

**COMMISSION MEETING MINUTES
TUESDAY, MAY 28TH, 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:

CITY CLERK MELISSA CARTER
CITY ATTORNEY PAUL KRITZ
DIRECTOR OF IT CHRIS FELIX
DIRECTOR OF PUBLIC WORKS THOMAS OSBORN
DIRECTOR OF BONDS AND GRANTS AMBER DEAN
DIRECTOR OF PUBLIC SERVICE BOBBY JOE PAASCH
SUPERINTENDENT OF ELECTRIC DISTRIBUTION STEVE PRATT
DIRECTOR OF WASTEWATER SHANE GEORGE
DIRECTOR OF GOLF COURSE SCOTT LAZENBY

- A. **CALL TO ORDER** – Mayor Alec Hendryx
- B. **ROLL CALL**
- C. **INVOCATION** – Pastor Yves Kinangwa, First United Methodist Church
- D. **PLEDGE OF ALLEGIANCE TO THE AMERICAN FLAG**
- E. **REVIEW OF AGENDA**
- F. **CONSENT AGENDA**
 - 1. City Commission Special Meeting Minutes – Friday, May 10th, 2024.
 - 2. City Commission Meeting Minutes – Tuesday, May 14th, 2024.
 - 3. 2024 Appropriation Ordinance No. AO-24-10 \$4,495,724.89

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

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

- 4. 2024 Appropriation Ordinance No. A)-24-10A (Isham's) \$20.77

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

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

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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.

Ron Scroggin, 211 W. Martin, came to the podium and said he is very grateful, as he is a recipient of the Paint the Town program. He has only lived here a couple of years. Mr. Scroggin has let his neighbors know about the program and they have applied. He said this has been a wonderful thing and it's evolved in to him doing more improvements around his home.

REGULAR AGENDA ITEMS

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

1. Public Hearing to consider a CDBG Grant Application on behalf of Robert and Denise York from the Kansas Department of Commerce.

Director of Bonds and Grants Amber Dean came to the podium and said this is a CDBG grant application on behalf of Robert and Denise York for necessary repairs to their building 115 W. 9th. The grant amount is \$86,000 with a match of \$35,000 provided by the Yorks.

With this Public Hearing there will be two resolutions – one for authority to submit the grant and one to designate the building blight as required by the grant.

Mayor Hendryx opened the Public Hearing. There were no comments. Mayor Hendryx closed the Public Hearing.

2. Resolution R-24-35 a Resolution certifying Legal Authority to apply for the 2024 Kansas Small Cities Community Development Block Grant Program from the Kansas Department of Commerce and authorizing the Mayor to sign and submit such application.

MOTION: Move to approve Resolution R-24-35 as presented.

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

3. Resolution R-24-36 a Resolution declaring a building blighted with respect to the Kansas Small Cities Community Development Block Grant Program.

MOTION: Move to approve Resolution R-24-36 as presented.

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

4. Public Hearing to consider an LWCF Grant Application on behalf of the City of Coffeyville from the Kansas Department of Wildlife and Parks.

Director of Bonds and Grants Amber Dean came to the podium and said this grant is to enhance the golf course by adding nets and turf to the Driving Range and also upgrading the irrigation control system. It is a 50/50 match with the local match being \$228,654.52 which will come from the General Fund.

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Mayor Hendryx opened the Public Hearing. There were no comments. Mayor Hendryx closed the Public Hearing.

MOTION: Move to approve submission of an LCWF Grant Application on behalf of the City of Coffeyville from the Kansas Department of Wildlife and Parks and execute related documents.

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

I. OLD BUSINESS

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

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

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

2. Second Reading of 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.

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

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

J. NEW BUSINESS

1. Parks Board Update.

Director of Public Work Thomas Osborn gave a presentation on the 10 year Park Plan that utilizes the ½ cent sales tax. He went over work that has already been done at Sycamore Park, the upcoming plan for North Park and then went through the rest of the plan. Frankie Hull and members of the Parks Board gave an overview of Sycamore Park and announced the Sycamore Park Kick Off happening June 1st. Discussion ensued on the Parks Plan.

2. Ordinance S-24-02 an Ordinance to allow alcohol to be served in the area known as Union Pacific Park, the adjacent streets and alleyways during the Coffeyville Area Chamber of Commerce ‘Hops Around Town – Beer Festival’ event.

City Clerk Melissa Carter stated that the Chamber has requested to serve beer and wine at their Hops Around Town Brewfest on subject to parameters set forth in the event description submitted by Candi Westbrook, Executive Director. The City Code prohibits the consumption of alcohol on public property, subject to some exceptions. One exception is allowed for city-owned property, which has been exempted by the Commission, by Ordinance. This Ordinance would exempt Union Pacific Park, the adjacent streets and alleyways as depicted on the drawing submitted by the Chamber Director from the restriction on consumption of alcohol during the event only. Candi Westbrook came to the podium and said this will be the 5th year for this event, last year they had 450 attendees. Ticket holders will get samples, there is cornhole tournament, food trucks, live music, games

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and vendors. Mrs. Westbrook said that to ensure a safe environment, they close in the area and have the Sheriff's Department there. The UP Park is also blocked off and only 21 years and over are allowed in. Last year they had several out of town and out of state attendees. This event has had a great economic impact for our community.

