

COMMISSION MEETING MINUTES
TUESDAY, JUNE 11TH, 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 MANAGER BEN BRUBAKER
INTERIM CITY MANAGER TIM WILSON
CITY CLERK MELISSA CARTER
CITY ATTORNEY PAUL KRITZ
SENIOR IT TECH RAY HEINZ
IT TECH JARRAH MARNELL
DIRECTOR OF PUBLIC WORKS THOMAS OSBORN
DIRECTOR OF BONDS AND GRANTS AMBER DEAN
DIRECTOR OF PUBLIC SERVICE BOBBY JOE PAASCH
DIRECTOR OF WATER STEVE SMITH
SUPERINTENDENT OF ELECTRIC DISTRIBUTION STEVE PRATT
SUPERINTENDENT OF ELECTRIC GENERATION TONY LAWSON

- 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 add an Executive Session to discuss personnel matters of non-elected personnel and add an Executive Session to discuss confidential data relating to financial affairs or trade secrets of corporations, partnerships, trusts and individual proprietorships.

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

F. CONSENT AGENDA

- 1. City Commission Meeting Minutes – Tuesday, May 28th, 2024.
- 2. 2024 Appropriation Ordinance No. AO-24-11 \$4,356,526.51

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

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

**COMMISSION MEETING MINUTES
TUESDAY, JUNE 11TH, 2024**

2

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.

Wann Wilson, 119 W. Polk, came to the podium came to ask for direction regarding a property sale to the City and it has gone on for two years. He said that he has not heard back from the City Attorney in two years about it. City Attorney Paul Kritz said that Mr. Wilson has a lot that was going to be useful for the Electric Utility. They came to an agreement, some title work was done and some issues were uncovered during that process and those issues have not been resolved. Mr. Kritz said he is happy to resume the efforts to get clear the title clear and move forward. He will call Mr. Wilson next week.

Daria Jerauld, 2996 W Northbrook, came to the podium to announce that she is the principal at Holy Name Catholic School. She wants to let everyone know that the still have room in each of the grades for the upcoming school year and they serve grades Kindergarten through sixth. They welcome children of all religions, they do not have to convert to attend and they focus on the teachings of Jesus Christ while lifting students to reach their full academic potential. If a student is an active member of the Catholic Church, the Diocese of Wichita pledges that their education will be taken care of. The tuition is very affordable for those who are not member of the Catholic Church and there is Financial Aid available. An Open Enrollment Open House will be the week of June 24th through the 28th. The school will be open to receive parents and prospective students from 10:00 am to Noon and 5:00 pm to 7:00 pm that week.

REGULAR AGENDA ITEMS

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

1. Public Hearing to consider a CDBG Grant Application from the Kansas Department of Commerce.

Director of Public Service Bobby Joe Paasch said this is a CDBG grant in the amount of \$800,000 for improvements at LeClere Park. The match for the grant is \$457,099.

\$197,783.15 will come from the ARPA funds, \$259,316.09 will come from the ½ cent sales tax. The tennis courts will be rebuilt. There will be six courts with two of them having an option of Pickleball. There will be stadium seating, three new playground areas – one of which will be completely ADA compliant, trail and lighting repairs, three extra shelters, multiple benches and fifteen fitness areas with four of them being ADA compliant.

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

2. Resolution R-24-39 a Resolution certifying Legal Authority to apply for the 2024 Kansas Small Cities Community Development Block Grant from the Kansas Department of Commerce and authorizing the Mayor to sign and submit such application.

MOTION: Move to approve Resolution R-24-39 as presented.

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

COMMISSION MEETING MINUTES
TUESDAY, JUNE 11TH, 2024

3

3. Resolution R-24-40 a Resolution assuring the Kansas Department of Commerce that funds will be continually provided for the operation and maintenance of improvements to LeClere Park to be financed with Community Development Block Grant funds.

MOTION: Move to approve Resolution R-24-40 as presented.

