

COMMISSION MEETING MINUTES
THURSDAY, MAY 29TH, 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

*Commissioner Alec Hendryx called in for the vote on Old Business, Item #1.

City Staff in attendance:

CITY MANAGER BEN BRUBAKER
CITY CLERK MELISSA CARTER
CITY ATTORNEY PAUL KRITZ
EXECUTIVE DIRECTOR OF ELECTRIC CHRIS WEINER
DIRECTOR OF PUBLIC WORKS JIM WRIGHT
DIRECTOR OF COMMUNITY DEVELOPMENT AMBER DEAN

- A. **CALL TO ORDER** – Mayor Deborah Maples
- B. **ROLL CALL**
- C. **INVOCATION** – Pastor Kyle Williams, Emmanuel Southern Baptist Church
- D. **PLEDGE OF ALLEGIANCE TO THE AMERICAN FLAG**
- E. **REVIEW OF AGENDA**
- F. **CONSENT AGENDA**
 - 1. City Commission Meeting Minutes – Tuesday, May 13, 2025
 - 2. City Commission Special Meeting Minutes – Tuesday, May 20, 2025
 - 3. 2025 Appropriation Ordinance No. AO-25-10 \$5,552,544.44

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

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

- 4. 2025 Appropriation Ordinance No. AO-25-10A \$114.33

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

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

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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.

REGULAR AGENDA ITEMS

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

1. Presentation on the proposed Coffeyville Fairgrounds Project.

City Manager Ben Brubaker said this is a project that he has been working on for about a year and is excited to present it for consideration. One of the first meetings he had as City Manager was meeting with the members of the Fair Board to talk about the condition of the facilities and learn more about the events. Around that time, Commissioners brought forward decreasing the mill levy and one of the charges was to lower costs or bring in revenue. So, there are several reasons for this project. First, Mr. Brubaker said the livestock barns are decades old with significant safety issues. Second, this is an opportunity to increase sales tax revenue. Third, there is a history of agriculture and community engagement at the fairgrounds and this is an opportunity to enhance that. Concerning the public safety issue, Mr. Brubaker said the Electric Department has noted there is a live line that goes over the buildings, which is not to code. The building is leaning, there are failures with the roof, rafters and joist beams. The Fair Board puts a lot of work and money into those barns every year. As far as sales tax revenue, through Placer.ai software, he has tracked the demographic information back to 2018 to show visits to the fairgrounds. From May 1, 2018 through May 15, 2025 there have been 809,000 visitors of at least 10 minutes. Of those 809,000 visitors, the average time spent was 166 minutes. Visitors came from Kansas, Oklahoma, Missouri, Arkansas and Texas. The data also shows the gas stations, convenient stores, hotel, retail stores and restaurants that visitors went to after the fairgrounds. Mr. Brubaker has also been researching the history of the fairgrounds, found that it used to be called Forest Park and there is a history of baseball and racing. Mr. Brubaker went over some more history. He then went through some of the current events the fairgrounds already bring to the community and the opportunity for additional events this new facility could bring. Mr. Brubaker noted that if we do this project, part of the proposal is to have staff to manage it. He gave a summary of the engineer's report. The estimate to upgrade the barns that are already out there is about \$1 million. To build new it is about \$4.4 million - \$3.6 million would be the 200 x 300 indoor livestock equestrian facility. The engineers included optional add-ons that totaled around \$1 million including livestock pens, horse stalls and dirt. As far as funding, he is asking the approval for the submission of a CDBG grant application for \$1.5 million be submitted. If we don't get the grant, it will come back to the Commission. Mr. Brubaker said they have applied for \$150,000 grant through NFAI. Other funding sources would be sales tax dollars, Montgomery County Fair Association, naming rights, county transient guest tax, and other local organizations. The engineers suggest that fairground maintenance will cost about \$100,000. There would also be a need for someone to manage and market the facility. Mr. Brubaker said the total cost is \$4.4 million, possible funding is \$1.65 million so the cost to the City would be \$2.75 million. The building itself is about \$2 million. The money would come from Economic Development and Capital Improvement funds. As far as timing of the project – the grant will be submitted tomorrow and we should hear back by June 28th. If

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awarded we would proceed with the design phase.

2. Public Hearing to consider an application to be submitted to the Kansas Department of Commerce for Community Development Block Grant funds under the Community Facilities Large Grants category.

Mayor Maples opened the Public Hearing.

Shannon Motl, 3530 CR 1250, came to the podium and said this is an amazing opportunity not only for the Montgomery County Fair Association but the community. She stated that Coffeyville is truly a hub for agriculture and the biggest supporter for our area. Mrs. Motl said she grew up here and they have now invited eight different counties to come here just for our fair and rodeo time of year. With the other shows they host there are kids from all over Kansas, Oklahoma and Arkansas coming here. Each day of the weekend that the Kansas High School Fair Association was here in April, there was close to a thousand people bringing an economic boom to the area. Mrs. Motl said when she travels for work it is amazing how many people have heard of Coffeyville. She believes they have gotten the best use of the livestock barns there are many amazing opportunities that this new building can bring. Johnny Wild, head rodeo coach at Coffeyville Community College, came to the podium. He said if you build it, they will come. Mr. Wild said it would be a huge boost to his rodeo program and recruiting numbers. This would be beneficial for his students to use during bad weather. As a coach, he would like to work up to around 8 – 10 events a semester and this would be a really big boost for the college.

Mayor Maples closed the public Hearing.

3. Resolution R-25-54 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-25-54 as presented.

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

4. Resolution R-25-55 a Resolution assuring the Kansas Department of Commerce that funds will be continually provided for the operation and maintenance of improvements to the Coffeyville Fairgrounds Arena to be financed with Community Development Block Grant funds.

