

Agenda

City Commission of the City of Neodesha, KS
June 24, 2020 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 June 10, 2020 Minutes
- Approval of June 11, 2020 Special Call Meeting Minutes
- Appropriation (2020) 12

Item 4: Business Items to Consider

- A. Land Bank: Consider Accepting Property Donations
- B. Consider Purchase of Thermal Imager for Fire Department
- C. Discuss Hiring for Neodesha Fire Department

Item 5: Date/Time of Next Regular Meeting

Wednesday, July 8, 2020 at 2:00 p.m. – Regular Meeting, City Hall

Item 6: Executive Session: Non-Elected Personnel

Item 7: Adjournment

AGENDA COMMENTS
CITY COMMISSION MEETING
June 24, 2020

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: Land Bank: Consider Accepting Property Donations

Staff has been contacted by two separate property owners, requesting that we consider accepting the donation of their property. Therefore, the Commission is asked to consider accepting 1002 Tank and 2971 US 75 Highway.

RECOMMENDED MOTION: *I move to accept the donation of property located at 1002 Tank from Narissa Harrison.*

RECOMMENDED MOTION: *I move to accept the donation of property located at 2971 US 75 Highway from Mr. Steve Matthews, executor for the Wilma Matthews Estate.*

4.B: Consider Purchase of Thermal Imager for Fire Department

The Fire Department's thermal imager has failed. The Department has accepted the loan of a thermal imager. The Commission is asked to consider the purchase of this important piece of life-saving equipment.

RECOMMENDED MOTION: *I move to approve the purchase a thermal imager from Jerry Ingram Fire and Rescue at a price not to exceed \$5,000.*

4.C: Discuss Hiring for Neodesha Fire Department

Staff will discuss plans for advertising and hiring for two positions on the Neodesha Fire/EMS Department.

RECOMMENDED MOTION: *N/A*

The Board of Commissioners met in regular session at 2:00 p.m. in the Commission Room at City Hall, practicing social distancing and conducting the meeting by live streaming with Zoom, on Wednesday, June 10, 2020 with Mayor Johnson presiding and Commissioners Moffatt and Nichol present.

Commissioner Moffatt moved to approve the agenda as presented with the addition of Item 4E, Letter in Support of Ag Eagle. Seconded by Commissioner Nichol. Motion carried.

Commission and Administrator Reports were heard.

Administrator Truelove announced that Britney Hallman will be joining City Hall staff on Monday, June 15, 2020 as a full time, City of Neodesha, employee. Britney has been working at City Hall since March 2020 through temporary personnel agency, Penmac Staffing Services.

Jeri Hammerschmidt, Community Development Director, addressed the Commission with updates related to housing, business and community happenings.

Public Comments were invited and heard.

Commissioner Nichol moved to approve the Consent Agenda consisting of the minutes from the May 27, 2020 Commission Meeting; minutes from the June 1, 2020 Special Call Meeting; Appropriation (2020) 11; Raw Water Bond Project Appropriation No 72; and Gas Line Project Appropriation No 08. Seconded by Commissioner Moffatt. Motion carried.

Administrator Truelove addressed the Commission regarding an agreement between the Senior Citizens Center Board and the Neodesha Area Chamber of Commerce to share office and meeting space at the Senior Center. Discussion held.

Commissioner Moffatt moved to approve the agreement between the Senior Citizens Center Board and the Neodesha Area Chamber of Commerce as presented. Seconded by Commissioner Nichol. Motion carried.

Administrator Truelove addressed the Commission regarding approval of the purchase of electric poles from Bridgewell Resources. Discussion held.

Commissioner Nichol moved to approve the purchase of electric poles from Bridgewell Resources in the amount of \$12,011. Seconded by Commissioner Moffatt. Motion carried.

Administrator Truelove addressed the Commission regarding the City's electric utility rates for Industrial Customers. Discussion held. No action taken.

Administrator Truelove addressed the Commission regarding the acceptance of an employee resignation. Discussion held.

Commissioner Moffatt regretfully accepted the resignation of Keenan Fyfe from the Neodesha Fire Department, effective June 5, 2020. Seconded by Commissioner Nichol. Motion carried.

Administrator Truelove addressed the Commission regarding a letter in support of Ag Eagle to the Kansas Department of Commerce. Discussion held.

Mayor Johnson moved to approve the letter of support for Ag Eagle, and to authorize the Mayor, himself, to sign. Seconded by Commissioner Moffatt. Motion carried with Commissioner Nichol abstaining due to a possible conflict of interest, he being an employee of Ag Eagle.

