

The Board of Commissioners met in regular session at 4:00 p.m., on Thursday, December 18, 2025, in the Commission Room at City Hall with Mayor Johnson presiding and Commissioner Truelove present. Commissioner Banzet was absent from the meeting. The meeting was recorded via Zoom platform.

Commissioner Truelove moved to approve the agenda as presented with the addition of Business Items 4E: Resolution: GAAP Waiver and 4H: Approve CMB License. Seconded by Mayor Johnson. 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.

Public Comments were invited and heard.

Commissioner Truelove moved to approve the consent agenda as presented consisting of minutes from the December 10, 2025 meeting; and Appropriation (2025) 23. Seconded by Mayor Johnson. Motion carried.

This being the time and date published in the official newspaper for 2025 Budget Amendment Hearing, the public hearing was opened by Mayor Johnson. Being there were no public comments, the hearing was then closed. Discussion held.

Commissioner Truelove moved to approve the 2025 Budget Amendment as presented. Seconded by Mayor Johnson. Motion carried.

Administrator Jones addressed the Commission regarding a resolution that addresses changes necessary to amend the City's Position Classification & Pay Plan manual to reflect recent organizational and operational changes. Discussion held.

#### **RESOLUTION NO. 25-24**

#### **A RESOLUTION AMENDING THE POSITION CLASSIFICATION AND PAY PLAN FOR THE CITY OF NEODESHA, KANSAS, AS ADOPTED BY THE NEODESHA CITY COMMISSION BY RESOLUTION NO. 18-14.**

WHEREAS, K.S.A. 12-101 provides that a city may exercise the powers of home rule in the 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 Position Classification and Pay Plan to provide an equitable and consistent system of employee classification, compensation, and organizational structure to be administered by the City Administrator; and

WHEREAS, the Governing Body finds it necessary from time to time to amend the Position Classification and Pay Plan to reflect operational needs, organizational restructuring, and updated job classifications;

#### **NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF NEODESHA, KANSAS:**

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

- **Deletion of the job description** for *Assistant Public Works Director*.
- **Inclusion of job descriptions** for *Gas Distribution Superintendent* and *Water Distribution Superintendent*.
- **Deletion of the job description** for *Fire Chief / EMS Director*.
- **Deletion of the following Fire Department job descriptions:**
  - Fire Fighter Paramedic
  - Fire Lieutenant AEMT
  - Fire Captain EMT
  - Fire Captain AEMT
- **Inclusion of the following Fire Department job descriptions:**
  - Fire Chief
  - Fire Captain
- **Amendment of Section 4 – Pay Tables** to **remove** the following classifications:
  - Assistant Public Works Director
  - Fire Fighter Paramedic
  - Fire Lieutenant AEMT
  - Fire Captain EMT
  - Fire Captain AEMT
- **Amendment of Section 4 – Pay Tables** to **add** the following classifications:
  - Fire Chief
  - Fire Captain
  - Gas Distribution Superintendent
  - Water Distribution Superintendent

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• **Amendment of departmental organizational charts** to reflect the deletions and additions of positions as outlined above.  
• **Amendment of the Table of Contents, organizational charts, and page numbering** as necessary to reflect these changes.  
**BE IT FURTHER RESOLVED** that all other provisions of the Position Classification and Pay Plan not expressly amended herein shall remain in full force and effect.

Commissioner Truelove moved to approve Resolution 25-24 as presented. Seconded by Mayor Johnson. Motion carried.

Administrator Jones addressed the Commission regarding a resolution to amend the City's Personnel Policy Manual to include a Social Media Policy to take effect January 2026. Discussion held.

#### **RESOLUTION 25-25**

**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

**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:

- Add section 3.10 social media Policy  
and shifting previously numbered sections down as follows:
  - 3.11 Tobacco Free Policy
  - 3.12 Contributions and Honorariums
  - 3.13 Employee Ethics and Conflicts of Interest
  - 3.14 Visitors in the Work Place
  - 3.15 Drug and Alcohol Policy
  - 3.16 Drug and Alcohol Use
  - 3.17 Drug and Alcohol Policy Management
  - 3.18 Discipline
  - 3.19 Progressive Disciplinary Action Policy
  - 3.20 Procedure for Taking Disciplinary Action

Commissioner Truelove moved to approve Resolution 25-25 as presented. Seconded by Mayor Johnson. Motion carried.

Administrator Jones addressed the Commission regarding a resolution to consider a waiver to the Generally Accepted Accounting Principles (GAAP), for our financial statements for the year ending December 31, 2025. Discussion held.

