

COMMISSION MEETING MINUTES

TUESDAY, MAY 14TH, 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 HOUSING CYNTHIA DECKER
DIRECTOR OF FINANCE MARTIN CUMINGS
DIRECTOR OF WATER SERVICES STEVE SMITH
DIRECTOR OF AIRPORT SERVICES JARROD POWERS
BUILDING OFFICIAL MATT CONGER

- A. CALL TO ORDER** – Mayor Alec Hendryx
- B. ROLL CALL**
- C. INVOCATION** – Pastor Jason Swindell, New Vision World Ministries
- D. PLEDGE OF ALLEGIANCE TO THE AMERICAN FLAG**
- E. REVIEW OF AGENDA**

MOTION: Move to Amend the Agenda to remove New Business Item for Wastewater Vehicle Purchase and add an Executive Session.

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

F. CONSENT AGENDA

1. City Commission Meeting Minutes – Tuesday, April 23rd, 2024.
2. City Commission Special Meeting Minutes – Wednesday, May 8th, 2024.
3. Resolution R-24-29 a Resolution to authorize the Mayor and City Clerk to execute a Mortgage Release in favor of Properties in the Ville, LLC.
4. 2024 Appropriation Ordinance No. AO-24-09 \$1,602,470.75

MOTION: Move to approve items 1-4 of the consent agenda as presented.

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

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5. 2024 Appropriation Ordinance No. AO-24-09A (Isham's)

\$210.36

MOTION: Move to approve item 5 of the consent agenda as presented.

ACTION: MOTION: FALKNER 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.

David Wiggins, 2227 4000 Rd., came to the podium to announce the Memorial Day Service that will be held at Fairview Cemetery. Vance Air Force Base will be sending two T6 planes to do a flyover at 10:00 am. Mr. Wiggins said this will be a great event. They are needing volunteers at 7:00 am on Monday to help put flags up.

REGULAR AGENDA ITEMS

H. PUBLIC HEARING(s), SPECIAL PRESENTATION(s), & PROCLAMATION(s).

I. OLD BUSINESS

J. NEW BUSINESS

1. Discussion and action to make appointments to the Coffeyville Public Library Board of Trustees.

Matt Conger came to the podium and stated why he wanted to serve on the Library Board. The Commission took no action on this item.

2. Resolution R-24-30 a Resolution of support for the revised New Construction Single-Family Program for the City of Coffeyville.

Cynthia Decker came to the podium and said the New Construction Program's goal is to build affordable homes in Coffeyville. The first two homes will be built on 9th street as they have updated sidewalks and new water lines, 3 lots will be divided into two lots which will allow for a generous front and back yards. The lot size will be 10,500 ft. lots which are from the Land Bank. The cost to build both houses is \$350,000. There are no income restrictions on the applicants and \$15,000 will be put down from the ½ cent sales tax. The Housing Department will oversee the construction process and will have local sub-contractors in Montgomery County. Mrs. Decker went over the floor plans for each of the houses – one two bedroom and one three bedroom. Interim City Manager said the purpose of this is to provide housing in the \$150,000 - \$175,000 range. The program does require them to stay in the home for three years. Once sold, the Housing fund will be reimbursed.

MOTION: Move to approve Resolution R-24-30 as presented.

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

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3. Ordinance G-24-02 an Ordinance amending certain rates applicable to the City of Coffeyville Water Utility.

Director of Water Services Steve Smith said the purpose of this Ordinance is to set water rates that are both fair and equitable to the water customers as well as the City. Water rates have not increased since 2012 while inflation has increased 30.9% over that time. New water rates need to be set to catch up with the current cost. This proposed increase will not take effect until January 1, 2025. Mr. Smith went through a slide show presentation covering operating costs, which have gone up over 39% since 2020, inflation overview, and rate comparisons which would be a 3% increase yearly. Following this 3% rate increase will help us keep up with the general rate of inflation. The price increase on chemicals used to treat the water was discussed. A market comparison was done and Coffeyville had the 2nd lowest minimum charge and the 3rd lowest rate.

MOTION: Move to approve Ordinance G-24-02 as presented.

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

4. Resolution R-24-31 a Resolution to amend the 2024 Fee Schedule for Water Department related services.

Director of Water Services Steve Smith said due to the increased cost of materials and services, he would like to request an amendment to the fee schedule for certain fees and add a bulk water rate. The bulk water rate is in anticipation of putting in a Bulk Water Station in the near future. Due to cost of materials he is proposing the following changes: Water Tap Fee (increase from \$600 to \$1000), ¾ inch road bore (increase from \$900 to \$1200), moving water svc line (Increase from \$250 to \$600), Add a bulk water fee (\$10 per 1000 gallons).

MOTION: Move to approve Resolution R-24-31 as presented.

