

COMMISSION MEETING MINUTES
THURSDAY, NOVEMBER 13, 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 – joined by phone
COMMISSIONER JIM FALKNER
COMMISSIONER DEBORAH MAPLES
COMMISSIONER ANN MARIE VANNOSTER

Absent:

COMMISSIONER PAM JONES

City Staff in attendance:

CITY CLERK MELISSA CARTER
DIRECTOR OF PARKS JARROD POWERS
DIRECTOR OF FINANCE MARTIN CUMINGS
DIRECTOR OF WATER STEVE SMITH
DIRECTOR OF COMMUNITY DEVELOPMENT AMBER DEAN

- A. **CALL TO ORDER** – Mayor Deborah Maples
- B. **ROLL CALL**
- C. **INVOCATION** – Pastor Mike Elrod, Westside Church of Christ
- D. **PLEDGE OF ALLEGIANCE TO THE AMERICAN FLAG**
- E. **REVIEW OF AGENDA**
- F. **CONSENT AGENDA**
 - 1. City Commission Meeting Minutes – Tuesday, October 28, 2025
 - 2. Action to approve a Memorandum of Understanding between the City of Coffeyville and the Coffeyville Friends of Animals.
 - 3. 2025 Appropriation Ordinance No. AO-25-21 \$2,359,669.11

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

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

**COMMISSION MEETING MINUTES
THURSDAY, NOVEMBER 13, 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.

AJ Kohler, 10758 NW Lawton Rd. Columbus, KS, came to the podium and stated he runs an organization with Coffeyville in its jurisdiction. He had papers from the Immigrations and Customs Enforcement website showing that Coffeyville Police Department has a 287G agreement with Immigration Customs Enforcement under a task force model. Mr. Kohler said that means the Coffeyville PD can carry out immigration warrants on Coffeyville citizens. He is concerned because Coffeyville has the largest Hispanic population percentage in Southeast Kansas with over 1,000 residents which is an 1/8 of the town. Mr. Kohler expressed his opposition to the agreement with concerns of deterioration of due process and the 14th Amendment in relation to recent ICE activities across the country. He said the data shows that the majority of people being detained by ICE have no criminal record. Mr. Kohler said the Hispanic Heritage Festival in Coffeyville didn't happen this year because they couldn't guarantee the safety of residents which means people are scared and the cops shouldn't be making people scared. Mr. Kohler stated the majority of these people are simply living their lives and positively impacting the community. He doesn't think Coffeyville will be safer if significant population will be too afraid to report a crime in fear of being detained. Mr. Kohler thinks that the police should continue to protect the people of Coffeyville and not be spread thin by having to participate in a campaign of fear, illegal detention and the erosion of rights. He asked everyone there to please oppose this agreement to assure the values of Coffeyville hold true.

REGULAR AGENDA ITEMS

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

I. OLD BUSINESS

J. NEW BUSINESS

- 1. Resolution R-25-120 a Resolution to approve the purchase of materials for the water main replacements on Velma Drive and Glen Avenue.**

Director of Water Steve Smith said as part of the City's continued focus on improvements to the streets throughout the city, and in anticipation of the 2026 Street Improvement Project, the water mains along Velma Dr. and Glen Ave. will need to be relocated. They are requesting a not to exceed amount of \$65,000 for materials to replace the water mains. Mr. Smith said they are going to start this year and hopefully have them done before April.

MOTION: Move to approve Resolution R-25-120 as presented.

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

**COMMISSION MEETING MINUTES
THURSDAY, NOVEMBER 13, 2025**

3

2. Resolution R-25-121 a Resolution to approve a construction contract with J Graham Construction for the Tennis Court Walkways Project.

Director of Parks Jarrod Powers said As Part of the Tennis Court Project located in LeClere Park the city requested bids for completion of sidewalks and installation of shade structures. Bids were opened on 10/30/2025. There were three responsive bidders.

J Graham Construction \$156,710.00

Cynergy Design Solutions \$152,076.69

Decker Construction \$203,092.62

The City Procurement Policy has a local preference of 3% up to \$5000. The two lowest bids have a percentage difference of 3% or \$4,633.31. Staff is recommending award of the Tennis Court Walkway Project to J Graham Construction based on the local preference provision in the City procurement policy.

