COMMISSION MEETING MINUTES
TUESDAY, MARCH 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
DIRECTOR OF PARKS JARROD POWERS
DIRECTOR OF FINANCE MARTIN CUMINGS
DIRECTOR OF COMMUNITY DEVELOPMENT AMBER DEAN
EXECUTIVE DIRECTOR OF PUBLIC WORKS JIM WRIGHT

A. CALL TO ORDER – Mayor Deborah Maples

B. ROLL CALL

C. INVOCATION – Pastor Jason Swindell, Convergence Church

D. PLEDGE OF ALLEGIANCE TO THE AMERICAN FLAG

E. REVIEW OF AGENDA

MOTION: Move to Amend the Agenda to remove the Electric Rate Ordinance from New Business and add an Executive Session to discuss matters deemed privileged in the attorney-client relationship.

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

F. CONSENT AGENDA

1. City Commission Meeting Minutes – Tuesday, March 11, 2025.
2. Resolution R-25-26 a Resolution to authorize the execution of an agreement between the Coffeyville Recreation Commission and the City of Coffeyville for lease of city property and facilities
3. 2025 Appropriation Ordinance No. AO-25-06 $1,641,462.42

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

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

4. 2025 Appropriation Ordinance No. AO-25-06A (Ishams/Lieberts) $41.67

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

ACTION: MOTION: FALKNER SECOND: HENDRYX
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. Proclamation declaring April 2025 Child Abuse Prevention Month in Coffeyville, Kansas.
   Mayor Maples read the Proclamation declaring April 2025 Child Abuse Prevention Month in Coffeyville, Kansas.

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: VANNOSTER SECOND: EDWARDS
ROLL CALL: ALL AYE

J. NEW BUSINESS

1. Resolution R-25-27 a Resolution making certain findings and determinations as to the need for housing within the City of Coffeyville and setting forth the legal description of real property proposed to be designated as one or more Reinvestment Housing Incentive Districts within the City.
   Director of Community Service Amber Dean said this Resolution establishes a Reinvestment Housing Incentive District in Coffeyville. With this district, the City can offer financial incentives to support new housing development, encourage private investment, and promote community growth all without raising taxes. Mrs. Dean said the City is currently working on the plat for the 100 acres included in the RHID district. This Resolution is the next step in getting the area ready for future development and moves us forward in the formal process required by the state to make this district official.

MOTION: Move to approve Resolution R-25-27 as presented.

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

2. Resolution R-25-28 a Resolution to award a contract to JKS Construction Inc. for repairs to the storm sewer at 5th and Santa Fe.
   Executive Director of Public Works Jim Wright said this is for a contract to repair the culvert at 5th and Santa Fe that has collapsed. Engineers recommended JKS Construction as they were the low bidder.

   MOTION: Move to approve Resolution R-25-28 as presented.

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

3. Resolution R-25-29 a Resolution to award a construction contract to CDL Electric for replacement of a water main on W. 6th Street.
   Executive Director of Public Works Jim Wright said this is part of the street repair projects for 2025 on West 6th and West 7th. The water line is on West 6th between Cheyenne and Fresno. It is under the asphalt so they are moving it a few feet to get it out from under there. CDL Electric was the low bid.

   MOTION: Move to approve Resolution R-25-29 as presented.

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

4. Resolution R-25-30 a Resolution to execute a contract with McGrath Consulting for compensation restructuring and analysis.
   City Manager Ben Brubaker said in 2024 we had a wage opener in union contract negotiations. HR staff and the union have frustrations with how pay scales have been managed over the years. There are several issues of compression of steps and wages are colliding. Analysis had been done using the League of Kansas Municipalities wage data but positions don't always line up with different municipalities. This proposed analysis will get us on the appropriate track and set the City up for success in the future. This company came recommended from several Kansas cities and our labor attorney. They have experience with unions. This will take about four months to complete.

   MOTION: Move to approve Resolution R-25-30 as presented.

