COMMISSION MEETING MINUTES
TUESDAY, FEBRUARY 25TH, 2025 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 Maples

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
CITY CLERK MELISSA CARTER
CITY ATTORNEY PAUL KRITZ
DEPUTY DIRECTOR OF PUBLIC WORKS THOMAS OSBORN
DIRECTOR OF FINANCE MARTIN CUMINGS
EXECUTIVE DIRECTOR OF ELECTRIC CHRIS WEINER
FIBER SUPERINTENDENT BRENT MCDANIEL
DIRECTOR OF COMMUNITY DEVELOPMENT AMBER DEAN
DIRECTOR OF FACILITIES MATT CONGER
DIRECTOR OF HUMAN RESOURCES ALLISON PRYOR

A. CALL TO ORDER – Mayor Deborah Maples

B. ROLL CALL

C. INVOCATION – Pastor Luke Letsinger, First Baptist Church

D. PLEDGE OF ALLEGIANCE TO THE AMERICAN FLAG

E. REVIEW OF AGENDA

F. CONSENT AGENDA

1. City Commission Meeting Minutes – Tuesday, January 28, 2025.
2. Action to appoint Chris Weiner as Director-1 to the KMEA Board of Directors serving to April 30th, 2027.
3. 2025 Appropriation Ordinance No. AO-25-03 $3,509,375.65
4. 2025 Appropriation Ordinance No. AO-25-04 $2,448,235.56

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

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

5. 2025 Appropriation Ordinance No. AO-25-04A (Isham's) $7.97

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

ACTION: MOTION: MAPLES SECOND: FALKNER
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.

<u>REGULAR AGENDA ITEMS</u>

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

1. Coffeyville Area Chamber of Commerce 2024 Year in Review.
   Candi Westbrook, President of the Coffeyville Area Chamber of Commerce came to the podium and went over the membership, events, communication, partnerships, programs offered, tourism activities, business and community engagement and collaboration efforts the Coffeyville Area Chamber of Commerce did in 2024.

I. OLD BUSINESS

1. Second Reading of Ordinance S-25-02 a Home Rule Ordinance of the City Coffeyville, Kansas relating to Coffeyville Regional Medical Center.

   MOTION: Move to table Ordinance S-25-02.

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

J. NEW BUSINESS

1. Discussion and Action to make an appointment to the Coffeyville Recreation Commission.
   Applicants Dr. Allen Gillis and Christina Clark came to the podium to express why they would like to serve on the Coffeyville Recreation Commission.

   MOTION: Move to appoint Dr. Allen Gillis to the Coffeyville Recreation Commission for a term March 10, 2025 through March 10, 2029.

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

2. Resolution R-25-12 a Resolution to approve submission of a USDA Rural Development Rural Business Development Grant application to establish a Revolving Loan Fund.
   Director of Community Development Amber Dean said she is here to get permission to submit a grant application to USDA for a Revolving Loan Fund. It is a $200,000 grant and the required in kind match is $77,085 which is encumbered costs that the City already spends on personnel for project oversight and administration.

   MOTION: Move to approve Resolution R-25-12 as presented.

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

3. Resolution R-25-15 a Resolution to authorize the execution of an agreement for the City's FY 2026 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 fourteen carriers covering stop-loss and full coverage options. The lowest cost option, as shown on the Health Care Insurance Analysis Spreadsheet attached, was Stop Loss coverage from iiSi. 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 medical through the Aetna network, but adds $1,000 in total coverage per member for dental services in the upcoming year. 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 11.5% lower than last year, as shown on the Health Care Insurance Analysis. Even if medical and dental claims reach 100% of our exposure, the amount available in Fund 350 would easily satisfy the max exposure.

   MOTION: Move to approve Resolution R-25-15 as presented.

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

4. Resolution R-25-16 a Resolution to approve a contract with Proseal Inc. for street maintenance application of asphalt rejuvenator on various city streets.
   Deputy Director of Public Works Thomas Osborn said this item is part of our focus on transportation and streets. Proseal is a leader for this type of asphalt rejuvenator product which we have not tried before. Essentially it penetrates the surface and adds the maltenes back into the asphalt to try to keep it flexible. This product will be somewhat of a small test on a range of streets with asphalt that 2 to 10 years old that has had anything done to it. The streets will be crack sealed prior to application of the asphalt rejuvenator. Discussion ensued on the Proseal product and which streets it will be used on.

