

Agenda

City Commission of the City of Neodesha, KS

July 24, 2019 2:00 p.m.

Item 1: Opening Session

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

Item 2: Public Comments

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

- Approval of the July 8, 10, and 22 2019 Commission minutes
- Appropriation (2019) 13

Item 4: Business Items to Consider

- A. Proclamation: National Night Out 2019
- B. Resolution: Homeland Security Hazard Mitigation Plan
- C. Dangerous Structures: 306 Bell (cont.)
- D. Approve 2020 Budget for Publication
- E. Housing Authority Properties (cont.)

Item 5: Date/Time of Next Regular Meeting

- Wednesday, August 14, 2019, 2:00 p.m. – Regular Meeting, City Hall

Item 6: Executive Session

Item 7: Adjournment

AGENDA COMMENTS
CITY COMMISSION MEETING
July 24, 2019

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: National Night Out 2019

The Mayor will read a proclamation regarding National Night Out 2019 which will take place on August 6, 2019 at Northlawn Elementary.

RECOMMENDED MOTION: *N/A*

4.B Resolution: Homeland Security Hazard Mitigation Plan

Staff has been contacted by Terry Lyons, Wilson County Emergency Management, with a request to have our City adopt a Resolution that formally adopts the Kansas Homeland Security Region H Hazard Mitigation Plan. Once adopted, our Resolution will be forwarded to the Kansas Division of Emergency Management (KDEM), and FEMA Region VII, to enable the plan's final approval.

RECOMMENDED MOTION: *I move to adopt Resolution 19-07 regarding the Kansas Homeland Security Region H Hazard Mitigation Plan.*

4.C Dangerous Structures: 306 Bell (cont.)

On July 10th, 2019, the Commission tabled the Ordinance that would authorize the demolition of the property at 306 Bell Street. Jerri Hyatt has spoken with Tim Adee about selling the property to him. Staff understands that Jerri intends to accept an offer from Tim, but the offer is contingent upon an acceptable inspection of the property. The Commission is asked to table this agenda item until August 14, 2019 to allow for the sale of the property.

RECOMMENDED MOTION: *I move to table the abatement process for the property at 306 Bell Street, until August 14th, 2019.*

4.D Approve the 2020 Budget for Publication

The 2020 Budget Summary must be published a minimum of 10 days prior to the Public Hearing. This will approve publication of the Summary as well as setting the Public Hearing Date

RECOMMENDED MOTION: *I move to approve publication of the public hearing notice for the 2020 budget setting the Public Hearing date for August 14, 2019.*

4.E: Housing Authority Properties (cont.)

On July 10th, 2019, the Commission tabled this item regarding the transfer of properties to the Neodesha Housing Authority.

RECOMMENDED MOTION: *I move to* _____.

SPECIAL CALL FOR SPECIAL MEETING OF BOARD OF COMMISSIONERS

Neodesha, Kansas
July 5, 2019

To the Board of Commissioners:

The Board of Commissioners will hold a Special Call meeting Monday, July 8, 2019 at 12:00 p.m. for the following purposes:

1. Dangerous Structures: 1402 N. 2nd (Discussion)
2. 2020 Budget Work Session

The Board of Commissioners met in a Special Call session at 12:00 p.m. on Monday, July 8, 2019 with Mayor Terry Harper presiding, and Commissioners Moffatt and Johnson in attendance.

Discussion was held regarding the Dangerous Structures at 1402 N. 2nd. No action.

Discussion was held regarding the 2020 Budget. No action.

At 1:35 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.

Neodesha, Kansas

July 10, 2019

The Board of Commissioners met in regular session at 2:00 p.m. on Wednesday, July 10, 2019 with Mayor Harper presiding and Commissioners Moffatt and Johnson present.

Commissioner Johnson moved to approve the agenda with the addition of the approval of a CMB license and an Executive Session for Acquisition of Real Estate. Seconded by Commissioner Moffatt. Motion carried.

Commission and Administrator Reports were heard.

Public Comments were invited and heard.

Commissioner Moffatt moved to approve the Consent Agenda consisting of the minutes from the June 26 and 28, 2019 Commission Meetings; Appropriation (2019) 12; and Raw Water Project Bond Appropriation 57. Seconded by Commissioner Johnson. Motion carried.

