

**COMMISSION MEETING MINUTES  
TUESDAY, JULY 28<sup>th</sup>, 2020 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 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  
CITY ATTORNEY PAUL KRITZ  
IT TECH RAY HEINZ  
DIRECTOR OF FINANCE STEPHANIE RICHARDSON  
CHIEF OF POLICE KWIN BROMLEY  
ELECTRIC UTILITY DIRECTOR MIKE SHOOK

- A. **CALL TO ORDER** – Mayor Paul Bauer
- B. **ROLL CALL**
- C. **INVOCATION** – Paul Kritz
- D. **PLEDGE OF ALLEGIANCE TO THE AMERICAN FLAG**
- E. **REVIEW OF AGENDA**
- F. **CONSENT AGENDA**
  - 1. City Commission Meeting Minutes – Tuesday, July 14<sup>th</sup>, 2020
  - 2. Action to set a public hearing for August 11<sup>th</sup>, 2020, 6:30 pm for the FY 2021 budget.
  - 3. 2020 Appropriation Ordinance No. AO-20-14 – \$4,056,890.13

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

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

- 4. 2020 Appropriation Ordinance No. AO-20-14A (Isham's) – \$153.43

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

ACTION: MOTION: YORK SECOND: DOANE  
ROLL CALL: BAUER, DOANE, MAXSON, YORK – AYE;  
VANNOSTER-ABSTAIN

**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.

Max Williams, 3408 W 1<sup>st</sup>, asked what could be done about the Railroad Tracks on East 1<sup>st</sup> street as they are pitiful. Mayor Bauer stated that we need to reach out to Watco for that. City Manager Mark Hall stated that they had the same complaint a month ago and asked Watco to come out to take care of that and that we would reach out to them again. Mr. Williams stated that 4<sup>th</sup> and 8<sup>th</sup> is not much better.

**REGULAR AGENDA ITEMS**

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

1. Announcement of the Coffeyville Police Departments Grant Award to respond to Coronavirus.

Chief of Police Kwin Bromley announced that they received a grant for \$61,655 from the State for preventing, preparing and responding to Coronavirus. They intend to utilize the funds to purchase PPE equipment such as masks, gloves, and sanitizer. It will also be used for overtime reimbursement for staff due to Covid-19. Additionally they would like to purchase specialty dispatch software which would enable dispatch to receive vital information and get information out faster. Chief Bromley noted that Chad Soles wrote the grant and Stephanie Richardson assisted.

**I. OLD BUSINESS**

**J. NEW BUSINESS**

1. Resolution R-20-49 a Resolution to allow the Coffeyville Police Department to apply for 2021 Federal Edward Byrne Memorial Justice Assistance Grant.

Chief of Police Kwin Bromley stated that the Federal Edward Byrne Memorial Grant is made available every year for law enforcement to assist in numerous projects including officer safety. This particular grant would enable the police department to purchase, upgrade and expand their digital communication system. Purchase equipment to improve law enforcement services for the City and surrounding areas. Specifically they are looking at replacing all of their handheld walkie talkies which are reaching the end of their life cycle. They are also looking at raising the height of their back-up radio tower, purchasing equipment for the crisis negotiating team, and also a metal detector.

MOTION: Move to approve Resolution R-20-49 as presented.

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

2. Resolution R-20-50 a Resolution Authorizing the offering for sale of general obligation refunding bonds of the City of Coffeyville, KS.