Commissioner Moffatt moved to recess to an Executive Session including the Governing Body, City Administrator, City Clerk, Fire Chief Duane Banzet and Mike Woldum 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 3:45 p.m. Seconded by Commissioner Nichol. Motion carried. The live streamed Zoom meeting was then placed on hold with audio, video and recording ceased.

At 3:45 p.m. the regular meeting of the Governing Body reconvened in the Commission Room at City Hall. Audio, video and recording the meeting by Zoom resumed. No action taken.

Commissioner Moffatt moved to extend the Executive Session including the Governing Body, City Administrator, City Clerk, Fire Chief Duane Banzet and Mike Woldum 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 because it might invade the privacy of those discussed. The open meeting will resume in the Commission Room at 4:00 p.m. Seconded by Commissioner Nichol. Motion carried. The live streamed Zoom meeting was then placed on hold with audio, video and recording ceased.

At 4:00 p.m. the regular meeting of the Governing Body reconvened in the Commission Room at City Hall. Audio, video and recording the meeting by Zoom resumed. No action taken. *(continued on next page)*

Commissioner Moffatt moved to recess the Commission Meeting until 4:05 p.m. Seconded by Commissioner Nichol. Motion carried.

At 4:05 p.m. the regular meeting of the Governing Body reconvened in the Commission Room at City Hall.

Commissioner Moffatt moved to extend the Executive Session including the Governing Body, City Administrator, City Clerk and Landon Woodward 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 because it might invade the privacy of those discussed. The open meeting will resume in the Commission Room at 4:20 p.m. Seconded by Commissioner Nichol. Motion carried. The live streamed Zoom meeting was then placed on hold with audio, video and recording ceased.

At 4:17 p.m. Landon Woodward left the executive session meeting and Chief Duane Banzet left the premises due to a structure fire call-out. The executive session with the Governing Body, City Administrator and City Clerk continued until 4:20 p.m.

At 4:20 p.m. the regular meeting of the Governing Body reconvened in the Commission Room at City Hall. Audio, video and recording the meeting by Zoom resumed. No action taken.

Commissioner Moffatt moved to extend the Executive Session including the Governing Body, City Administrator 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 because it might invade the privacy of those discussed. The open meeting will resume in the Commission Room at 4:45 p.m. Seconded by Commissioner Nichol. Motion carried. The live streamed Zoom meeting was then placed on hold with audio, video and recording ceased.

At 4:45 p.m. the regular meeting of the Governing Body reconvened in the Commission Room at City Hall. Audio, video and recording the meeting by Zoom resumed. No action taken.

The next regular meeting of the Governing Body will be held at City Hall on Wednesday, June 24, 2020 at 2:00 p.m.

At 4:47 p.m. Commissioner Nichol moved to adjourn. Seconded by Commissioner Moffatt. Motion carried.

ATTEST:

Devin Johnson, Mayor

Stephanie Fyfe, City Clerk

SPECIAL CALL FOR SPECIAL MEETING OF BOARD OF COMMISSIONERS

Neodesha, Kansas
June 11, 2020

To the Board of Commissioners:

The Board of Commissioners will hold a Special Call meeting Thursday, June 11, 2020 at 2:00 p.m. for the following purposes:

I. Executive Session: Non-elected Personnel

The Board of Commissioners met in a Special Call Session on Thursday, June 11, 2020 at 2:00 p.m. with Mayor Johnson presiding and Commissioners Moffatt and Nichol present.

Commissioner Moffatt moved to recess to an Executive Session including the Governing Body, City Administrator, City Clerk, Fire Chief Duane Banzet and Assistant Fire Chief Mike Woldum 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 2:20 p.m. Seconded by Commissioner Nichol. Motion carried.

At 2:20 p.m. the regular meeting of the Governing Body reconvened in the Commission Room at City Hall. No action taken.

Commissioner Moffatt moved to extend the Executive Session until 2:30 p.m. Seconded by Commissioner Nichol. Motion carried.

At 2:30 p.m. the regular meeting of the Governing Body reconvened in the Commission Room at City Hall. No action taken. Assistant Fire Chief Woldum then left the meeting.

Commissioner Moffatt moved to extend the Executive Session until 2:40 p.m. Seconded by Commissioner Nichol. Motion carried.

At 2:40 p.m. the regular meeting of the Governing Body reconvened in the Commission Room at City Hall. No action taken.

Commissioner Nichol moved to terminate Assistant Fire Chief Mike Woldum effective immediately. Seconded by Commissioner Moffatt. Motion carried.

At 2:43 p.m. Commissioner Nichol moved to adjourn the meeting. Seconded by Commissioner Moffatt. Motion carried. Meeting adjourned.