Administrator Truelove addressed the Commission regarding real estate the City is considering purchasing. Mr. Sid Haffener addressed the Commission regarding property he is wanting to sell. Discussion was held.

Commissioner Johnson moved to recess to an Executive Session including the Governing Body, City Administrator, City Clerk and Assistant City Clerk 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 2:45 p.m. Seconded by Commissioner Moffatt. Motion carried.

At 2:45 p.m. the regular meeting of the Governing Body reconvened. No action.

Commissioner Johnson moved to enter into the Land Bank. Seconded by Commissioner Moffatt. Motion carried.

Commissioner Moffatt moved to authorize the City Administrator to offer the sale of 713 N. 8th to Sally Millis for \$700.00. Seconded by Commissioner Johnson. Motion carried.

Commissioner Johnson moved to reconvene the regular meeting of the Governing Body. Seconded by Commissioner Moffatt. Motion carried.

Administrator Truelove addressed the Commission regarding an ordinance for bikes, skateboards, etc. on Main Street. Discussion was held.

ORDINANCE NO. 1719

AN ORDINANCE AMENDING SECTION 34-30 OF CHAPTER 34 OF THE CITY OF NEODESHA CODE REGARDING RIDING BICYCLES, SKATEBOARDS, INLINE SKATES OR ROLLER SKATES ON CERTAIN SIDEWALKS IN THE CITY OF NEODESHA, WILSON COUNTY, KANSAS.

Commissioner Johnson moved to approve Ordinance 1719 regarding riding on sidewalks. Seconded by Commissioner Moffatt. Motion carried.

Administrator Truelove addressed the Commission regarding the Dangerous Structure at 306 Bell. This hearing was continued from March 27, 2019. Discussion was held.

Commissioner Moffatt moved to table item 4C until July 24, 2019. Seconded by Commissioner Johnson. Motion carried.

Administrator Truelove addressed the Commission regarding transfers of property from the City to the Neodesha Housing Authority. Discussion was held.

Commissioner Johnson moved to table item 4D pending further investigation. Seconded by Commissioner Moffatt. Motion carried.

Administrator Truelove addressed the Commission regarding the bid selection on the Water Treatment Plant SCADA/VFD improvements. Discussion was held.

Commissioner Moffatt moved to award the bid for the SCADA & VFD improvement project to Decker Electric in the amount of \$268,150. Seconded by Commissioner Johnson. Motion carried.

Administrator Truelove addressed the Commission regarding appointments to the Active Transportation Advisory Board. Discussion was held.

Commissioner Johnson moved to appoint: Erica Johnson, Nancy Knickerbocker, and Don Adams to four-year terms, with a term ending date of December 31, 2022; and David Knickerbocker, Mary Bauman, and Tracy Edwards to three-year terms, with a term ending date of December 31, 2021; and Jennifer Marler and Janice Reece to two-year terms, with a term ending date of December 31, 2020. Seconded by Commissioner Moffatt. Motion carried.

Administrator Truelove addressed the Commission regarding approval of a temporary CMB license. Discussion was held.

Commissioner Moffatt moved to approve the CMB Permit authorizing the sale of beer at the Waterworks Amphitheater on July 13, 2019. Seconded by Commissioner Johnson. Motion carried.

Administrator Truelove addressed the Commission regarding employee

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Neodesha, Kansas
July 10, 2019 (cont.)

resignations. Discussion was held.

Commissioner Johnson moved to accept the resignation of Brennan Tilley, effective July 17, 2019, and Chris Allen, effective July 20, 2019. Seconded by Commissioner Moffatt. Motion carried.

Commissioner Moffatt moved to recess to an Executive Session including the Governing Body, City Administrator, City Clerk and Assistant City Clerk 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 4:20 p.m. Seconded by Commissioner Johnson. Motion carried.

At 4:20 p.m. the regular meeting of the Governing Body reconvened. No action.

The next regular meeting of the Governing Body will be held at City Hall on Wednesday, July 24, 2019 at 2:00 p.m.

At 4:30 p.m. Commissioner Moffatt moved to adjourn. Seconded by Commissioner Johnson. Motion carried.

