

COMMISSION MEETING MINUTES
TUESDAY, MAY 13TH, 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
EXECUTIVE DIRECTOR OF ELECTRIC CHRIS WEINER
DIRECTOR OF FINANCE MARTIN CUMINGS
DIRECTOR OF PUBLIC WORKS JIM WRIGHT
CHIEF OF POLICE KWIN BROMLEY
DIRECTOR OF COMMUNITY DEVELOPMENT AMBER DEAN

- A. **CALL TO ORDER** – Mayor Deborah Maples
- B. **ROLL CALL**
- C. **INVOCATION** – Pastor Matt Frieze, First Southern Baptist
- D. **PLEDGE OF ALLEGIANCE TO THE AMERICAN FLAG**
- E. **REVIEW OF AGENDA**

MOTION: Move to Amend the Agenda to add Resolution R-25-52 to New Business.

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

- F. **CONSENT AGENDA**
 - 1. City Commission Meeting Minutes – Tuesday, April 22, 2025
 - 2. Community Enhancement Foundation Meeting Minutes – Tuesday, April 22, 2025
 - 3. 2025 Appropriation Ordinance No. AO-25-09 \$5,832,991.56

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

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

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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.

REGULAR AGENDA ITEMS

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

1. Swearing in of Coffeyville Police Officers Tori Johnson, Leslie Rios and Tyler Stryd.
Chief of Police Kwin Bromley introduced officers Johnson, Rios and Stryd. He went through the process of what it takes to become a Coffeyville Police Officer. Mayor Maples gave the Law Enforcement Oath and officers were pinned.
2. Public Hearing to consider an application to be submitted to the Kansas Department of Commerce for Small Cities Community Development Block Grant funds under the Water/Sewer Infrastructure category.
Director of Public Works Jim Wright said the City of Coffeyville intends to submit a CDBG application in July 2025 for a sewer infrastructure project along Brown Street, from W. Eldridge to just past Osage Street. The application seeks \$701,503 in CDBG funds, with the City committing \$233,835 in matching funds from the Capital Improvement and Sewer Funds for a total of \$935,000. The project consists of rehabilitating approximately 4,250 feet of sanitary sewer line using trenchless methods, performing targeted repairs, and rehabilitating 14 manholes to reduce inflow and infiltration. A Preliminary Engineering Report prepared by Allgeier, Martin & Associates supports this project and recommends Option 3: cured-in-place pipe CIPP renovation. This project aligns with CDBG priorities for critical infrastructure needs and LMI benefit. Matching funds have been secured. An LMI survey was completed with a 61% qualifying rate. All required documentation, resolutions, and certifications will accompany the application. The Brown Street sewer line is experiencing pipe wall failures, sediment blockage, and intruding taps. Manholes are deteriorated and contribute to groundwater infiltration. Renovating the line using CIPP will reduce sewer overflows, lower treatment costs, and protect public health. The project cost is estimated at \$935,000. The City will contribute \$233,000 in local match funding. The proposed timeline includes construction completion by October of 2026.
Mayor Maples opened the Public Hearing. There were no comments. Mayor Maples closed the Public Hearing.
3. Resolution R-25-44 a Resolution certifying legal authority to apply for the 2025 Kansas Small Cities Community Development Block Grant Program from the Kansas Department of Commerce and authorizing the mayor to sign and submit the application.

MOTION: Move to approve Resolution R-25-44 as presented.

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

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4. Resolution R-25-45 a Resolution assuring the Kansas Department of Commerce that funds will be continually provided for the operation and maintenance of improvements to the Brown Street Sewer to be financed with Community Development Block Grant funds.

MOTION: Move to approve Resolution R-25-45 as presented.

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

I. OLD BUSINESS

1. Second Reading of Ordinance G-25-01 an Ordinance amending certain Electric Rate Schedules pursuant to Section 42-6 of the Code of Ordinances of the City of Coffeyville, Kansas.

