

**COMMISSION MEETING MINUTES
TUESDAY, SEPTEMBER 13TH, 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 DEBORAH MAPLES
COMMISSIONER JASON SWINDELL
COMMISSIONER ANN MARIE VANNOSTER
COMMISSIONER ROBERT YORK

Absent:

COMMISSIONER JUSTIN DOANE

City Staff in attendance:

CITY ATTORNEY PAUL KRITZ
CITY MANAGER MARK HALL
DIRECTOR OF IT CHRIS FELIX
DIRECTOR OF FINANCE STEPHANIE RICHARDSON
DIRECTOR OF ELECTRIC UTILITY MIKE SHOOK
BUILDING OFFICIAL MATT CONGER
DIRECTOR OF WATER SERVICES STEVE SMITH
SPECIAL PROJECTS COORDINATOR CHUCK SHIVELY

- A. CALL TO ORDER** – Mayor Ann Marie Vannoster
- B. ROLL CALL** – Commissioner Justin Doane was absent.
- C. INVOCATION** – Pastor Yves Kinangwa, First United Methodist Church
- D. PLEDGE OF ALLEGIANCE TO THE AMERICAN FLAG**
- E. REVIEW OF AGENDA**
- F. CONSENT AGENDA**
 - 1. City Commission Meeting Minutes – Tuesday, August 23rd, 2022
 - 2. Resolution R-22-57 a Resolution to authorize the Mayor to execute a Mortgage Release in the favor of Baroness Properties, LLC.
 - 3. 2022 Appropriation Ordinance No. AO-22-17 – \$5,013,307.34

MOTION: Move to approve items 1 & 2 of the consent agenda as presented.

ACTION: MOTION: VANNOSTER SECOND: YORK
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.

**COMMISSION MEETING MINUTES
TUESDAY, SEPTEMBER 13TH, 2022**

2

Mike Ewy, 2952 W. Northbrook, addressed the commission requesting support for a Moderate Income Housing grant application. The application would require the commission to adopt a resolution indicating support of the MIH application prior to submittal.

REGULAR AGENDA ITEMS

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

I. OLD BUSINESS

1. Second Reading Ordinance G-22-06 an Ordinance to Establish a Noise Ordinance in the City of Coffeyville.

City Attorney Paul Kritz and City Manager Mark Hall stated they had received no comments on the Ordinance since first reading.

MOTION: Move to approve Resolution G-22-06 agenda as presented.

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

J. NEW BUSINESS

1. Resolution R-22-58 a Resolution to authorize a Purchase order to Allgeier, Martin and Associates for Engineering Service to prepare a Comprehensive Facility Plan for improvements or replacement of the Water Treatment Plant.

Director of Water Services Steve Smith stated due to the age of the current facility, increased demand and needed upgrades; it is recommended an assessment of a new water treatment plant versus an upgrade to the current plant be completed to determine what is in the city's best interest in the short and long term. This agreement will provide a comprehensive Facility Plan for improvements or replacement of the city's Water Treatment Plant.

MOTION: Move to approve Resolution R-22-58 agenda as presented.

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

2. Resolution R-22-59 a Resolution to authorize a Purchase order to Allgeier, Martin and Associates for Engineering Services to prepare plans for Raw Water Pump House Improvements at the Water Treatment Plant.

Director of Water Services Steve Smith stated with the age of the facility, replacement plans are necessary as part of our water system analysis. This agreement will prepare plans and technical specification for the replacement of the Raw Water Pump House at the Water Treatment Plant.

MOTION: Move to approve Resolution R-22-59 agenda as presented.

ACTION: MOTION: YORK SECOND: SWINDELL
ROLL CALL: ALL PRESENT AYE

3. Resolution R-22-60 a Resolution to authorize a Purchase order to Allgeier, Martin and Associates for Engineering Services for Water Line Replacement at the Water Treatment Plant.

Director of Water Services Steve Smith stated the city has had numerous problems with the existing

**COMMISSION MEETING MINUTES
TUESDAY, SEPTEMBER 13TH, 2022**

3

water lines and aging valves. This agreement will prepare plans and technical specifications for replacement of six water lines and multiple isolation valves running from the water plant to the ground storage reservoirs.

MOTION: Move to approve Resolution R-22-60 agenda as presented.

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

4. Resolution R-22-61 a Resolution to execute a Close-in Training Area License Agreement for the Kansas Army National Guard.

City Attorney Paul Kritz stated the city received a request from the Kansas Army National Guard to renew a license agreement to allow the Guard to conduct training exercises in areas around the airport property and the armory building. The agreement term is for five years, commencing October 1, 2022 and ending September 30, 2027.

Sergeant Dustin Housel, Kansas Army National Guard stated the location is very valuable to the Guard for use in training and exercising their equipment. This agreement will benefit the community as it allows them to bring in 300-400 additional troops each year for training at this location.

MOTION: Move to approve Resolution R-22-61 agenda as presented.