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

I. OLD BUSINESS

1. Second Reading of 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.

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

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

J. NEW BUSINESS

1. Discussion and Action to accept and approve the Kansas Corporation Commission Energy and Efficiency and Conservation Block Grant Agreement in the amount of \$609,596.07. Director of Electric Distribution Steve Pratt came to the podium and shared that the Electric Department received a grant for 381 streetlights. He thanked Interim City Manager Tim Wilson for hiring Amber Dean who worked very hard with the Electric Department on this grant. He thanked Amy Taylor and Melissa Allen who created maps for the grant. Mr. Pratt stated they have been working to change out the lights to LED. Being LED these lights will be a savings of \$22,292 in electric usage for one year. There is no match on this grant. This will cover the street lighting circuits on the main thoroughfares.

MOTION: Move to accept and approve the Kansas Corporation Commission Energy and Efficiency and Conservation Block Grant Agreement as presented.

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

**COMMISSION MEETING MINUTES
TUESDAY, JUNE 11TH, 2024**

4

2. Resolution R-24-41 a Resolution to authorize the purchase of a new Bulk Water Dispensing Station Package for the Water Services Department.

Director of Water Services Steve Smith said the City has historically made bulk water available to customers only through the use of Fire Hydrant Meters. The customer would have to have an account on record with the city as well as pay a deposit for use of the meter. Due to the limited amount of meters available, the city has had to turn potential customers away at times from being able to purchase bulk water. Mr. Smith said that last year there were lots of calls for bulk water during the drought, especially from area farmers. He believes that the cost of the Bulk Water Station will pay for itself within 5 to 10 years. This will be a great service to our community and surrounding areas. It will take credit cards and there is also an option to set up an account that can be used with a code. The two locations being looked at are 8th and Sunflower and Walter Johnson Park.

MOTION: Move to approve Resolution R-24-41 as presented.

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

3. Resolution R-24-42 a Resolution to authorize a Purchase Order to Siemens Industry, Inc., to provide an upgrade to the SCADA System for the Electric Utility.

Superintendent of Electric Generation Tony Lawson said the SCADA System is their supervisory control data acquisition system for distribution and transmission assets at all of their substations. This system gives the operators command and control of all these assets. The last upgrade was in 2012 and the operating has been changed several times. The current system is obsolete with no upgrade support and has limitations on data communication controllability between the station controllers at each sub. They have been having issues with data communications and controls, remote and alarm communication failure, slowing control functions and unreliable data for several years. The upgraded system they are looking at improves the current industry and security standards, compliance, and operability between vendors. It will improve reliability, speed and control. HMI allows the Operators to detect, diagnose and respond quicker, improves mobile support and capability with technology upgrades and will allow to upgrade to the new hardware and controllers in their subs. There is a two year service and support and includes the SCADA dual host license as well as the console and data warehouse license for storage. The upgrade also includes project management. Siemens will build this which will take about six months. Mayor Hendryx questioned in the specs that it is using Windows 10 as Windows 11 came out four years ago and Windows 10 will be outdated in the next few years. Mr. Lawson did not know the answer to that. Mayor Hendryx said that he did not want to approve this until they either use Windows 11 or explain why they are using Windows 10.

MOTION: Move to table Resolution R-24-42.

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

**COMMISSION MEETING MINUTES
TUESDAY, JUNE 11TH, 2024**

5

4. Resolution R-24-43 a Resolution adopting the Kansas Homeland Security Region H Hazard Mitigation Plan.

Director of Public Works Thomas Osborn said that every five years the state of Kansas goes through the process of creating Regional Hazard Mitigation plans. Part of these plans is what enables us to receive funds from FEMA in the event of a disaster. Adopting this plan, we also get points for the Community Rating System, which gives insurance discounts for citizens. Commissioner Edwards asked in getting this plan developed, what discussions were had about EMP attacks on electric grids. Mr. Osborn said that he does not remember anything being brought up about that. Discussion continued on EMP attacks on electric grids.