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

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

3. Resolution R-24-37 a Resolution to authorize the issuance of a Purchase Order to Midwest Electric Transformer Services for the purchase of a 1500KVA Transformer for the Electric Utility.

Superintendent of Electric Distribution Steve Pratt said he is here for authorization to purchase a 1500KVA Transformer. They have several of these transformers in their system and he hopes that they do not have too many that go out but you never know. The company they are looking at rebuilds transformers and they are copper wound. They have good luck with this company and they have good warranties. The lead-time for this will be twelve weeks. Mayor Hendryx asked if the warranty starts from the date of purchase or the date of installation. Mr. Pratt answered that it was from the date of delivery. Mayor Hendryx asked what this transformer cost ten years ago. Mr. Pratt answered that five years ago the same transformer cost about \$38,000 - \$39,000. Discussion ensued on having more transformers in stock and the benefit of purchasing them before the price goes up.

MOTION: Move to approve Resolution R-24-37 as presented.

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

4. Resolution R-24-38 a Resolution to authorize the purchase of a used 2021 F150 Supercrew Cab Truck from Patriot Chevrolet for the Wastewater Collections Department.

Director of Wastewater Shane George and said he is for approval to purchase a 2021 F150 Supercrew Cab for \$39,000 from Patriot Motors of Bartlesville, OK. There is 8 months left on the factory bumper-to-bumper warranty. They will sell an extended warranty for \$3,500 which would extend the warranty to 6 years or 97,000 miles which is not included in this price. The Carfax report was included; it has no accidents and just over 22,000 miles on it. This will be replacing a 1998 vehicle. The Commission discussed adding the extended warranty and decided that was the way to go.

MOTION: Move to approve Resolution R-24-38 with the extended warranty.

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

5. Discussion and Action on Residency Requirement for the City Manager position.

Mayor Alec Hendryx said the City's residency ordinance requires the city manager to reside within the city limits within six months after accepting employment, unless there are unique circumstances, as determined solely by the City Commission. In this case, Mr. Brubaker already resides within Montgomery County and he and his family are settled into their

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current residence and enjoy living there. This was an issue that was discussed during the interview process and the Commission was receptive to allowing Mr. Brubaker to continue to reside in his current residence, rather than require him to move a few miles and reside within the city limits.

MOTION: Move to waive the residency requirement for Mr. Brubaker, given these unique circumstances.

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

6. City Manager's Report

City Clerk Melissa Carter said Big Hill Splash opened this past weekend. They had approximately 450 attendees on Saturday and 150 Sunday. The new season passes and debit/credit card machines are going over very well. The Memorial Day service at Fairview cemetery was beautiful. Cameron Brinker and his cemetery crew had the grounds looking amazing. Mrs. Carter thanked the Coffeyville Municipal Band for organizing the event and all the entities that participated to make Memorial Day special in Coffeyville. The Incode migration to the cloud is complete and the next step is to merge the documents into the Incode Content Manager, which will be happening in the next few weeks. The Housing Department broke ground on the 9th street houses for the First Time Homebuyer Program. The rebar has been set, footing poured and plumbing sleeves installed. Mrs. Carter told the Commission they are wanting to have a Work Session in the next couple weeks.

7. Comments from Commissioners and Staff

Vice Mayor Falkner said the Memorial Day ceremony was really nice. Commissioner Maples thanked everyone that came out yesterday to the service. Dr. David Wiggins did a fabulous job of organizing it. Commissioner Maples announced on June 8th at 7:00 pm the City Band will be playing at the Brown Mansion for their summer social. She encouraged everyone to come out see the mansion and see the City Band. Commissioner Vannoster said the cemeteries looked very nice. It is hard this time of the year with the rain but Cameron is very good. She thanked Cameron for being so helpful this time of year with people needing help finding loved ones. Mayor Hendryx noted at the Memorial Day he realized there are no bathrooms out there so he suggested we think about installing some. Commissioner Edwards thanked City staff for supplying the additional information on the Sales Tax report.

K. EXECUTIVE SESSION(s)

L. GENERAL STAFF, COMMITTEE & BOARD REPORTS AND MINUTES

1. Sales Tax Report – April 2024
2. Coffeyville Public Library Board of Trustees Minutes – December 2023-April

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M. ADJOURN

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

Time the meeting was adjourned: 7:57 pm

Date the minutes were approved:

6/11/24

Melissa Carter

Melissa Carter, City Clerk

