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 January 23 and February 6, 2019 Commission minutes
- Appropriation (2019) 02
- Raw Water Project Bond Appropriation 49

Item 4: Business Items to Consider

A. Discuss Swimming Pool Bond Sales Tax
B. Dangerous Structures: Public Hearing, 306 Bell Street
C. Resolution: Dangerous Structures, 306 Bell Street
D. Ordinance: Gas Utility Adjustments
E. Ordinance: Fee Structures
F. Approve Transformer Quote
G. Appoint Director 1 for KMEA

Item 5: Date/Time of Next Regular Meeting

- Wednesday, February 13, 2019, 2:00 p.m. – Regular Meeting, City Hall

Item 6: Executive Session: Non-Elected Personnel

Item 7: Adjournment
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 Discuss Swimming Pool Bond Sales Tax

The swimming pool bond, and associated sales tax, will sunset in October 2019. The Commission is asked to discuss whether the possibility of renewing the 10-year sales tax, and potential City uses for the tax proceeds.

RECOMMENDED MOTION: N/A


On December 19, 2018, the Commission approved Resolution 18-23, to set a public hearing date, February 13, 2019, to show cause why the structures located at 306 Bell Street should not be ordered repaired or demolished as unsafe or dangerous structures. For this agenda item, the Commission will conduct a public hearing for the property located at 306 Bell Street.

RECOMMENDED MOTION: N/A

4.C Resolution: Dangerous Structures, 306 Bell Street

Depending on the outcome of agenda item 4A, The Commission is asked to approve Resolution 19-01, to declare the property as unsafe or dangerous, and directing the repair or removal of the structures, making the property safe and secure.

RECOMMENDED MOTION: I move to approve Resolution 19-01 declaring the property located at 306 Bell Street as unsafe or dangerous, and allow the property owner ________ days to repair or remove the structures and make the property safe and secure.

4.D Ordinance: Gas Utility Adjustments

The Commission is being asked to approve Ordinance 1713, modifying the computation formula for the City’s Gas Cost Adjustment.

RECOMMENDED MOTION: I move to approve Ordinance 1713, modifying the City’s Gas Cost Adjustment.
4.E Ordinance: Fee Structures

The Commission is being asked to approve Ordinance 1714, modifying the City’s fee structure Ordinance. The primary change proposed for the Commission is the elimination of the $1 system improvement fee and assigning this fee as an increase to the meter fees for the water and sewer utilities for a net increase of zero.

RECOMMENDED MOTION: I move to approve Ordinance 1714, modifying the City’s fee structure Ordinance.

4.F Approve Transformer Quote

For this agenda item, the Commission is asked to approve the purchase of transformers from the Solomon Corporation, for Cobalt and the nursing home. The purchase amount is for approximately $17,000, but the tax amount has not been added to the quote. Therefore, Staff is asking the Commission for purchase authority not to exceed $20,000.

RECOMMENDED MOTION: I move to approve the purchase of transformer equipment from Solomon Corporation in an amount not to exceed $20,000.

4.G Appoint Director 1 for KMEA

For this agenda item, the Commission is asked to appoint Electric Superintendent Hearn as the City’s KMEA Director #1.

RECOMMENDED MOTION: I move to appoint Brandon Hearn as KMEA Director #1.

EXECUTIVE SESSION – Non Elected Personnel

I move to recess to an Executive Session including the Governing Body, City Administrator, and City Clerk to discuss an individual employee’s performance pursuant to the non-elected personnel matter exception, KSA 75-4319(b)(1). The open meeting will resume in the Commission Room at ___ p.m.
The Board of Commissioners met in regular session at 2:00 p.m. on Wednesday, January 23, 2019 with Mayor Harper presiding and Commissioners Moffatt and Johnson present.

Commissioner Moffatt moved to approve the agenda as presented. 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 January 14 and 15, 2019 meetings; Appropriation (2018) 24; and Appropriation (2019) 01; be approved. Seconded by Commissioner Moffatt. Motion carried.

Administrator Truelove addressed the Commission regarding property to be put into the Land Bank. Discussion was held.

Commissioner Moffatt moved to convene as the Neodesha Land Bank to consider donation of property into the Land Bank. Seconded by Commissioner Johnson. Motion carried.