MOTION: Move to approve Resolution R-25-121 as presented.

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

3. Resolution R-25-122 a Resolution to authorize the submission of a grant application to the Kansas Department of Transportation Innovative Technology Program and committing matching funds for the Trail Solar Lighting Project.

Director of Parks Jarrod Powers said the community trail system is heavily used for walking, biking, exercise, and outdoor recreation. Families, seniors, and students rely on this trail network daily, connecting recreational amenities, neighborhoods, and activity areas. Currently the trail system becomes difficult to use once daylight fades. Evening and early morning users are impacted by low visibility, and individuals with mobility or vision limitations may not feel safe during low-light hours. Lighting will extend safe access, support health and wellness, and increase year-round usability. The system will be fully solar powered, eliminating the need for trenching or electrical extensions. Foundations will utilize low-impact screw-in supports to protect park and trail areas. The project includes installation of forty-eight solar LED fixtures on approximately twenty-five-foot poles along the trail corridor. Lights will automatically activate at dusk and are designed specifically for public trail settings to provide consistent visibility without changing the natural environment. Mr. Powers noted that is one of the items on the Parks Boards wish list and they have recommended approval of this. Staff recommends approval of the Community Trail Solar Lighting Project and authorization to submit the grant applications, with matching funds confirmed. Mr. Powers noted that there are two grants being applied for on this project. We can only accept one so if we get both, we would have to pick one. It is a 70/30 grant with 30 being the city match.

MOTION: Move to approve Resolution R-25-122 as presented.

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

**COMMISSION MEETING MINUTES
THURSDAY, NOVEMBER 13, 2025**

4

4. Resolution R-25-123 a Resolution to authorize the submission of a grant application to the Kansas Department of Wildlife and Parks Recreational Trails Program and committing matching funds for the Trail Solar Lighting Project.

MOTION: Move to approve Resolution R-25-123 as presented.

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

5. Resolution R-25-124 a Resolution to authorize the Mayor and City Clerk to execute Quitclaim Deeds to Wade Brown for 1516 and 1518 South Elm Street. Director of Community Development Amber Dean said we have a developer wanting to build two new three-bedroom, two bath, 1,000 sq. feet homes at 1516 and 1518 South Elm Street. They are Land Bank Properties and their goal is to get more housing structures

MOTION: Move to approve Resolution R-25-124 as presented.

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

6. Resolution R-25-125 a Resolution to amend the 2025 Fee Schedule for the addition of Emergency Response Mitigation fees for the Coffeyville Fire Department. City Clerk Melissa Carter said with the passage of Ordinance G-25-07 at the last Commission Meeting, which approved implementation of Mitigation Rates for certain Coffeyville Fire Department responses, it is now necessary to add those rates to the fee schedule. Proposed rates were included in the Agenda Packet. Just as a reminder these mitigation rates are billed to the insurance carriers, not individuals. As Chief O'Connor mentioned in his item presentation, they have opted to not bill insurance if they have a 67337-zip code attached to their vehicle registration. If they don't have insurance, they are not going to go after them. Chief O'Connor noted that there's already cost recovery built into most policies and it's not going to raise their insurance rates any more than they already would filing the claim.

MOTION: Move to approve Resolution R-25-125 as presented.

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

**COMMISSION MEETING MINUTES
THURSDAY, NOVEMBER 13, 2025**

5

7. Resolution R-25-126 a Resolution to authorize the execution of a three-year audit engagement letter with Varney & Associates, CPAs, LLC., for fiscal years 2025, 2026, and 2027.

Director of Finance Martin Cumings said most of this information was covered in the last Commission Meeting. He did note that they reached out to three of Varney & Associates municipal clients. All expressed high regards for the company and a strong recommendation to take them on as our auditor.

MOTION: Move to approve Resolution R-25-126 as presented.

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

8. Ordinance G-25-08 an Ordinance amending certain provisions of Chapter 42 of the Code of Ordinances of the City of Coffeyville, Kansas, relating to utility security deposits and delinquent utility accounts.

