

-Agenda

City Commission of the City of Neodesha, KS

April 12, 2023 2:00 p.m.

ZOOM Online Access: <https://us02web.zoom.us/j/6203252828>

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
- Community Development Director Report

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 March 21, 2023 Special Call Minutes
- Approval of March 22, 2023 Minutes
- Approval of April 3, 2023 Special Call Minutes
- Appropriation (2023) 06

Item 4: Business Items to Consider

- A. Proclamation: Child Abuse Prevention Month
- B. Proclamation: National Work Zone Awareness Week
- C. Proclamation: National Lineman Appreciation Day
- D. Approve Amended Agreement with First Step Builders: Northgate Subdivision
- E. Approve Letter of Intent with First Step Builders: 8th/9th & Carolina
- F. Notice of Award: Privatized Mowing; TLC Groundskeeping, Inc
- G. Notice to Proceed: Privatized Mowing; TLC Groundskeeping, Inc
- H. Approve Purchase of Gas Meters
- I. Approve Purchase of Water Meters
- J. Discussion: Chicken Ordinance
- K. Accept Resignation of Public Works Employee
- L. City Administrator Contract 2023/2024

Item 5: Date/Time of Next Regular Meeting

Wednesday, April 26, 2023 at 2:00 p.m. – Regular Meeting, City Hall

Item 6: Executive Session

Item 7: Adjournment

**AGENDA COMMENTS
CITY COMMISSION MEETING
April 12, 2023**

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: Proclamation: Child Abuse Prevention Month

4.B: Proclamation: National Work Zone Awareness Week

4.C: Proclamation: National Lineman Appreciate Day

4.D: Approve Amended Agreement with First Step Builders: Northgate Subdivision

On January 9, 2023, the Commission approved a Letter of Intent (the agreement) with First Step Builders. The Commission is now being asked to extend the agreement 90-days, with a new expiration date of August 7, 2023. This extension will allow additional time for the housing project in the Skyline Drive area.

RECOMMENDED MOTION: *I move to approve Amended Agreement with First Step Builders as presented.*

4.E: Approve Letter of Intent with First Step Builders: 8th/9th Carolina

The Commission is asked to consider a Letter of Intent, with First Step Builders, for building additional housing at 907 and 911 N. 8th Street, and 902 and 904 N. 9th Street.

RECOMMENDED MOTION: *I move to approve the Letter of Intent with First Step Builders as presented.*

4.F: Notice of Award: Privatized Mowing; TLC Groundskeeping, Inc

On March 23, 2023, the Commission approved the bid from TLC Groundskeeping, LLC., regarding privatized mowing for City Hall, Neodesha Splash Zone, Stadium Park & Memorial Park. The Commission is asked to formally issue a Notice of Award for privatized mowing for 2023.

RECOMMENDED MOTION: *I move to approve the Notice of Award to TLC Groundskeeping, LLC., for privatized mowing.*

4.G: Notice to Proceed: Privatized Mowing; TLC Groundskeeping, Inc

Upon approval of agenda item 4E, the Commission is asked to issue a Notice to Proceed to TLC Groundskeeping, LLC., for privatized mowing.

RECOMMENDED MOTION: *I move to approve the Notice to Proceed to TLC Groundskeeping, LLC., for privatized mowing.*

4.H: Approve Purchase of Gas Meters

Public Works Director Toms has provided the Commission with a quote from Koons Gas Measurement for the purchase of 400 gas meters.

RECOMMENDED MOTION: *I move to approve the purchase of gas meters from Koons Gas Measurement at a cost not to exceed \$45,040.98.*

4.I: Approve Purchase of Water Meters

Water Department Director Bair is requesting the Commission approve the purchase of 150 water meters, to assist in the conversion to automated metering. The cost is \$200 per meter, and Director Bair is requesting to purchase 150 meters.

RECOMMENDED MOTION: *I move to approve the purchase of water meters from Border States at a cost not to exceed \$30,000.*

4.J: Discussion: Chicken Ordinance

RECOMMENDED MOTION: *N/A*

4.K: Accept Resignation of Public Works Employee

The Commission is asked to accept the resignation of Public Works employee Dominic Ramey, effective April 7, 2023.

RECOMMENDED MOTION: *I move accept Dominic Ramey's resignation, effective April 7, 2023.*

4.L: City Administrator Contract 2023/2024

The current contract with the City Administrator will expire April 30, 2023. The Governing Body is asked to review the contract and consider a one-year renewal. (Note: The Commission should recess to Executive Session before making any motions.)

RECOMMENDED MOTION: *I move to approve the City Administrator contract with Eddy R. Truelove as presented.*

Item 6: Executive Session:

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) 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 ____ p.m.

SPECIAL CALL FOR SPECIAL MEETING OF BOARD OF COMMISSIONERS

Neodesha, Kansas
March 21, 2023

To the Board of Commissioners:

The Board of Commissioners will hold a Special Call meeting Tuesday, March 21, 2023, at 11:00 a.m., at City Hall, 1407 N 8th St, for the following purpose:

1. Attend Economic Development Committee Meeting for Childcare Presentation

The Board of Commissioners met in a Special Call Session at 11:00 a.m. in the Commission Room at City Hall on Tuesday, March 21, 2023 with Mayor Johnson presiding and Commissioners Moffatt and Nichol present.

