COMMISSION MEETING MINUTES
TUESDAY, FEBRUARY 27TH, 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
CITY ATTORNEY PAUL KRITZ
DIRECTOR OF IT CHRIS FELIX
DIRECTOR OF PUBLIC WORKS THOMAS OSBORN
DIRECTOR OF HUMAN RESOURCES ALLISON PRYOR
DIRECTOR OF PUBLIC SERVICE BOBBY JOE PAASCH

A. CALL TO ORDER – Mayor Alec Hendryx

B. ROLL CALL

C. INVOCATION – Pastor Luke Letsinger, Coffeyville Church of the Nazarene

D. PLEDGE OF ALLEGIANCE TO THE AMERICAN FLAG

E. REVIEW OF AGENDA

F. CONSENT AGENDA

1. City Commission Meeting Minutes – Tuesday, February 13th, 2024.
2. Action to set a Public Hearing on March 26th, 2024 at 6:30pm in the Coffeyville City Commission Room to consider submission of a CDBG Grant Application from the Kansas Department of Commerce.
3. 2024 Appropriation Ordinance No. AO-24-04 $5,730,184.56

MOTION: Move to approve items 1-3 of the consent agenda as presented.

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

4. 2024 Appropriation Ordinance No. AO-24-04A (Isham's) $225.49

MOTION: Move to approve item 4 of the consent agenda as presented.

ACTION: MOTION: MAPLES SECOND: EDWARDS
ROLL CALL: MAPLES – AYE, EDWARDS - AYE,
VANNOSTER – ABSTAIN, FALKNER– AYE, HENDRYX - 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

1. Second Reading of Ordinance S-24-01 an Ordinance establishing a Land Bank pursuant to K.S.A. 12-5901.

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

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

J. NEW BUSINESS

1. Resolution R-24-07 a Resolution to authorize the execution of an agreement for health insurance including stop-loss and aggregate stop-loss, dental, basic life, accidental death and dismemberment and third party administrative services for the City's FY 2025 partially self-funded health insurance coverage.

   Director of Human Resources Allison Pryor said The City of Coffeyville health insurance plan is a self-funded plan. The plan is funded by deposits made into the city's Risk Management Fund (350) by the City in an amount negotiated with the city's bargaining units as well as monthly premiums paid by each participating employee. As a self-funded plan, during plan years where claim expenditures are less than the City and employees' contributions the plan gets to retain the extra funds and carry that forward into the next plan year to offset cost increases. With this plan type, fixed costs for purchase of stop loss coverage and administrative fees are the only opportunity to pursue competitive pricing for service. The claims paid by the plan reflect the employee's actual medical claim costs and represent the largest part of the plan costs. With a fully funded plan, the insurance carrier collects all of the premiums and if the plan has a good year the insurance carrier benefits from those remaining dollars. Benefit Health Advisors quoted twelve carriers covering stop-loss and full coverage options. The lowest cost option, as shown on the Health Care Insurance Analysis Spreadsheet, was Stop Loss coverage from Spectrum Underwriting. By timely binding of this coverage, we were able to lock in pricing for this plan year that resulted in no changes to our current plan design. The plan design remains unchanged for the upcoming year with medical coverage through the Aetna network and Dental coverage with Delta Dental. There are no changes to the funds requested from the Commission or to the employee's premium, deductible or coinsurance. The Plan will continue to offer the same prescription drug coverage, as well as the Aetna Employee Assistance Plan and Teladoc for all covered members. Maximum cost exposure this year is 1.5% higher than last year, as shown on the Health Care Insurance Analysis. Should medical claims reach 100% of exposure, the amount available from prior year carryover would easily cover the balance.

MOTION: Move to approve Resolution R-24-07 as presented.

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

2. Resolution R-24-08 a Resolution to approve purchase of shelter equipment for Sycamore and North Park.
Director of Public Works Thomas Osborn stated that the citizens approved the 10 year sales tax towards parks that will improve one park a year. Sycamore Park was our first park last year and we needed to let funds grow before we could start which is why we have a little bit of carry over. This item covers picnic tables, benches and that type of equipment for shade structures. Mr. Osborn said that this includes that type of equipment for North Park as well.

MOTION: Move to approve Resolution R-24-08 as presented.

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

3. Resolution R-24-09 a Resolution to approve a contract with TLC Nursery & Outdoor Living for seeding and fertilization of Sycamore Park.
Director of Public Works Thomas Osborn stated that with construction grass gets moved, compacted and doesn't grow back as good as before. The grass at Sycamore has been disturbed with the upgrades and the installation of the walking path to the point it needs to be reseeded. Mr. Osborn feels that TLC Nursey had a reasonable quote and will be able to get the grass reestablished quickly.

MOTION: Move to approve Resolution R-24-09 as presented.

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

4. City Manager's Report
Interim City Manager Tim Wilson said that we have put down 50 yards of concrete to fill 12 water leak holes with more to be filled. They have done several on 4th and 8th street. Domino's has broken ground on 11th street, this will be about a 3 month project. Amber Dean, our grant writer has started and already has one grant submitted with several more she is working on. Mr. Wilson said the ladder truck assessment came back and he had hoped that we could fix the old one but that is not the case as it had 53 items that needed to be fixed in a range of $132,000 - $200,000. They will not be purchasing a new truck, the Fire Department is aware of that and they are sending him used trucks to review. The one they are looking at is $749,000 and the grant was put in today. The grant requires a 5% match from the City which is $37,450. As for the tennis courts, they have put a lot of work into this as this grant is more inclusive with accessible features and seating. The grant being applied for is $800,000 and we have bids for $500,000 - $600,000 for the tennis courts alone. This is an ongoing project and his hope is that we can break ground by the end of the year. Details are still being worked through, the grant is 25% match from the City which will be about $200,000. Discussion continued on the tennis courts and what the rebuild would consist of.

5. Comments from Commissioners and Staff
Commissioner Vannoster noted that Interim city Manager Tim Wilson has been here for 2 months and she thanked him for all he is doing. Mr. Wilson said that we have made an offer to Finance Director. Mayor Hendryx proposed next Tuesday at 5:45 pm for a walk through at the Aquatic Center. Director of Public Works Thomas Osborn announced that they are getting ready to start construction on HWY 169 from 15th Street south to Walden. It will be down to one lane and detour one direction of traffic. It is a 90 working day project. Discussion continued on needed street projects.

K. EXECUTIVE SESSION(s)

L. GENERAL STAFF, COMMITTEE & BOARD REPORTS AND MINUTES
1. Coffeyville Police Department Crime Stats – January 2024

M. ADJOURN

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

Time the meeting was adjourned: 7:11 pm

Date the minutes were approved:
3/12/24

Melissa Carter, City Clerk

CITY OF COFFEYVILLE
SEAL
MONTGOMERY COUNTY, KANSAS