

COMMISSION MEETING MINUTES
TUESDAY, SEPTEMBER 9, 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 ALEC HENDRYX
COMMISSIONER JIM FALKNER
COMMISSIONER DEBORAH MAPLES
COMMISSIONER ANN MARIE VANNOSTER

Absent:

COMMISSIONER PAM JONES

City Staff in attendance:

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

- A. **CALL TO ORDER** – Mayor Deborah Maples
- B. **ROLL CALL**
- C. **INVOCATION** – Pastor Melvin Simpson, First Church of God in Christ
- D. **PLEDGE OF ALLEGIANCE TO THE AMERICAN FLAG**
- E. **REVIEW OF AGENDA**
- F. **CONSENT AGENDA**
 - 1. City Commission Meeting Minutes – Tuesday, August 26, 2025
 - 2. City Commission Special Meeting Minutes – Thursday, September 4, 2025
 - 3. 2025 Appropriation Ordinance No. AO-25-17 \$1,349,629.98

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 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.

Pastor Melvin Simpson, 2804 Midland Avenue, came to the podium to thank the City as many people in his congregation got their house painted or fixed up through our grants and many would not have been able to get it done other ways.

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REGULAR AGENDA ITEMS

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

I. OLD BUSINESS

1. Second Reading of Ordinance G-25-03 an Ordinance amending the Model Zoning Ordinance of the City of Coffeyville by amending Section 29.05.010, to add a definition for Tiny Homes, and adding new sections to Chapter 29.010, to create a Zoning Overlay District for Tiny Homes.

MOTION: Move to approve Second Reading of Ordinance G-25-03 as presented.

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

2. Second Reading of Ordinance G-25-05 an Ordinance amending Chapter 2, Article IV, Division 2, Section 2-154 of the Code of Ordinances of the City of Coffeyville, Kansas, relating to the investment of idle funds.

MOTION: Move to approve Second Reading of Ordinance G-25-05 as presented.

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

3. Second Reading of Ordinance G-25-06 an Ordinance adopting Electric Rate Schedule SUP-25 pursuant to Chapter 42, Article 1, Section 42-6, and repealing the Line Extension Policy of the Code of Ordinances of the City of Coffeyville, Kansas.

MOTION: Move to approve Second Reading of Ordinance G-25-06 as presented.

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

J. NEW BUSINESS

1. Resolution R-25-97 a Resolution to adopt new policies and procedures for Installation and Parallel Operation of Customer-Owned Renewable Electric Generation Facilities.
Executive Director of Electric Chris Weiner came to the podium. Commissioner Falkner asked about the cut-off switch and whether it would cut off power to the entire home or just the new unit. Mr. Weiner said that if they had a disconnection through that service it would isolate from feeding electricity to us or to them so it would disconnect the system. Discussion ensued on how the disconnection process would work. Mr. Weiner said this solar policy is to bring us into compliance with state law. The current policy is more of a net generation policy. The state requires us to provide parallel generation and that's what this proposed policy does. Mr. Weiner stated there is still an opportunity for return on investment for the customer who is investing in solar. This policy makes it to where if someone has solar panels or a windmill generating electricity, the City will bill them for any electricity they take from the City and then give them credit for any electricity that they give to the City. Currently, we are just billing the difference. They will be charged the retail rate as everyone else is and they will be paid what our cost is for the power. The cost will fluctuate month to month as our cost to GRDA fluctuates. These customers could wind up with a

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credit on their bill if their usage is low and generation is high. However, the system they will install is capped in correlation to what their peak load was the prior year. There is also a system cap which for this year will be 6% over the utilities peak demand over last year. Next year will cap at 7% and 8% the following year which is capped by the state for 2027. Commissioner Hendryx asked how we would test that their automatic protection system works. Mr. Weiner said the expectations are that there would be routine maintenance and inspections performed on the equipment. There are some fail safes put in place in case the equipment fails including disconnects. Discussion ensued.

MOTION: Move to approve Resolution R-25-97 as presented.

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

2. Resolution R-25-98 a Resolution to amend the 2025 City of Coffeyville Fee Schedule to add a Tiny Home Application fee.

City Clerk Melissa Carter said now that the Second Reading of the Ordinance to allow Tiny Homes has passed, we need to add an application fee to the Fee Schedule. The proposed fee is \$25.