Commissioner Johnson moved to accept the property at 102 S. 4th into the Neodesha Land Bank. Seconded by Commissioner Moffatt. Motion carried.

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

Administrator Truelove addressed the Commission regarding the purchase of a police vehicle for 2019. Discussion was held.

Commissioner Johnson moved to approve the purchase of a 2019 Dodge Charger from Davis-Moore Automotive at a price not to exceed $35,000. Seconded by Commissioner Moffatt. Motion carried.

Administrator Truelove addressed the Commission regarding the engagement letter for the City’s 2018 audit. Discussion was held.

Commissioner Moffatt moved to approve the engagement letter with Jarred, Gilmore & Phillips PA, for completion of the 2018 audit in an amount not to exceed $10,000. Seconded by Commissioner Johnson. Motion carried.

The next regular meeting of the Governing Body will be held at City Hall on Wednesday, February 13, 2019 at 2:00 p.m.

At 3:15 p.m. Commissioner Johnson moved to adjourn. Seconded by Commissioner Moffatt. Motion carried.

______________________________
Terry M. Harper, Mayor

______________________________
Bobby Busch, City Clerk/Finance Director
To the Board of Commissioners:

The Board of Commissioners will hold a Special Call meeting Wednesday, February 6, 2019 at 12:00 p.m. for the following purposes:

1. Work Session

The Board of Commissioners met in a Special Call session at 12:00 noon on Wednesday, February 6, 2019 with Mayor Harper presiding and Commissioners Moffatt and Johnson in attendance.

A Work Session was held discussing various financial projects being planned in 2019. No action.

At 2:25 p.m. Commissioner Johnson moved to adjourn the meeting. Seconded by Commissioner Moffatt. Meeting adjourned.

ATTEST: ________________________________

Terry M. Harper, Mayor

______________________________

Bobby Busch, City Clerk/Finance Dir.
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**** PAID  TOTAL *****

108,317.90
RAW WATER PROJECT BOND
APPROPRIATION 49
FEBRUARY 13, 2019

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GRAND TOTAL 214,282.33

Approved the day above written.

Terry M. Harper, Mayor

Attest

Bobby Busch, City Clerk
CITY OF NEODESHA

RESOLUTION NO. 19-01

A RESOLUTION FINDING THAT THE STRUCTURE LOCATED ON, LEGAL DESCRIPTION: BLOCK 1, LOTS 15-21, BLISS SUBDIVISION, CITY OF NEODESHA, WILSON COUNTY, KANSAS, COMMONLY KNOWN AS 306 BELL STREET, NEODESHA, KANSAS, IS UNSAFE OR DANGEROUS AND DIRECTING THE STRUCTURE TO BE REPAIRED OR REMOVED AND THE PREMISES MADE SAFE AND SECURE.

WHEREAS, the Enforcing Officer of the City of Neodesha, Kansas did on the 19th day of December, 2018 file with the governing body of said City a statement in writing that a certain structure, hereinafter described, was unsafe and dangerous; and

WHEREAS, the governing body did by Resolution dated the 19th day of December, 2018, fix the time and place of a hearing at which the owner, his or her agent, any lienholders of record and any occupant of such structure could appear and show cause why such structure should not be condemned and ordered repaired or demolished, and provided for giving notice thereof as provided by law; and

WHEREAS, such Resolution was published in the official city paper on the 3rd day of January, 2019, and on the 10th day of January, 2019, and a copy of such Resolution was served on all persons entitled thereto in all respects as provided by law; and

WHEREAS, on this 13th day of February, 2019, the governing body has heard all evidence submitted by the enforcing officer of the City, the owners, agents, lienholders and occupants of such structure (having appeared or having failed to appear);

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF NEODESHA: THAT said governing body hereby finds that the structure located on Block 1, Lots 15-21, Bliss Subdivision, City of Neodesha, Wilson County, Kansas, commonly known as 306 Bell Street, Neodesha, Kansas, is unsafe and dangerous and hereby directs such structure to be removed and the premises made safe and secure. The owner of such structure is hereby given fifteen (15) days from the date of publication of this Resolution within which to commence the removal of such structure within the time stated or fails to diligently prosecute the same until the work is completed, said governing body will cause the structure to be razed and removed and the costs of such razing and removing, less salvage if any, to be assessed as a special assessment against the lot or parcel of land upon which the structure is located as provided by law.

