

**COMMISSION MEETING MINUTES
TUESDAY, MAY 12TH, 2020 6:30 P.M**

The Board of Commissioners met in Regular Session at 6:30 p.m.. Mark Hall was in the Commission Room. The meeting was held via Zoom due to the COVID-19 situation. The meeting was called to order by Mayor Bauer

Present:

COMMISSIONER PAUL BAUER
COMMISSIONER ANN MARIE VANNOSTER
COMMISSIONER ROBERT YORK
COMMISSIONER TRACY MAXSON
COMMISSIONER JUSTIN DOANE

City Staff in attendance:

CITY MANAGER MARK HALL
CITY CLERK MELISSA CARTER
IT DIRECTOR CHRIS FELIX
DIRECTOR OF FINANCE STEPHANIE RICHARDSON
ELECTRIC UTILITY DIRECTOR MIKE SHOOK
FIRE CHIEF BILLY COCKMAN
DIRECTOR OF PUBLIC WORKS CHUCK SHIVELY

- A. **CALL TO ORDER** – Mayor Paul Bauer
- B. **ROLL CALL** – All Present
- C. **INVOCATION** – Reverend Lee Passwater
- D. **PLEDGE OF ALLEGIANCE TO THE AMERICAN FLAG**
- E. **REVIEW OF AGENDA**
- F. **CONSENT AGENDA**
 - 1. City Commission Meeting Minutes – Tuesday, April 28, 2020
 - 2. Second Reading of Ordinance S-20-02 an Ordinance to Authorize a loan agreement through KDHE for the purpose of obtaining a loan from the Kansas Public Water Supply Loan Fund for the purpose of financing a public water supply project
 - 3. 2020 Appropriation Ordinance No. AO-20-09 - \$957,003.78

MOTION: Move to approve item 1,2, and 3 of the consent agenda as presented.

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

G. COMMENTS

1. Comments from Public

The public is free to comment on items not listed on the agenda. Please address comments to the Commission as a body, and be mindful of others who may also wish to speak by limiting comments to 3 minutes.

No members from the public were in the Commission Room.

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REGULAR AGENDA ITEMS

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

I. OLD BUSINESS

J. NEW BUSINESS

1. Discussion and action to Approve cereal malt beverage license for Lil Charro Mexican Market.

City Clerk Melissa Carter stated that Lil Charro Mexican Market had submitted their application for a Cereal Malt Beverage License. The background check was complete. An initial inspection from the Coffeyville Fire Department has taken place and there are a few things they need to do to get up to code. They anticipate being ready in a couple weeks and they will contact the Fire Department for a Final Inspection.

MOTION: Move to approve cereal malt beverage license for Lil Charro Mexican Market pending completed inspection from the Coffeyville Fire Department.

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

2. Resolution R-20-32 to Approve funds from hazmat budget for additional cost of new brush/grass truck as the quote from the original grant agreement from Firehouse Subs decreased.

Fire Chief Billy Cockman explained that they sent the form back in to Firehouse Subs for the Crew Cab edition of the truck. Firehouse Subs then sent the grant award back with the amount \$34,900 which was the price for the Single Cab which now leaves a balance of \$3,400 which will come out of their hazmat funds. Fire Chief Cockman stated that he did not want to contact Firehouse Subs about that mistake as they are giving them \$34,900.

Commissioner York asked what his hazmat funds are used for. Fire Chief Cockman replied that they are for repairs and equipment but that they have a \$20,000 grant awarded to them from the State for these needs and that they have applied for an \$80,000 grant for this year. This will leave only \$800 in that hazmat fund but they have already received the \$20,000 in grants for that this year so they are covered.

MOTION: Move to approve Resolution R-20-32 as presented.

