

COMMISSION MEETING MINUTES

TUESDAY, APRIL 8TH, 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 DEBORAH MAPLES
COMMISSIONER ANN MARIE VANNOSTER

Absent:

COMMISSIONER ALEC HENDRYX

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
EXECUTIVE DIRECTOR OF PUBLIC WORKS JIM WRIGHT

A. CALL TO ORDER – Mayor Deborah Maples

B. ROLL CALL

C. INVOCATION – Pastor Mark Wilson

D. PLEDGE OF ALLEGIANCE TO THE AMERICAN FLAG

E. REVIEW OF AGENDA

F. CONSENT AGENDA

1. City Commission Meeting Minutes – Tuesday, March 25, 2025.
2. 2025 Appropriation Ordinance No. AO-25-07

\$5,103,277.66

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

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

**COMMISSION MEETING MINUTES
TUESDAY, APRIL 8TH, 2025**

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.

Alicia Melton and Nola Butler came to the podium to give a report on the Warming Center in Coffeyville. In December they were open 12 days, had 14 guests and served about 100 meals. In January they were open 30 days, had 78 guests and served about 350 meals. In February they were open 14 days, had 40 guests and served about 250 meals. They were extremely busy and the community was absolutely amazing with donations. Mrs. Melton said they are expanding services this summer. They are going to be doing financial courses, budget cooking classes, substance abuse groups and craft days. Ms. Butler said they now have a thrift store open at 209 Eldridge, Mon – Fri 10:00 am – 2:00 pm. They talked about future plans and needs for the Warming Center.

REGULAR AGENDA ITEMS

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

1. Proclamation declaring April 13th through April 19th, 2025, to be National Public Safety Telecommunicators Week in Coffeyville.

Mayor Maples read the Proclamation declaring April 13th through April 19th, 2025, to be National Public Safety Telecommunicators Week in Coffeyville.

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 PRESENT AYE

J. NEW BUSINESS

1. Discussion and action to make an appointment to the Planning Commission.

City Clerk Melissa Carter said there is one position on the Planning Commission for an unfinished term that expires January 1, 2028. She received one application from Ron Coffey. Mr. Coffey came to the podium and said why he would like to be on the Planning Commission.

MOTION: Move to appoint Ron Coffey to the Planning Commission for an unfinished term expiring January 1, 2028.

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

**COMMISSION MEETING MINUTES
TUESDAY, APRIL 8TH, 2025**

3

2. Resolution R-25-31 a Resolution to authorize the Mayor and City Clerk to execute a Real Estate Contract by and between Bobbie E. Shelton and Don R. Shelton and the City of Coffeyville.

Executive Director of Public Works Jim Wright said this piece of property is on the top of the hill, west of the Water Treatment Plant. The Water department has had issues with water leaks on the main lines running from the WTP to the reservoirs for several years. There are currently 5 lines that are close to one another running up the hill. The close proximity of the lines makes it difficult to isolate which line is leaking and when attempting repairs. They plan to replace these lines with two 24" mains. In order to provide enough separation for construction of the new mains while keeping the old mains operable, a small piece of property is needed from Mr. and Mrs. Shelton. Partial funding for the project will be provided CVR.

MOTION: Move to approve Resolution R-25-31 as presented.

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

3. Resolution R-25-32 a Resolution to approve a construction contract with Ehrsam Construction for the relocation of a sanitary sewer main.

Executive Director of Public Works Jim Wright said this is to approve a construction contract with Ehrsam Construction, LLC for relocation of a sanitary sewer main from the vacated easement in the area of the new Evergy substation. The City of Coffeyville approved vacation of the city alley easement located north of Wilcox Street to allow for Evergy to construct a new substation. Bids were opened on March 27th with a total of 4 responsive bidders with Ehrsam being the lowest. Evergy is paying all expenses for this project.

MOTION: Move to approve Resolution R-25-32 as presented.

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

4. Resolution R-25-33 a Resolution to approve a design contract with BG Consultants for the 2026 KDOT Cost Share Project.

Executive Director of Public Works Jim Wright said the City of Coffeyville was awarded a 2026 Cost Share grant for a mill and overlay project on 8th Street from Hwy 166 east to Elm Street. Staff opened two bids on March 20th with BG Consultants coming in with the low bid for design engineering. This grant is an 84/16 split with an estimated total cost of \$1.3 million which includes engineering, inspection and construction. Allgeier, Martin and Associates is currently designing the water line relocation for the project.

MOTION: Move to approve Resolution R-25-33 as presented.

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

**COMMISSION MEETING MINUTES
TUESDAY, APRIL 8TH, 2025**

4

5. Resolution R-25-34 a Resolution to approve purchase of two mini excavators and accessories for the Public Service Department.