The Governing Body was invited to attend the Economic Development Committee Meeting for a presentation given by Chairman Jared Bohannon on daycare needs in Neodesha. Other members from the Economic Development Committee were present along with Talia Juiliano, Provider Services Manager for Eastern Kansas; Tia Wright, Child Care Health Consultant; Susan Lockhart, Para Educator/Director; and Laura Finney, KDHE Child Care Licensing Surveyor. Discussion held. No action taken.

At 12:15 p.m. Commissioner Moffatt moved to adjourn. Seconded by Commissioner Nichol. Motion carried.

ATTEST:

Devin Johnson, Mayor

Stephanie Fyfe, City Clerk

The Board of Commissioners met in regular session at 2:00 p.m., on Wednesday, March 22, 2023, in the Commission Room at City Hall conducting the meeting by live streaming with Zoom with Mayor Johnson presiding and Commissioners Moffatt and Nichol present.

Commissioner Moffatt moved to approve the agenda as presented. Seconded by Commissioner Nichol. Motion carried.

Commission reports were heard.

City Administrator reports were heard.

Public Comments were invited and heard.

Commissioner Nichol moved to approve the consent agenda as presented consisting of minutes from the March 6, 2023 Special Call Meeting; minutes from the March 8, 2023 Meeting; and Appropriation (2023) 05. Seconded by Commissioner Moffatt. Motion carried.

Mayor Johnson read a proclamation designating the month of April 2023 as Fair Housing Month and to express the hope that this year's observance will promote fair housing practices throughout the City of Neodesha.

Mayor Johnson read a proclamation designating April 4, 2023 as National Service Recognition Day in the City of Neodesha, encouraging residents to recognize the positive impact of national service in our community, to thank those who serve; and to find ways to give back to their communities.

At 2:25 p.m. Commissioner Moffatt requested a 10-minute recess to recognize, honor and celebrate the retirement of Library Director Mary Meckley. Seconded by Commissioner Nichol. Motion carried. The live streamed Zoom meeting was then placed on hold with audio, video and recording paused.

At 2:35 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.

Administrator Truelove addressed the Commission regarding an Ordinance providing authority for the structures located at 1316 N 4th Street to be demolished and the property made safe. Discussion held.

Commissioner Moffatt moved to table this ordinance until the April 26, 2023 meeting. Seconded by Commissioner Nichol. Motion carried.

Administrator Truelove addressed the Commission regarding an Ordinance providing authority for the structures located at 1309 N 5th Street to be demolished and the property made safe. Discussion held.

ORDINANCE NO. 1781

AN ORDINANCE AUTHORIZING AND DIRECTING THE REMOVAL OF CERTAIN UNSAFE AND DANGEROUS STRUCTURES LOCATED AT 1309 N 5th NEODESHA, KANSAS ON LEGAL DESCRIPTION: THE NORTH FOURTEEN (14) FEET OF LOT TWENTY-TWO (22) AND ALL OF LOTS TWENTY-THREE (23) AND TWENTY-FOUR (24) AND THE SOUTH TWO (2) FEET OF LOT TWENTY-FIVE (25), BLOCK ELEVEN (11) NORTHLAWN ADDITION TO THE CITY OF NEODESHA, WILSON COUNTY, KANSAS, AUTHORIZING THE FINANCING OF THE COSTS OF SUCH REMOVAL BY THE SALE OF SALVAGE FROM SUCH STRUCTURES, IF ANY, AND/OR FROM THE GENERAL FUND OF THE CITY, AND THE LEVYING OF SPECIAL ASSESSMENTS AGAINST THE LOTS ON WHICH SUCH STRUCTURE IS LOCATED.

WHEREAS, the governing body did after proper notice and hearing as provided by law make findings by Resolution 23-03 dated February 8, 2023, that the structure hereinafter described as unsafe and dangerous and did direct the owner of such structure to repair or remove the same and make the premises safe and secure, together with the statement that if the owner failed to commence the repair or removal within the time fixed by such resolution or failed to diligently prosecute the same until the work was completed, the city would cause the structure to be razed and removed, and

WHEREAS, such resolution was published in the official city newspaper and copies of such resolution were mailed to each owner, agent, lienholder of record and occupants of such structures and were otherwise served as required by law, and

WHEREAS, the owner has wholly failed to commence the repair or removal of such structures; now therefore

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

Section 1: The enforcing officer is hereby authorized and directed to cause the dwelling located at 1309 N 5th NEODESHA, KANSAS ON LEGAL DESCRIPTION: THE NORTH FOURTEEN (14) FEET OF LOT TWENTY-TWO (22) AND ALL OF LOTS TWENTY-THREE (23) AND TWENTY-FOUR (24) AND THE SOUTH TWO (2) FEET OF LOT TWENTY-FIVE (25), BLOCK ELEVEN (11) NORTHLAWN ADDITION TO THE CITY OF NEODESHA, WILSON COUNTY, KANSAS, to be razed and removed and the premises be made safe and secure and for this purpose is authorized to invite bids, negotiate a contract, or cause the work to be done by city employees.