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

5. Resolution R-22-62 a Resolution to authorize a Quitclaim Deed to 120 West Paul Street. Building Official Matt Conger explained Ms. Reyes owns the property at 116 and 118 West Paul Street and plans to construct a residence on those lots. The lot at 120 West Paul will be used as the yard for the new residence.

MOTION: Move to approve Resolution R-22-62 agenda as presented.

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

6. Ordinance S-22-06 an Ordinance to Rezone property owned by Peak Transload Terminal Services from Business Commercial District to Light Industrial District. Building Official Matt Conger stated Michael Turchi, Peak Transload Terminal Services, LLC requested to rezone the property for purposes of operating transloading services from and to rail cars and tanker trucks. The Planning & Zoning Board approved the application at their September 6, 2022 meeting.

MOTION: Move to approve Ordinance S-22-06 agenda as presented.

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

7. Resolution R-22-63 a Resolution to execute a Real Estate Contract to purchase 302 E. 6th for the Electric Services Department.

**COMMISSION MEETING MINUTES
TUESDAY, SEPTEMBER 13TH, 2022**

4

City Attorney Paul Kritz stated this property is directly north of the Electric Department's cooling tower #4 and directly south of the department's utility pole storage yard. Purchase of this property will allow the department to better secure and expand our pole storage yard and utility operations.

MOTION: Move to approve Ordinance R-22-63 agenda as presented.

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

8. Resolution R-22-64 a Resolution to award a construction contract to J. Graham Construction for the Kansas State Historical Society 2021 Kansas Rural Preservation Grant. Special Projects Coordinator Chuck Shively stated the city received a grant from the Kansas Rural Preservation Fund for a total of \$50,000. The lone construction bid for this project from J. Graham Construction was for \$80,033. This will increase the city's share of the total project cost to \$41,533 including engineering and administration costs.

MOTION: Move to approve Ordinance R-22-64 agenda as presented.

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

9. Resolution R-22-65 a Resolution to approve purchase materials from Factory Tile for the remodel of the ground floor at City Hall. Building Official Matt Conger stated this tile will be used in the lobby being constructed on the ground floor of City Hall.

MOTION: Move to approve Ordinance R-22-65 agenda as presented.

ACTION: MOTION: YORK SECOND: SWINDELL
ROLL CALL: ALL PRESENT AYE

10. City Manager's Report

City Manager Mark Hall said that staff is working to prepare for winter. The current sales tax allocated to USD 445 will expire on September 30, 2022 and collections at that time will switch to the newly approved sales tax for community improvements. We will not see collections begin on that tax until the new year. Housing continues to be a focus and staff anticipates meeting with USDA next week. He reported it will be a busy 2023.

11. Comments from Commissioners and Staff

Director of Electric Services, Mike Shook shared the new bid prices from J Graham Construction for roof replacement at the power plant. Due to difficulty in getting materials and product price increases, the bid price has increased in costs by \$67,000. The commission requested we secure the available materials available to J Graham Construction and bring back a Change Order to the original bid price for commission approval.

Mayor Vannoster requested an update on local sales tax collections. Director of Finance, Stephanie Richardson reported our August collections are up 11.79% over this time last year.

**COMMISSION MEETING MINUTES
TUESDAY, SEPTEMBER 13TH, 2022**

5

Mayor Vannoster took a moment to remember Mary Wilson who passed August 9, 2022. Mary regularly attended commission meetings and welcomed everyone who attended. Her funeral service will be Saturday, September 24, 2022 at 10am at the St. Paul's Episcopal Church at 7th and Elm Streets.

Commissioner Swindell reported the New Vision World Ministries, located at 906 Elm Street, will have a Community Breakfast on the third Saturday of each month. Breakfast will be served from 7-10:30am and they are suggesting a \$5 donation. He also reminded the community of the Hispanic Celebration in Coffeyville on September 24, 2022. A Hispanic Revival will be held at the New Vision World Ministries Church at 7pm on September 23, 2022 and 1:00pm on September 24, 2022.

Commissioner Maples announced the runway lighting project is complete at the Coffeyville Municipal Airport. Director of Airport Services has been working very hard on the improvements at the airport. A tenant for the South Hangar has been found and repairs are being scheduled to prepare the hangar.

Commissioner York expressed his desire to support housing in Coffeyville. He stated we need to ensure we have good, accurate plans and we are doing everything the right way.

K. EXECUTIVE SESSION(s)

L. GENERAL STAFF, COMMITTEE & BOARD REPORTS AND MINUTES

1. Sales Tax Report – August 2022
2. Building Permit Report – August 2022
3. Coffeyville Police Department Crime Statistic – August 2022
4. Hillcrest Golf Course Report – August 2022

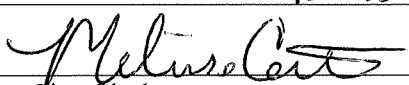
M. ADJOURN

Move to Adjourn

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

Time the meeting was adjourned: 7:35 pm

Date the minutes were approved:

9/27/2022


Melissa Carter, City Clerk