

Agenda

City Commission of the City of Neodesha, KS
July 11, 2018 2:00 p.m.

Item 1: Opening Session

- Call to Order
- Roll Call
- Invocation
- Pledge of Allegiance
- Additions/Deletions to the Agenda
- Mayor's Report
- Commissioners' Reports
- City Administrator's Comments

Item 2: Public Comments

Item 3: Consent Agenda (Routine agenda items can be approved with unanimous consent of the City Commission. Any item can be removed and placed in items of business.)

- Approval of the June 27, 2018 Commission minutes
- Appropriation (2018) 11
- Raw Water Project Bond Appropriation 43

Item 4: Business Items to Consider

- A. ECWAG Letter of Conditions, Mike Billings USDA-RD
- B. Approve 2019 Budget for Publication
- C. Ordinance: Adopt 2015 International Building Code by Reference
- D. Approve Ranson/CityCode Agreement for CDBG Gas Grant Application
- E. Approve Using City Property for Concert
- F. Approve Temporary CMB Permit
- G. Discuss Parking Ordinance

Item 5: Date/Time of Next Regular Meeting

- Wednesday, July 25, 2018, 2:00 p.m. – Regular Meeting, City Hall

Item 6: Executive Session:

Item 7: Adjournment

AGENDA COMMENTS
CITY COMMISSION MEETING
July 11, 2018

Additions to the Agenda

RECOMMENDED MOTION: *I move to approve the agenda as presented.*

Consent Agenda

RECOMMENDED MOTION: *I move to approve the consent agenda as presented.*

Business Items to Consider

4.A ECWAG Letter of Conditions, Mike Billings USDA-RD

The Commission will welcome Mr. Mike Billings, USDA-RD, for completion of certain paperwork, such as the Letter of Conditions, regarding the Emergency Community Water Assistance Grant (ECWAG).

RECOMMENDED MOTION: *I move to approve the USDA-RD Letter of Conditions for the Emergency Community Water Assistance Grant, and authorize the Mayor to sign.*

4.B Approve 2019 Budget for Publication

For this agenda item, the Commission is asked to approve the public hearing notice for the 2019 budget.

RECOMMENDED MOTION: *I move to approve publication of the public hearing notice for the 2019 budget.*

4.C Ordinance: Adopt 2015 International Building Code by Reference

For this agenda item, the Commission is asked to approve Ordinance #1697, adopting the 2015 edition of the International Building Code by reference. Our previous version of the IBC is dated 1997.

RECOMMENDED MOTION: *I move to adopt Ordinance #1697, codifying the 2015 International Building Code by reference.*

4.D Approve Ranson/CityCode Agreement for CDBG Gas Grant Application

For this agenda item, the Commission is asked to approve an agreement with Ranson Financial/CityCode for services related to applying for the CDBG Gas Grant.

RECOMMENDED MOTION: *I move to approve the agreement with Ranson Financial/CityCode for the CDBG gas grant application in an amount not to exceed \$4,500.*

4E: Approve Using City Property for Concert

For this agenda item, the Commission is asked to approve using the City property near the City Pond for a music concert, to be held on the evening of July 21, 2018. Staff is supporting this event as a way to increase tourism, and to provide a new event for the public.

RECOMMENDED MOTION: *I move to approve the use of City property near the City Pond for a music concert to be conducted on July 21, 2018.*

4.F Approve Temporary CMB Permit

In conjunction with the music concert, to be held on July 21st, Staff is also asking the Commission to approve a temporary permit for a Cereal Malt Beverage (CMB) beer garden. The promoters of this event have applied to the State for a temporary Alcoholic Beverage Permit, but if not received, due to timing issues, they wish to have a permit for a CMB beer garden.

RECOMMENDED MOTION: *I move to approve the temporary permit for the sale of Cereal Malt Beverage at an approved Beer Garden during the concert event scheduled for July 21, 2018.*

4.G Discuss Parking Ordinance

Staff will discuss the City's parking Ordinance.

RECOMMENDED MOTION: *N/A*

SPECIAL CALL FOR SPECIAL MEETING OF BOARD OF COMMISSIONERS

Neodesha, Kansas
June 25, 2018

To the Board of Commissioners:

The Board of Commissioners will hold a Special Call meeting Wednesday, June 27, 2018 at 11:00 a.m. at City Hall for the following purpose:

1. Work Session with Cobalt/Malibu

The Board of Commissioners met in a Special Call session at 11:00 a.m. on Wednesday, June 27, 2018 with Mayor Harper presiding and Commissioners Moffatt and Johnson in attendance.