ATTEST:

Terry M. Harper, Mayor

Bobby Busch, City Clerk

SPECIAL CALL FOR SPECIAL MEETING OF BOARD OF COMMISSIONERS

Neodesha, Kansas
July 22, 2019

To the Board of Commissioners:

The Board of Commissioners will hold a Special Call meeting Monday, July 22, 2019 at 11:00 a.m. for the following purposes:

1. Approve Notice to Proceed for Orr Wyatt Streetscapes

The Board of Commissioners met in a Special Call session at 11:00 a.m. on Monday, July 22, 2019 with Mayor Terry Harper presiding and Commissioners Moffatt and Johnson in attendance.

Administrator Truelove addressed the Commission regarding Notice to Proceed for Orr Wyatt Streetscapes on the waterline project.

Commissioner Moffatt moved to approve the Notice to Proceed for Orr Wyatt Streetscapes and to authorize the mayor to sign the paperwork. Seconded by Commissioner Johnson. Motion carried.

At 11:20 a.m. Commissioner Johnson moved to adjourn the meeting. Seconded by Commissioner Moffatt. Meeting adjourned.

ATTEST:

/s/Terry M. Harper

Terry M. Harper, Mayor

/s/Bobby Busch

Bobby Busch, City Clerk/Finance Dir.

APPROPRIATION REPORT

ORDINANCE NO 13	7/24/2019
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<u>VENDOR</u>	<u>REFERENCE</u>	<u>AMOUNT</u>	<u>CHECK NO</u>	<u>CHECK DATE</u>
A T & T	PHONE CHARGES	79.89	53348	7/24/2019
ADVANCE CONTROL SOLUTIONS LLC	GROUND STORAGE LEVEL ISSUE	160.52	53349	7/24/2019
ALTEC INDUSTRIES INC	GLOVES, CANISTERS, BITS	840.71	53350	7/24/2019
APPIA COMMUNICATIONS INC	PHONE CHARGES	323.75	53351	7/24/2019
ARLAN COMPANY INC	VERTICAL STEP	140.05	53352	7/24/2019
BMI	MUSIC LICENSE FEE	358.00	53353	7/24/2019
BORDER STATES INDUSTRIES INC	ELECTRIC SUPPLIES	7,944.89	53354	7/24/2019
BOUND TREE MEDICAL LLC	MEDICAL SUPPLIES	45.24	53355	7/24/2019
BUSTERS CATERING	CATERING - TOWN HALL MEETING	229.95	53098	6/4/2019
CABLE ONE	INTERNET SERVICE - SR CENTER	65.14	53208	6/25/2019
CABLE ONE	INTERNET SERVICE - ELECTRIC SHOP	136.39	53099	6/7/2019
CHAMPION BRANDS LLC	ALL FLEET OIL	648.65	53356	7/24/2019
CONSTELLATION NEWENERGY	JUNE BILLING	55,960.25	53357	7/24/2019
D C & B SUPPLY INC	GAS METERS	1,080.00	53358	7/24/2019
EMG	JUNE BILLING	1,000.00	53359	7/24/2019
FED EX	SHIPPING CHARGES	44.79	53360	7/24/2019
FIREX, INC	EXTINGUISHER INSPECTION	41.50	53361	7/24/2019
FREDONIA OUTDOOR EQUIPMENT	CHAIN SAW MAINTENANCE, PARTS	263.39	53362	7/24/2019
G & W FOODS	CONCESSIONS	506.76	53363	7/24/2019
GALLS LLC	SIREN, SPEAKER	477.97	53364	7/24/2019
GERKEN RENT-ALL	SANITATION UNITS	556.20	53365	7/24/2019
GRAFIX	CUSTOM GRAPHICS - FIRE/EMS	576.10	53366	7/24/2019
HAWKINS INC	CHEMICALS	1,098.24	53367	7/24/2019
HUGO'S INDUSTRIAL SUPPLY, INC	CLEANING SUPPLIES	176.82	53368	7/24/2019
INLAND TRUCK PARTS CO	HYDRAULIC CYLINDER	1,300.00	53369	7/24/2019
JERRY HALL'S COMMUNICATIONS	RADIOS	1,665.00	53370	7/24/2019