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

3. Resolution R-20-33 to Approve Coffeyville Reawakening "Pocket Park" Proposal.

City Manager Mark Hall stated that the City was approached by Coffeyville Reawakening with the desire to create a pocket park at 8th Street and Elm where there is a parking lot. A mural was recently painted on the building to the East which was funded by Coffeyville Reawakening. They would like to place playground equipment in the green spot to the East and also do some improvements to the parking lot with the idea of a Union Pacific Railroad theme. Staff has met and thinks anything that will present to the public something with a historical theme and improve the quality of life is good for Coffeyville. They also requested that should this become a larger project they would like to expand into some of the parking lot. Staff feels that is viable. This resolution is simply giving permission for them to

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create the park and possibly expand it in the future with the City still maintaining ownership of the property. This will allow them to go forward with getting grants and donations for the project. In the future the maintenance of the equipment would eventually fall on the city. They are looking at local crafts people to do some of the work. Mayor Bauer stated this will be in a good spot for those coming into the downtown area. Commissioner Maxson asked if the Parks Board had been informed. Mark Hall stated they would be made aware. City Attorney Paul Kritz asked if Union Pacific had been contacted for permission to use their name and likeness. Commissioner York replied that the biggest piece for the funding of this project was a Union Pacific Grant.

MOTION: Move to approve Resolution R-20-32 as presented.

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

4. City Managers Report

City Manager thanked the Mayor and Commissioners for their understanding in the learning of the new way we are doing meetings as we have always tried to remain open to the public. He stated that staff discussed in today's meeting about opening City Hall and facilities. That will be sent to the Commission in the next couple days. Mr. Hall noted that it is dependent on the governor's emergency order. The intention is to open City Hall on May 18th. He appreciates staff who have been performing all their duties, practicing social distancing, and cleaning. Employees have been encouraged to wear masks and have been cooperative. He thanked the community for working through this situation.

5. Comments from Commissioners and Staff

Commissioner York stated that one of the roles of the Commission was to do a performance evaluation on the City Manager as he is their employee and they are looking at some forms to do that. Commissioner York then asked where we were on Census numbers and if there is anything they need to do to help that. Mark Hall stated that we are 50.9%. Melissa Carter stated that we have been posting links and instructions on our Facebook page and that we are in a competition with other towns in Montgomery County. Mayor Bauer asked what the competition was. Mrs. Carter stated that there are no stakes yet but that we are open to suggestions. Commissioner Maxson asked about the space by the airport and what was going to be done with the money from the lease. Mark Hall stated that they will repair all damages and because it is airport property the money goes to the airport fund. The lease has been extended and they are being notified that we need to work with FAA for long term repairs. Phoenix has been notified that we need to start making those repairs and if they would like to discuss a lease arrangement with FAA and the City. Commissioner Maxson then asked if anyone from Northbrook had contacted Chris Felix about the line of sight to upgrade services in that area. Chris Felix replied no, they had not. Commissioner Vannoster commented on the Coffeyville Foundation's program Coffeyville Together and that they have generated \$15,000 to the businesses participating. This means the foundation will match this amount and donate that to non-profit foundations in the area. Mark Hall stated that Commissioner Doane had brought to the city's attention that the Kansas State Department of Commerce has announced that there will be an application from the Community Development Block Grant to apply for economic funds for small business and food programs. Staff tried to get into the application today but the site had trouble and shut down but there is time for the application process. Chuck Shively noted that it does need a

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public hearing which will be published in the paper. He said that we will need a Special Commission Meeting to approve the resolution for that. Commissioner York asked how many days were left on the 11th street project. Mark Hall stated that the last one was 21 but he will check.

K. EXECUTIVE SESSION(s)

L. GENERAL STAFF, COMMITTEE & BOARD REPORTS AND MINUTES

1. 1st Quarter Treasurer's Report
2. April 2020 Sales Tax Report
3. March 2020 Building Permit Report
4. April 2020 Building Permit Report
5. Library B.O.T. March Minutes
6. Library B.O.T. March Special Meeting Minutes
7. CPD April 2020 Crime Statistics

M. ADJOURN

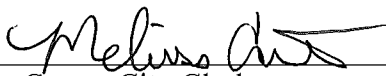
MOTION: Move to Adjourn

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

Time the meeting was adjourned: 7:20 pm

Date the minutes were approved:

5/26/2020



Melissa Carter, City Clerk