   MOTION: Move to approve Resolution R-25-16 as presented.

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

5. Resolution R-25-17 a Resolution to amend the 2025 Fee Schedule for Fiber Internet fees. Executive Director of Electric Chris Weiner said they would like to move forward to solidify Fiber rates in order to start marketing to get more customers. He noted they have made some tremendous progress in getting fiber lines built and infrastructure in place to be able to serve sections of the community we have not been able to do before. Enacting these fees will help with cash flow on a revenue stream for the department. The only significant increase is on the business side of things. They have done comparisons to see where they fit compared to their main competitor in town which is Cox Communications and other area competitors. The Fiber rates that are being proposed are very competitive especially on the business side. Superintendent of Fiber Brent McDaniel gave an update on fiber. He has been with the City since August and two others were hired in October. They have taken what Coffeyville already had and added on to it. They have run about 6 to 7 miles of fiber and hooked up about 45 customers. They currently have 182 customers. Discussion continued on Fiber services, the proposed rates and the direction the department is going.

MOTION: Move to approve Resolution R-25-17 as presented.

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

6. Ordinance S-25-03 an Ordinance Rezoning 1102 and 1104 W. 10th Street from R-1 Single Family Residential to R-2 Two-Family Residential.
Director of Facilities Matt Conger said Carl Voss applied to rezone these properties. Mr. Voss purchased these properties from the city, pending the rezoning. In January, this went to the Planning Commission and it was approved.

MOTION: Move to approve First Reading of Ordinance S-25-03 as presented.

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

7. Resolution R-25-18 a Resolution to sign a Lease Agreement with the Coffeyville Veteran's Memorial Park Foundation to lease 1614 W. 5th for the purpose of storing burial flags. Director of Facilities Matt Conger said this property is an abandon substation that is a fenced in, secured lot. Coffeyville Veteran's Memorial Park Foundation needs an area to store some burial flags. John Huffered, Chairmen of the Veteran's Memorial Association came to the podium and said they are a business and carry insurance. They have 1,380 burial flags that belong to citizens for deceased veterans. They had been housing the flags at another location but was asked to relocate. The Foundation has a 40 ft storage container that will hold the flags and need a place to put it. Discussion continued on the flag storage and the Court of Valor project.

MOTION: Move to approve Resolution R-25-18 as presented.

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

8. Resolution R-25-19 a Resolution to approve a contract with GovWell to support building inspections and code enforcement.
Director of Facilities Matt Conger said this is a software that supports building inspections, code enforcement and contractor licensing. Mr. Conger said they have been using MyGov since 2010 and in 2024 they forced them to upgrade to a new module which took away a lot of the key features they were utilizing in the old version. He and his staff have been going to multiple companies had about 10 demos on software. GovWell has everything they need. It does come with an additional yearly cost of about $6,250 more than we currently pay now. A key thing about this software is staff can use it in the field so they will not need to take notes and then have to enter them in later.

MOTION: Move to approve Resolution R-25-19 as presented.

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

9. Resolution R-25-20 a Resolution approve the Brian Knisley Memorial Demolition Derby's 2025 Special Event Cereal Malt Beverage License and authorization to sell Cereal Malt Beverages in Walter Johnson Park during their Special Event on June 7th, 2025.
City Clerk Melissa Carter said the Brian Knisley Memorial Demolition Derby has applied for a Special Event Cereal Malt Beverage License. The event is held at Walter Johnson Park so the CMB will need to be approved by resolution as this exempts them from the City ordinances prohibiting the sale of alcohol in public places. The Brian Knisley Memorial Demolition Derby has an approved Special Events Application on file with the City Clerk for their event June 7, 2025. This is the 7th year for this event. Data from Placer AI indicates in the last 3 years this event brings between 2.7 thousand to 3.4 thousand attendees from several different states. The Montgomery County Sherriff's Department provides security and EMS and Fire personnel are also on scene during the event. This resolution allows beer sales only in the arena at Walter Johnson Park for the duration of the Special Event on Saturday, June 7th 2025 from 6:00 pm to 11:59 pm. This CMB application meets the requirements set out by state statute and is eligible to be licensed. Therefore, it is recommending approval of this Resolution to provide the Brian Knisley Memorial Derby a Special Event CMB and the ability to serve at Walter Johnson Park for their event.

