COMMISSION MEETING MINUTES
TUESDAY, JANUARY 23RD, 2024 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 DON EDWARDS
COMMISSIONER JIM FALKNER
COMMISSIONER ALEC HENDRYX
COMMISSIONER DEBORAH MAPLES
COMMISSIONER ANN MARIE VANNOSTER

City Staff in attendance:

INTERIM CITY MANAGER TIM WILSON
CITY CLERK MELISSA CARTER
CITY ATTORNEY PAUL KRITZ
DIRECTOR OF IT CHRIS FELIX
DIRECTOR OF PUBLIC WORKS THOMAS OSBORN
DIRECTOR OF WASTEWATER SERVICES SHANE GEORGE
DIRECTOR OF BUILDING SERVICES MATT CONGER
CODE ENFORCEMENT OFFICER ANGIE STEVENS
FOREMAN OF WASTEWATER COLLECTION SHORTY FOREMAN
UTILITY COMPLIANCE MANAGER KEVIN MERSBERG
DIRECTOR OF HOUSING CHARLA BROWN

A. CALL TO ORDER – Mayor Alec Hendryx

B. ROLL CALL

C. INVOCATION – Paul Kritz

D. PLEDGE OF ALLEGIANCE TO THE AMERICAN FLAG

E. REVIEW OF AGENDA

MOTION: Move to Amend the Agenda to add an Executive Session for consultation with the City Attorney regarding matters that would be deemed privileged in the attorney- client relationship.

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

F. CONSENT AGENDA

1. City Commission Meeting Minutes – Tuesday, January 9th, 2024
2. 2024 Appropriation Ordinance No. AO-24-02 $5,270,479.33

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

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

3. 2024 Appropriation Ordinance No. AO-24-02A (Isham's) $68.47

MOTION: Move to approve item 3 of the consent agenda as presented.

ACTION: MOTION: EDWARDS SECOND: FALKNER
ROLL CALL: MAPLES – AYE, EDWARDS - AYE,
VANNOSTER – ABSTAIN, FALKNER– AYE, HENDRYX - 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.

<u>REGULAR AGENDA ITEMS</u>

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

1. 2023 City of Coffeyville Employee Service Awards.
   City Clerk Melissa Carter and directors of departments presented Service Awards to the employees in attendance and read the names of those that were unable to attend.

2. Coffeyville Area Chamber of Commerce Year End Report 2023.
   Candi Westbrook, President of the Coffeyville Area Chamber of Commerce came to the podium and went over the membership, events, economic development programs offered, Tourism events and activities, business and community engagement and collaboration efforts the Coffeyville Area Chamber of Commerce did in 2023.

I. OLD BUSINESS

1. Second Reading of Ordinance G-24-01 an Ordinance amending Chapter 2, Article III, Division I, Section 2-50 of the Code of Ordinances of the City of Coffeyville, Kansas and replacing any conflicting Ordinances or parts thereof. (Employee Residency Requirements)

MOTION: Move to approve Second Reading of Ordinance G-24-01 as presented.

ACTION: MOTION: EDWARDS SECOND: HENDRYX
ROLL CALL: ALL AYE

J. NEW BUSINESS

1. Discussion and Action to make an appointment to the Coffeyville Recreation Commission.
   Applicants Mike O'Connor and Meredith Smith came to the podium to state why they would like to be on the Coffeyville Recreation Commission.

MOTION: Move to appoint Meredith Smith to the Coffeyville Recreation Commission for a term expiring March 10th, 2028.

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

2. Discussion and Action to make an appointment to the Planning Commission.

MOTION: Move to appoint Pam Jones to the Planning Commission for a term expiring March 10th, 2028.