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

5. City Manager's Report
   City Manager Ben Brubaker said he has visited with each Commissioner about the Electric Rates in different meetings. They discussed where they are and what the path is forward. With these conversations they have recognized further need to get this right and compared it with other cities in Kansas. They noticed that both our customer and demand charge on the corporate account side are significantly higher than others. They are going through and analyzing that now and making recommended changes. Mr. Brubaker said they are still working through the issues with the Wartsilla engines and the damage springs. Of the $352,000 in contingency spending for this project, they have about $84,000 remaining. They

expect to spend nearly all of it. It could come back to the Commission if it goes over the contingency. City Clerk Melissa Carter went over some details of the new trash service. City Manger Ben Brubaker said they had a pre-construction meeting for the tennis courts and work should begin in April. He said they have gone through an application process for the 9 downtown grant applications they have received. The plan was to award 6 at a maximum of $20,000. Not everyone requested that full amount so they were able to award some on the other applications. The funding for these grants came from the half-cent sales tax for Historic Downtown. Mr. Brubaker said a few meetings ago the Commission had approved a new roof at the Pro Shop. There was an issue with the contractor licensing and they are now unable to repair that. We are getting other quotes so they will see that come back on the agenda. Mr. Brubaker said that April 9th, himself, Mayor Maples, Jim Wright and representatives from Independence will be traveling to Topeka to meet with the Lt. Governor to discuss water treatment in the county.

6. Comments from Commissioners and Staff
Commissioner Edwards asked where we were on the Pfister Park fountain. City Manager Ben Brubaker said it is actively being worked on. Electric has come out to find a way to get electric to it and the water meter has been installed. Commissioner Edwards asked if there will be landscaping around it. Mr. Brubaker said they had a group that was doing that before and they'll be checking in with them about it. Commissioner Edwards asked what employees were required to clock in and out of our new Paylocity system. It was answered that hourly employees do. Commissioner Edwards asked why salary people do not clock in and out. It was answered that FLSA says that even if a salaried person works one hour over is paid the full amount. Commissioner Edwards asked how do we know they are getting to work on time. Mr. Brubaker said that a car in the parking lot or people in seats doesn't always equal the work getting done. Discussion continued on the subject. Commissioner Edwards brought up the community's desire to have recycling services. He is aware the economics are not there to have an at home pick-up for recycling but he would like to get a consensus from the Commission to instruct staff to look into getting a location where people can drop their stuff off. Mr. Brubaker said he reached out to the company that Bartlesville uses and the City of Bartlesville but has not received any communication back. Discussion ensued on recycling. Commissioner Edwards said he would like to see us do a community survey. He would like it tailored close to the last one we did as he thinks it was a good survey. Mr. Brubaker said they have been talking about it and would like it to be more specific survey questions. Discussion ensued on community surveys. Commissioner Hendryx said we need to look at our blight and nuisance ordinance and would like to see something for excess vegetation. He would like to see something on used goods dealers too. Commissioner Hendryx would also like to see an inventory system for concessions. Discussion ensued. Mayor Maples encouraged everyone to get out and clean up their yard as the weather is getting nice.

K. EXECUTIVE SESSION(s)

1. Executive Session to discuss matters relating to security matters.
2. Executive Session to discuss matters deemed privileged in the attorney-client relationship.

MOTION: Move to recess to Executive Session for two purposes. First, to discuss matter relating to security measures, as permitted by K.S.A. 75- 4319(b)(12) of the Open Meetings Act, to include the City Attorney, City Manager, Director of Finance, Director of IT and a representative from Huber & Associates, for a period of 30 minutes; second, to discuss matters deemed privileged in the attorney-client relationship, as permitted by K.S.A. 75-4319(b)(2) of the Open Meetings Act, to include the City Manager, City Attorney, and Director of Finance for a period of 10 minutes to reconvene in the Commission Room at 8:15 p.m.

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

MOTION: Move to extend the Executive Session an additional 10 minutes.

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

MOTION: Move to authorize the City Manager to negotiate and execute a 3-year agreement with Huber and Associates to implement a cybersecurity and related measures on behalf of the City of Coffeyville.

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

L. GENERAL STAFF, COMMITTEE & BOARD REPORTS AND MINUTES

N. ADJOURN

MOTION: Move to Adjourn

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

Time the meeting was adjourned: 8:35 pm
Date the minutes were approved:

4/8/25

Melissa Carter, City Clerk

CITY OF COFFEYVILLE SEAL MONTGOMERY COUNTY, KANSAS