BE IT FURTHER RESOLVED, that the City Clerk shall cause this Resolution to be published once in the official city paper and a copy mailed to the owners, agents, lienholders and occupants as provided by law.

ADOPTED AND APPROVED by the governing body of the City of Neodesha, Kansas this 13th day of February, 2019.

ATTEST:

Terry M. Harper, Mayor

Bobby Busch, City Clerk
ORDINANCE NO. 1713

AN ORDINANCE AMENDING SECTION 36-489 OF CHAPTER 366 OF THE CITY OF NEODESHA CODE REGARDING COST OF GAS ADJUSTMENT AND REPEALING OLD SECTION 36-489 OF CHAPTER 36 OF THE CITY OF NEODESHA CODE.

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

Section One: Section 36-489 of Chapter 36 of the City of Neodesha Code shall be amended to read as follows:

Sec. 36-489, - Cost of Gas Adjustment Clause.
Depending on the wholesale supply cost to the City, the City shall use the following formula to calculate an adjustment to be charged to the customer’s bill for reimbursement of actual supply cost over the adopted rate as specified in the City’s rate. The charge per MCF may be adjusted each month under the following formula:

\[(A + B)/C = D\]
\[D - E = F\]

Where:
\(A\) = All Gas commodity cost (purchased and storage) for preceding month.
\(B\) = Transportation and any associated costs for preceding month.
\(C\) = City gate delivered metered volumes for preceding month.
\(D\) = Average delivered commodity cost per MCF for preceding month.
\(E\) = The base cost per MCF of natural gas determined each year. Currently, it is $4.00
\(F\) = Adjustment cost charged to customer per MCF (Any decrease in the cost of supplier’s gas shall have no effect on the City’s base costs as specified in this section.)

The monthly GCA will be applied to those customer bills issued immediately following the month for which the GCA is computed. The city may authorize the use of estimated gas costs and volumes in the GCA when needed to protect the financial condition of the utility or to more fairly apportion GCA cost recovery among customers. Application of the GCA for any month is at the option of the city.

Section Two: Old Section 36-489 of Chapter 36 of the Code of the City of Neodesha is hereby repealed.

Section Three: EFFECTIVE DATE. This ordinance shall be in full force and effect March 1, 2019, 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 13th day of February, 2019.

ATTEST:

Terry M. Harper, Mayor

Bobby Busch, City Clerk

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ORDINANCE NO. 1714

AN ORDINANCE AMENDING SECTION 16-36 OF CHAPTER 16 OF THE CITY OF NEODESHA CODE REGARDING FEES FOR UTILITIES PROVIDED BY THE CITY OF NEODESHA, WILSON COUNTY, KANSAS AND REPEALING OLD SECTION 16-36 OF CHAPTER 16 OF THE CITY OF NEODESHA CODE.

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

Section One: Section 16-36 of Chapter 16 of the City of Neodesha Code shall be amended to read as follows:

Sec. 16-36. - Utilities.

a) Service connection fees:
   1. Electricity: $50.00.
   2. Gas: $50.00.
   3. Water: $50.00.

b) Transfer fee: $25.00.

c) Reconnect fees:
   1. First time account is shut off: $50.00.
   2. Second time account is shut off: $75.00.
   3. Third and subsequent time account is shut off: $100.00.

d) Returned check NSF fee: $30.00.

e) Natural gas:
   1. Residential service, monthly rates:
      a. Meter service charge: $14.00 per month per meter.
      b. Commodity charge: $8.16 per Mcf, plus the cost of gas adjustment.
   2. Commercial service, monthly rates:
      a. Meter service charge: $16.00 per month per meter.
      b. Commodity charge: $8.16 per Mcf, plus the cost of gas adjustment.
   3. Industrial service, monthly rates:
      a. Meter service charge: $18.00 per month per meter.
      b. Commodity charge: $8.16 per Mcf, plus the cost of gas adjustment.
   4. Large volume service. Must remain on this rate for the 12 month calendar year.
      a. Customer charge: $55.00 per month (includes multiple locations/meters).
      b. Meter service charge: $18.00 per month per meter.
      c. Commodity charge:
         (1) The first 50 Mcf (0—50) at $7.95 per Mcf.
         (2) The next 150 Mcf (51—200) at $7.74 per Mcf.
         (3) The next 350 Mcf (201—550) at $7.42 per Mcf.
         (4) All over 550 Mcf (551+) at $7.21 per Mcf, plus the cost of gas adjustment applied to all Mcf.