ACTION: MOTION: EDWARDS SECOND: FALKNER
ROLL CALL: ALL AYE

3. Resolution R-24-02 a Resolution to approve cancellation of up to $2,500.00 in utility bills incurred by the Warming Center at 501 E. 9th in Coffeyville, KS during the period beginning January 1, 2024 through March 31st, 2024 and October 1st, 2024 through December 31st 2024.
City Clerk Melissa Carter said that the Warming Center at 501 E. 9th in Coffeyville opened in November of 2023. Touch of Life Ministries turned the old Lowell Elementary School into a place where people can stay if they don't have a warm place to go when temperatures drop to freezing or below. Currently, they have 10 beds but have made room for more when there is need. They serve breakfast, lunch, dinner and provide snacks, drinks and toiletries. During this last period of bitterly cold temperatures and winter weather that Coffeyville received, the Warming Center was open. Through donations and volunteers they were able to stay open 24 hours the majority of those days. During this period, they had anywhere from 3 to 12 people staying at the Center at a time. The Warming Center is operated solely on donations and run by volunteers. This center provides an invaluable service to the Coffeyville community and is the only service of this type in the City limits. Alicia Melton with Touch of Life Ministries came to the podium and discussed the participation, regulations, needs, donations received, their mission to continue to help visitors at the center, and the vision of the future plans of the center.

MOTION: Move to approve Resolution R-24-02 as presented.

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

4. Discussion on mandatory trash service contracts.
Director of Public Works Thomas Osborn stated that Coffeyville has a required residential trash service that we contract out. Our current contract is with Republic Trash Service for a three year contract that expires the end of March of 2025. When going out for bid in the past, we have heard that a 3 year contract is not long enough especially if it is a company setting up new service. Mr. Osborn said that the bid specs are almost ready but is asking the Commission their thoughts on extending the contract past 3 years. Discussion ensued on the term of the contract, the size of the trucks, alley pick-up, cost, and bid options. Mr. Osborn will send the proposed bid specs to the Commissioners and set up a work session if they wish.

5. City Manager's Report
Interim City Manager Tim Wilson reported that they have filled some more key positions, there are still some open. The final flyer has been sent to SGR for the City Manager search. Mr. Wilson said City employees have done a great job over the past two weeks. There have been four fires, PD has helped, Public Service treatex the roads and water crews have repaired over 20 leaks. He said that the City really came together and he could not be more

proud of the job they did. He said we are working on ways to improve every day.

6. Comments from Commissioners and Staff
   Commissioner Vannoster said that she would like to echo Tim's remarks about City Employees. She thanked Fire, Police, Electric, Water, Public Service and everybody for what they have been doing. Vice Mayor Falkner apologized to the Commission for not including everyone on the discussion for a series of Town Hall meetings. He asked about the report about the trip to Washington D.C. about the levee raising project because they have yet to receive a formal report on that. Vice Mayor Falkner asked about department tours for the new Commissioners. He then asked about the tennis courts and wants everyone to get on the same page. Tim Wilson said that he has met with multiple partners and everyone is interested in a solution for the tennis courts.

K. EXECUTIVE SESSION(s)

1. Executive Session for preliminary discussion of the acquisition of real property.
2. Executive Session for consultation with the City Attorney regarding matters that would be deemed privileged in the attorney-client relationship.

MOTION: Move to recess to Executive Session for two purposes. First, to engage in a preliminary discussion regarding the acquisition of real property, as permitted by K.S.A. 75-4319(b)(6) of the Open Meetings Act, to include the City Commission, City Manager, City Attorney, Director if Housing, Director of Public Works and Director of Building Services, for a period of 10 minutes; and second, to consult with the City Attorney regarding matters that would be deemed privileged in the attorney-client relationship, as permitted by K.S.A. 75-4319(b)(2) of the Open Meetings Act, to include the same persons, for a period of 10 minutes, to reconvene in the Commission Room at 8:30 p.m.

ACTION: MOTION: EDWARDS SECOND: FALKNER
ROLL CALL: ALL AYE

L. GENERAL STAFF, COMMITTEE & BOARD REPORTS AND MINUTES

M. ADJOURN

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

Time the meeting was adjourned: 8:32 pm

Date the minutes were approved:
2/13/24

Melissa Carter

Melissa Carter, City Clerk