

**COMMISSION MEETING MINUTES
TUESDAY, AUGUST 9TH, 2022 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 Vannoster.

Present:

COMMISSIONER JUSTIN DOANE
COMMISSIONER DEBORAH MAPLES
COMMISSIONER JASON SWINDELL
COMMISSIONER ANN MARIE VANNOSTER
COMMISSIONER ROBERT YORK

City Staff in attendance:

CITY ATTORNEY PAUL KRITZ
CITY MANAGER MARK HALL
CITY CLERK MELISSA CARTER
DIRECTOR OF IT CHRIS FELIX
DIRECTOR OF ELECTRIC SERVICES MIKE SHOOK
DIRECTOR OF FINANCE STEPHANIE RICHARDSON

- A. **CALL TO ORDER** – Mayor Ann Marie Vannoster
- B. **ROLL CALL**
- C. **INVOCATION** – Commissioner Jason Swindell
- D. **PLEDGE OF ALLEGIANCE TO THE AMERICAN FLAG**
- E. **REVIEW OF AGENDA**
- F. **CONSENT AGENDA**
 - 1. City Commission Meeting Minutes – Tuesday, July 26th, 2022
 - 2. Action to set Public Hearing to Exceed Revenue Neutral Rate for August 23rd, 2022 at 6:30 pm.
 - 3. Action to set Public Hearing for FY 2023 Budget Approval for August 23rd, 2022 at 6:30 pm.
 - 4. 2022 Appropriation Ordinance No. AO-22-15 – \$1,153,574.44

MOTION: Move to approve items 1 - 4 of the consent agenda as presented.

ACTION: MOTION: VANNOSTER SECOND: YORK
ROLL CALL: ALL 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).

I. OLD BUSINESS

J. NEW BUSINESS

1. Discussion and Action to make appointments to the Juvenile Community Corrections Board.

MOTION: Move to appoint James Littleford and Shonae Ransom to the Juvenile Community Corrections Board for a term expiring June 30th, 2025.

ACTION: MOTION: YORK SECOND: DOANE
ROLL CALL: ALL AYE

2. Resolution R-22-49 a Resolution to enter into an agreement with Spartan Utility Services for a Pole Attachment Inventory Audit for the City of Coffeyville Electric Utility. Director of Electric Utility Mike Shook said that city staff has been working with AT&T in a joint effort to have a pole attachment inventory audit completed for proper invoicing, as brought before the City Commission on July 26th, which Commission approved a memorandum of understanding and non-disclosure agreement with AT&T. Staff and AT&T have agreed on Spartan Utility Services to complete the necessary inventory audit, at a cost per pole owner of \$3.75. AT&T will pay their proportional cost as will the City, which we are currently estimating at \$16,000. The requested not-to-exceed amount has been calculated with a 15% contingency, to allow for spending authority above the estimate, should pole counts be higher than anticipated. Spartan is also reaching out to Cox Communication for participation and cost sharing. Should Cox elect to participate, the City's overall cost would be reduced. Staff is recommending that the Mayor be authorized to execute an agreement with Spartan Utility Services for the Not-to-Exceed cost of \$18,586.00 to complete a pole attachment inventory audit for the electric utility.

MOTION: Move to approve Resolution R-22-49 as presented.

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

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3. City Manager's Report

City Manager Mark Hall sated there are many projects and we are moving forward. They are paying attention to the heat and effect on city employees. Mr. Hall commended IT Director Chris Felix for his work on the Broadband Project with the county. He spoke about what us coming up in housing and the MIH program.

4. Comments from Commissioners and Staff

Commissioner York said the Inter-State Fair and Rodeo is going on this week and tonight is the LJ Jenkins Bull Riding that starts at 7:30 pm. There are 2 nights of Pro Rodeo on the 10th and 11th and 2 nights of Demo Derby on the 12th and 13th. Commissioner York said the Rodeo Parade is Wednesday at 4:00 pm. The next Outdoor Movie Night at the Midland is August 26th. He thanked everyone for Vaude in the Ville Saturday night, it was a fantastic event. Mayor Vannoster noted that the Electric and Water Departments have been very busy. She thanked them and all the departments for what they do to keep the city running. Director of Finance Stephanie Richardson came to the podium to discuss the recent Sales Tax Report and stated in total we are 11.32% higher than last year which was a record collection year. Sales tax itself was increase of 8.83% while comp use was an increase of 24.12%.

K. EXECUTIVE SESSION(s)

L. GENERAL STAFF, COMMITTEE & BOARD REPORTS AND MINUTES

1. Sales Tax Report – July 2022
2. Building Permit Report – July 2022
3. Hillcrest Golf Course Report – July 2022

M. ADJOURN

MOTION: Move to Adjourn

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

Time the meeting was adjourned: 6:56 pm

Date the minutes were approved:

8/23/2022

Melissa Carter

Melissa Carter, City Clerk