#### **RESOLUTION NO. 25-26**

**A RESOLUTION FINDING THAT FINANCIAL STATEMENTS AND REPORTS PREPARED IN CONFORMITY TO GENERALLY ACCEPTED ACCOUNTING PRINCIPLES ARE NOT RELEVANT TO THE REQUIREMENTS OF THE CASH BASIS AND BUDGET LAWS OF THE STATE AND ARE OF NO SIGNIFICANT VALUE TO THE GOVERNING BODY OR MEMBERS OF THE GENERAL PUBLIC OF THE CITY OF NEODESHA.**

**WHEREAS**, The Governing Body of the City of Neodesha, Kansas, did on the 28<sup>th</sup> day of October, 1986, pass and approve Charter Ordinance No. 4 exempting itself from the provisions of K.S.A. 75-1120a as amended, insofar as said statutes require fixed asset records; and

**WHEREAS** the City of Neodesha, Kansas, has determined that the financial statements and financial reports for the year ended December 31, 2024 to be prepared in conformity with the requirements of K.S.A. 75-1120a(a) are not relevant to the requirements of the cash basis and budget laws of this state and are of no significant value to the governing body or the members of the general public of the City of Neodesha and

**WHEREAS** there are no revenue bond ordinances or resolutions or other ordinances or resolutions of the municipality which require financial statements and financial reports to be prepared in conformity with K.S.A. 75-1120a(a) for the year ended December 31, 2025.

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

**SECTION 1.** That the Governing Body waives the requirements of K.S.A. 75-1120a(a) as they apply to the City of Neodesha for the year ended December 31, 2025.

**SECTION 2.** That the Governing Body shall cause the financial statements and financial reports of the City of Neodesha to be prepared on the basis of cash receipts and disbursements as adjusted to show compliance with the cash basis and budget laws of this State.

Commissioner Truelove moved to adopt Resolution 25-26 as presented. Seconded by Mayor Johnson. Motion carried.

Administrator Jones addressed the Commission regarding the purchase of a trailer for the Electric Department. Discussion held.

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Commissioner Truelove moved to approve the purchase of a trailer from Sunflower Trailer Sales Inc in an amount not to exceed \$12,500. Seconded by Mayor Johnson. Motion carried.

Administrator Jones addressed the Commission regarding the approval to write off uncollectible debts related to deceased individuals. Discussion held.

Commissioner Truelove moved to approve the debt write-offs as presented by the City Clerk in the amount of \$14,853.35. Seconded by Mayor Johnson. Motion carried.

Administrator Jones addressed the Commission regarding the approval of Cereal Malt Beverage (CMB) licenses within the City of Neodesha. Discussion held.

Commissioner Truelove moved to approve the 2026 Cereal Malt Beverage License for Little Bear Trading Company. Seconded by Mayor Johnson. Motion carried.

Administrator Jones addressed the Commission regarding a request from the Neodesha Booster Club to donate the use of the Civic Center for the annual Booster Bash in April. Discussion held.

Commissioner Truelove moved to approve the donation of the use of the Civic Center for the NHS Booster Club for April 24, 2026 through April 26, 2026. Seconded by Mayor Johnson. Motion carried.

Administrator Jones addressed the Commission regarding the approval of appointments, reappointments and a resignation to the City's various boards. Discussion held.

Commissioner Truelove moved to appoint Kevin Meyers to the Economic Development Committee to fill the unexpired four-year vacant term, with a term ending date of December 31, 2027. Seconded by Mayor Johnson. Motion carried.

Commissioner Truelove moved to reappoint Bruce Thornton to the Economic Development Committee for a four-year term, with a term ending date of December 31, 2029. Seconded by Mayor Johnson. Motion carried.

Commissioner Truelove moved to appoint Aiko Waggoner to the Neodesha Housing Authority Board to fill the unexpired four-year vacant term, with a term ending date of May 31, 2026. Seconded by Mayor Johnson. Motion carried.

Commissioner Truelove moved to reappoint Jim West to the Neodesha Housing Authority Board for a four-year term, with a term ending date of May 31, 2029. Seconded by Mayor Johnson. Motion carried.

Commissioner Truelove moved to reappoint Jeremy Carpenter and Mike Porter to the Planning & Zoning Commission for three-year terms, with a term ending date of December 31, 2028. Seconded by Mayor Johnson. Motion carried.

Commissioner Truelove moved to reappoint Marty Kelly (City Appointment) and Tyler Pierce (Rec Appointment) to the Neodesha Recreation Commission for four-year terms with a term ending date of December 31, 2029. Seconded by Mayor Johnson. Motion carried.

Commissioner Truelove moved to appoint David Simms to the Neodesha Senior Citizens Board for a three-year term, with a term ending date of December 31, 2028. Seconded by Mayor Johnson. Motion carried.

Commissioner Truelove moved to reappoint Bill Sexton to the Neodesha Senior Citizens Board for a three-year term, with a term ending date of December 31, 2028. Seconded by Mayor Johnson. Motion carried.

Commissioner Truelove moved to accept the resignation of Janie Steele from the WA Rankin Library Board effective December 15, 2025. Seconded by Mayor Johnson. Motion carried.

Administrator Jones addressed the Commission regarding the consideration of closing City Hall to the public on December 31, 2025 to complete year-end tasks and begin 2026 with a clean and organized transition. Discussion held.

Commissioner Truelove moved to approve the closure of City Hall to the public on December 31, 2025. Seconded by Mayor Johnson. Motion carried.

Public Comments were again invited and heard.

The next regular meeting of the Governing Body will be held at City Hall on Monday, January 12, 2026, at 4:00 p.m.

At 4:56 p.m. Commissioner Truelove moved to adjourn. Seconded by Mayor Johnson. Motion carried.

ATTEST:

/s/ Devin Johnson

Devin Johnson, Mayor

/s/ Stephanie Fyfe

Stephanie Fyfe, City Clerk