

COMMISSION MEETING MINUTES
TUESDAY, JULY 11TH, 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 DEBORAH MAPLES
COMMISSIONER JASON SWINDELL
COMMISSIONER ANN MARIE VANNOSTER
COMMISSIONER ROBERT YORK

City Staff in attendance:

CITY MANAGER MARK HALL
DIRECTOR OF IT CHRIS FELIX
DIRECTOR OF FINANCE STEPHANIE RICHARDSON
DIRECTOR OF PUBLIC WORKS JIM BRADSHAW
DIRECTOR OF AIRPORT SERVICES JARROD POWERS
DIRECTOR OF GOLF SCOTT LAZENBY
DIRECTOR OF CHARLA BROWN

- A. **CALL TO ORDER** – Mayor Ann Marie Vannoster
- 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, June 27th, 2023
 - 2. 2023 Appropriation Ordinance No. AO-23-13 \$767,961.94

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

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

**COMMISSION MEETING MINUTES
TUESDAY, JULY 11TH, 2023**

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.

Jim Falkner, 1014 W. 3rd, came to the podium and gave a shout out to Meagan Rosson and stated that the City is down to one meter reader which is unfortunate. He said that she told him his bill will be late and higher than normal. Mr. Falkner stated that we need volunteers in many community organizations and encouraged members of the community to get involved.

Deborah Sharp, 1402 S. Willow, came to the podium and said it is time for their 11th annual first responder appreciation cookout.

Gail Smith, 1451 CR 4500, came to the podium and said that this year's Summer Celebration surpassed anything they've done so far. There were about 100 cars for the car show, 37 in the kiddie car show and about 50-60 vendors. He said it was packed, especially for the fireworks. Mr. Smith it was the best fireworks show they've had. He thanked the City and said the park was beautiful. He complimented the businesses and individuals of Coffeyville for making it great. Mayor Vannoster told Gail he did an amazing job and thanked him for all he does for this event.

Jim Falkner returned to the podium to encourage administration to fill the Department Head positions with qualified personnel as quickly as possible.

REGULAR AGENDA ITEMS

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

I. OLD BUSINESS

1. Second Reading of Charter Ordinance No. 29 a Charter Ordinance exempting the City of Coffeyville from the provisions of K.S.A. 13-1024a and providing substitute and additional provisions on the same subject relating to general improvements and the issuance of bonds for the purpose of paying for said improvements and repealing Charter Ordinance No. 9 of the City.

MOTION: Move to approve Charter Ordinance No.29 as presented.

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

2. Second Reading of Ordinance S-23-01 an Ordinance to allow alcohol to be served during the Coffeyville Area Chamber of Commerce's 'Hops Around Town' Beer Festival Event.

MOTION: Move to approve Second Reading of Ordinance S-23-01 as presented.

ACTION: MOTION: YORK SECOND: MAPLES
ROLL CALL: MAPLES – AYE, YORK – AYE, DOANE – AYE,
VANNOSTER – AYE, SWINDELL - NAY

COMMISSION MEETING MINUTES
TUESDAY, JULY 11TH, 2023

3

J. NEW BUSINESS

1. Resolution R-23-39 a Resolution to approve the KDOT Agreement for design of crack seal and repainting of Runway 4-22 at the Coffeyville Municipal Airport.

Director of Airport Services Jarrod Powers stated that on October 11, 2022 he came before them asking for approval to apply for a KDOT grant to repaint runway 17/35 and crack seal and repaint of runway 4/22. On February 15th they were notified that we will receive the grant funding for a total of \$565,000 with our local match of \$53,250. They are on schedule to apply for a FAA grant to resurface runway 17/35 in 2025. Mr. Powers doesn't believe it is good business to paint 17/35 for \$245,000 and in two years grind it off and paint it again. He has been in contact with KDOT to see if we can use the funds allocated for 17/35 to be used in the 2025 FAA grant project. If approved for 4/22 our local match would be \$27,750.00.

MOTION: Move to approve Resolutions R-23-39 as presented.

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

2. Resolution R-23-40 a Resolution to approve Task Order #4 with Lochner, Inc. for design of crack seal and repainting of Runway 4-22 at the Coffeyville Municipal Airport.

MOTION: Move to approve Resolutions R-23-40 as presented.

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

3. Resolution R-23-41 a Resolution to approve the KDOT Agreement for the construction phase of crack seal and repainting of Runway 4-22 at the Coffeyville Municipal Airport.

MOTION: Move to approve Resolutions R-23-41 as presented.

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

4. Resolution R-23-42 a Resolution to authorize the lease purchase financing for the purpose of financing the requisition of municipal golf carts for Hillcrest Golf Course.