Commissioner Hendryx proposed an amendment to the Ordinance. After seeing the current numbers, projected numbers and the wholesale rate increases he feels we are not operating in the positive we shouldn't go much longer. Commissioner Hendryx is proposing we raise the rate 2% as soon as we can and the amount in January stay the same. Executive Director of Electric Chris Weiner asked what the impact of that would be. He said that would make a positive impact on our current cash flow along with having a positive PCA. Mr. Weiner stated that our capital expenses this year will be fairly significant and those will be brought with the budget amendments. He would have to run the numbers on the 2% to see what that would be depending on when we started it and then what it would be January 1st. Commissioner Falkner asked in the absence of something like this, when does the department go into red ink. Mr. Weiner answered that we have been in the red the last two years as we have spent down the cash reserves and did not take in enough revenue to cover expenses and projects this year will be the same even with the increase from the PCA. In 2026 and 2027 he does not anticipate to spend as much in capital. City Manager Ben Brubaker said last year we were about 17 million in the reserves and this year, we are around 14 million with 5 million in deferred expenditures meaning next year, we will be around 9 million. He stated nothing we do this year will catch us up to the cash balances that our consultants are recommending which is around 19 million. It was clarified that Commissioner Hendryx is proposing a 2% increase now and a 5% increase in January. It was estimated that for 6 months the 2% would bring in around \$150,000 to \$175,000. Commissioner Edwards said he would like a work session to see what can be adjusted in the 2025 budget rather than to raise electric rates. Discussion ensued on the timing of the electric rate increase, wholesale rate increases, increase with the PCA, GRDA's PCA, amount of cash reserves to maintain, the impact on rate increases on residents, and the need to explain and inform the residents of the rate increases.

MOTION: Move to approve First Reading of Ordinance G-25-01 with an increase of 2% to take affect July 1, 2025 and a 5% increase January 1, 2026.

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

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2. Second Reading of Ordinance S-25-04 authorizing the execution of a loan agreement between the City of Coffeyville and the State of Kansas for the purpose obtaining a loan from the Kansas Public Water Supply Loan Fund for the purpose of funding a Public Water Supply Project.

MOTION: Move to approve Second Reading of Ordinance S-25-04 as presented.

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

J. NEW BUSINESS

1. Resolution R-25-46 a Resolution to authorize purchase of two Dodge Durangos and necessary equipment for the Coffeyville Police Department.
Police Captain Darin Daily said this is to purchase two Dodge Durango's for the cost of \$78,436 from Landmark Dodge in Independence, MO. They were able to get a deal through Landmark which saved them \$5,472. Captain Daily said they will continue to use Superior Emergency Response to install the necessary emergency equipment with a price for both vehicles of \$27,251.88. Designs Unlimited will be used for the graphics on the vehicles with a cost of \$1,400 for both. The grand total is \$107,087.88. These will be patrol vehicles.

MOTION: Move to approve Resolution R-25-46 as presented.

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

2. Resolution R-25-47 a Resolution to award a design engineering contract for the 2027 CCLIP Project to BG Consultants.
Executive Director of Public Works Jim Wright said in July of 2024, the City of Coffeyville was awarded and requested programming for the 2027 CCLIP to reconstruct a section of US 166 located at its intersection of Lewark. On January 14th of 2025, the grant agreement was finalized. The next step in the process is award of design engineering services. A Request for Qualification was sent out and we received three responses which were then reviewed and scored with BG Consultants receiving the highest score. KDOT has put together the attached three-party agreement for the design engineering services for this project. The City will be reimbursed 100% of participating consultant costs up to \$82,445.16.

MOTION: Move to approve Resolution R-25-47 as presented.

