

COMMISSION MEETING MINUTES
TUESDAY, JANUARY 24TH, 2023 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 JASON SWINDELL
COMMISSIONER ANN MARIE VANNOSTER
COMMISSIONER ROBERT YORK

Absent:

COMMISSIONER DEBORAH MAPLES

City Staff in attendance:

CITY ATTORNEY PAUL KRITZ
CITY MANAGER MARK HALL
CITY CLERK MELISSA CARTER
DIRECTOR OF IT CHRIS FELIX
DIRECTOR OF HUMAN RESOURCES ALLISON PRYOR
DIRECTOR OF ENGINEERING SERVICES THOMAS OSBORN
DIRECTOR OF HOUSING CHARLA BROWN
USDA GROUP COORDINATOR REBECCA GATH

- A. **CALL TO ORDER** – Mayor Ann Marie Vannoster
- B. **ROLL CALL**
- C. **INVOCATION** – Pastor Mark Waits, Solid Rock United Pentecostal Church
- D. **PLEDGE OF ALLEGIANCE TO THE AMERICAN FLAG**
- E. **REVIEW OF AGENDA**
- F. **CONSENT AGENDA**
 - 1. City Commission Meeting Minutes – Tuesday, January 10, 2023
 - 2. 2023 Appropriation Ordinance No. AO-23-02 \$5,067,508.04

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.

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REGULAR AGENDA ITEMS

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

1. City of Coffeyville 2022 Service Awards.

I. OLD BUSINESS

J. NEW BUSINESS

1. Resolution R-23-01 a Resolution to implement a Personnel Memorandum of Agreement with the International Brotherhood of Electrical Workers, AFL-CIO Local No. 1523, effective January 1st, 2023 through December 31st, 2023.

Director of Human Resources Allison Pryor stated the City has completed negotiations with the International Brotherhood of Electrical Workers AFL-CIO Local No. 1523. This agreement covers January 1, 2023 through December 31, 2023. Summary of changes to the contract were attached to the Agenda item Negotiations for 2024 will be scheduled for July, 2023.

MOTION: Move to approve Resolution R-23-01 agenda as presented.

ACTION: MOTION: DOANE SECOND: YORK

ROLL CALL: ALL PRESENT AYE

2. Resolution R-23-02 a Resolution to approve submission of an Airport Capital Improvement Plan to the FAA.

Director of Engineering Services Thomas Osborn stated that every year they update the needs of the airport to send to FAA which applies towards the \$150,000 in entitlement funds from the FAA which can be banked up to four years. The project being submitted this year is to pave the 1735 Runway in 2025

MOTION: Move to approve Resolution R-23-02 agenda as presented.

ACTION: MOTION: VANNOSTER SECOND: DOANE

ROLL CALL: ALL PRESENT AYE

3. Resolution R-23-03 a Resolution to authorize the execution of a quitclaim deed to 1904 South Walnut.

Director of Engineering Services Thomas Osborn stated this property was deeded to the city and the owners of the property next door are purchasing it.

MOTION: Move to approve Resolution R-23-03 agenda as presented.

ACTION: MOTION: YORK SECOND: VANNOSTER

ROLL CALL: ALL PRESENT AYE

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4. Resolution R-23-04 a Resolution to approve Housing and Community Development Programs from the 40% portion of the ½ cent Sales Tax for Fiscal Year 2023.

- A. New Construction Single-Family Housing Incentive Program
- B. New Construction Multi-Family Housing Incentive Program
- C. First Time Homebuyer Incentive Program
- D. Senior Assistance Programs
 - 1. Weatherization and Home Security Program for Senior Citizens and Disabled
 - 2. Emergency Home Repair Assistance for Senior Citizens and Disabled
- E. USDA Programs

Director of Housing Charla Brown and USDA Group Coordinator Rebecca Gath went over the various programs that will be utilized from the 40% portion of the Sales Tax for 2023.

MOTION: Move to approve Resolution R-23-04 agenda as presented.

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

5. Resolution R-23-05 a Resolution to approve Park Improvements from the 40% portion of the ½ cent Sales Tax for Fiscal Year 2023.

- A. Sycamore Park Improvements 2023

City Manager Mark Hall went over the improvements for Sycamore Park in 2023.

MOTION: Move to approve Resolution R-23-05 agenda as presented.

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

6. Resolution R-23-06 a Resolution to approve Historic Downtown Programs, Grants and Incentives from the 20% portion of the ½ cent Sales Tax for Fiscal Year 2023.

- A. Historic Downtown Rehabilitation Grant and Relocation Incentive Programs
 - 1. Mixed-use Development Grant Program
 - 2. Façade Improvement Grant Program
 - 3. Construction Improvement Grant Program
 - 4. Electrical Improvement Program
 - 5. Mechanical Improvement Grant Program
 - 6. Plumbing Improvement Grant Program
 - 7. Relocation Incentive Program
- B. Historic Downtown Grant

City Manager Mark Hall went over the Historic Downtown programs, grants and incentives that will be utilized in the 20% portion of the Sales Tax in 2023.

MOTION: Move to approve Resolution R-23-06 agenda as presented.

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

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7. City Manager's Report

City Manager Mark Hall stated that city staff is ready for the potential snow tonight. There are great plans for this year with the Sales Tax initiative.

8. Comments from Commissioners and Staff

Commissioner York asked about where we were at with the damage at the old fire house. Mark Hall stated things are still getting settled.

K. EXECUTIVE SESSION(s)

L. GENERAL STAFF, COMMITTEE & BOARD REPORTS AND MINUTES

1. Sales Tax Report – December 2022

M. ADJOURN

MOTION: Move to Adjourn

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

Time the meeting was adjourned: 7:34 pm

Date the minutes were approved:

2/14/23
Melissa Carter

Melissa Carter, City Clerk