Section 2: The enforcing officer shall keep an account of the cost of the work and may sell the salvage from such structures and shall keep an account of the receipts therefrom as provided by law.

Section 3: All costs incurred by the city in the razing and removal of such structures and the making of the premises safe and secure shall be paid from moneys received from the sale of salvage therefrom and all moneys in excess of that necessary to pay such costs shall, after the payment of all costs, be paid to the owner of the premises upon which said structures were located: PROVIDED, that if

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there is no salvageable material or if moneys received from the sale of salvage is insufficient to pay the cost of such work, such costs or any portion thereof in excess of the amount received from the sale of salvage shall be assessed as a special assessment against the lots on which the structure was located and may be financed until the assessment is paid out of the general fund of the city.

Section 4: EFFECTIVE DATE. This ordinance shall be in full force and effect upon its publication in the official city newspaper.

Commissioner Nichol moved to approved Ordinance 1781, directing the removal of certain dangerous and unsafe structures at 1309 N 5th Street. Seconded by Commissioner Moffatt. Motion carried.

Administrator Truelove addressed the Commission regarding bids for privatized mowing for City Hall, Stadium Park, Memorial Park and the Neodesha Splash Zone. Discussion held.

Commissioner Moffatt moved to approve the bid from TLC Groundskeeping, for privatized mowing, at a cost not to exceed \$20,076. Seconded by Commissioner Nichol. Motion carried.

Administrator Truelove addressed the Commission regarding the purchase of a backhoe for the Public Works Department. Discussion held.

Commissioner Nichol moved to approve the purchase of a backhoe from Murphy Tractor & Equipment, at a cost not to exceed \$98,350. Seconded by Commissioner Moffatt. Motion carried.

Administrator Truelove addressed the Commission regarding the purchase of camera equipment for the Public Works Department. Discussion held.

Commissioner Moffatt moved to approve the purchase of camera equipment for the Public Works Department, from INA Alert, at a cost not to exceed \$11,000. Seconded by Commissioner Nichol. Motion carried.

Administrator Truelove addressed the Commission regarding the purchase of rock for the cemetery roads. Discussion held.

Commissioner Nichol moved to approve the purchase of rock for the cemetery roads, from Midwest Minerals, at a cost not to exceed \$17,000. Seconded by Commissioner Moffatt. Motion carried.

Administrator Truelove addressed the Commission regarding a request to donate the use of the Civic Center for the Neodesha Area Chamber of Commerce Chamber Auction event. Discussion held.

Commissioner Moffatt moved to approve the donated use of the Civic Center, for the weekend of September 30th, for the Neodesha Area Chamber of Commerce fundraising auction. Seconded by Commissioner Nichol. Motion carried.

Administrator Truelove addressed the Commission regarding a lighting project at the under-construction walking path at Riverwalk Park. Discussion held. No action taken.

Administrator Truelove addressed the Commission regarding closing City Hall at 3:30 p.m. on Thursday, March 23rd to conduct a staff meeting and training. Discussion held.

Commissioner Nichol moved to approve closing City Hall at 3:30 p.m. on Thursday, March 23rd, 2023. Seconded by Commissioner Moffatt. Motion carried.

Commissioner Nichol moved to recess to an Executive Session including the Governing Body, City Administrator, and the 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 3:35 p.m. Seconded by Commissioner Moffatt. Motion carried. The live streamed Zoom meeting was then placed on hold with audio, video and recording ceased.

At 3:35 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.

Administrator Truelove addressed the Commission regarding the hiring of an Assistant to the City Administrator / Community Development Director. Discussion held.

Commissioner Nichol moved to approve the hiring of Chris Bauman for the position of Assistant to the City Administrator / Community Development Director. Seconded by Commissioner Moffatt. Motion carried.

Administrator Truelove addressed the Commission regarding the purchase of a Main Street building for City Hall.

Commissioner Nichol moved to recess to an Executive Session including the Governing Body, City Administrator, and City Clerk in the Commission Room for the purpose of preliminary discussions relating to the acquisition of real property, per KSA 75-4319(B)(6). The open meeting will resume in the Commission Room at 4:00 p.m. Seconded by Commissioner Moffatt. 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. The live streamed Zoom meeting then resumed with audio, video and recording. Coming out of Executive Session, the consensus of the Governing Body is to not pursue any real estate purchases at this time.

Commissioner Nichol moved to recess to an Executive Session including the Governing Body, City Administrator, and the 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 4:25 p.m. Seconded by Commissioner Moffatt. Motion carried. The live streamed Zoom meeting was then placed on hold with audio, video and recording ceased.