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

3. Resolution R-25-48 a Resolution to authorize purchase of a Sitrans FM Mag 5100W meter, the materials needed for installation, and approval to issue an invitation for bids on labor to install the new metering system.
Executive Director of Public Works Jim Wright said they currently have two propeller meters they use that go from the clear well and gets pumped up to the reservoirs. This meter would tell them how much water they are pumping to the reservoirs. Of the two meters they have, one has six propellers and one has right. Every year they are calibrated and need repairs. They would like to replace these with a Mag meter that has no moving parts. This will help them determine how much water they are losing as it goes up to the reservoir. Mr. Wright said they would like to purchase the meter and all the

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parts and contract out the installation since it is going to be a time sensitive project as they will have to shut down a well.

MOTION: Move to approve Resolution R-25-48 as presented.

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

4. Resolution R-25-49 a Resolution to approve a construction contract with Bettis Asphalt & Construction for the 2025 Street Improvement Project.

Executive Director of Public Works Jim Wright said this is for street improvements on: Woodland Street (Cline St. to Buckeye St.), Buckeye Street (1st St. to Columbus St.), 1st Street (Buckeye St. to Central St.), Stark Street (Cline St. to Buckeye St.), Lee Street, (Woodland St. to Southern Terminus), 6th Street: (Fresno St. to Eastern Terminus), 7th Street: (Fresno St. to Eastern Terminus) and the parking lot at the tennis courts.

MOTION: Move to approve Resolution R-25-49 as presented.

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

5. Resolution R-25-50 a Resolution to authorize payment to Tyler Technologies for the annual maintenance fees for municipal financial, billing, court and related software.

Director of Finance Martin Cumings said last year the Commission authorized the upgrade the version of Incode 9 to ERP pro 9 which essentially changed where the software is hosted from. It was being hosted from our server on premise which presents some security concerns. The annual cost is \$125,282.90 which is more expensive doing to them hosting it on their servers. The bulk of the application is for financial components, next being our utility billing and then court bond module.

MOTION: Move to approve Resolution R-25-50 as presented.

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

6. Resolution R-25-51 a Resolution to authorize the Mayor and City Clerk to execute a real estate contract by and between the City of Coffeyville and Chris and Brittany Weiner.

Director of Community Development Amber Dean said we received an offer on 904 W 9th from Chris and Brittany Weiner for \$173,800 and she is seeking approval to execute that contract. It was noted the proceeds from this sale and the other house will go back into the housing fund.

MOTION: Move to approve Resolution R-25-51 as presented.

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

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7. Resolution R-25-52 a Resolution to authorize an increase in the previously approved not to exceed amount for purchase of parts and maintenance overhaul of Wartsila engines. Executive Director of Electric Chris Weiner said the Wartsilla engine project is ongoing and they need to make an amendment to the previously approved amount of \$2.8 million up to \$3 million. They have ran into some unforeseen issues on all the engines. Mr. Weiner hopes this will get them through to get all the remaining work done.

MOTION: Move to approve Resolution R-25-52 as presented.

