

**COMMISSION MEETING MINUTES
TUESDAY, FEBRUARY 13TH, 2024 6:30 P.M.**

The Board of Commissioners met in Regular Session at 6:30 p.m. in the Commission Room. The meeting was called to order by Mayor Hendryx.

Present:

COMMISSIONER DON EDWARDS
COMMISSIONER JIM FALKNER
COMMISSIONER ALEC HENDRYX
COMMISSIONER DEBORAH MAPLES
COMMISSIONER ANN MARIE VANNOSTER

City Staff in attendance:

INTERIM CITY MANAGER TIM WILSON
CITY CLERK MELISSA CARTER
DIRECTOR OF IT CHRIS FELIX
DIRECTOR OF PUBLIC WORKS THOMAS OSBORN
DIRECTOR OF HUMAN RESOURCES ALLISON PRYOR
DIRECTOR OF BUILDING SERVICES MATT CONGER
DIRECTOR OF WATER SERVICES STEVE SMITH

- A. **CALL TO ORDER** – Mayor Alec Hendryx
- B. **ROLL CALL**
- C. **INVOCATION** – Deborah Maples
- D. **PLEDGE OF ALLEGIANCE TO THE AMERICAN FLAG**
- E. **REVIEW OF AGENDA**
- F. **CONSENT AGENDA**

- 1. City Commission Meeting Minutes – Tuesday, January 23rd, 2024
- 2. 2024 Appropriation Ordinance No. AO-24-03 \$1,496,800.45

MOTION: Move to approve items 1 & 2 of the consent agenda as presented.

ACTION: MOTION: VANNOSTER SECOND: MAPLES
ROLL CALL: ALL AYE

G. **COMMENTS**

- 1. Comments from Public

Any citizen desiring to address the Commission shall be recognized, advance to the podium, state his/her name and address for the record. Comments shall be limited to 3 minutes unless extended by a vote of the majority of the Commission. The Commission does not hear matters involving litigation or City Personnel. The Commission does not take action on subjects not on the agenda unless unusual or hardship conditions exist. Citizens may address the Commission on agenda items as they are brought to the floor.

REGULAR AGENDA ITEMS

- H. **PUBLIC HEARING(s), SPECIAL PRESENTATION(s), & PROCLAMATION(s).**
- I. **OLD BUSINESS**

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J. NEW BUSINESS

1. Resolution R-24-03 a Resolution to implement Personnel Memorandums of Agreement with International Brotherhood of Electrical workers, Local #2523; and International Union of Operating Engineers Local 123 AFL-CIO, effective January 1st, 2024 through December 31st, 2025.

Director of Human Resources Allison Pryor stated that the City has completed negotiations with the IBEW and IUOE. These agreements cover January 1, 2024 through December 31, 2025. These are two-year contracts with negotiations covering wage and health insurance package only beginning in May, 2024. Redlines of the negotiated changes to contracts were in the Agenda Packets. Vice Mayor Falkner asked how many employees have been here over 25 years that the change in accumulated days effects. Ms. Pryor answered we do have a few but she does not have the exact number but she can get that to him. She went over the changes for the contracts which included the change to residency requirements, response time, vacation leave accrual, meal allowances, clothing options and mutual aid pay.

MOTION: Move to approve Resolution R-24-03 as presented.

ACTION: MOTION: HENDRYX SECOND: FALKNER
ROLL CALL: ALL AYE

2. Resolution R-24-04 a Resolution to establish the end of the Water Warning for the City of Coffeyville.

Director of Water Services Steve Smith said on June 27, 2022, Governor Laura Kelly approved updated drought declarations for Kansas counties with Executive Order #22-06. At that time Montgomery County was in a Severe to Exceptional Drought status. On September 27, 2022, the City of Coffeyville Commission by Resolution placed the City under a Water Watch due to ongoing drought conditions in the area and then on August 8, 2023, the City of Coffeyville Commission by Resolution placed the City under a Water Warning due to the ongoing drought. Since that time, drought conditions have improved due to the recent precipitation events. Mr. Smith went over the water levels in area lakes that have risen. Vice Mayor Falkner asked about a payment for water contracts from the Appropriation Ordinance. Mr. Smith answered that was for the excess water that was purchased last year. Mayor Hendryx asked if there was a difference in the amount of water used since the Water Warning went in effect. Mr. Smith said that yes there was and they were working on getting that number. Mayor Hendryx then brought up an article he read about silt flowing into Elk City Lake that has diminished capacity by 30%. Mr. Smith said that is probably true and we do not have control over that. Discussion ensued on the possible ways that the state will be addressing that.

MOTION: Move to approve Resolution R-24-04 as presented.

ACTION: MOTION: VANNOSTER SECOND: FALKNER
ROLL CALL: ALL AYE

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3. Resolution R-24-05 a Resolution to approve repairs to the elevator in the Fire Department at the Emergency Services Building and enter into a Maintenance Agreement with KONE. Director of Public Works Thomas Osborn said that for several years the elevator at the Emergency Services building has not functioned properly. It had not been put in the budget previously but was in the budget for this year so they are getting it taken care of. KONE is the elevator company that the city has used for years. It was asked why it has not been fixed before now, discussion ensued on that topic.

MOTION: Move to approve Resolution R-24-05 as presented.