JERRY INGRAM FIRE & RESCUE	RESCUE RANDY / NFD SHARE	200.00	53371	7/24/2019
KACM	MEMBER DUES - CONNIE BISCHOFF	50.00	53100	6/7/2019
KANSAS DEPARTMENT OF REVENUE	WATER PROTECTION FEE	1,191.33	53372	7/24/2019
KANSAS DEPT OF HEALTH & ENVIRON	Q9000 - 2ND QTR TESTING	951.00	53374	7/24/2019
KANSAS MUNICIPAL UTILITIES	2ND QTR DUES	1,999.00	53373	7/24/2019
LITTLE BEAR TIRE	TIRES, REPAIR	449.00	53375	7/24/2019
M S MARTIN ENTERPRISES INC	NOPTIC CAMERAS	7,000.00	53376	7/24/2019
MELS PRINTING	WINDOW ENVELOPES	204.55	53377	7/24/2019
MIDWEST COMPUTER SALES	SERVICE CALL - NORMAN NO 1	120.00	53378	7/24/2019
MIDWEST MINERALS, INC	ROCK	46.37	53379	7/24/2019
NDB NEODESHA	INSTALLMENT 2	23,987.50	53382	7/24/2019
NDB NEODESHA	INSURANCE PMTS, ADDS	68,673.00	53104	6/11/2019
NEODESHA AUTO SUPPLY	AUTO PARTS & SUPPLIES	663.72	53383	7/24/2019
NEODESHA DERRICK	PUBLICATIONS	135.00	53384	7/24/2019
NEW BEGINNINGS ENTERPRISES INC	POOL CONCESSIONS	492.78	53385	7/24/2019
O'MALLEY EQUIPMENT CO	FILTERS	72.94	53386	7/24/2019
PENMAC PERSONNEL SERVICES INC	TEMPORARY PERSONNEL SERVICE	3,909.25	53387	7/24/2019
PEREGRINE CORPORATION	CITY LOGO T-SHIRTS	812.96	53388	7/24/2019
PITNEY BOWES	POSTAGE FOR METER	1,000.00	53389	7/24/2019
PIZZA HUT	CATERING - ECO DEVO MEETING	90.42	53097	6/4/2019
PORTER DRUG STORE	UPS CHARGES, STOCK MEDS	496.93	53390	7/24/2019
QUALITY MOTORS	2019 FORD F250	29,881.24	53105	6/12/2019
QUILL CORPORATION	OFFICE SUPPLIES	174.88	53391	7/24/2019
RAILROAD MANAGEMENT CO LLC	WATER/SEWER LINE LEASE	832.43	53392	7/24/2019
RDJ SPECIALTIES INC	PD PROMOTIONAL ITEMS	583.60	53393	7/24/2019
SANDBAGGER GOLF & TURF	MOWER PARTS & REPAIR	195.75	53394	7/24/2019
SIGN DESIGN	GRAPHICS FOR AMBULANCE, FD	220.00	53395	7/24/2019
SOCKET TELECOMM LLC	PHONE CHARGES	110.94	53396	7/24/2019
SOUTHERN STAR CENTRAL GP INC	JUNE BILLING	12,583.59	53397	7/24/2019
TLC GROUNDSKEEPING INC	MAIN STREET LANDSCAPING	1,736.07	53398	7/24/2019
UNIFIRST CORPORATION	UNIFORM SERVICE	3,285.82	53399	7/24/2019

US POST OFFICE	UTILITY BILL MAILING	305.62	53211	6/28/2019
VISA CARD SERVICES	LED PEN LIGHTS / FLASHLIGHT	3,256.41	53401	7/24/2019
VISA CARD SERVICES	CONCESSIONS, POOL ITEMS	6,838.61	53207	6/18/2019
WALMART COMMUNITY	SUPPLIES, POOL CHAIRS	463.50	53209	6/25/2019
WESTAR ENERGY	AIRPORT BILLING	76.62	53102	6/7/2019
WESTERN AUTO	WEEDEATER HEADS, SUPPLIES	245.62	53402	7/24/2019
WEX BANK	FUEL	8,748.04	53210	6/25/2019
WEX BANK	FUEL	7,694.03	53101	6/7/2019
WILSON CO REGISTER OF DEEDS	SEWER EASEMENT FILING FEES	76.00	53103	6/10/2019
WILSON COUNTY CLERK	ELECTION EXPENSES	946.85	53403	7/24/2019
WILSON COUNTY COORDINATOR	LANDFILL CHARGES	404.00	53404	7/24/2019