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Neodesha, Kansas

March 22, 2023

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At 4:25 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, April 12, 2023 at 2:00 p.m.

At 4:25 p.m. Commissioner Moffatt moved to adjourn. Seconded by Commissioner Nichol. Motion carried.

ATTEST:

Devin Johnson, Mayor

Stephanie Fyfe, City Clerk

SPECIAL CALL FOR SPECIAL MEETING OF BOARD OF COMMISSIONERS

Neodesha, Kansas
April 3, 2023

To the Board of Commissioners:

The Board of Commissioners will hold a Special Call meeting Monday, April 3, 2023, at 12:00 p.m., at City Hall, 1407 N. 8th St, for the following purpose:

1. Approve Contract with KDOT for Safe Routes to Schools Project
2. Executive Session: Non-elected Personnel
3. Executive Session: Non-elected Personnel

The Board of Commissioners met in a Special Call Session at 12:00 p.m. in the Commission Room at City Hall on Monday, April 3, 2023 with Mayor Johnson presiding and Commissioners Moffatt and Nichol present.

Administrator Truelove addressed the Commission regarding the approval of a contract with KDOT for the City's Safe Routes to Schools Project. Discussion held.

Commissioner Moffatt moved to approve the contract agreement with KDOT for the Safe Routes to School Project as presented. Seconded by Commissioner Nichol. Motion carried.

Commissioner Moffatt moved to recess to an Executive Session including the Governing Body, City Administrator, Fire Chief, and the 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 12:37 p.m. Seconded by Commissioner Nichol. Motion carried.

At 12:37 p.m. Commissioner Moffatt moved to extend the Executive Session to 12:47 p.m. Seconded by Commissioner Nichol. Motion carried.

At 12:37 p.m. the regular meeting of the Governing Body reconvened in the Commission Room at City Hall. No action taken.

Commissioner Moffatt moved to terminate Landon Woodward effective immediately. Seconded by Commissioner Nichol. Motion carried.

Commissioner Moffatt moved to recess to an Executive Session including the Governing Body, City Administrator, and the 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 1:00 p.m. Seconded by Commissioner Nichol. Motion carried.

At 1:00 p.m. the regular meeting of the Governing Body reconvened in the Commission Room at City Hall. No action taken.

At 1:00 p.m. Commissioner Nichol moved to adjourn. Seconded by Commissioner Moffatt. Motion carried.

ATTEST:

Devin Johnson, Mayor

Stephanie Fyfe, City Clerk

APPROPRIATIONS REPORT**ORDINANCE NO 6****4/12/2023**

<u>VENDOR</u>	<u>REFERENCE</u>	<u>AMOUNT</u>	<u>CHECK NO</u>	<u>CHECK DATE</u>
BEACHNER GRAIN INC	SUPPLIES	83.50	71980	4/12/2023
BLESSED BLOSSOMS	GET WELL/RETIREMENT	114.00	71981	4/12/2023
BORDER STATES INDUSTRIES INC	ELECTRIC SUPPLIES	734.88	71982	4/12/2023
BOUND TREE MEDICAL LLC	MEDICAL SUPPLIES	2,601.50	71983	4/12/2023
CASCO INDUSTRIES, INC	SCBA AIR PACK EQUIPMENT	136,115.00	71984	4/12/2023
CHASE PEST CONTROL LLC	EXTERMINATOR SERVICE	360.00	71985	4/12/2023
CINTAS	FIRST AID SUPPLIES	153.45	71986	4/12/2023
SHELBY J CONNER	WINDOW CLEANING	65.00	71987	4/12/2023
CONSOLIDATED FLEET SERVICES IN	LADDER TRUCK INSPECTION	1,875.00	71988	4/12/2023
CULLIGAN OF INDEPENDENCE	APRIL WATER SERVICE	194.39	71989	4/12/2023
D & D AUTO REPAIR & ALIGNMENT	BATTERY	679.80	71990	4/12/2023
EMERGENCY RESPONSE SOLUTIONS	BUNKER GEAR	39,323.00	71991	4/12/2023
ECX SYSTEMS LLC	BARRACUDA EMAIL SECURITY 4/23	50.00	71992	4/12/2023
F ALLEN MOORHEAD, JR, MD	PRE-EMPLOYMENT PHYSICAL	971.00	71993	4/12/2023
FASTENAL COMPANY	SUPPLIES	385.30	71994	4/12/2023
FLINTHILLS FIRE & RESCUE APP	LADDER BUCKET REPAIR	125.00	71995	4/12/2023
GALLS LLC	UNIFORMS	61.66	71996	4/12/2023
GRAINGER	EXPANSION JOINT	544.56	71997	4/12/2023
HARMONY LODGE	2ND QTR LEASE 2023	900.00	71998	4/12/2023
HAWKINS INC	CHEMICALS	5,487.43	71999	4/12/2023
HUGO'S INDUSTRIAL SUPPLY, INC	CLEANING/OFFICE SUPPLY	795.13	72000	4/12/2023
INDUSTRIAL SALES COMPANY INC	GAS SUPPLIES	98.05	72001	4/12/2023
KANSAS MUNICIPAL UTILITIES	2ND QTR TRAINING GROUP 4 DUES	2,038.98	72002	4/12/2023
KANSAS ONE-CALL SYSTEM, INC	MARCH LOCATES	31.20	72003	4/12/2023
KANSAS DEPT OF HEALTH & ENVIRO	Q9000 1ST QTR TESTING	479.00	72004	4/12/2023
KMEA-MID STATES	TTR & HYPOT TEST	6,928.20	72005	4/12/2023
LAKELAND OFFICE SYSTEMS	MARCH COPIER MAINTENANCE	128.96	72006	4/12/2023
LANG DIESEL INC	TIRE/WHEELS	398.00	72007	4/12/2023
LAWSON PRODUCTS	SUPPLIES	88.34	72008	4/12/2023

