

The Board of Commissioners met in regular session at 2:00 p.m., on Wednesday, February 12, 2025, in the Commission Room at City Hall conducting the meeting by live streaming with Zoom with Mayor Johnson presiding and Commissioners Banzet and Jabben present.

Commissioner Banzet moved to approve the agenda as presented with the addition of Business Items 5.A: KMGA Presentation; 5.C: Enterprise Fleet Agreement; 5.G: Approve Purchase of Streetlamps; and 5.H: Approve Purchase of Disc Golf Equipment. Seconded by Commissioner Jabben. Motion carried.

- Civic organization reports were invited and heard.
- Commission reports were heard.
- City Administrator comments were heard.
- Community Development Director reports were heard.
- Financial reports were distributed.

The Governing Body welcomed Garrett Nordstrom by Zoom for a Public Hearing to answer any questions on the grant for the Brown Hotel Project. Mr. Nordstrom informed the Commission that the notice for public hearing was posted reflecting a Public Hearing date of February 19, 2025, at 2:00 p.m. at City Hall. Discussion was held to set a special call meeting for that date and time.

Commissioner Banzet moved to set a Special Call Meeting for Wednesday, February 19, 2025, at 2:00 p.m. at City Hall. Seconded by Commissioner Jabben. Motion carried.

Public Comments were invited and heard.

Commissioner Jabben moved to approve the consent agenda as presented with the addition of Appropriation (2024) 25; Appropriation (2025) 02; and the minutes from the January 22, 2025 meeting. Seconded by Commissioner Banzet. Motion carried.

The Governing Body welcomed Dixie Riedel, KMGA, by Zoom for a presentation on KMGA being a gas purchase option. Discussion held. No action taken.

Administrator Jones addressed the Commission regarding a Resolution that sets forth changes to our banking deposit for our new Commission. Discussion held.

**RESOLUTION NO. 25-03**

**NOW**, on this 12<sup>th</sup> day of February, 2025, 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
Duane Banzet	Vice Mayor
Chris Jabben	Commissioner
Anita Buchanan	City Treasurer / Utility Billing Supervisor
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
Duane Banzet	Vice Mayor
Chris Jabben	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,  
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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	City Treasurer / 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
Duane Banzet	Vice Mayor
Chris Jabben	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
Duane Banzet	Vice Mayor
Chris Jabben	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
Duane Banzet	Vice Mayor
Chris Jabben	Commissioner
Anita Buchanan	City Treasurer / Utility Billing Supervisor
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 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
Duane Banzet	Vice Mayor
Chris Jabben	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 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
Duane Banzet	Vice Mayor
Chris Jabben	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 Banzet moved to approve Resolution 25-03 as presented. Seconded by Commissioner Jabben. Motion carried.

The Governing Body welcomed Kenneth Olson, Enterprise Fleet Management, by Zoom, for further discussion of a proposed agreement for services. This agenda item was tabled from the January 22, 2025 meeting. Discussion held.

Commissioner Banzet moved to approve the agreement with Enterprise Fleet Management as presented. Seconded by Commissioner Jabben. Motion carried.

Administrator Jones addressed the Commission regarding an agreement with Encore Energy related to the City's gas purchase contracts. This agenda item was tabled from the January 22, 2025 meeting. Discussion held.

Commissioner Banzet moved to approve the contract with Encore Energy as presented, and to allow the City Administrator to sign the agreement on behalf of the City of Neodesha. Seconded by Commissioner Jabben. Motion carried.

Administrator Jones addressed the Commission regarding the sale of property at Timber Ridge Estates.

Commissioner Jabben moved to convene as the Neodesha Land Bank to discuss the sale of property. Seconded by Commissioner Banzet. Motion carried.

Commissioner Banzet moved to approve the sale of property located at 7 & 8 Timber Ridge Estates to Ben Blake in the amount of \$15,000. Seconded by Commissioner Jabben. Motion carried.

Commissioner Jabben moved to adjourn as the Neodesha Land Bank Board and re-convene as the City of Neodesha Governing Body. Seconded by Commissioner Banzet. Motion carried.

The Governing Body welcomed Treva Scott, Board Member of Rankin Memorial Library, by Zoom, for a discussion regarding requests from the Library Board for building maintenance, electrical upgrades and possible grant opportunities. Discussion held. No action taken.