City Manager Mark Hall stated that we have an aging fleet of golf carts. This will be a lease-purchase agreement over 66 months for a cost of \$147,840.00.

MOTION: Move to approve Resolutions R-23-42 as presented.

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

5. Discussion on Commission consensus to submit Notice of Revenue Neutral Rate Intent to the County Clerk.

Director of Finance Stephanie Richardson stated the legislature passed Senate Bill 13 along with House Bill 2014 establishing a Revenue Neutral Rate for municipalities in Kansas in an effort to increase transparency of taxes levied. One of the steps is that the City must give notice to the County Clerk by July 20th if you are going to exceed the Revenue Neutral Rate. Our calculate Revenue Neutral Rate is calculated to be 48.669 Mills this year. The

COMMISSION MEETING MINUTES
TUESDAY, JULY 11TH, 2023

4

Commission has expressed that they would like to keep our mill levy where it has been for the past four years at 53.129 Mills. The Notice of Intent has been prepared that will go to the residents and will set the Hearing date for August 22nd Commission Meeting. All Commissioners consented to submit the notice to the County.

6. City Manager's Report

City Manager Mark Hall said that commended staff and Gail for the pride in Summer Celebration. More features have been put in at Sycamore Park and more is to come. Mr. Hall stated that he was unable to be at the last Commission Meeting due to a family emergency but he had intended to announce his retirement effective December 22nd, 2023. He stated they will be going to Washington to seek 50 million dollars, programs and discussing the USDA program. Director of Housing Charla Brown came to the podium and stated they appreciate the Commission approving the grant. She stated there are 2 approved for the USDA Program and 2 waiting to be approved. Ms. Brown said that the ABC coalition was awarded a grant for a 24 hour child care facility and will hopefully be breaking ground next week. Mr. Hall spoke about the shortage of workers and the residency requirements for City employees.

7. Comments from Commissioners and Staff

Director of Public Works Jim Bradshaw gave an update on the Safe Routes to School and Rails to Trails Projects. He said that it started on October 17th, 2022 and the contractor was originally given 105 working days to reach substantial completion with 30 days clean-up. As of today, the contractor is at 136 working days and has not reached substantial completion. They are working back on West 8th to pour back driveway approaches. They have poured sidewalks from Overlook to the Welding School. Contractors are dealing with a shortage of concrete due to other larger projects from the plant. KDOT did not do a stop work order for that. As of today, the contractor is 23 days in type A liquidated damages which will change to type B once they hit 30 days and that is at a different rate. The contractor sent an e-mail stating that they intend to be done with all concrete work by the end of the week and complete all backfilling and grating by the end of next week. Due to the seed and mulch portion of this grant, KDOT will probably hold the contract open until fall as it will be difficult to get it to grow this time of year. Mr. Bradshaw went through some areas that did not pass on the walk through that the contractors will be replacing. The inspector on the project will do a final walkthrough to determine what is acceptable on the LD's and what's not. They will negotiate that with the contractor and the City will be notified.

Commissioner York commended the Recreation Commission and their board for the new phase at Sherwin Williams Park. He thanked Gail and his team for the great job on Summer Celebration. Commissioner Swindell announced the breakfast this Saturday at Vanguard Christian School, it is a \$5 donation at 906 Elm Street from 7am to 10:30am. Mayor Vannoster announced on Saturday, August 5th the Junior Advisory Council are having a Junior Triathlon at Pfister Park. Midland Theater's Vaude in the Ville is on August 5th and Roosevelt Middle School. Vice Mayor Doane announced that this is his last meeting as he has been working in Tulsa and traveling back and forth. He said it is time for his family to go ahead and move. Vice Mayor Doane said that it has been an honor to serve and he has learned a lot. He thanked the citizens for voting for him and hopes he has done what he set out to do and put the City on a better track. He said he appreciates and enjoys everyone he is up there and has enjoyed working with City employees. Mayor Vannoster said that she thinks they have been a good team and has enjoyed working with him. Vice Mayor Doane was presented with a plaque.

**COMMISSION MEETING MINUTES
TUESDAY, JULY 11TH, 2023**

5

K. EXECUTIVE SESSION(s)

L. GENERAL STAFF, COMMITTEE & BOARD REPORTS AND MINUTES

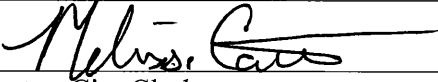
1. Sales Tax Report – June 2023
2. Coffeyville Police Department Crime Statistics – June 2023
3. Hillcrest Golf Course Report – June 2023

M. ADJOURN

MOTION: Move to Adjourn

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

Time the meeting was adjourned: 7:37 pm
Date the minutes were approved: 7/27/23



Melissa Carter, City Clerk