ATTEST:

Devin Johnson, Mayor

Stephanie Fyfe, City Clerk

APPROPRIATIONS REPORT

ORDINANCE NO 12

6/24/2020

<u>VENDOR</u>	<u>REFERENCE</u>	<u>AMOUNT</u>	<u>CHECKNO</u>	<u>CHECK DATE</u>
A T & T	PHONE CHARGES	299.11	54849	6/24/2020
A T & T	PHONE CHARGES	166.82	54850	6/24/2020
D'ANN ADAMS	CIVIC CENTER DEPOSIT REFUND	150.00	54851	6/24/2020
ADVANCE INSURANCE COMPANY	JUNE PREMIUMS	529.16	54853	6/24/2020
AIR & FIRE SYSTEMS INC	EQUIPMENT TESTING	265.00	54854	6/24/2020
ALTEC INDUSTRIES INC	EQUIPMENT MAINTENANCE	2,331.39	54855	6/24/2020
BOUND TREE MEDICAL LLC	MEDICAL SUPPLIES	185.37	54856	6/24/2020
CALLTOWER	PHONE CHARGES	326.73	54857	6/24/2020
CANON FINANCIAL SERVICES	COPIER & PRINTER LEASE	662.34	54858	6/24/2020
CARROT-TOP INDUSTRIES	FLAGS	72.90	54859	6/24/2020
CARTER WATERS	COLD PATCH	2,145.83	54860	6/24/2020
CERTIFIED LABORATORIES	PW SUPPLIES	390.79	54861	6/24/2020
ECX SYSTEMS LLC	BARRACUDA EMAIL SECURITY 7/20	50.00	54862	6/24/2020
FIREX, INC	BACKFLOW INSPECTION	225.00	54863	6/24/2020
FORSYTHE'S HEATING & ELECTRIC	SERVICE CALLS	526.79	54864	6/24/2020
FREDONIA OUTDOOR EQUIPMENT	EQUIPMENT SUPPLIES	47.70	54865	6/24/2020
G & W FOODS	SUPPLIES	115.71	54866	6/24/2020
GERKEN RENT-ALL	17935AT-1-GUN RANGE TENNIS CRT	556.20	54867	6/24/2020
HAWKINS INC	CHEMICALS	370.55	54868	6/24/2020
HUGO'S INDUSTRIAL SUPPLY, INC	SUPPLIES	4,677.86	54873	6/24/2020
MCCARTY'S OFFICE MACHINES INC	OFFICE SUPPLIES	239.71	54874	6/24/2020
MELS PRINTING	ENVELOPES	350.30	54875	6/24/2020
MIDWEST COMPUTER SALES	IT SERVICES	200.00	54876	6/24/2020
NDB NEODESHA	INS INSTALLMENT 2 OF 6	23,276.00	54878	6/24/2020
NEODESHA AUTO SUPPLY	AUTO PARTS & SUPPLIES	325.53	54879	6/24/2020
PB HOIDALE COMPANY INC	AIRPORT FUEL STATION REPAIR	552.33	54880	6/24/2020
PENMAC PERSONNEL SERVICES INC	TEMPORARY PERSONNEL SERVICE	4,815.68	54881	6/24/2020
PORTER DRUG STORE	MEDICATION	83.20	54882	6/24/2020
PRIORITY POWER	MAY BILLING	1,870.00	54883	6/24/2020

RAILROAD MANAGEMENT CO LLC	POWERLINE ENCROACHMENT	1,799.00	54884	6/24/2020
RAILROAD MANAGEMENT CO LLC	POLE LEASE	1,361.69	54885	6/24/2020
SAFELITE FULFILLMENT, INC	WINDSHIELD REPAIR	339.53	54886	6/24/2020
SECURITY 1ST TITLE, LLC	NEODESHA LAND BANK	200.00	54887	6/24/2020
TBS ELECTRONICS INC	BATTERY	393.00	54888	6/24/2020
THOMPSON BROTHERS SUPPLY INC	OXYGEN, CYLINDER LEASE	162.84	54889	6/24/2020
TLC GROUNDSKEEPING INC	MAIN ST LANDSCAPE MAINTENANCE	1,361.07	54890	6/24/2020
TRI VALLEY DEVELOPMENTAL SERV	POOL CONCESSIONS	353.20	54891	6/24/2020
UNIFIRST CORPORATION	UNIFORMS & SUPPLIES	2,134.20	54892	6/24/2020
WESTERN AUTO	SUPPLIES	228.48	54893	6/24/2020
****TOTAL****		54,141.01		