Administrator Jones addressed the Commission regarding the purchase of streetlamps. Discussion held.

Commissioner Jabben moved to approve the invoice from Stanion Wholesale Electric for the purchase of streetlamps in an amount not to exceed \$8,220.91. Seconded by Commissioner Banzet. Motion carried.

Administrator Jones, along with Don Adams, addressed the Commission regarding the purchase of disc golf equipment. This equipment purchase will be reimbursed in full, to the City, by the Neodesha Education Foundation. Discussion held.

Commissioner Banzet moved to approve the invoice from Disc Golf Distribution.com for the purchase of disc golf equipment in an amount not to exceed \$9,455. Seconded by Commissioner Jabben. Motion carried.

Administrator Jones addressed the Commission regarding a request from Don Adams for a sidewalk replacement cost share at the newly constructed properties on Carolina Street. This agenda item was tabled from the January 22, 2025 meeting. Discussion held.

Commissioner Jabben moved to approve a cost share sidewalk replacement project at the Carolina Street properties not to exceed \$3,500. Seconded by Mayor Johnson with Commissioner Banzet voting nay. Motion carries 2 – 1.

Administrator Jones addressed the Commission regarding a resignation from a Fire/EMS Department employee. This resignation was submitted on February 7, 2025, with the employee requesting it be effective immediately on this date. Discussion held.

Commissioner Banzet moved to accept the resignation of Jonathan Johnson from the Neodesha Fire/EMS Department effective immediately. Seconded by Commissioner Jabben. Motion carried. Mayor Johnson expressed well wishes and good luck to Jonathan with his future endeavors.

At 3:50 p.m. Commissioner Banzet moved to take a 5-minute recess. The open meeting will reconvene in the Commission Room at 3:55 p.m. Seconded by Commissioner Jabben. Motion carried. The live streamed Zoom meeting was then placed on hold with audio, video and recording ceased.

Commissioner Banzet moved to recess to an Executive Session to include the Governing Body, City Administrator, Police Chief, and City Clerk in the Commission Room to discuss an individual employee's performance pursuant to the non-elected personnel

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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 4:15 p.m. Seconded by Commissioner Jabben. Motion carried. The live streamed Zoom meeting was then placed on hold with audio, video and recording ceased.

At 4:15 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 Jabben moved to extend the Executive Session to 4:30 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 4:30 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 recess to an Executive Session to include the Governing Body, Police Chief, City employee Lindsey Reyes, and the Assistant 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 5:00 p.m. Seconded by Commissioner Jabben. Motion carried. The live streamed Zoom meeting was then placed on hold with audio, video and recording ceased.

At 5:00 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 Jabben moved to extend the Executive Session to 5:10 p.m. with the Assistant City Clerk and employee Reyes exiting, and the City Clerk and City Administrator entering. Seconded by Commissioner Banzet. Motion carried. The live streamed Zoom meeting was then placed on hold with audio, video and recording ceased.

At 5:10 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 extend the Executive Session to 5:15 p.m. Seconded by Commissioner Jabben. Motion carried. The live streamed Zoom meeting was then placed on hold with audio, video and recording ceased.

At 5:15 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 recess to an Executive Session to include the Governing Body, and 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 5:35 p.m. Seconded by Commissioner Jabben. Motion carried. The live streamed Zoom meeting was then placed on hold with audio, video and recording ceased.

At 5:35 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 Jabben moved to extend the Executive Session to 6:05 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 5:45 p.m. the City Administrator was asked to join the Executive Session in progress.

At 6:05 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 extend the Executive Session to 6:15 p.m. without the City Administrator. Seconded by Commissioner Banzet. Motion carried. The live streamed Zoom meeting was then placed on hold with audio, video and recording ceased.

At 6:10 p.m. the City Administrator was asked to join the Executive Session in progress.

At 6:15 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.

The next regular meeting of the Governing Body will be held at City Hall on Wednesday, February 26, 2025, at 2:00 p.m.

At 6:15 p.m. Commissioner Banzet moved to adjourn. Seconded by Commissioner Jabben. Motion carried.

/s/ Devin Johnson

Devin Johnson, Mayor

ATTEST:

/s/ Stephanie Fyfe

Stephanie Fyfe, City Clerk