MOTION: Move to approve Resolution R-25-55 as presented.

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

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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.

Executive Director of Electric Chris Weiner said this is to establish the 2% rate increase on July 1st and the remaining 5% on January 1, 2026. Subsequent years (2027 and 2028) will see an approximate 4.5 % rate increase on January 1st.

MOTION: Move to approve Second Reading of Ordinance G-25-01 as presented.

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

J. NEW BUSINESS

1. Resolution R-25-56 a Resolution to approve a construction contract with J. Graham Construction for the CRMC Street Improvement Project.

Executive Director of Public Works Jim Wright said as part of the City's efforts to improve the streets located throughout town, the Public Works Department proposed and the Commission approved to reconstruct the streets located around the hospital in Nov. of 2024. Bids were opened on 5/21/2025. The City received only one bid, which was by J. Graham Construction. Alternative options were offered. There was an option disused for working 24 hours during construction; however, in discussion with contractors, property owners, engineers and city staff it was decided it was not a feasible option. Also, there was alternate paving option of concrete for 1st, 2nd, 3rd, Willkie, and Popular. This is the option Mr. Wright is asking approval for and this project will likely take about six to seven months to complete.

MOTION: Move to approve Resolution R-25-56 as presented.

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

2. Resolution R-25-57 a Resolution to approve a design contract with BG Consultants for the 2026 KDOT Cost Share Project.

Executive Director of Public Works Jim Wright stated this is not a new contract, this is in addition to an existing contract. 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. On April 8th, City Commission authorized awarding and entering into an agreement with BG Consultants for NTE \$90,000. In finalizing said agreement, it was decided that since the engineering is not participating, we should include addressing the intersection at 8th and Central/Hickman. This required additional surveying and addressing stormwater concerns that were not in the original scope of work so it is increasing the design by \$7,500. This would realign the intersection to better facilitate navigation of north and south bound traffic. The City has already purchased property for right of way.

MOTION: Move to approve Resolution R-25-57 as presented.

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

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3. Resolution R-25-58 a Resolution to approve Change Order #1 with Jackson Civil for the Wastewater Treatment Plant Lagoon Liner Project.

Executive Director of Public Works Jim Wright said the contract for the lagoon liner project was awarded in 2024 with the understanding that the southwest corner may have issues but would not the extent until they got there. Mr. Wright said the material in the bottom of the lagoon on that spot is inadequate to make proper compaction to put the liner in there. This Change Order would make adequate compaction to dig out the old material and put in the new.

MOTION: Move to approve Resolution R-25-58 as presented.

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

4. City Manager's Report

City Manager Ben Brubaker said the engines at New Gen are still having issues. The last two weeks they have gotten parts and when they tested engine #8 it failed which delayed #10. Chris has requested Wartzilla send their people out with software to harmonize the engines. We are several weeks behind what was anticipated. Mr. Brubaker thanked the lineman for their response in the latest storm. By 5:00 that day they had about 440 outages and in 24 hours they had that down to single digits. That department has not been fully staffed. Electric staff put in a lot of time and effort to get the residents back up. Mr. Brubaker said he sees why they consistently win reliability awards. He thanked their families. He thanked our Parks crew for how great the cemetery grounds looked for Memorial Day. Mr. Brubaker said he continues to have lots of calls about Animal Control and we are working on that as fast as we can. He then addressed the feedback he has gotten about other businesses needing grants, not just downtown. He reminded everyone that this is from a sales tax that funds are designated for downtown. Mr. Brubaker said that the Parks Department has cut down trees in downtown that were dead and there will be new benches and pots added. Commissioner Falkner asked when the dirt areas downtown will get filled in. Mr. Brubaker said they have surveys out to see what is wanted in those areas.

Commissioner Falkner asked who is in charge of Code Enforcement, it was answered that it is still Matt Conger. Mr. Brubaker said he is a valuable resource and a great asset to the City. He then mentioned that there was an administrative assistant downstairs that has now been moved up to the clerk's office as we are creating customer service upstairs.

5. Comments from Commissioners and Staff

Mayor Maples said she had a huge tree from her property fall in the street during the last storm and thanked Public Service for their quick response in moving it. Vice Mayor Vannoster thanked staff for having the tree dump open extra hours after the storm. She thanked the Parks Department for making the cemetery grounds look excellent for Memorial Day. She then thanked the Communications Manager Ashley for all the information she is putting out to keep everyone informed. Vice Mayor Vannoster said the Aquatic Center is fully staffed and hopes the water temperature rises soon to get it open. Commissioner Edwards asked where we were on the recycling. Mr. Brubaker said he has not heard back from the company Bartlesville uses yet. It was suggested that he call the City Manager. Commissioner Edwards asked if we allow net fishing at LeClere as there are a lot of people doing that. He knows we pay to stock that pond and understands the concern of those who fish with a rod and reel. Commissioner Edwards asked when the Pfister Park fountain will be

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operational. Mr. Brubaker said it should be the end of June, beginning of July and we will be putting on a grand re-opening. He asked about where we are with the fountain at LeClere Park, Mr. Brubaker said he did not know. Commissioner Edwards then asked about the Martin Luther King signage on 11th Street, if it was removed by KDOT. Mr. Brubaker answered that we don't know who removed it but KDOT is making more signs and they will be delivered to us to put up.

K. EXECUTIVE SESSION(s)

L. GENERAL STAFF, COMMITTEE & BOARD REPORTS AND MINUTES

1. Building Permit Reports – January 2025 - April 2025
2. Coffeyville Rec Commission Minutes – April 2025

N. ADJOURN

MOTION: Move to Adjourn

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

Time the meeting was adjourned: 7:41 pm
Date the minutes were approved:

6/10/25

Melissa Carter

Melissa Carter, City Clerk