Director of Finance Martin Cumings said this was also covered in the last Commission Meeting. He did reiterate that this will eliminate language around security deposits and replace that with a one-time non-refundable connection fee which will be on the fee schedule. There were revisions to Section 9 that deal with how delinquencies are handled. It modifies the language to allow a little more leniency under certain circumstances. It also gives the City the ability to defer late fees to an upcoming bill and clarifies language around billing arrangements. This will take effect January 1, 2026.

MOTION: Move to approve First Reading of Ordinance G-25-08 as presented.

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

9. City Manager's Report

City Clerk Melissa Carter gave updates on ongoing street projects. Stark and Lee streets have been completed. The base asphalt was placed on 7th street and Muller Construction is wrapping up the subgrade on 6th in preparation for asphaltting – hopefully tomorrow. Curb radiuses are being installed at the Woodland Buckeye intersection, once curb is complete, asphalt base will be put down and then they will overlay and surface course will be installed from Cline to Buckeye. Plan is to have everything wrapped up by end of next week weather permitting. Mrs. Carter said regarding the CRMC/4th Street Project: work continues on replacement of the south curb on 4th - west of Cline. Surveying is starting to layout to get started on 1st street and they plan to start removal at Poplar. For the 2026 Street Improvements, most of surveying is completed and design underway. Engineers were in town gathering the last of the information they need to complete the design. Plan to bid late this year start of next with construction Summer 2026. Reconstruct the streets located north of Community Elementary – N Ohio and N Parkview between Woodland and Northfield as well as a couple other streets off of Buckeye – Velma and Glen. Mrs. Carter. The second round of Coffeyville Proud was last Friday. We had around 100 volunteers show up from all over the community, including folks from Coffeyville Community College, John Deere, USD 445, several homeschool groups, and the American Heritage Girls Troop KS. Volunteers tackled a lot of projects: they painted curbs at FKHS, RMS, and Community Elementary; repainted the gazebo at Walter Johnson Park; and cleaned up and updated the

**COMMISSION MEETING MINUTES
THURSDAY, NOVEMBER 13, 2025**

6

horseshoe pits. Downtown, they pulled flowers, saved the bulbs for spring, set up the faux Christmas trees, and repainted several benches and trash cans that had faded in the sun. It was a great turnout, and you could see the difference across town as soon as the work wrapped up. Also, we have our Community Food Drive going on through the end of November. Non-perishable items can be donated here at the South entrance of City Hall or directly to Genesis.

10. Comments from Commissioners and Staff

Commissioner Falkner said the amount of uncollected bulk trash around town has become excessive. He thinks the residents are unaware or have forgotten that they need to call to get the picked up. He would like a notice to go out on the next utility bills about bulk trash pick-up. Mr. Cumings said we can put a notice on the utility bills in December. It was noted that there has also been an issue with residents leaving polycarts out for longer than they should. Vice Mayor Vannoster said today was Coffeyville Area Community Foundation Match Day. She said today speaks volumes about the people in our town. There are 33 non-profit groups being supported. Vice Mayor Vannoster said when she looked on the counter it was at \$594,822.12 collected so far. That is 682 gifts among the 33 non-profits and that does not include the \$110,000 match given to the foundation. Last years total by the end was \$518,519.00. This takes the entire community and Coffeyville is good, she thanked the community of Coffeyville.

K. EXECUTIVE SESSION(s)

L. GENERAL STAFF, COMMITTEE & BOARD REPORTS AND MINUTES

1. Sales Tax Report – October 2025
2. Property Tax Comparative Report – October 2025
3. Coffeyville Police Department Crime Stats – October 2025
4. Hillcrest Golf Course Report – October 2025

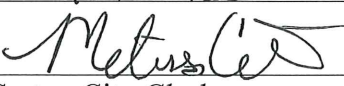
L. ADJOURN

MOTION: Move to Adjourn

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

Time the meeting was adjourned: 7:12 pm

Date the minutes were approved:

11/25/25


Melissa Carter, City Clerk