MOTION: Move to approve Resolution R-25-98 as presented.

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

3. Discussion on direction to address the Woodland & Buckeye Intersection of the walking trail.

Executive Director of Public Works Jim Wright said people are concerned about the separation of the road and the walking trail. The distance of separation is currently 18 to 24 inches. The elevation change is also a concern. Mr. Wright said the Commission could choose to put dyed concrete on a slope in between the trail and road which was the original plan. The walking trail only needs to be 8 feet wide, ours was designed at 10 feet and the contractor made it 11 feet. That added to the illusion that it's closer and steeper than it is. The three options for a solution are: 1. The trail was constructed at 11' wide and was only designed to be 10' but only required to be 8'. If we have them remove 3' from the trail the grade slope would be close to 6/1. No vertical separation would be installed. Without a curb and gutter you can't use bollards. 7' is the clear zone and you can't have any obstructions in that zone. It would have to be a guard rail which is crashworthy. 2. Remove the extra 1' of trail and install standard guard rail. Guardrails are meant to slow vehicles down, bollards are meant to stop vehicles. 3. Reconstruct the approximately east 330' of Woodland shifting it North to better align with buckeye and lowering the road way to more match the trail. Add curb and gutter. The separation would allow the city to have bollards installed instead of bridge guardrail. Options 1 and 2 would be a 50/50 split with the CDBG. Option 3 would cost somewhere between \$100,000 and \$120,000. Discussion ensued.

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MOTION: Move to address the Buckeye and Woodland Trail intersection by reconstructing the approximately east 330' of Woodland shifting it North to better align with Buckeye and lowering the road way to more match the trail. Add curb and gutter. The separation would allow the city to have bollards installed instead of bridge guardrail at the cost of \$100,000 - \$120,000.

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

4. City Manager's Report

Executive Director of Public Works Jim Wright gave an update on 2025 street improvement projects. The westbound lane of Stark Street is complete and the eastbound lane is complete from Cline to the tennis courts. Buckeye will be completed tomorrow. First street has been milled and repairs will be made next week. The rock grade on Lee Street is complete and stakes will be set next week for curb and gutter which should be complete by September 30th. Work will begin on 7th Street East of Cheyenne next week. 6th Street water lines have been installed. Patching on Woodland has been completed. 4th Street is complete and curb and gutter will start next week west of Cline. The County has been working on the log jam in Sycamore Creek and should be finished with that tomorrow. 1st – 3rd, Poplar and Wilkie is scheduled to be started the first week in October. City Manager said the inspector and engineers came out to evaluate 4th Street. The discrepancies had to be over 3/16 of an inch and many of the areas that fell washboard were not over that. There are a few areas outside of the 3/16 of an inch but our options within the contract don't make it a good idea to go in and replace it. Mr. Brubaker said it's considered above 90% complete and within the contract following state guidelines, they would not have to fix those few areas over 3/16th of an inch. Heat and pressure should flatten those areas out over time. Discussion ensued. Mr. Brubaker said they would like to do a Work Session on September 18th to go over the Water Rate Study. We have two major water projects to fund, one of which is 8th street. We have a grant to replace the street which must start fall of next year. Mr. Brubaker said we have the funds for 8th street but would then not have enough to continue the plans for the Water Plant. Commissioners agreed that they could have a Work Session at 5:30 pm Thursday, September 18th. He noted the Public Hearing notice went out for the budget so that will be at the next meeting. Mr. Brubaker said concerning the tennis courts, initially staff was going to do the concrete and sidewalks and those costs were not presented. Staff will not be taking care of the sidewalks so that will be coming to the Commission to tie up the rest of the tennis court project. Cost should be between \$100,000 and \$120,000 over what was originally approved. They are planning to be done with the actual tennis courts by the end of September, beginning of October.

5. Comments from Commissioners and Staff

Commissioner Falkner asked where we are on the bids for parking lots. Mr. Brubaker said we are out for bid for those.

K. EXECUTIVE SESSION(s)

L. GENERAL STAFF, COMMITTEE & BOARD REPORTS AND MINUTES

1. Nuisance Report Packet
2. Hillcrest Golf Course Report – August 2025

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L. ADJOURN

MOTION: Move to Adjourn

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

Time the meeting was adjourned: 7:31 pm

Date the minutes were approved:

9/23/25

Melissa Carter

Melissa Carter, City Clerk