MCCARTY'S OFFICE MACHINES INC	OFFICE SUPPLIES	210.08	72009	4/12/2023
MEDICLAIMS INC	AMBULANCE COLLECTION FEES	2,694.98	72010	4/12/2023
MELS PRINTING	BUSINESS CARDS	28.95	72011	4/12/2023
MERIDIAN ANALYTICAL LABS LLC	WASTE WATER ANALYSIS	33.00	72012	4/12/2023
MIDWEST COMPUTER SALES	IT SERVICES	1,159.60	72013	4/12/2023
BANK OF AMERICA	ROCK	178.09	72014	4/12/2023
NEODESHA AUTO SUPPLY	AUTO PARTS & SUPPLIES	563.68	72016	4/12/2023
NEODESHA DERRICK NEWS	PUBLICATIONS	1,179.50	72017	4/12/2023
NEODESHA HIGH SCHOOL	ADVERTISEMENT	35.00	72018	4/12/2023
O'REILLY AUTOMOTIVE INC	AUTO PARTS	513.14	72019	4/12/2023
OIL PATCH PUMP & SUPPLY	PARTS & SUPPLIES	73.01	72020	4/12/2023
PATRIOT SERVICE COMPANY	SANITATION UNITS	400.00	72021	4/12/2023
PENMAC PERSONNEL SERVICES INC	TEMPORARY PERSONNEL SERVICE	606.28	72022	4/12/2023
PNEUDART INC	DARTS	88.10	72023	4/12/2023
PORTER DRUG STORE	MEDICATION	18.95	72024	4/12/2023
PRAIRIE FIRE COFFEE	BEVERAGE SERVICE	59.90	72025	4/12/2023
PRAIRIELAND PARTNERS LLC	OIL/FILTERS	541.22	72026	4/12/2023
PRICE AUTOMOTIVE REPAIR	DIESEL EXHAUST FLUID	94.64	72027	4/12/2023
RANKIN MEMORIAL LIBRARY	TAX DISTRIBUTION	3,835.04	72028	4/12/2023
RODNEY M SCHLEGEL II	RIVERWALK PARK PROJECT	24,200.00	72029	4/12/2023
ROMANS OUTDOOR POWER	PARTS & REPAIR	1,908.82	72030	4/12/2023
SEK GARAGE DOORS	GARAGE DOOR REPAIR	3,250.00	72031	4/12/2023
SENSIT TECHNOLOGIES	CALIBRATION/REPAIR	321.18	72032	4/12/2023
SHERWIN WILLIAMS INDEPENDENCE	PAINT	101.98	72033	4/12/2023
SOUTH KANSAS & OKLAHOMA RR INC	LINE LEASE	669.97	72034	4/12/2023
STANION WHOLESALE ELECTRIC	SUPPLIES	116.03	72035	4/12/2023
STERICYCLE INC	DISPOSAL SERVICE	221.61	72036	4/12/2023
SYN-TECH SYSTEMS	PEDESTAL SURGE PROTECTOR	289.10	72037	4/12/2023
TBS ELECTRONICS INC	BATTERY	1,100.00	72038	4/12/2023
THOMPSON BROTHERS SUPPLY INC	OXYGEN/CYLINDER LEASE	627.92	72039	4/12/2023
US CELLULAR	CELL PHONE/TABLET CHARGES	362.94	72040	4/12/2023
VAN DIEST SUPPLY COMPANY	MOSQUITO SPRAYER	12,075.00	72041	4/12/2023
VIC'S HEAT & AIR LLC	WATER PUMP	285.00	72042	4/12/2023
WALMART COMMUNITY BRC	OFFICE SUPPLIES	636.00	72043	4/12/2023

