jones	City Administrator

and countersigned by Stephanie Fyfe, City Clerk of the City of Neodesha, Kansas; whose signatures shall be duly certified to said Bank and that no checks, drafts, notes or order drawn against said Bank on said account shall be valid unless so signed.

Section 7. That all checks, drafts, notes or orders drawn against the Emergency Equipment Reserve Fund Account 3006011 shall be signed by one of the following:

<u>NAME</u>	<u>TITLE</u>
Devin Johnson	Mayor
Emily Vail-Keller	Vice Mayor
Duane Banzet	Commissioner
Anita Buchanan	City Treasurer
Brogan Jones	City Administrator

and countersigned by Stephanie Fyfe, City Clerk of the City of Neodesha, Kansas; whose signatures shall be duly certified to said Bank and that no checks, drafts, notes or order drawn against said Bank on said account shall be valid unless so signed.

Section 8. That the signatures mentioned in Sections 2, 3, 4, 5, and 6 above shall be duly certified to said Bank of Commerce of Neodesha, Kansas; and that no checks, drafts, notes or orders drawn against said Bank shall be valid

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unless so signed. That said Bank is hereby authorized and directed to honor and pay any checks, drafts, notes or orders so drawn, whether such checks, drafts, notes or orders be payable to the order of any such person signing and/or countersigning said checks, drafts, notes or orders, or any of such persons in their individual capacities or not, and whether such checks, drafts, notes or orders are deposited to the individual credit of the person so signing and/or countersigning said checks, drafts, notes or orders, or to the individual credit of any of the other officers or not.

Section 9. That Equity Bank of Neodesha, Kansas, be and is hereby designated a depository of the City of Neodesha for the purpose of investing idle funds in time certificates of deposit and that all checks, drafts, notes or orders shall be signed or requested by one of the following:

<u>NAME</u>	<u>TITLE</u>
Devin Johnson	Mayor
Emily Vail-Keller	Vice Mayor
Duane Banzet	Commissioner
Brogan Jones	City Administrator

and countersigned by Stephanie Fyfe, City Clerk of the City of Neodesha, Kansas, whose signatures shall be duly certified to said Bank, and that no checks, drafts, notes or orders drawn against said Bank on said accounts shall be valid unless so signed.

Section 10. That the Community National Bank of Neodesha, Kansas, be and is hereby designated a depository of the City of Neodesha for the purpose of investing idle funds in time certificates of deposit and that all checks, drafts, notes or orders shall be signed or requested by one of the following:

<u>NAME</u>	<u>TITLE</u>
Devin Johnson	Mayor
Emily Vail-Keller	Vice Mayor
Duane Banzet	Commissioner
Brogan Jones	City Administrator

and countersigned by Stephanie Fyfe, City Clerk of the City of Neodesha, Kansas, whose signatures shall be duly certified to said Bank, and that no checks, drafts, notes or orders drawn against said Bank on said accounts shall be valid unless so signed.

Section 11. That this Resolution shall take effect upon its adoption by the Governing Body of the City of Neodesha, Kansas.

Commissioner Vail-Keller moved to adopt Resolution 24-03 as presented. Seconded by Commissioner Banzet. Motion carried.

Administrator Jones addressed the Commission regarding the BP Annual Access Agreement. Discussion held.

Commissioner Banzet moved to table this item to a future date giving time for the City Attorney to review the document. Seconded by Commissioner Vail-Keller. Motion carried.

Administrator Jones addressed the Commission regarding an agreement with Harmony Lodge to rent space for the Neodesha Senior Citizens Center. Discussion held.

Mayor Johnson moved approve the renewal and modification of the Lease Agreement with Harmony Lodge No 94 for property located at 422 Main Street for use as the Senior Center at a cost of \$400 per month beginning March 1, 2024, and for the lease set to expire March 1, 2027. Seconded by Commissioner Banzet. Commissioner Vail-Keller abstained from the vote due to her husband being treasurer of Harmony Lodge No 94. Motion passed 2 – 0.

Administrator Jones addressed the Commission regarding the 2024 4th of July Fireworks show. Discussion held.

Commissioner Banzet moved to table this agenda item to the February 14, 2024 meeting. Seconded by Commissioner Vail-Keller. Motion carried.

Administrator Jones addressed the Commission regarding a request from the Planning & Zoning Commission to change the zoning classification at 813 W Granby from commercial to residential. Discussion held.

Commissioner Vail-Keller moved to approve the change in zoning at 813 W Granby Street from commercial to residential. Seconded by Commissioner Banzet. Motion carried.

Administrator Jones addressed the Commission regarding the purchase of new fire hose. Discussion held.

Commissioner Banzet moved to approve the purchase of fire hose from Casco Industries Inc, at a cost of \$15,320. Seconded by Commissioner Vail-Keller. Motion carried.

Administrator Jones addressed the Commission regarding bids received for a new HVAC system for the Commission Room. This system operates heating and cooling for the Commission Room, kitchen and City Clerk's office. Discussion held.

Commissioner Vail-Keller moved to approve the bid from Reynolds Plumbing in the amount of \$5,820 for the replacement of the heating and cooling system in the Commission Room. Seconded by Commissioner Banzet. Motion carried.

Administrator Jones addressed the Commission regarding an agreement with Eagle Research Corporation for a software webhosting program that supports each of the charting units at the City's gas houses. Discussion held.

Commissioner Banzet moved to approve the agreement with Eagle Research Corporation as presented. Seconded by Commissioner Vail-Keller. Motion carried.

Commissioner Vail-Keller moved to recess to an Executive Session to include the Governing Body, City Administrator, Police Chief, Public Works Director, and the City Clerk in the Commission Room to discuss an individual employee's performance pursuant to the non-elected personnel matter exception KSA 75-4319(b)(1) because if this matter were discussed in open session, it might invade the privacy of those discussed. The open meeting will resume in the Commission Room at 3:10 p.m. Seconded by Commissioner Banzet. Motion carried. The live streamed Zoom meeting was then placed on hold with audio, video and recording ceased.

At 3:10 p.m. the regular meeting of the Governing Body reconvened in the Commission Room at City Hall. The live streamed Zoom meeting then resumed with audio, video and recording. No action taken.

Commissioner Banzet moved to accept the resignation of Jeremy Johnson effective immediately. Seconded by Commissioner Vail-Keller. Motion carried.

The next regular meeting of the Governing Body will be held at City Hall on Wednesday, February 14, 2024 at 2:00 p.m.

At 3:10 p.m. Commissioner Vail-Keller moved to adjourn. Seconded by Commissioner Banzet. Motion carried.

ATTEST:

/s/ Devin Johnson

Devin Johnson, Mayor

/s/ Stephanie Fyfe

Stephanie Fyfe, City Clerk