

Agenda
City Commission of the City of Neodesha, KS
September 10, 2025 4:00 p.m.

Item 1: Opening Session

- Call to Order
- Roll Call
- Invocation
- Pledge of Allegiance
- Additions/Deletions to the Agenda
- Civic Organization Reports
- Mayor's Report
- Commissioner's Reports
- City Administrator's Comments
- Community Development Director Report
- Financial Reports Distributed

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 August 25, 2025 Special Call Minutes
- Approval of August 27, 2025 Minutes
- Appropriation (2025) 16

Item 4: Business Items to Consider

- A. Consider Contract Agreement: Western Consultants dba Governmental Assistance Services
- B. Accept Resignation of Public Works Employee
- C. Discuss Fire/EMS Department Operations & Budget
- D. Ribbon Cutting Ceremony at Crowder Park

Item 5: Additional Public Comments

Item 6: Date/Time of Next Regular Meeting

Wednesday, September 24, 2025 at **4:00** p.m. – Regular Meeting, City Hall

Item 7: Executive Session

Item 8: Adjournment

AGENDA COMMENTS
CITY COMMISSION MEETING
September 10, 2025

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: Consider Contract Agreement: Western Consultants dba Governmental Assistance Services

This is the contract with Garrett Nordstrom for the Granby Street application, which he plans to submit to the EDA early next week. As a quick reminder, this is the second phase of the Granby Street Project grant process. The purpose of this application is to position us to access a much larger pool of funding to support the project.

RECOMMENDED MOTION: *I move to approve the contract with Western Consultants dba Governmental Assistance Services an amount not to exceed \$13,500 dollars.*

4.B: Accept Resignation of Public Works Employee

First, I want to extend our sincere thanks to Chris Cook for his time with the City of Neodesha. His skills, experience, and dedication have been instrumental in helping us complete several major projects more efficiently and cost-effectively.

Chris has submitted his letter of resignation and has accepted a new position elsewhere. His final day of service with the City of Neodesha will be September 13, 2025.

RECOMMENDED MOTION: *I move to accept the resignation of Chris Cook effective 9/13/2025.*

4.C: Discuss Fire/EMS Department Operations & Budget

This item was requested to be placed on the agenda. The intent of the discussion is to establish the 2026 calendar year schedule for the Neodesha Fire/EMS Department. We anticipate the following topics will be part of the conversation:

1. 2026 Fire/EMS schedules
2. 2026 budget impacts, including potential salary costs associated with added stand-by time and other scheduling options

RECOMMENDED MOTION: *No motion needed.*

4.D: Ribbon Cutting Ceremony at Crowder Park

The Crowder Park ribbon cutting has had a bit of a winding path, but the official event will take place tonight, rather than on the special call date of September 18. The mix-up came from a conversation where I asked about requesting a date from the commission at a regular meeting, and she suggested the 10th. I understood that as asking for a special call meeting on the 10th, but what she actually meant was holding the ribbon cutting itself on the 10th. With that clarified, we're moving forward with the event tonight, and below you'll find the motions needed to formally complete this process.

RECOMMENDED MOTION:

1. *I move to cancel the special call meeting that is scheduled for 9/18/2025 at 5:00 pm.*
2. *I move to recess to Crowder Park for the Ribbon Cutting Ceremony with the meeting to resume at Crowder Park at 6 pm.*

SPECIAL CALL FOR SPECIAL MEETING OF BOARD OF COMMISSIONERS

Neodesha, Kansas
August 22, 2025

To the Board of Commissioners:

The Board of Commissioners will hold a Special Call meeting Monday, August 25, 2025 at 6:00 p.m., at City Hall, 1407 N. 8th St, for the following purpose:

1. Discuss Fire/EMS Department & Planning for 2026 Budget

The Board of Commissioners met in a Special Call Session at 6:00 p.m. at City Hall, 1407 N 8th Street, on Monday, August 25, 2025, with Mayor Johnson presiding and Commissioners Banzet and Truelove present.

Mayor Johnson opened the meeting with remarks concerning the discussion of budgetary matters, with particular emphasis on the Fire/EMS Department's budget and current status. Commissioner Banzet subsequently presented a proposal to increase monthly meter charges as a means of providing additional funding for the department. Following this, Commissioner Truelove shared his perspectives on the matter.

Given the presence of numerous community members, a question-and-answer session was held addressing both the Fire/EMS budget discussion and other municipal issues. No action taken.

At 8:27 p.m. Commissioner Banzet moved to adjourn. Seconded by Commissioner Truelove. Motion carried.

