

COMMISSION MEETING MINUTES
TUESDAY, SEPTEMBER 26TH, 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 PAM JONES
COMMISSIONER DEBORAH MAPLES
COMMISSIONER JASON SWINDELL
COMMISSIONER ANN MARIE VANNOSTER
COMMISSIONER ROBERT YORK

City Staff in attendance:

CITY MANAGER MARK HALL
CITY CLERK MELISSA CARTER
DIRECTOR OF IT CHRIS FELIX
DIRECTOR OF ENGINEERING SERVICES THOMAS OSBORN
SUPERINTENDENT OF ELECTRIC GENERATION TONY LAWSON
DIRECTOR OF WASTEWATER SERVICES SHANE GEORGE
DIRECTOR OF HOUSING CHARLA BROWN

- A. **CALL TO ORDER** – Mayor Ann Marie Vannoster
- B. **ROLL CALL**
- C. **INVOCATION** – Pastor Dick Smith, First Baptist Church
- D. **PLEDGE OF ALLEGIANCE TO THE AMERICAN FLAG**
- E. **REVIEW OF AGENDA**
- F. **CONSENT AGENDA**
 - 1. City Commission Meeting Minutes – Tuesday, September 12th, 2023
 - 2. Resolution R-23-64 a Resolution to authorize the Mayor and City Clerk to execute a mortgage release in favor of Vincent Dewayne Parker.
 - 3. 2023 Appropriation Ordinance No. AO-23-18 \$5,744,085.41

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

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

- 4. 2023 Appropriation Ordinance No. AO-23-18A (Isham's) \$200.76

MOTION: Move to approve item 4 of the consent agenda as presented.

ACTION: MOTION: YORK SECOND: MAPLES
ROLL CALL: MAPLES – AYE, YORK – AYE, SWINDELL - AYE,
VANNOSTER – ABSTAIN, JONES - AYE

**COMMISSION MEETING MINUTES
TUESDAY, SEPTEMBER 26TH, 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.

John Vest, 208 N Elm, came to the podium and stated that he hi here because his last water bill showed that he used 46,000 gallons of water. He said that he has no leaks. Mr. Vest said that he had a high water bill a year ago but that was due to a neighbor stealing his water. The City called him on the 14th a day before his bill was due to let him know about the 46,000 gallons and that an alarm had gone off on the 7th. Mr. Vest said that he was wearing a heart monitor that month so he was not bathing regularly that month. He said there is no way he used that much water and his bill is almost \$700. He feels like it is due to the new meters. A meter reader did come back to his house and said it was moving but not much. He asked why he was not contacted when the meter went off on the 7th. Mr. Vest would like to see someone do something about this.

Justin Martin, 2211 W. 3rd, came to the podium and said that he had spoken with Commissioner York and the other Commissioners should have received Justin Willoughby's proposal to investigate the shell pit and inquired if a decision had been made or where they were with that. Mark Hall replied that they are looking into the safety and legal aspects of it. Jim Falkner, 1014 W. 3rd, came to the podium and asked the City Manager if the City has a current Memorandum of Agreement with the railroad concerning how long they can keep tracks blocked. Mr. Hall replied that is dictated by KDOT and it is no longer than 20 minutes. There is a number to call to report if it is longer. We have voiced our opinion with them and we will continue to do that as we can't hold up traffic that long.

REGULAR AGENDA ITEMS

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

I. OLD BUSINESS

- 1. Second Reading of Ordinance G-23-05 an Ordinance to update certain Electric Rate Schedules and PCA adjustment.**

MOTION: Move to approve Second Reading of Ordinance G-23-05 as presented.

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

**COMMISSION MEETING MINUTES
TUESDAY, SEPTEMBER 26TH, 2023**

3

J. NEW BUSINESS

1. Resolution R-23-65 a Resolution to authorize Change Order #1 for the structural crack repair on the concrete chimney project.

Superintendent of Electric Generation Tony Lawson stated while on site completing work on the Chimney project, they observed significant structural cracks and areas of the chimney wall that have shifted out of plane within the upper 6' of the chimney that require more substantial repairs as included in the photographs. Staff recommends the approval and authorization of Change Order #01, to Gerard Chimney in the amount of \$7,500.00 for the structural crack repair on the concrete chimney project.

MOTION: Move to approve Resolutions R-23-65 as presented.