f) Water rates:
   1. Residential and commercial:
      a. Customer charge: $13.00 per month per meter.
      b. $5.67 per 1,000 gallons per month.
   2. Industrial customers:
      a. Customer Charge: $13.00 per month per meter.
      b. For the first 100,000 gallons the rate shall be $5.67 per 1,000 gallons per month.
      c. For all water in excess of 100,000 gallons the rate shall be $4.86 per 1,000 gallons per month.
   3. Bulk water sales at Water Plant:
      a. 100 gallons for $1.00
   4. Customers outside of City limits will pay 125% of the applicable rate.

g) Water reconnect fees when service is terminated for violating water supply emergency restrictions:
   1. First reconnection: $50.00.
   2. Second reconnection: $200.00.
3. Third reconnection: $300.00.

h) Water backflow preventer testing fees.
1. First unit $150.00; additional units $100.00 each.
2. Re-testing: $100.00 per unit.

i) Electric rates.
1. Residential and Urban Customers:
   a. Customer charge: $7.00 per month per meter.
   b. Energy: $0.083 per kWh.
   c. Minimum: The customer charge.
2. Commercial Customers:
   a. Customer charge: $7.50 per month per meter.
   b. Energy: $0.083 per kWh.
   c. Minimum: The customer charge.
3. Industrial Customers:
   a. Customer charge: $75.00 per month per meter.
   b. Energy: $0.075 per kWh.
   c. Minimum: The customer charge.
4. Large volume industrial customer rate: Large volume industrial customers shall be billed at the rate of $0.06 per kWh for any monthly usage that exceeds 200,000 kilowatt-hours. During those months when usage exceeds 400,000 kilowatt-hours, the large volume industrial customer shall be billed at the rate of $0.06 per kWh for all usage, and in no case shall be lower than the city's actual cost to purchase power. Large volume rates shall be subject to the same cost adjustment as all other electric rates. The rates set forth in this section are based on a standard base cost of $0.045 per kWh.

5. Hi-Lighters:
   a. Installation charge: $150.00.
   b. Installation charge with installation of pole: $450.00

j) Sewer charges:
1. Minimum Charge shall be $15.00 per water meter per month.
2. User rate shall be $3.08 per 1,000 gallons of water used.
   a. For residential customers the monthly user charge will be based on the average monthly water usage during the months of December, January and February. If a residential customer has not established an average for December, January and February, his monthly user charge shall be the median charge of all other residential contributors.
   b. Industrial/Commercial: User charges shall be based on the water used during the current month.
      i. If a commercial or industrial contributor has a consumptive use of water, or in some other manner uses water which is not returned to the wastewater collection system, the user charge for that contributor may be based on a wastewater meter or separate water meter installed and maintained at the contributor's expense, and in a manner acceptable to the City.
3. Customers outside of City limits will pay 125% of the applicable rate.

k) Solid waste collection and disposal:

<table>
<thead>
<tr>
<th>Refuse Rates</th>
<th>Monthly Rate</th>
<th>Additional Container</th>
</tr>
</thead>
<tbody>
<tr>
<td>Residential rate per dwelling unit</td>
<td>$13.00</td>
<td></td>
</tr>
<tr>
<td>Commercial minimum rate</td>
<td>$22.00</td>
<td></td>
</tr>
<tr>
<td>Shared dumpsters</td>
<td>$22.00</td>
<td>n/a</td>
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<tr>
<td>(one dumpster shared by two or more businesses)</td>
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<tr>
<td>Once a week collection (first container)</td>
<td>$22.00</td>
<td>$18.00</td>
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<tr>
<td>Two collections per week (first container)</td>
<td>$35.00</td>
<td>$31.00</td>
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<tr>
<td>Three collections per week (first container)</td>
<td>$47.00</td>
<td>$41.00</td>
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<tr>
<td>Four collections per week (first container)</td>
<td>$58.00</td>
<td>$51.00</td>
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<tr>
<td>Five collections per week (first container)</td>
<td>$70.00</td>
<td>$61.00</td>
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<tr>
<td>Service outside city limits (125% of the city rate)</td>
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</table>