EVERGY	STREET LIGHTS @ OTTAWA	110.50	72044	4/12/2023
WILSON COUNTY TREASURER	2ND HALF PROPERTY TAXES	939.88	72045	4/12/2023
WILSON MEDICAL CENTER	MARCH TAX DISTRIBUTION	26,824.72	72046	4/12/2023
WOODS LUMBER COMPANY	SUPPLIES	579.76	72047	4/12/2023
ZACH'S AUDIO FX	LICENSE PLATES	180.00	72048	4/12/2023
US POST OFFICE	FEBRUARY BILLING	363.01	71779	3/23/2023
A C EQUIPMENT REPAIR	LIFT INSTALL	1,862.96	71780	3/23/2023
CASH	EMPLOYEE BIRTHDAYS	20.00	71781	3/23/2023
WEX BANK	FUEL	9,223.04	71782	3/23/2023
VISA	SUPPLIES & MEMBERSHIP DUES	7,385.29	71783	3/23/2023
EVERGY	STREET LIGHTS @ OTTAWA	110.49	71784	3/23/2023
RWD #4	AIRPORT RURAL WATER	26.63	71785	3/23/2023
SPARKLIGHT	INTERNET SERVICE	189.95	71786	3/23/2023
CONSTELLATION NEWENERGY	FEBRUARY BILLING	54,664.13	71787	3/23/2023
SOUTHERN STAR CENTRAL GP INC	FEBRUARY BILLING	43,780.49	71788	3/23/2023
OHIO TREASURER OF STATE	DRIVING RECORD	5.00	71789	3/23/2023
INA ALERT	SECURITY CAMERA & ACCESSORIES	5,329.58	71939	3/31/2023
ADVANCE INSURANCE CO	APRIL PREMIUMS	555.43	71940	3/31/2023
WEX BANK	FUEL	8,048.19	71941	3/31/2023
EVERGY	AIRPORT RUNWAY LIGHTS	147.27	71942	3/31/2023
JESSICA HAGERTY	CIVIC CENTER DEPOSIT REFUND	150.00	71943	3/31/2023
US POST OFFICE	MARCH BILLING	268.42	71944	3/31/2023

****TOTAL****

421,053.78

City of Neodesha, Kansas Proclamation

CHILD ABUSE PREVENTION MONTH – APRIL 2023

WHEREAS, our children are our most valuable resources and will shape the future of Wilson County; and

WHEREAS, childhood trauma, including abuse and neglect, is a serious problem affecting every segment of our community, and finding solutions requires input and action from everyone; and

WHEREAS, childhood trauma can have long-term psychological, emotional, and physical effects that have lasting consequences for victims of abuse; and

WHEREAS, protective factors are conditions that reduce or eliminate risk and promote the social, emotional, and developmental well-being of children; and

WHEREAS, effective child abuse prevention activities succeed because of the partnerships created between child welfare professionals, education, health, community- and faith-based organizations, businesses, law enforcement agencies, and families; and

WHEREAS, communities must make every effort to promote programs and activities that build strong children and families; and

WHEREAS, we acknowledge that we must work together as a community in partnership to build awareness about child abuse and contribute to promote the social and emotional well-being of children and families in a safe, stable, and nurturing environment; and

WHEREAS, prevention remains the best defense for our children and families.

THEREFORE, I Devin Johnson, Mayor of Neodesha, Kansas, do hereby proclaim April 2023 as Child Abuse Prevention Month.

Devin Johnson, Mayor



**CITY OF NEODESHA
PROCLAMATION
NATIONAL WORK ZONE AWARENESS WEEK**

TO THE CITIZENS OF NEODESHA, KANSAS, GREETINGS:

WHEREAS, there are more than 80,000 work zone crashes in the United States on average each year; and

WHEREAS, there were 13 people killed and 341 people injured in work zone crashes in 2022 in Kansas; and

WHEREAS, highway construction and maintenance work zones, as well as snow and ice clearing operations, can be very dangerous for both highway workers and motorists; and

WHEREAS, most of the people killed in work zones each year are motorists, further showing that work zone safety is vitally important for everyone; and

WHEREAS, reminding motorists to improve safety in highway work zones by staying alert, turning on headlights, obeying posted speed limits, never changing lanes, always expecting the unexpected, minimizing distractions, and being patient is a crucial message that can mean the difference between life and death; and

WHEREAS, most of the work zone crashes in Kansas occurred during daylight hours and without any adverse weather conditions; and

WHEREAS, inattention was the leading factor in work zone crashes both nationally and in Kansas; and

WHEREAS, raising awareness of the need for work zone safety through campaigns such as National Work Zone Awareness Week will hopefully save lives.

NOW, THEREFORE, I, Devin Johnson, Mayor of the City of Neodesha, Kansas, do hereby proclaim April 17-21, 2023, as

NATIONAL WORK ZONE AWARENESS WEEK

in the state of Kansas, and I urge all citizens to join in this observation.

Attest:

Devin Johnson, Mayor

Stephanie Fyfe, City Clerk



PROCLAMATION

National Lineman Appreciation Day 2023

Whereas, the City of Neodesha celebrates the profession of electrical Lineman, as this profession requires passion, dedication and ongoing training; and

Whereas, electrical Linemen are often first responders during storms, working to repair broken electrical lines to make the area safe for other public safety heroes; and

Whereas, electrical Linemen must work our power lines 24 hours a day, 365 days a year to keep electricity flowing; and they also play a vital role by maintaining and growing the electrical infrastructure; and

Whereas, due to the danger of their work with high voltage, electrical Linemen put their lives at risk every day for the citizens of our community; and

Whereas, the U. S. House of Representatives recognizes the efforts of electrical Linemen in keeping the power on and protecting public safety and has designated the celebration of a National Lineman Appreciation Day.