ATTEST:

Devin Johnson, Mayor

Stephanie Fyfe, City Clerk

The Board of Commissioners met in regular session at 4:00 p.m., on Wednesday, August 27, 2025, in the Commission Room at City Hall with Mayor Johnson presiding and Commissioners Banzet and Truelove present. The meeting was recorded via Zoom platform.

Commissioner Banzet moved to approve the agenda as presented with the addition of Business Item 4J: Set date and time for Ribbon Cutting for Crowder Park. Seconded by Commissioner Truelove. 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 August 13, 2025 Special Call Meeting; minutes from the August 13, 2025 Meeting; minutes from the August 20, 2025 Special Call Meeting; and Appropriation (2025) 15. Seconded by Commissioner Banzet. Motion carried.

This being the time and date published in the official newspaper for the 2026 Budget Intent to Exceed Revenue Neutral Rate Hearing, the public hearing was opened by Mayor Johnson. Public comments were heard and considered; the hearing was then closed. Discussion held.

RESOLUTION 25-17

A RESOLUTION FOR THE CITY OF NEODESHA, KANSAS TO LEVY A PROPERTY TAX RATE EXCEEDING THE REVENUE NEUTRAL RATE;

WHEREAS, the Revenue Neutral Rate for the City of Neodesha, Kansas was calculated as 61.340 mills by the Wilson County Clerk; and

WHEREAS, the budget proposed by the Governing Body of the City of Neodesha, Kansas will require the levy of a property tax rate exceeding the Revenue Neutral Rate; and

WHEREAS, the Governing Body held a hearing on August 27, 2025 allowing all interested taxpayers desiring to be heard an opportunity to give oral testimony; and

WHEREAS, the Governing Body of the City of Neodesha, Kansas, having heard testimony, still finds it necessary to exceed the Revenue Neutral Rate.

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

The City of Neodesha, Kansas shall levy a property tax rate exceeding the Revenue Neutral Rate of 65.640 mills.

This Resolution shall take effect and be in force immediately upon its adoption and shall remain in effect until future action is taken by the Governing Body.

Commissioner Banzet moved to approve Resolution 25-17 as presented. A roll call vote was then taken by the City Clerk; Commissioner Banzet – aye; Commissioner Truelove – aye; Mayor Johnson – aye. Motion carried unanimously 3 – 0.

This being the time and date published in the official newspaper for the 2026 Budget Hearing, the public hearing was opened by Mayor Johnson. Public comments were heard and considered; the hearing was then closed. Discussion held.

Commissioner Truelove moved to approve the 2026 Budget as presented. A roll call vote was then taken by the City Clerk; Commissioner Banzet – aye; Commissioner Truelove – aye; Mayor Johnson – aye. Motion carried unanimously 3 – 0.

Administrator Jones addressed the Commission regarding an ordinance to authorize the issuance of bonds to close out the water improvements project. Discussion held.

ORDINANCE NO. 1822

AN ORDINANCE OF THE CITY OF NEODESHA, KANSAS AUTHORIZING THE ISSUANCE OF THE CITY'S GENERAL OBLIGATION BONDS, SERIES A, 2025, IN THE AGGREGATE PRINCIPAL AMOUNT OF \$793,000, FOR THE PURPOSE OF FINANCING THE COSTS OF ACQUIRING AND CONSTRUCTING IMPROVEMENTS TO THE CITY'S WATER SYSTEM; PROVIDING FOR THE LEVY AND COLLECTION OF AN ANNUAL TAX FOR THE PURPOSE OF PAYING THE PRINCIPAL OF AND INTEREST ON SAID BONDS; AUTHORIZING CERTAIN OTHER DOCUMENTS AND ACTIONS; AND MAKING CERTAIN COVENANTS WITH RESPECT THERETO. *(a complete copy of this ordinance can be viewed or obtained in the City Clerk's office)*

Commissioner Banzet moved to approve Ordinance 1822 as presented. Seconded by Commissioner Truelove. Motion carried.

Administrator Jones addressed the Commission regarding a resolution that establishes the process for the bonds and grants authorization to our bond counsel. Discussion held.

RESOLUTION 25-18

A RESOLUTION PRESCRIBING THE FORM AND DETAILS OF AND AUTHORIZING AND DIRECTING THE SALE AND DELIVERY OF GENERAL OBLIGATION BONDS, SERIES A, 2025, IN THE TOTAL AGGREGATE PRINCIPAL

(continued on next page)

AMOUNT OF \$793,000, OF THE CITY OF NEODESHA, KANSAS, PREVIOUSLY AUTHORIZED BY ORDINANCE NO. 1822 OF THE CITY; MAKING CERTAIN COVENANTS AND AGREEMENTS TO PROVIDE FOR THE PAYMENT AND SECURITY THEREOF; AND AUTHORIZING CERTAIN OTHER DOCUMENTS AND ACTIONS CONNECTED THEREWITH. (a complete copy of this ordinance can be viewed or obtained in the City Clerk's office)

Commissioner Truelove moved to approve Resolution 25-18 as presented. Seconded by Commissioner Banzet. Motion carried.