l) Stormwater fee: $3.00 per water meter per month.
Section Two:  Old Section 16-36 of Chapter 16 of the Code of the City of Neodesha is hereby repealed.

Section Three:  EFFECTIVE DATE. This ordinance shall be in full force and effect upon adoption and 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 13th day of February, 2019.

ATTEST:  

______________________________  
Terry M. Harper, Mayor

______________________________  
Bobby Busch, City Clerk
To: Brandon Hearn  
Neodesha Light & Power  
Neodesha, Kansas 66757  
United States  

From: Reed Hammond  
+1 7855775475  
rhammond@solomoncorp.com  

Quote: Q-12806  
Date: 2/5/2019

<table>
<thead>
<tr>
<th>QTY</th>
<th>DESCRIPTION</th>
<th>EACH (USD)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Three Phase Pad Mount - 150 KVA</td>
<td>$4,205.00</td>
</tr>
</tbody>
</table>

- Engineering Quote Number:  
  HV: 13200GRDY/7620  
  LV: 208Y/120  
  Taps: -10%  
- Primary Bushings: 6) Wells and 15 KV Inserts - Loop Feed  
- Secondary Bushings: 4-Hole Spades  
- Degree Rise: 65 °C ONAN  
- Frequency: 60 Hertz  
- Impedance: Standard  
- Additional Specs:  
  - Non-PCB Mineral Oil  
  - Bayonet Fusing  
  - Drip Shield  
  - Temperature Gauge  
  - Liquid Level Gauge  
  - 1\"; Drain Valve and Sampler

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<tbody>
<tr>
<td>1</td>
<td>Three Phase Pad Mount - 1000 KVA</td>
<td>$11,495.00</td>
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</tbody>
</table>

- Engineering Quote Number:  
  HV: 13200GRDY/7620  
  LV: 208Y/120  
  Taps: 2-2.5% FCAN and BN  
- Primary Bushings: 6) Wells and 15 KV Inserts - Loop Feed  
- Secondary Bushings: 10-Hole Spades with Supports  
- Degree Rise: 65 °C ONAN  
- Frequency: 60 Hertz  
- Impedance: Standard  
- Additional Specs:  
  - Non-PCB Mineral Oil  

www.solomoncorp.com - 800.234.2867
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<tr>
<td></td>
<td>Bayonet Fusing</td>
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<td></td>
<td>Liquid Level Gauge</td>
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<tr>
<td></td>
<td>Pressure Vacuum Gauge</td>
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<tbody>
<tr>
<td>3</td>
<td>Single Phase Pole Mount - 37.5 KVA</td>
<td>$790.00</td>
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Engineering Quote Number:
HV: 7620/13200Y
LV: 120/240 (connected 120/208Y)
Taps: 2-2.5% FCAN and BN
Primary Bushings: 2) Cover Mount - Eyebolts
Secondary Bushings:
Degree Rise: 65 °C ONAN
Frequency: 60 Hertz
Impedance:
Additional Specs: Matched Bank, Conventional Style
Non-PCB Mineral Oil

Completely Reconditioned to Nameplate Specifications
Shipment: 4-5 Weeks
FOB Allowed To: Neodesha, KS
Warranty: 3 Years
Terms: Net 30 with approved credit

Prices valid for 30 days. Units subject to availability. Please see attached Terms and Conditions.
Price does not include tax. If applicable, tax will be added to the invoice. If order is tax exempt, please provide a copy of your exemption certificate.
Unit(s) quoted are for normal service conditions as defined by ANSI/IEEE Standards.
Notify Solomon Corporation at time of quotation should the unit(s) be subject to harmonics, motor starting, shovel duty, or other special service conventions.