Attendees from Cobalt/Malibu were Pack St. Clair, Paxson St. Clair, Jack Springer, and Terry Clark. Dennis Shelby with Wilson Medical Center was also in attendance.

A work session was held. No action.

At 11:55 a.m. Commissioner Johnson moved to adjourn the meeting. Seconded by Commissioner Moffatt. Meeting adjourned.

ATTEST:

Terry M. Harper, Mayor

Bobby Busch, City Clerk

Neodesha, Kansas
June 27, 2018

The Board of Commissioners met in regular session at 2:00 p.m. on Wednesday, June 27, 2018 with Mayor Harper presiding and Commissioners Moffatt and Johnson present.

Commissioner Moffatt moved to approve the agenda with the two ordinances under New Business. Seconded by Commissioner Johnson. Motion carried.

Commission and Administrator Reports were heard.

Public Comments were invited and heard.

Commissioner Johnson moved that the Consent Agenda consisting of: the minutes from the June 13, 2018 meeting; Appropriation (2018) 10; and Raw Water Project Bond Appropriation 42; be approved. Seconded by Commissioner Moffatt. Motion carried.

Heather Newkirk presented funds to the City for the Animal Shelter that local children had raised doing a Lemonade Fundraiser. The Commission expressed gratitude to Heather and the children present for their donation and for their desire to help with the animals.

Mike Billings with USDA-RD was in attendance to present a Letter of Conditions to the Commission regarding the City's gas line project.

Commissioner Moffatt moved to approve the USDA-RD Letter of Conditions for the Gas Line Project and authorize the Mayor to sign. Seconded by Commissioner Johnson. Motion carried.

Administrator Truelove addressed the Commission regarding a proposal from "A Cut Above Lawn Care" for providing City lawn services. Discussion was held. No action.

Administrator Truelove addressed the Commission regarding appointments to the Economic Development Committee. Discussion was held.

Commissioner Johnson moved to appoint Terry Clark to the Economic Development Committee for a term ending 12/31/2020; and Jared Harper for a term ending 12/31/2021. Seconded by Commissioner Moffatt. Motion carried.

Administrator Truelove addressed the Commission regarding concerns with the high diving board at Splash Zone. Discussion was held. No action.

The next regular meeting of the Governing Body will be held at City Hall on Wednesday, July 11, 2018 at 2:00 p.m.

At 3:30 p.m. Commissioner Moffatt moved to adjourn. Seconded by Commissioner Johnson. Motion carried.

ATTEST:

Terry M. Harper, Mayor

Bobby Busch, City Clerk/Finance Dir.

APPROPRIATION REPORT**ORDINANCE NO 11****7/11/2018**

<u>VENDOR</u>	<u>REFERENCE</u>	<u>AMOUNT</u>	<u>CHECK NO</u>	<u>CHECK DATE</u>
A T & T	PHONE CHARGES	223.92	51627	7/11/2018
A T & T	PHONE CHARGES	178.50	51455	6/28/2018
A T & T	PHONE CHARGES	74.86	51456	6/28/2018
ADVANCE CONTROL SOLUTIONS LLC	SERVICE CALL	158.76	51628	7/11/2018
ADVANCE INSURANCE COMPANY	JULY PREMIUMS	467.59	51630	7/11/2018
AIRGAS USA LLC	SAFETY GLASSES	114.60	51631	7/11/2018
ARLAN COMPANY INC	DIVING BOARDS, STANDS ,SAFETY PAD	8,759.39	51632	7/11/2018
ATMOS ENERGY	JULY BILLING	83.14	51633	7/11/2018
BLUBOOTHS	BALANCE DUE - UNIFORMS	20.53	51634	7/11/2018
CABLE ONE	INTERNET SERVICE	130.02	51635	7/11/2018
CABLE ONE	INTERNET SERVICE - SR CENTER	66.45	51457	6/28/2018
CINTAS FIRST AID & SAFETY	FIRST AID SUPPLIES	63.51	51636	7/11/2018
CULLIGAN OF INDEPENDENCE	JULY WATER SERVICE	213.02	51637	7/11/2018
D C & B SUPPLY INC	WATER METERS	1,744.80	51638	7/11/2018
DEERE CREDIT INC	MINI EXCAVATOR LEASE	8,545.57	51556	6/29/2018
FORSYTHE'S HEATING & ELECTRIC	SERVICE CALLS	760.95	51639	7/11/2018
GERKEN RENT-ALL	SANITATION UNITS	556.20	51640	7/11/2018
HAJOCA CORPORATION	RATCHET SHEARS	138.74	51641	7/11/2018
HARMONY LODGE	3RD QTR 2018 LEASE	900.00	51642	7/11/2018
HAWKINS INC	CHEMICALS	3,612.74	51643	7/11/2018
KANSAS STATE TREASURER	MUNICIPAL COURT FEES	1,262.46	51644	7/11/2018
MCCARTY'S OFFICE MACHINES INC	OFFICE SUPPLIES	119.13	51645	7/11/2018
MELS PRINTING	LETTERHEAD, LABELS	213.15	51646	7/11/2018
MIDWEST COMPUTER SALES	IT SERVICES	798.00	51647	7/11/2018
MUNICIPAL CLERKS OF ILLINOIS	REGISTRATION FEES	70.00	51452	6/28/2018
NEODESHA CHAMBER OF COMMERCE	3RD QTR FUNDING	5,000.00	51648	7/11/2018