Administrator Jones addressed the Commission regarding a Notice of Award for the CDBG Brown Hotel Development Project. Griffith Development LLC has accepted a bid and chosen a contractor. Discussion held.

Commissioner Banzet moved to approve the awarding of the construction contract for the Brown Hotel Development to Mitchell Markowitz Construction in an amount not to exceed \$1,042,850. Seconded by Commissioner Truelove. Motion carried.

Administrator Jones addressed the Commission regarding a request from the Neodesha Area Chamber of Commerce to donate the use of the Civic Center for their annual auction and dinner. Also requested was the donation of a one-time use of the Civic Center as an auction item. Discussion held.

Commissioner Banzet moved to approve the waiving of the rental fee of the Civic Center for the Chamber's Annual Dinner & Auction on September 13, 2025. Seconded by Commissioner Truelove. Motion carried.

Commissioner Truelove moved to approve the donation of a one-time use of the Civic Center as an auction item for the Chamber's Annual Dinner & Auction on September 13, 2025. Seconded by Commissioner Banzet. Motion carried.

Administrator Jones addressed the Commission regarding an annual agreement with Hach Service Partnership. This agreement ensures our chemical supply and equipment maintenance needs are met for the year. Discussion held.

Commissioner Banzet moved to approve the agreement with Hach Services in an amount not to exceed \$8,720. Seconded by Commissioner Truelove. Motion carried.

Administrator Jones addressed the Commission regarding setting a time and date for a ribbon cutting ceremony for Crowder Park. Discussion held.

Commissioner Truelove moved to set a Special Call Meeting for the Crowder Park ribbon cutting ceremony for Friday, September 19, 2025 at 5:00 p.m. Seconded by Commissioner Banzet. Motion carried.

Public Comments were again invited and heard.

The next regular meeting of the Governing Body will be held at City Hall on Wednesday, September 10, 2025, at 4:00 p.m.

Commissioner Banzet moved to recess to an Executive Session to include the Governing Body, City Administrator, City Clerk, and the Public Works Director 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 5:40 p.m. Seconded by Commissioner Truelove. Motion carried. The Zoom recording was placed on hold with audio, video and recording functions suspended.

At 5:40 p.m. the regular meeting of the Governing Body reconvened in the Commission Room at City Hall. The Zoom recording resumed with audio, video and recording in progress. No action taken.

At 5:40 p.m. Commissioner Banzet moved to adjourn. Seconded by Commissioner Truelove. Motion carried.

ATTEST:

Devin Johnson, Mayor

Stephanie Fyfe, City Clerk

APPROPRIATIONS REPORT**ORDINANCE NO 16****9/10/2025**

<u>VENDOR</u>	<u>REFERENCE</u>	<u>AMOUNT</u>	<u>CHECK NO</u>	<u>CHECK DATE</u>
ADVANCE CONTROL SOLUTIONS LLC	ADJUST TURBIDITY METERS	209.78	76135	9/10/2025
BEACHNER GRAIN INC	DOG FOOD & BOLTS	131.25	76136	9/10/2025
BLESSED BLOSSOMS	FLOWERS	27.00	76137	9/10/2025
BORDER STATES INDUSTRIES INC	ELECTRIC SUPPLIES	2,513.63	76138	9/10/2025
CALLTOWER	PHONE CHARGES	306.25	76140	9/10/2025
JOHN CAMPBELL	REFUND OVERPYMT AMBULANCE BILL	290.00	76141	9/10/2025
CORE & MAIN	PARTS & SUPPLIES	5,675.67	76142	9/10/2025
CULLIGAN OF INDEPENDENCE	SEPTEMBER WATER SERVICE	447.63	76143	9/10/2025
ENCORE ENERGY SERVICES INC	AUGUST BILLING	37,643.65	76144	9/10/2025
FLINT HILLS COUNSEL & CONSULT	POLICE OFFICER EVALUATION	350.00	76145	9/10/2025
FREDONIA OUTDOOR EQUIPMENT	PARTS & SUPPLIES	352.70	76146	9/10/2025
FREDONIA TRUE VALUE HARDWARE	WRENCH SAFETY GLASSES	28.98	76147	9/10/2025
GALLS LLC	UNIFORMS	256.98	76148	9/10/2025
HAWKINS INC	CHEMICALS	6,009.48	76149	9/10/2025
INDUSTRIAL SALES COMPANY INC	GAS SUPPLIES	1,898.21	76150	9/10/2025
TOMMY JOHN	CLEANING SERVICES	200.00	76151	9/10/2025
KANSAS ONE-CALL SYSTEM, INC	AUGUST LOCATES	50.54	76152	9/10/2025
NKC Tire	TIRES	125.92	76153	9/10/2025
LEASE FINANCE SERVICES	COPIER LEASE	435.21	76154	9/10/2025
LAWSON PRODUCTS	SUPPLIES	147.09	76155	9/10/2025
LITTLE BEAR TIRE	TIRE REPAIR	30.00	76156	9/10/2025
MEDICLAIMS INC	AMBULANCE COLLECTION FEES	2,352.88	76157	9/10/2025
MERIDIAN ANALYTICAL LABS LLC	WASTEWATER ANALYSIS	451.00	76158	9/10/2025
MIDWEST COMPUTER SALES	IT SERVICES	454.30	76159	9/10/2025
BANK OF AMERICA	ROCK	818.03	76160	9/10/2025
MIDWEST TRAINING & CONSULTING	SPPC PLAN NEW GENERATORS	600.00	76161	9/10/2025
NEODESHA AUTO SUPPLY	AUTO PARTS & SUPPLIES	860.33	76163	9/10/2025
NEODESHA DERRICK NEWS	PUBLICATIONS	1,205.00	76165	9/10/2025