**** PAID TOTAL ****

266,925.57

**OFFICE OF THE MAYOR
CITY OF NEODESHA, KANSAS
PROCLAMATION**

**National Night Out 2019:
America's Night Out Against Crime**

WHEREAS, the National Association of Town Watch (NATW) is sponsoring a unique, nationwide crime, drug and violence prevention program on August 6, 2019 entitled “National Night Out”; and

WHEREAS, the “36th Annual National Night Out” provides a unique opportunity for the City of Neodesha to join forces with thousands of other communities across the country in promoting cooperative, police-community crime prevention efforts; and

WHEREAS, The City of Neodesha plays a vital role in assisting the Neodesha Police Department through joint crime, drug and violence prevention efforts in Neodesha, Kansas and is supporting “National Night Out 2019” locally; and

WHEREAS, it is essential that all citizen of Neodesha, Kansas be aware of the importance of crime prevention programs and impact that their participation can have on reducing crime, drugs and violence in Neodesha, Kansas; and

WHEREAS, police-community partnerships, neighborhood safety, awareness and cooperation are important themes of the “National Night Out” program;

NOW, THEREFORE I, MAYOR Terry M. Harper, do hereby call upon all the citizens of Neodesha, Kansas to join the City Of Neodesha and the National Association of Town Watch in sponsoring the “36th Annual National Night Out” on August 6, 2019.

FURTHER, LET IT BE RESOLVED THAT, I, Mayor Terry M. Harper, do hereby proclaim Tuesday, August 6, 2019, as “NATIONAL NIGHT OUT” in Neodesha, Kansas.

In witness thereof, I have hereunto set my hand and caused the Seal of the City of Neodesha to be affixed this 24th day of July, 2019.

ATTEST:

Terry M. Harper, Mayor

Bobby Busch, City Clerk

CITY OF NEODESHA

RESOLUTION NO. 19-07

A RESOLUTION ADOPTING THE KANSAS HOMELAND SECURITY REGION H HAZARD MITIGATION PLAN.

WHEREAS, the City of Neodesha recognizes the threat that natural hazards pose to people and property within our community; and

WHEREAS, undertaking hazard mitigation actions will reduce the potential for harm to people and property from future hazard occurrences; and

WHEREAS, the U.S. Congress passed the Disaster Mitigation Act of 2000 (“Disaster Mitigation Act”) emphasizing the need for pre-disaster mitigation of potential hazards;

WHEREAS, the Disaster Mitigation Act made available hazard mitigation grants to state and local governments; and

WHEREAS, an adopted Hazard Mitigation Plan is required as a condition of future funding for mitigation projects under multiple Federal Emergency Management Agency (FEMA) pre- and post-disaster mitigation grant programs; and

WHEREAS, the (Name of Government/District/Organization) fully participated in the FEMA prescribed mitigation planning process to prepare this Multi-Hazard Mitigation Plan; and

WHEREAS, the Kansas Division of Emergency Management and FEMA Region VII officials have reviewed the Kansas Homeland Security Region H Hazard Mitigation Plan, and approved it contingent upon this official adoption of the participating governing body; and

WHEREAS, the (Name of Government/District/Organization) desires to comply with the requirements of the Disaster Mitigation Act and to augment its emergency planning efforts by formally adopting the Kansas Homeland Security Region H Hazard Mitigation Plan; and

WHEREAS, adoption by the governing body for the (Name of Government/District/Organization) demonstrates the jurisdictions’ commitment to fulfilling the mitigation goals and objectives outlined in this plan, and

WHEREAS, adoption of this legitimizes the plan and authorizes responsible agencies to carry out their responsibilities under the plan.

NOW, THEREFORE, BE IT RESOLVED, that the City of Neodesha adopts the Kansas Homeland Security Region H Hazard Mitigation Plan as an official plan; and

Be it further resolved, the (Name of Government/District/Organization) will submit this Adoption Resolution to the Kansas Division of Emergency Management and FEMA Region VII officials to enable the plan’s final approval.

ADOPTED AND APPROVED by the governing body of the City of Neodesha, Kansas this 24th day of July, 2019.

ATTEST:

Terry M. Harper, Mayor

Bobby Busch, City Clerk