ACTION: MOTION: EDWARDS SECOND: FALKNER
ROLL CALL: ALL AYE

4. Resolution R-24-06 a Resolution to authorize issuance of a purchase order to Tyler Technologies for migration and upgrade of city financial software and purchase of Tyler Content Manager. Director of Technology Services Chris Felix aid this is to move our business and financial software into the future as the version of Incode we currently have lacks in some of the insight the city would like. Specifically revenues and expenses at a glance which we currently have to run several reports to get those to tie together. With this piece and moving to the cloud, it gives us a web dashboard to see those things with one or two clicks. Other features include better exporting to Excel, ability to write our own reports and document storage. This will be a cost of almost double what we pay now for maintenance but we will get a small credit for the maintenance we have already paid this year. Discussion continued on the benefits of the migration. It was noted that we eventually want to move to Version 10 but this is a good first step. Training for employees is included.

MOTION: Move to approve Resolution R-24-06 as presented.

ACTION: MOTION: EDWARDS SECOND: HENDRYX
ROLL CALL: ALL AYE

5. Ordinance S-24-01 an Ordinance establishing a Land Bank pursuant to K.S.A. 12-5901. Director of Building Inspections Matt Conger said the purpose of the Land Bank is to take tax delinquent and dilapidated properties and turn those into a positive use. Mr. Conger stated that investors come to the city first to see if we have a Land Bank. Since we currently don't, our practice is to sell it to them and hope they do what they say they are going to with it. With a Land Bank Policy, we can hold them to an agreement and if they are not following that agreement, we can take the property back. Most of the properties will be donated or bought at a very low cost. To note, we don't have to accept property or sell it. Investors will need a business plan that is approved by the Planning Commission and the City Commission. Currently the city has 34 properties that will go into the Land Bank. Mr. Conger stated that with a Land Bank, if the property has back taxes, they can take paperwork to the county and those will be waived.

MOTION: Move to approve Ordinance S-24-01 as presented.

ACTION: MOTION: MAPLES SECOND: VANNOSTER
ROLL CALL: ALL AYE

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6. City Manager's Report

Interim City Manager Tim Wilson went over the recent boil order that Coffeyville had and where we stand. When the order came out on Friday he went to the Water Treatment Plant and there was a representative from KDHE and our chemical company. He assured the Commissioners and citizens that this was not caused by operator error. It was a configuration of multiple factors including the cold weather causing several leaks. He noted the day Coffeyville was issued a boil order, there were 32 active boil orders across Kansas. Mr. Wilson said that Steve, Eric and their team did a phenomenal job and didn't leave until it was resolved. KDHE had a lab technician on Sunday to accept our samples which is why we got it cleared on Monday. Walmart donated water and the city came together, did everything ' they could and did a great job. Mr. Wilson said that succession planning has been a top priority of his as he stepped into a situation with some single points of failure in critical departments in the city. He said that he has hired a full time grant writer who is starting next week and will be working on multiple grants. Mr. Wilson said he is convinced the Land Bank will be a winner for us. As far as the software upgrade, he said we are way behind where we should be and this will help. The SGR City Manager recruitment firm is starting a little slower than hoped but expect to have interviews starting in May. Vice Mayor Falkner asked if the Hillcrest Golf Course report could include the financial information. He then mentioned a software package for grant writing that was bought many years ago and asked where that was at.

7. Comments from Commissioners and Staff

Commissioner Edwards thanked the Water Department for their dedication in fixing all the water leaks in terrible conditions. He feels like the hard work that the employees put forth to make sure we have running water is sometimes lost on residents. Same thing goes for the linemen and a lot of city employees, he appreciates them and without them it would be a very different world we live in. Mayor Hendryx asked if the Commissioners could get together and have a walk through or work session for the Aquatic Center to assess any issues that need repaired, they discussed possible meeting times.

Chris Felix, Director of Technology came to the podium to give an update on fiber, showed a map of what they currently have and the plan for the next couple years. He said we see things taking off once we start to advertise which we have not done any at all. The means to get the information out there is ready to go. From 1st and Buckeye down to where Union meets 11th there are about 1500 parcels – about 1,200 usable homes for potential service where they already have fiber available. Interim City Manager Tim Wilson said this is a great product at an inexpensive price, the problem is that we have underfunded it for years. There is a 100 person waiting list right now. Pricing has been proposed based on a grant that was written a couple years ago. The plan for the first year is to contract the installs and cluster them to try and get about 25 done in a day. The second and third year it will shift to where we are hiring installers. Anyone interested can call Bruce as he is keeping track of the wait list. There will be an educational campaign that goes along with this. Mr. Felix said that we have 114 fiber customers and have only lost 3 and 2 of those moved. He stated that we will need to figure out funding as we do not have the money to do this now.

K. EXECUTIVE SESSION(s)

L. GENERAL STAFF, COMMITTEE & BOARD REPORTS AND MINUTES

1. Building Permit Report – January 2024
2. Hillcrest Golf Course Report – January 2024

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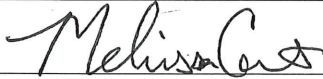
M. ADJOURN

ACTION: MOTION: HENDRYX SECOND: MAPLES
ROLL CALL: ALL AYE

Time the meeting was adjourned: 7:35 pm

Date the minutes were approved:

2/27/24



Melissa Carter, City Clerk