NEWTON LUMBER CO INC	FURRING STRIPS	59.80	76166	9/10/2025
O'REILLY AUTOMOTIVE INC	AUTO PARTS & SUPPLIES	372.36	76167	9/10/2025
PRAIRIE FIRE COFFEE	BEVERAGE SERVICE	349.11	76168	9/10/2025
STANION WHOLESALE ELECTRIC	ELECTRIC SUPPLIES	214.09	76169	9/10/2025
SF AUTOMOTIVE	TRASH TRUCK MAINTENANCE	2,797.45	76170	9/10/2025
SUPERIOR BOWEN	COLD PATCH	2,947.05	76171	9/10/2025
TRUCK CENTER COMPANIES	TRASH TRUCK PARTS	462.05	76172	9/10/2025
US CELLULAR	CELL PHONE/TABLET CHARGES	620.39	76173	9/10/2025
WALMART COMMUNITY BRC	SUPPLIES	369.54	76174	9/10/2025
WESTERN AUTO	PARTS & SUPPLIES	176.51	76175	9/10/2025
WILSON MEDICAL CENTER	AUGUST TAX DISTRIBUTION	25,623.94	76176	9/10/2025
WOODS LUMBER COMPANY	SUPPLIES	453.30	76177	9/10/2025
WPS GHA	OVERPYMT REFUND	417.22	76178	9/10/2025
****TOTAL****		98,734.32		

CONTRACT FOR SERVICES

THIS AGREEMENT, MADE AND ENTERED INTO THIS 27TH DAY OF AUGUST 2025, between THE CITY OF NEODESHA, KS (THE CITY), and WESTERN CONSULTANTS DBA GOVERNMENTAL ASSISTANCE SERVICES, PO BOX 187, LAWRENCE, KANSAS 66044 (THE CONSULTANT).

WHEREAS THE CITY hereby retains THE CONSULTANT for the preparation of a 2025 United States Department of Commerce Economic Development Administration Federal Disaster Declaration Grant.

WHEREAS the purpose of this contract is to provide THE CITY with a Federal Disaster Declaration Grant for the 8th Street Intersection Granby Ave Improvements Project.

THEREFORE, the parties agree as follows:

1. THE CONSULTANT agrees to perform the following services, to-wit:
 - (A) Submit Grant Application in accordance with the rules and regulations set forth by each State and Federal agency involved;
 - (B) THE CITY will be responsible for payment of public hearing costs, if applicable.
2. In exchange for performance of above said services, related to the preparation and submission of said Grant Application, THE CITY shall authorize payment, as an allowable cost, to THE CONSULTANT, to-wit:
 - (A) Payment of \$13,500.00 due upon signing of this contract.

IN WITNESS WHEREOF, the parties hereto have signed their names the day, month and year mentioned above.

Mayor
Neodesha, KS

Garrett Nordstrom
D. Garrett Nordstrom
Partner - Western Consultants

Western Consultants

Date: 8/27/25

PO Box 187
Lawrence, KS 66044
Phone 816.805.9183

**Bill To: City of Neodesha
1407 N 8th PO Box 336
Neodesha, KS 66757**

For: 2025 EDA
Federal Disaster Declaration Grant App

DESCRIPTION	AMOUNT
Preparation & Submission of 2025 EDA application for <i>Granby Ave Improvements</i>	\$13,500.00
TOTAL	\$13,500.00

****Please make check payable to Western Consultants***