NEODESHA DERRICK	PUBLICATIONS	419.50	51649	7/11/2018
NEODESHA HOME & GARDEN SUPPLY	BLDG MATERIALS & SUPPLIES	212.26	51650	7/11/2018
NEW BEGINNINGS ENTERPRISES INC	CONCESSIONS	483.66	51651	7/11/2018
ORSCHELNS	INSECT REPELLENT, DOG TREATS	8.12	51652	7/11/2018
PENMAC PERSONNEL SERVICES INC	TEMPORARY PERSONNEL SERVICE	3,017.00	51653	7/11/2018
PITNEY BOWES	BALANCE DUE - POSTAGE	57.88	51458	6/28/2018
PRO CARPET BUILDING SERVICES	CARPET CLEANING	425.00	51654	7/11/2018
RAILROAD MANAGEMENT CO LLC	POWERLINE ENCROACHMENTS	1,695.73	51655	7/11/2018
RURAL WATER DISTRICT 4	AIRPORT WATER	27.16	51459	6/28/2018
SCHULTE SUPPLY INC	HANDLES	128.82	51656	7/11/2018
SHERWIN WILLIAMS INDEPENDENCE	PAINT	29.47	51657	7/11/2018
SOUTHERN UNIFORM & EQUIPMENT	NAMETAGS	92.79	51658	7/11/2018
STANION WHOLESALE ELECTRIC	ELECTRIC SUPPLIES	1,089.00	51659	7/11/2018
STUDEBAKER REFRIGERATION INC	ICE MACHINE RENTAL	85.00	51660	7/11/2018
SUMMIT TRUCK GROUP	CIRCUIT BREAKER, LEVER	101.04	51661	7/11/2018
TWIN MOTORS FORD	2018 FORD F150	29,800.00	51453	6/28/2018
TWINMOUNDS.COM	ONLINE BACK UP SOLUTIONS	129.95	51662	7/11/2018
US CELLULAR	CELL PHONE CHARGES	72.50	51663	7/11/2018
US POSTMASTER	JULY UTILITY BILL MAILING	302.33	51557	6/29/2018
UTILITY CONSULTANTS INC	PRE EMPLOYMENT DRUG SCREEN ADD	210.00	51664	7/11/2018
VISA CARD SERVICES	LODGING, EXPENSES, CONCESSIONS	8,236.40	51553	6/29/2018
WESTAR ENERGY	STREETLIGHTS @ OTTAWA	71.39	51554	6/29/2018
WEX BANK	FUEL	7,726.17	51451	6/1/2018
WEX BANK	FUEL	9,219.75	51555	6/29/2018
WILSON COUNTY TREASURER	2018 DODGE CHARGER TAG/TITLE	28.75	51450	6/28/2018
WILSON COUNTY TREASURER	2018 FORD F150 TAG/TITLE	28.75	51454	6/28/2018
WILSON MEDICAL CENTER	JUNE SALES TAX DISTRIBUTION	19,653.25	51665	7/11/2018

**** PAID TOTAL ****

117,627.70

ORDINANCE NO. 1697

AN ORDINANCE AMENDING CHAPTER 8, ARTICLE III OF THE CODE OF THE CITY OF NEODESHA, AND INCORPORATING BY REFERENCE THE INTERNATIONAL BUILDING CODE, 2015 EDITION, WITH CERTAIN OMISSIONS, CHANGES AND ADDITIONS; AND REPEALING OLD CHAPTER 8, ARTICLE III OF THE CODE OF THE CITY OF NEODESHA.

BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF NEODESHA, KANSAS:

Section One: Chapter 8, Article III of the City of Neodesha Code shall be amended to read as follows:

ARTICLE III BUILDING CODE

Sec. 8-62. International Building Code Adopted

The International Building Code, 2015 Edition, including all appendix chapters, is hereby incorporated by reference herein and made a part of this Chapter 8, Article III of the Code of the City of Neodesha, Kansas, save, and except such articles, sections, parts or portions as are hereafter omitted, modified or changed. One official copy of said International Building Code, Edition of 2015, shall be marked or stamped "Official Copy as Adopted by Ordinance No. 1697 with all sections or portions thereof intended to be omitted or changed clearly marked to show any such omission or change and to which shall be attached a copy of this ordinance, and filed with the City Clerk to be open to inspection and available to the public at all reasonable hours.

Sec. 8-63. Deletions. The following sections to the 2015 International Building Code are hereby deleted:

- (a) Section 105.2.3 in its entirety
- (b) Section 103 in its entirety
- (c) Section 110.3.3 in its entirety
- (d) Section 110.3.5 in its entirety
- (e) Section 305.2 in its entirety
- (f) Chapter 11 in its entirety

Sec. 8-64. Reference Codes

- (a) Electrical: Whenever used in the Building Code, the term "ICC Electrical Code" shall be construed to mean the current City of Neodesha Electrical Code or Electric Code currently adopted by the City of Neodesha.
- (b) Fire: Whenever used in the Building Code, the term "International Fire Code" shall be construed to mean the current City of Neodesha Fire Code or existing Fire Codes currently adopted by the City of Neodesha.

Sec. 8-65. Definitions. The following words, terms and phrases, when used in this article, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning.

- (a) *Corporation Counsel* means the City Attorney
- (b) *Municipality* means a city having its own incorporated government.

Sec. 8-66. Building Permits. There shall be a charge made for each building permit application as fixed in section 16-8.

Section Two: Old Chapter 8, Article III of the Code of the City of Neodesha is hereby repealed.

Section Three: EFFECTIVE DATE. This ordinance shall be in full force and effect after its publication in the official city newspaper.

Passed by the Governing Body of the City of Neodesha, Kansas and signed by the Mayor this 11th day of July, 2018.

ATTEST:

Terry M. Harper, Mayor

Bobby Busch, City Clerk

CDBG AND USDA PROFESSIONAL SERVICES PROPOSAL ADDENDUM

May 24, 2018

To Mayor and Commissioners
ATTN: Ed Truelove, City Administrator or
Bobby Busch, City Clerk
1407 N. 8th, P.O. Box 336
Neodesha, KS 66757-0336

RE: Natural Gas System Improvements
CDBG Community Facilities Application
USDA Community Facilities Application

This addendum will supplement the original proposal of September 22, 2017 for the purposes of providing professional grant writing services for the completion of the fall 2018 Community Facilities CDBG application for the City of Neodesha, Kansas.

Scope of Services

We agree to provide the following professional services and such other services as, in our judgment, may be necessary and advisable:

- A. To work with City Staff and City Consultant(s) in the preparation of CDBG documents including attending public hearings, work sessions, etc.
- B. To present paperwork to the city Commission for processing execution by the Mayor for the CDBG application that is due on November 1, 2018.
- C. To provide copies of all submitted paperwork to the City for their files.

Our fee is \$85.00/hour plus mileage and relevant expenses (i.e. overnight mail delivery, etc.). The cost for preparing the 2018 Fall CDBG application (2019 funding) is a NOT TO EXCEED fee of \$4,500. Payment for Services will be upon submission of CDBG Application to the Kansas Department of Commerce.

It is noted that CDBG Grant Administration is a separate contract and will be presented as a “pending contract” which will be valid only if the City is awarded the grant.

This agreement shall be in force for effect for a period of two years unless terminated and shall be subject to cancellation by either party with ten (10) days advance written notice.

This addendum is submitted in duplicate. Your acceptance will be indicated by the signature of City on both copies and by returning one executed copy to us.

Respectfully submitted,

Ranson Financial Group, LLC

Rose Mary Saunders

Rose Mary Saunders
Senior Consultant

Accepted this _____ day of _____, 2018.

CITY OF NEODESHA, KANSAS

Mayor

ATTEST:

City Clerk

(seal)