Now, Therefore, Be It Proclaimed, that I, Devin Johnson, Mayor of the City of Neodesha, do hereby proclaim April 18, 2023 as “**National Lineman Appreciation Day**” in Neodesha; and I call upon all citizens to recognize the contribution that these public servants make every day to our health, safety, comfort, and quality of life.

In witness thereof, I have hereunto set my hand and caused the Seal of the City of Neodesha to be affixed this 12th day of April, 2023.

Attest:

Devin Johnson, Mayor

Stephanie Fyfe, City Clerk

January 9, 2023

Mr. James Holtgraves
First Step Builders, L.L.C.
22316 Midland Dr.
Shawnee KS 66226

Re: Letter of Intent

Dear Mr. Holtgraves:

The purpose of this document is to formalize your request for a Letter of Intent from the City of Neodesha to provide real estate for the construction of single-family homes.

It is our belief that your project fits the overall plan and scope in that area perfectly.

With this in mind, by this letter, the City agrees to the following key terms and conditions:

1. **Real Estate.** Lots 1 through 40 and Lot 69 (eighteen lots), Northgate Subdivision, City of Neodesha, Wilson County, Kansas, at a cost of \$90,000, payable at \$1,000.00 per lot at closing of property and an additional \$4,000.00 per lot will be paid to the City of Neodesha as each completed home sells.
2. **Term.** This letter will remain in effect for one hundred twenty (120) days from the last date signed by both parties.
3. **Exclusivity.** The City guarantees that it will not sell or lease this property to any other entity for the term of this Letter of Intent. The term may be extended by written approval from both the City of Neodesha and First Step Builders, L.L.C.
4. **Approvals.** The City of Neodesha retains the right to approve any construction plans or architectural renderings prior to the sale of real estate or construction of project.
5. **Costs.** The City and First Step Builders, L.L.C. will be responsible for and bear all their own respective costs incurred at any time in connection with the pursuit or consummation of the transactions contemplated in this letter.
6. **Intent.** The provisions of this letter are intended only as an expression of intent on behalf of the City and First Step Builders, L.L.C., are not intended to be legally binding on either party and are expressly subject to the execution of a mutually acceptable agreement after approval of the governing body of the City and principals of First Step Builders, L.L.C.

7. Definitive Agreement. The definitive real estate contract to be executed in accordance with the terms of this Letter of Intent will include, in addition to normal conditions precedent to closing (i) a requirement that the project will receive Kansas Housing Investor Tax Credits and (ii) that the City will receive from the State of Kansas funding from the Moderate Income Housing/Down Payment Assistance Program. Further, the obligation of the parties under the definitive agreement will be subject to determination of the infrastructure cost and the City's willingness to pay such costs.
8. Amendment. Any modification of the terms of this Letter of Intent must be signed by the parties hereto.
9. Signing. This letter may be executed in one or more counterparts, each of which will be deemed to be an original of this letter and all of which when taken together will be deemed to constitute one and the same letter.
10. Law. The term of this Letter of Intent (and the terms of the definitive real estate contract) shall be construed under the laws of the State of Kansas.

If the terms of this letter are agreeable to you, please sign both copies and return one original to the City of Neodesha.

CITY OF NEODESHA

FIRST STEP BUILDERS, L.L.C.

Devin Johnson, Mayor

James Holtgraves, Sole Member

Date

Date

ATTEST

WITNESSED

Stephanie Fyfe, City Clerk

A M E N D M E N T

Per the provisions set out in Section 8 of the original Letter of Intent between the parties dated January 9, 2023, the below signed parties wish to extend the Term for an additional ninety (90) days.

The City agrees that it will not sell or lease this property to any other entity for another term of ninety (90) days. The new expiration date will be August 7, 2023.

All other terms of the original agreement shall remain in full force and effect.

CITY OF NEODESHA

FIRST STEP BUILDERS,
L.L.C.

Devin Johnson, Mayor

James Holtgraves, Sole
Member

Date

Date

ATTEST

WITNESSED

Stephanie Fyfe, City Clerk

April 12, 2023

Mr. James Holtgraves
First Step Builders, L.L.C.
22316 Midland Dr.
Shawnee KS 66226

Re: Letter of Intent

Dear Mr. Holtgraves:

The purpose of this document is to formalize your request for a Letter of Intent from the City of Neodesha to provide real estate for the construction of single family homes.

It is our belief that your project fits the overall plan and scope in that area perfectly.