Executive Director of Public Works Jim Wright said as part of the City's focus on street maintenance and improvements, the Public Works Department requested to purchase a pair of mini excavators and attachments to improve the methods of street repairs. On January 14th, 2025, the Commissioners approved a not to exceed price of \$330,000.00 for 2 new mini excavators. On March 27th, 2025, the City received 10 bids. The bids were to be based on a set of target specifications. No bids met all listed specifications but John Deere was the closest and the lowest bidder. Mr. Wright said we can get an extended warranty to a 5 year/ 2,000 hours for an additional \$995 per machine and that is what they are requesting.

MOTION: Move to approve Resolution R-25-34 as presented.

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

6. Resolution R-25-35 a Resolution to approve purchase of a compact track loader and attachments for the Public Service Department.

Executive Director of Public Works Jim Wright said the City's current compact loader is well past its useful life and needs to be replaced. On January 14th, 2025, the Commissioners approved a not to exceed price of \$115,000.00 for the track loader with attachments. On March 27th, 2025, the City accepted 8 bids. The low bid was for a John Deere compact track loader from Murphy Tractor and Equipment Company. They can get an extended warranty from 2- 5 years 2 for and additional \$3,860.00.

MOTION: Move to approve Resolution R-25-35 as presented.

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

7. Resolution R-25-36 a Resolution to approve purchase of one 300 kva and one 500 kva transformers for the Electric Utility.

City Manager Ben Brubaker said this is to keep a backstock as they only have one of each of these transformers in stock.

MOTION: Move to approve Resolution R-25-36 as presented.

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

8. City Manager's Report

Jim Wright said they are having a meeting at Coffeyville Regional Medical Center in the Boardroom this Thursday from 5:00 -7:00 pm. Everyone is invited to attend and they will be discussing the street project in that area. Flyers were attached to residents doors in the area where the construction will be done. This will be a come and go event to answer any questions residents have. City Manger Ben Brubaker said that an inspection of our railroad crossings has been done and SKOL Railroad has verified that they will be making repairs on the 1st street crossing between Sycamore and Union starting tomorrow. The 4th Street and Willow Street crossings will be repaired in June. Mr. Brubaker said they have had some

**COMMISSION MEETING MINUTES
TUESDAY, APRIL 8TH, 2025**

5

complaints about the tent and property by the bridge on HWY 166. This is City property and he asked Commissioners if they had any concerns with following the processes and Ordinances we have in place. Commission said that is why those are in place. Mr. Brubaker said tomorrow him, Jim and Mayor Maples are headed to Topeka to visit with the Lt. Governor. Representatives from Independence will join them as the Lt. Governor is pushing for regionalization of water treatment. They are waiting on turbo cartridges and springs for the Wartsilla engines #8 and #10 so they can get them back online. Engine #9 will be the next one. Mr. Brubaker said some offices have changed at City Hall. Public Works has moved to where the County juvenile offices used to be. He anticipates Community Development moving down there in the next few weeks as well. Mr. Brubaker said we will have a Work Session on Electric Utility Rates next Tuesday. Regarding the PCA, within our Ordinance there was already room to make the needed adjustments. The adjustment will be small at first with the rolling 6 month PCA so residents will not see the full impact until October or November. They are hoping the light at 4th and Cline is fixed this week, an issue has been the age and availability of the parts. Mr. Brubaker said they are getting quotes to pave the lot at 11th and Walnut. By itself it is about \$150,000 but there are some drainage issues that might elevate it and some safety concerns. They are hoping to package that with the parking lots for Sycamore and North Parks.

9. Comments from Commissioners and Staff

Commissioner Edwards said that we have several residents who park behind their houses and many alleys are in bad condition. He asked if we have equipment that will go through and rejuvenate the alleys. Mr. Brubaker said right now the focus is on our streets but alleys and sidewalks are on the list. Discussion ensued on alley rejuvenation and associated equipment. Commissioner Edwards asked for someone to take a look at the alley in the 600 block of W 6th as it needs gravel. Commissioner Edwards asked if we had a women's shelter in Coffeyville. It was answered that we do not anymore. In his opinion, Coffeyville should have something like that. It was noted that typically, women in need of a shelter are sent to other locations for their safety from the abuser. Discussion ensued on women's shelters and the process of what someone in that circumstance should do. Commissioner Edwards stated that we need a storm shelter that allows pets as he thinks people will die in their house because they will not leave their pets. Discussion ensued. Commissioner Edwards said that he would like to see them hire a full-time certified Economic Developer to work under the City Manager. Discussion ensued.

K. EXECUTIVE SESSION(s)

1. 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 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 City Attorney, City Manager and Director of Finance for a period of 10 minutes to reconvene in the Commission Room at 7:55 p.m.

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

**COMMISSION MEETING MINUTES
TUESDAY, APRIL 8TH, 2025**

6

L. GENERAL STAFF, COMMITTEE & BOARD REPORTS AND MINUTES

1. Coffeyville Police Department Crime Statistics – March 2025
2. Hillcrest Golf Course Report – March 2025
3. City Recreation Commission Minutes – February 2025

N. ADJOURN

MOTION: Move to Adjourn

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

Time the meeting was adjourned: 7:57 pm

Date the minutes were approved:

4/22/25

Melissa Carter

Melissa Carter, City Clerk