MOTION: Move to approve Resolution R-25-20 as presented.

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

10. City Manager's Report
City Manager Ben Brubaker asked Chris Weiner to come to the podium for an update on the overhaul of the Wartsila engines at the new generation plant. They have combined the 18k and 24k hours to avoid the expense of tearing them apart twice. They only have one engine open at this point that is at about 21.5 hours. The cylinder heads have been pulled out for inspection. Some unexpected things have been seen such as seven broken exhaust valve springs and they may have to replace the exhaust valves. Discussion continued on the engine overhaul process.
City Manager Ben Brubaker said they have had seven people take advantage of our New Homebuyer Program. He stated this year is our full contract year for union negotiations.

Union leaders have met about ways to simplify contracts. In looking at other union contracts, in comparison, ours are very large at around 80 pages. They have been talking to consultants about the contracts. Unions are open to simplify the contracts without reducing the benefits. Mr. Brubaker said concerning the Electric Rates, they will be recommending increases. They have been analyzing the PCA which seems to have been miscalculated for several years to the loss of the city, not the residents. They are working on amended 2025 budgets and are looking to have a Work Session in April to review. Mr. Brubaker stated he has visited with the Lt. Governor and some legislators concerning water and our water plant. He gave an update on where we were with the Caney water project. As far as the Water Plant, they have been getting second and third opinions from other engineering firms on the feasibility study. Mr. Brubaker said it is getting warm out which means the tennis courts are right around the corner. People have been reaching out about Pickleball. They have spoken to the high school about how many courts they need and they only need four. With that they now intend to make the others permanent Pickleball Courts and there is room for six. They are looking at making sure the noise level from the courts doesn't disturb the residents n that area. Mr. Brubaker said Code Enforcement has gone down Walnut Street. The city lot at the corner of 11th and Walnut does not meet our own Ordinances for a parking lot. They have talked to businesses that use that lot and let them know that in 30 days they will no longer be allowing parking there. No parking signs will be installed in the lot.

11. Comments from Commissioners and Staff
Vice Mayor Vannoster thanked Public Service for the snow removal last week, they did a great job. She thanked the Water Department for the many leaks and shut-offs they have been doing. Vice Mayor Vannoster reminded businesses about the survey the city put out. She said she is worried about the parks schedule and that we have hit a plateau and are behind. She wants us to live up to what the city promised voters. Mr. Brubaker said that him and the Parks Director Jarrod Powers have prepared a presentation for the Parks Advisory Board that will be given next Monday. The plan is not working and they need to look at those budgets. Also, the city does not have the staffing or equipment to do some of the work so that needs looked at. Discussion continued on the budget, plan and advisory board for parks. Commissioner Falkner asked if a street sweeper plan can be provided to them at the next meeting. Commissioner Edwards asked where we were at with the out of state license tag issue. Mr. Brubaker said the county attorney confirmed that they will not pursue further action. It was noted they can go to civil court. City Attorney Paul Kritz stated that the police officers do write tickets for out of state tags when there is another violation. He said from a resource standpoint, the county has more resources than the city does. Discussion continued on out of state tags, what the current process looks like and what the Commission is wanting to happen with the issue. Commissioner Edwards stated he hopes we are getting accurate information about ICE. Mr. Brubaker stated that what they are hearing from him and the Police Department is what's accurate. Discussion continued on the situation with ICE. Commissioner Edwards asked what it will take to get the West Coffeyville gymnasium torn down this year. Mr. Brubaker said it is on the list, discussion continued on the matter and other demolitions in town.

K. EXECUTIVE SESSION(s)

L. GENERAL STAFF, COMMITTEE & BOARD REPORTS AND MINUTES

1. Building Permit Report – January 2025
2. Hillcrest Golf Course Report – January 2025

3. Coffeyville Police Department Crime Statistics – January 2025

N. ADJOURN

MOTION: Move to Adjourn

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

Time the meeting was adjourned: 8:31 pm
Date the minutes were approved:
3/11/25
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Melissa Carter, City Clerk