

SPECIAL CALL FOR SPECIAL MEETING OF BOARD OF COMMISSIONERS

Neodesha, Kansas
January 17, 2025

To the Board of Commissioners:

The Board of Commissioners will hold a Special Call meeting Friday, January 17, 2025 at 4:00 p.m., at City Hall, 1407 N. 8th St, for the following purpose:

1. Resolution: Amend Position Classification & Pay Plan Policy
2. Resolution: Amend Personnel Policy Manual
3. Appoint Vice-Mayor
4. 2025 Fireworks Agreement
5. Accept Resignation of FF/EMS Employee

The Board of Commissioners met in a Special Call Session at 4:00 p.m. at City Hall, 1407 N 8th Street, on Friday, January 17, 2025, with Mayor Johnson presiding and Commissioners Banzet and Jabben present.

Administrator Jones addressed the Commission regarding a resolution amending the Position Classification and Pay Plan Policy for a budgeted three-percent Cost of Living Adjustment. Discussion held.

RESOLUTION 25-01

A RESOLUTION AMENDING THE POSITION CLASSIFICATION AND PAY PLAN FOR THE CITY OF NEODESHA, KANSAS, AS ADOPTED BY THE NEODESHA CITY COMMISSION BY RESOLUTION 18-14.

WHEREAS, K.S.A. 12-101 provides that a city may exercise the powers of home rule in determination of local affairs, and the City of Neodesha is a City of the Second Class as defined by Kansas Statute; and

WHEREAS, the management of the City of Neodesha regarding personnel rules, employee classification plans, compensation and related administrative procedures and policies are a permissible exercise of home rule powers, pursuant to K.S.A. 12-101a; and

WHEREAS, the City of Neodesha Governing Body established a pay plan and position descriptions for all City of Neodesha employees in the form of a Position Classification and Pay Plan document to establish an equitable pay system based upon merit performance to be administered by the City Administrator:

THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF NEODESHA:

That the following amendments be made to the adopted Position Classification and Pay Plan for the City of Neodesha:

- Amend Section 4 Pay Tables, to add a three-percent Cost of Living Adjustment (COLA) for Budget Year 2025.

Commissioner Banzet moved to approve Resolution 25-01, amending the Position Classification and Pay Plan implementing a budgeted three-percent Cost of Living Adjustment. Seconded by Commissioner Jabben. Motion carried.

Administrator Jones addressed the Commission regarding a resolution amending the Personnel Policy Manual to add additional Federal holidays to the original and previously approved holiday schedule list. Discussion held.

RESOLUTION 25-02

A RESOLUTION AMENDING THE PERSONNEL POLICIES FOR THE CITY OF NEODESHA, KANSAS, AS ADOPTED BY THE NEODESHA CITY COMMISSION BY RESOLUTION 18-13.

WHEREAS, K.S.A. 12-101 provides that a city may exercise the powers of home rule in determination of local affairs, and the City of Neodesha is a City of the Second Class as defined by Kansas Statute; and

(continued on next page)

WHEREAS, the management of the City of Neodesha regarding personnel rules, employee classification plans, compensation and related administrative procedures and policies are a permissible exercise of home rule powers, pursuant to K.S.A. 12-101a; and

WHEREAS, the City of Neodesha Governing Body established personnel policies and rules in the form of a Personnel Policy Manual by the Neodesha City Commission as a policy directive to guide the City Administrator and the employees of the City of Neodesha in their duties as employees of the City consistent with the permissible exercise of home rule powers;

THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF NEODESHA:

That the following amendments be made to the adopted Personnel Policy Manual:

- Amend Section 8; 8.1 Holidays to read:
 - a. Employees are eligible to receive paid holidays beginning the first day of employment.

The following days shall be deemed to be the holidays to be observed by the City of Neodesha.

Jan 1	New Year’s Day
Jan 20	Martin Luther King Jr. Day
Apr 18	Good Friday
May 26	Memorial Day
Jul 4	Independence Day
Sep 1	Labor Day
Sep 11	Patriots Day
Nov 11	Veterans Day
Nov 27	Thanksgiving Day
Nov 28	Day after Thanksgiving Day
Dec 24	Christmas Eve
Dec 25	Christmas Day
Dec 31	New Year’s Eve (Closed to public)

Commissioned Police personnel and Fire/EMS personnel will observe holidays on the actual date of the holiday. All other departments and salaried employees will fall under the holiday schedule described in 8.1(b).

Commissioner Jabben moved to approve Resolution 25-02, amending the Personnel Policy Manual; Section 8; 8.1 Holidays; to add Martin Luther King Jr Day, Patriots Day, and New Year’s Eve for City Hall being closed to the public, to the originally approved holiday schedule. Seconded by Commissioner Banzet. Motion carried.

Administrator Jones addressed the Commission regarding the appointment of a Vice-Mayor within the Governing Body. Discussion held.

Commissioner Jabben moved to appoint Commissioner Duane Banzet as Vice-Mayor. Seconded by Mayor Johnson with Commissioner Banzet abstaining from the vote. Motion carried 2 aye with one abstention.

Administrator Jones addressed the Commission regarding the 2025 4th of July Fireworks Agreement with Miller Pyrotechnics. Discussion held.

Commissioner Jabben moved to approve the contract with Allen Miller, Miller Pyrotechnics, for the 2025 4th of July Fireworks show on July 3, 2025, in an amount not to exceed \$9,000. Seconded by Commissioner Banzet. Motion carried.

Administrator Jones addressed the Commission regarding the resignation of a Fire/EMS Department employee. Discussion held.

Commissioner Banzet moved to accept the resignation of Firefighter/Paramedic Paul Terry, effective January 1, 2025. Seconded by Commissioner Jabben. Motion carried.

At 4:40 p.m. Commissioner Banzet moved to adjourn. Seconded by Commissioner Jabben. Motion carried.

ATTEST:

/s/ Devin Johnson
Devin Johnson, Mayor

/s/ Stephanie Fyfe
Stephanie Fyfe, City Clerk