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

8. City Manager's Report

City Manager Ben Brubaker gave an update on the Fairgrounds and said they will have the engineers probable cost report at the next meeting. The project is sitting at about \$3.5 million and they are going to apply for a CDBG grant for \$1.5 million. Mr. Brubaker went through some Coffeyville history he found regarding the park the fairgrounds are in. Data shows that in the last 7 years there have been 806,000 visits to our fairgrounds that are 10 minutes are longer. For the Kansas State High School Rodeo in April they had 850 families there for 3 days. Mr. Brubaker noted that when they talked about lowering the mill levy one of the things staff was told to do was either cut or make that revenue. This fairground project could be an increase in sales tax. The current plan is to replace the livestock barns that are existing which are old and did go through the flood. They would put in an indoor arena and livestock center which would allow other events. This will come to the next meeting with a Public Hearing. City Clerk Melissa Carter let the Commission know that Kansas has increased the window to sell fireworks from 9 to 18 days: June 20th to July 7th. Currently, per our ordinance, our window for fireworks sales and discharge is July 1st to July 4th. The State does not dictate when fireworks can be discharged that is set by our ordinance. Mrs. Carter was asking for feedback if this is something they want to see changed for this year, Mr. Brubaker noted that the Fire and Police Chiefs were asked for comments on the subject and there were no real positives or negatives either way. Discussion ensued and the Commission will think about it and revisit it at the next meeting. Mr. Brubaker asked the Commission if they want to reschedule the next meeting as it falls the Tuesday after Memorial Day. Discussion ensued and the decision was made to move the meeting to Thursday, May 29th. Mr. Brubaker brought up the subject of out of state tags. City Attorney Paul Kritz noted we follow the STO which has a section on illegal tags – section 198 which mirrors the state law. The STO does not incorporate the portion of the state law dealing with out of state tags as an offense. Mr. Kritz read the state law which basically states that it is not the operation of the vehicle that is an issue, it is the registration of the vehicle that is the problem. He said if we do adopt a new ordinance it will probably have limited application in terms of operating. There is a concern that PD will receive complaints of out of state tags, but the ordinance would not deal with those situations. There are challenges that would arise based on the residency requirements of the state law and the definition of a resident that has several exceptions. Resources are also a consideration and the county attorney's office has decided not to enforce this. Chief of Police Kwin Bromley gave his feedback, discussion ensued.

9. Comments from Commissioners and Staff

Commissioner Falkner said it looks like work has started at the tennis courts. He said he has heard reports of kids racing golf carts in the streets. Commissioner Falkner asked about the

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parking lot on 11th and Walnut as there are hundreds of families in out of there around the holidays. The parking lot needs to be available to them. Mr. Brubaker said we are actively getting quotes for that parking lot and will be done the same time some other parking lots will be done. Commissioner Falkner asked who Animal Control was at this point. Mr. Brubaker answered that there is not Animal Control at this point. Commissioner Falkner said he is seeing an excessive number of complaints of dogs running loose. Mr. Brubaker said even if we had an ACO they would not be bringing dogs to the animal shelter because it's over filled. He said they have some plans with different programs and know they have a problem. PD is stepping in when they have an immediate problem. Mr. Brubaker is looking to move that position to Code Enforcement so it has to go through the Unions for approval. Commissioner Edwards asked when the ATV tags expire, it was answered one year. Chief of Police Kwin Bromley said they will renew each year with a year decal for their tag. He said we have registered 55 UTV/ATV's. Commissioner Edwards thanked Ashley Tatman for the video she did about the restoration of the fountain at Pfister Park. He said we need to do something about the bathhouse across the street from the fountain. Mr. Brubaker said we are looking for grants to do that restoration. Vice Mayor Vannoster said thank you for the code enforcement nuisance packet being included in the agenda packet. She noted there were 11 properties on there, 4 were cleaned up by the owner, 1 was moved to the next packet, 6 had to be cleaned up for a cost \$2,220. Vice Mayor Vannoster asked how the new trash service and bulk pick-up is going. City Clerk Melissa Carter said it is going well, code enforcement is giving some grace as residents get used to the new bulk item procedure. Vice Mayor Vannoster asked citizens to please take their polycarts back to their home 24 hours after pick-up. Commissioner Edwards noted that our sales tax for January was up over 25% and are on a record pace. Mayor Hendryx said June 7th there is a car show and fly-in at the airport.

K. EXECUTIVE SESSION(s)

L. GENERAL STAFF, COMMITTEE & BOARD REPORTS AND MINUTES

1. Sales Tax Report – April 2025
2. Property Tax Comparative Report
3. Coffeyville Police Department Crime Statistics – April 2025
4. Hillcrest Golf Course Report – April 2025
5. Code Enforcement Nuisance Packet

N. ADJOURN

MOTION: Move to Adjourn

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

Time the meeting was adjourned: 8:43 pm

Date the minutes were approved:

S/2a/ls
Melissa Carter
Melissa Carter, City Clerk