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

5. Resolution R-24-32 a Resolution to adopt a new Water Conservation Plan for the City of Coffeyville.

Director of Water Services Steve Smith said that due to limited water resources available within the state, the Kansas Water Office requires water suppliers within the state to update their Water Conservation and Drought Contingency Plans as needed. Coffeyville's plan was last updated in 2023 and adopted by way of Resolution R-23-47. Staff has drafted changes to this plan and sought review and direction from the Kansas Water Office and the Kansas Department of Water Resources prior to bringing it before this commission. With the drought event that we experienced and after speaking with representatives from the state, staff determined that the current plan was a bit too aggressive and needed changed. It was based on the percentage of water remaining in Elk City and they have learned that they cannot go off of that because of sedimentation and other factors. They have decided to issue the Watches, Warnings, and Emergencies when the lake itself issues them because that is where we get our water from. The Water Rate Scale was also taken out of the Conservation Plan so they do not have to bring the plan back when water rates change.

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MOTION: Move to approve Resolution R-24-32 as presented.

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

6. Ordinance G-24-03 an Ordinance amending Chapter 42, Article III, Division 2, Section 42-150 of the Code of Ordinances of the City of Coffeyville, Kansas for the purpose of establishing Water Rates during a Water Warning or Water Emergency. Director of Water Services Steve Smith said the purpose of this is to remove the Water Rate Scale and replace it with new wording. The rates are not changing, it is still 5% during a Water Warning and 10% during a Water Emergency. Again, it is to remove the scale so it does not have to be brought back when rates change.

MOTION: Move to approve Ordinance G-24-03 as presented.

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

7. Resolution R-24-33 a Resolution to amend the 2024 Fee Schedule for Big Hill Splash Aquatic Center related fees. Interim City Manager Tim Wilson said that the fees that will change are: Ages 3 and up will be \$2 after 4:00 pm, add Single Season Pass for \$65, add Family Season Pass (4 members) \$140, \$20 for each additional family member. Also new this year will be the use of debit/credit cards. Mr. Wilson said that they started filling the pool today and assuming temperatures cooperate, it will open on time.

MOTION: Move to approve Resolution R-24-33 as presented.

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

8. City Manager's Report

Interim City Manager Tim Wilson gave an update on the Brown's Furniture building. He and Jay are talking and there are employees flying out to Alabama at the end of the month for meetings with Provalus. Jay is going to try to make it, if not he will join by Zoom. The City is just trying to help negotiate the deal. Bids for the Buckeye Project have gone out and are due back on June 19th. Ten structures are currently being demoed and another 10 are out for Demo Bid and they have been working with Paul on a new process to get the cost down. There are another 28 addresses they are looking at for demo. The Land Bank is helping in a number of ways. Mr. Wilson has met with people who flip houses and he thinks there are deals to be made as there are houses that can be remodeled instead of being demoed. Mr. Wilson said that he attended the Library Board meeting and it was great. Rachel, the new librarian, is very impressive and an asset to the community. She has multiple campaigns and is increasing traffic in the library.

9. Comments from Commissioners and Staff

Vice Mayor Falkner gave a shout out to our grant writer Amber Dean. She is doing a great job. Mr. Wilson said that last year we had only about a million worth in grants approved and his goal is to have grants generate up to ten million worth of taxpayer saving on an annual

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basis. Mayor Hendryx asked if they could get the actual numbers on the Sales Tax reports. Mr. Cumings said that because of the way it goes to the State and back to us it is a couple months behind. Discussion continued on Sales Tax and the effect of the less ½ cent sales tax for the first quarter and when they would see that. Mr. Cumings said they would get a report to them with the actual numbers. Commissioner Vannoster encouraged everyone to get on the City website where they can find the Grant Tracker and look at that. Director of Public Works Thomas Osborn came to the podium to give an update on South Walnut. He said that it is progressing slowly but the rain has had an effect. Currently they are waiting for the subgrade base stabilization to cure out which takes about seven days. There were some issues with Fiber lines as the survey showed them in one place and when they started digging, it went all the way out, halfway into the driving lane. That delay was about two weeks. They also had a seven day State delay. Contractors do have the underdrains put in which is helping get the water off quickly. Discussion continued on the project. Commissioner Maples encouraged everyone to attend the Memorial Day Service

K. EXECUTIVE SESSION(s)

1. Executive Session to discuss personnel matters of non-elected personnel.

MOTION: Move to recess to Executive Session for the purpose of discussing personnel matters of non-elected personnel as permitted by the non-elected personnel matter exception to the Open Meetings Act, as set forth in K.S.A. 75-4319(b)(1), to include the City Attorney and Interim City Manager to reconvene in the Commission Room at 8:05 p.m or before.

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

MOTION: Move to approve Resolution R-24-34 a Resolution to authorize the execution of an Employment Agreement with Ben Brubaker to serve as City Manager for the City of Coffeyville, KS.

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

L. GENERAL STAFF, COMMITTEE & BOARD REPORTS AND MINUTES

1. City of Coffeyville Grant Tracker
2. Sales Tax Report – April 2024
3. Coffeyville Police Department Crime Stats – April 2024
4. Hillcrest Golf Course Report – April 2024

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M. ADJOURN

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

Time the meeting was adjourned: 8:05 pm

Date the minutes were approved:

5/28/2024

Melissa Carter
Melissa Carter, City Clerk