MOTION: Move to approve Resolution R-24-43 as presented.

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

5. Resolution R-24-44 a Resolution to enter into an Engineering Services Agreement with BG Consultants for Professional Engineering Services for the 2024-2025 Street Improvement Project.

Director of Public Works Thomas Osborn said this is to procure engineering services for this grant application for up to 25 million dollars in street transportation. Streets included are First, Fourth, Sycamore and Sunflower. These streets are heavily traveled with large trucks. Sunflower needs completely rebuilt but that will push all that traffic to other streets which were not designed for that type of traffic. Therefore, not only will that street need fixed but then the streets where traffic was diverted will need to be fixed.

MOTION: Move to approve Resolution R-24-44 as presented.

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

6. City Manager's Report

Interim City Manager Tim Wilson said he spent two days in Brewerton, AL on the Provalus trip. He got to see what was done in Brewerton and showed them the downtown prior to Provalus and then after. Mr. Wilson said it turned a beaten down downtown into a thriving downtown. He thinks they will be a good partner and good fit for Coffeyville. The average wage is \$22 per hour and they would bring about 250 people to Coffeyville. Jay Mitchell spent about two hours with them on a finance call to put a deal together and he is ready to move forward. The CEO of Provalus and Jay are coming to town in mid-July for a meeting. Provalus is a cyber-security and IT support company. Mr. Wilson said we have the two houses on 9th Street started. He said Ben is doing a great job. City Manager Ben Brubaker said he is five days in and impressed with the projects going on and staff. He has started meeting with Department Heads and in the next few weeks will be going out to departments to meet with employees and get tours.

7. Comments from Commissioners and Staff

Commissioner Edwards said we are still down overall in Sales Tax about 5 ½ %. He mentioned that we lost a couple months when one Sales Tax ended before another one picked up. Commissioner Edwards thinks we are probably looking at increase in our Sales

**COMMISSION MEETING MINUTES
TUESDAY, JUNE 11TH, 2024**

6

Tax by the end of the year. Mr. Wilson said that we have a number of open positions and our applications have increased dramatically. He said we need to grow retail sales by growing the City. Commissioner Maples thanked everyone who came out to the Municipal Band Concert at the Mansion.

K. EXECUTIVE SESSION(s)

1. Executive Session for preliminary discussion of the acquisition of real property.
2. Executive Session to discuss personnel matters of non-elected personnel.
3. Executive Session to discuss confidential data relating to financial affairs or trade secrets of corporations, partnerships, trusts and individual proprietorships.

MOTION: Move to recess to Executive Session for three purposes. First, to engage in a preliminary discussion regarding the acquisition of real property, as permitted by K.S.A. 75-4319(b)(6) of the Open Meetings Act, to include the City Commission, City Manager, Interim City Manager, City Attorney, and Director of Public Works for a period of 15 minutes; second, to discuss personnel matters of non-elected personnel, as permitted by K.S.A. 75-4319(b)(1) of the Open Meetings Act to include the same persons, for a period of 15 minutes; third, to discuss confidential data relating to financial affairs or trade secrets of corporations, partnerships, trusts and individual proprietorships, as permitted by K.S.A. 75-4319(b)(4) of the Open Meetings Act, to include the same persons, for a period of 15 minutes reconvene in the Commission Room at 8:25 p.m.

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

MOTION: Move to approve a contract with City of Coffeyville and Justin and Jean McKee for the purchase of the 100 acres on West First Street.

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

L. GENERAL STAFF, COMMITTEE & BOARD REPORTS AND MINUTES

1. Sales Tax Report – May 2024
2. Hillcrest Golf Course Report – May 2024
3. City of Coffeyville Grant Tracker

M. ADJOURN

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

Time the meeting was adjourned: 8:17 pm
Date the minutes were approved:

6/25/24



Melissa Carter, City Clerk