With this in mind, by this letter, the City agrees to the following key terms and conditions:

1. Real Estate. Lots 907 and 911 N 8th and 902 and 904 N 9th, City of Neodesha, Wilson County, Kansas, at a cost of \$ 1,000,00.
2. Term. This letter will remain in effect for one hundred twenty (180) days from the last date signed by both parties.
3. Exclusivity. The City guarantees that it will not sell or lease this property to any other entity for the term of this Letter of Intent. The term may be extended by written approval from both the City of Neodesha and First Step Builders, L.L.C.
4. Approvals. The City of Neodesha retains the right to approve any construction plans or architectural renderings prior to the sale of real estate or construction of project.
5. Costs. The City and First Step Builders, L.L.C. will be responsible for and bear all their own respective costs incurred at any time in connection with the pursuit or consummation of the transactions contemplated in this letter.
6. Intent. The provisions of this letter are intended only as an expression of intent on behalf of the City and First Step Builders, L.L.C., are not intended to be legally binding on either party and are expressly subject to the execution of a mutually acceptable agreement after approval of the governing body of the City and principals of First Step Builders, L.L.C.
7. Definitive Agreement. The definitive real estate contract to be executed in accordance with the terms of this Letter of Intent will include, in addition to normal conditions precedent to closing (i) a requirement that the project will receive Kansas Housing Investor Tax Credits and (ii) that the City will receive from the State of Kansas funding from the Moderate Income Housing/Down Payment Assistance Program. Further, the obligation of the parties under the definitive agreement will be subject to determination of the infrastructure cost and the City's willingness to pay such costs.

8. Amendment. Any modification of the terms of this Letter of Intent must be signed by the parties hereto.
9. Signing. This letter may be executed in one or more counterparts, each of which will be deemed to be an original of this letter and all of which when taken together will be deemed to constitute one and the same letter.
10. Law. The term of this Letter of Intent (and the terms of the definitive real estate contract) shall be construed under the laws of the State of Kansas.

If the terms of this letter are agreeable to you, please sign both copies and return one original to the City of Neodesha.

CITY OF NEODESHA

FIRST STEP BUILDERS, L.L.C.

Devin Johnson, Mayor

James Holtgraves, Sole Member

Date

Date

ATTEST

WITNESSED

Stephanie Fyfe, City Clerk

NOTICE OF AWARD

BID DATE: 03/22/2023 **AWARD DATE:** 03/22/2023

AWARDED TO: TLC Groundskeeping Inc

MAILING ADDRESS: 1000 S 10th Street

CITY: Independence **STATE:** KS **ZIP CODE:** 67301

WORK PH: 620-331-8301 **E-MAIL ADDRESS:** jack@livetlc.com

BID AMOUNT: \$ 20,076

In accordance with the purchasing policy of the City of Neodesha, Kansas, the City has obtained, reviewed and evaluated bids received for furnishing, performing and completing all work for the project listed below:

PROJECT: _____

Finish mowing for City-Owned Properties: _____

1. City Hall _____
2. Memorial Park _____
3. Neodesha Splash Zone _____
4. Stadium Park _____

Enclosed you will find the City's GENERAL SERVICES CONTRACT to be used if a separate contract has not been negotiated.

Upon receipt of the signed and dated contract, an agreement between the City and Contractor shall exist for the period indicated within the contract.

Ed Truelove, City Administrator

03/22/2023
Date

NOTICE TO PROCEED

DATE: 03/23/2023

DATE RELEASED TO COMMENCE: 03/23/2023

CONTRACT AMOUNT: \$20,076

AWARDED TO: TLC Groundskeeping Inc

ADDRESS (C/S/Z) 1000 S 10th, Independence KS 67301

WORK PHONE: 620-331-8301

EMAIL ADDRESS: jack@livetlc.com

This will serve formal notice to proceed with the following work:

Finish mowing for City-owned properties: City Hall, Memorial Park, Neodesha
Splash Zone & Stadium Park

This notice is subject to all terms and conditions of your proposal dated above.

INVOICES:

E-mail invoices to: Rhonda Howell / rhowell@neodeshaks.org

Or, you may mail invoices to:

City of Neodesha
PO Box 336
Neodesha, KS 66757

Devin Johnson, Mayor

Date

Quote

**KOONS GAS MEASUREMENT**

WILNAT, INC

18861 178th Street
Tonganoxie, KS 66086
Phone: (913) 728-2500
Fax: (913) 728-2510

Date	Quote #
3/22/2023	37180

Name / Address

CITY OF NEODESHA
ATTN: ACCOUNTS PAYABLE
PO BOX 336
NEODESHA, KS 66757

Description	Qty	Cost	Total
Rebuilt Diaphragm Meter American AC-250 TC METER, 1A TOP, 5# CASE, 2' 1/2' ODOMETER. (LEAD TIME: 4-6 WKS ARO)	400	105.73	42,292.00
Total sales tax calculated by AvaTax		2,748.98	2,748.98
Select this as a transaction's tax to use AvaTax		0.00%	0.00
Availability: 4-6 WKS		Total	\$45,040.98

THANK YOU FOR YOUR CONSIDERATION.

Phone #	Fax #	E-mail	Web Site
(913) 728-2500	(913) 728-2510	NHernandez@kgmgas.com	kgmgas.com