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

2. Resolution R-23-66 a Resolution to authorize a lease-purchase agreement for the purpose of financing a sewer cleaner truck for the Wastewater Department.

Director of Wastewater Services Shane George stated over the last year the Wastewater Collections and Stormwater Departments has demoed 3 sewer cleaner trucks that meet our needs. We have also acquired 3 price quotes with Key Equipment being the lowest bidder of \$414,992.77. It has been past practice for the Wastewater Collections Department to purchase a new sewer cleaner truck every 10 years. The last one was purchased in July of 2011 over 12 years ago. The current truck will get passed to the Stormwater Department to maintain the storm sewers and also be used as a backup for Wastewater collections. The current 1998 sewer truck will be traded in for the new truck. Staff recommends adoption of the resolution authorizing municipal lease/purchase financing through Baker Tilly for the purchase of a 2024 Vactor 2100i from Key equipment in the amount of \$414,992.77.

MOTION: Move to approve Resolutions R-23-66 as presented.

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

3. Resolution R-23-67 a Resolution to authorize Change Order #4 with Tantalus Systems to purchase additional demand meter licenses for single phase electric meters.

Director of Technology Chris Felix stated this is Change Order #4 for the AMI project through Tantalus. When the bids were approved through Tantalus they thought they had purchased everything needed but noticed we weren't getting demand readings. In talking through this with Tantalus, it turned out that we missed a specific line item to get the licensing for that. This Change Order would solidify getting those. Tantalus has been providing those licenses for us to capture those readings but this will allow us to purchase them. Demand gives us a better overall picture of the electric usage at a residence.

MOTION: Move to approve Resolutions R-23-67 as presented.

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

**COMMISSION MEETING MINUTES
TUESDAY, SEPTEMBER 26TH, 2023**

4

4. Resolution R-23-68 a Resolution to authorize purchase of Acronis backup hardware and software for the City of Coffeyville.

Director of Technology Chris Felix stated that our current backup solution, Unitrends, has been ok for backing up our servers but reached its end of life earlier this year. During this time we have moved to a new server platform. Unitrends does an ok job doing the backups but doesn't capture at the level we would like. We can backup files and settings but we can't take an image of that specific server at any given time. To gain that functionality. Acronis, a part of SCALE, has a backup system that does exactly what we'd like to do. Acronis gives us the ability to take snapshots, instant restores and are back within a couple minutes. As part of this we get ransomware, malware protection. It will notify us of changes and return the file, giving us added protection. This item was budgeted for.

MOTION: Move to approve Resolutions R-23-68 as presented.

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

5. City Manager's Report

City Manager Mark Hall stated staff is closing out projects. The walking path and shelters are next on the list for Sycamore Park. It will be done by December 31st, next year's park is North Park. We have received over \$60,000 in donations for more park equipment. Decking removal on the downtown awnings went well and the column removal will begin in November. Mr. Hall said that the 7 new houses on Gibson will be completed this year. He stated that there will be an update in the near future on the USDA program and national recognition.

6. Comments from Commissioners and Staff

City Clerk Melissa Carter stated that Cleanup Coffeyville has been scheduled for the week of October 16th and went through the extended hours the tree dump will be open for residents to dispose of bulk items, what items are accepted and what items are not. A driver's license with a Coffeyville address or City utility bill is required to show. There will be a household hazardous waste drop off and a drug take back day. Mayor Vannoster said that she hoped residents take advantage of this week to get things cleaned out before winter. She said there will be a lot of visitors in town for events and reunions in the next couple months.

K. EXECUTIVE SESSION(s)

1. Executive Session to discuss personnel matters of nonelected personnel.

MOTION: Move to recess to Executive Session for the purpose of discussing personnel matters of non-elected personnel as permitted by the non-elected personnel matter exception to the Open Meetings Act, as set forth in K.S.A. 75-4319(b)(1), to include the City Commission to reconvene in the Commission Room at 7:40 p.m.

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

L. GENERAL STAFF, COMMITTEE & BOARD REPORTS AND MINUTES

1. Building Permit Report – August 2023

COMMISSION MEETING MINUTES
TUESDAY, SEPTEMBER 26TH, 2023

5

M. ADJOURN

MOTION: Move to Adjourn

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

Time the meeting was adjourned: 7:38 pm

Date the minutes were approved:

10/10/2023
Melissa Carter
Melissa Carter, City Clerk