Director of Finance Stephanie Richardson introduced Tom Kaleko with Baker Tilly-on conference call - who will discuss the bond refunding and what are next steps are. Tom stated we have a couple of refunding opportunities available to us to refund outstanding debt for interest cost savings. The first is refunding of the series 2011A which are general

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obligation bonds which funded various public works improvements. We are refunding \$2,890,000 in principal. These are called current refunding as the redemption date is November of this year and we are refunding within 90 days of that which is done on a tax exempt basis. The future value savings is estimated at about \$323,000 which is 10.4 % of the refunded principal. Mr. Kaleko stated the second refunding is the 2015B Electric Utility System Revenue Bonds. Those were originally backed by utility revenues. This is an advanced refunding as it will be done more than 90 days before the call date which is June 1, 2025. This will be on a taxable basis. The taxable rates are so low at this point in time that we can proceed with the refunding and still achieve a very good savings. With refunding approximately \$38 million of principal the future value savings is about \$3.4 million which is 6.5% of the refunded principal. If we proceed the next step would be to take bids on August 25<sup>th</sup> at 10:00 am with review at 6:30 pm that day and closing on September 24<sup>th</sup>. Redemption of the 2011A bonds would be the beginning of November.

MOTION: Move to approve Resolution R-20-50 as presented.

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

3. Discussion and Action on Coffeyville City Recreation Center repairs.

City Manager Mark Hall showed the Commissioners pictures of moisture damage to the walls at the Coffeyville City Recreation Center. Mr. Hall is asking for repairs to be made for the damage. He stated there were 2 bids and Graham Construction was the lowest bid at \$7,998. The Recreation Center will assist in the cost with \$1200 from their budget. The City's portion would be \$6,798 which would come out of the City Recreation Building Fund.

MOTION: Move to approve repairs for the Coffeyville City Recreation Center as presented.

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

4. Ordinance G-20-01 First Reading of Ordinance for Cost of Service Update - Electric Rate Adjustments.

Director of Electric Utilities Mike Shook stated that the City of Coffeyville had a Cost of Service study performed in 2015 by Utility Financial Solutions which included a rate design. The plan is to slowly adjust rates to meet cost of service. UFS recommends adjusting rates slightly to achieve cost of service for each individual rate class. The process to move each customer class to their respective cost of service involves adjusting rates slightly over 5 years including instituting a customer charge for each rate class. The proposed adjustments would ultimately reduce residential and large power customer rates by .7-1% while general service customers could have a slight increase of up to 1%. As part of this, Mr. Shook stated that they will be reviewing every customer in general service to make sure they are categorized in the right rate.

MOTION: Move to approve Ordinance G-20-01 as presented.

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

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5. Resolution R-20-51 a Resolution to Authorize a Subordination Agreement for the benefit of Dirty's Tavern.

City Attorney Paul Kritz stated that in 2016 the City made a business loan to Dirty's Tavern of Coffeyville in the amount of approximately \$39,000. That loan was secured by a second mortgage on the commercial property on 9<sup>th</sup> street and some equipment. That mortgage was subject to a first mortgage in favor of Welch State Bank in the amount of \$58,500. Dirty's is in the process of refinancing its loan obligation and perhaps borrowing a little more money for additional improvements. As a condition of that loan Welch State Bank is requesting the City to subordinate its loan position to maintain its second position. The subordinated amount is not to exceed \$85,660. Dirty's loan balance with the City currently stands at \$24, 353. If approved, all of the loan conditions would remain in place.

MOTION: Move to approve Resolution R-20-51 as presented.

ACTION:      MOTION: YORK      SECOND: BAUER  
ROLL CALL: BAUER, DOANE, VANNOSTER, YORK – AYE;  
MAXSON-ABSTAIN

6. City Manager's Report

City Manager Mark Hall pointed out the 2019 Crime Statistics from the Coffeyville Police Department and how the numbers have gone down. He commended the police department and thanked them for all their hard work in making Coffeyville safer. Staff is working hard and moving forward. There are still several projects out there and moving forward. He commended the Commission on their work on the budget and thanked them for their guidance.

7. Comments from Commissioners and Staff

Vice Mayor Doane commended Chief Bromley and the Police Department. Mayor Bauer commented that the budget sessions went well and the City staff did good and are using their budgets wisely. Commissioner Vannoster commented they do a great job on how to keep it going because we have the same things still to take care of. Vice Mayor Doane asked how the City staff was doing related to Covid. City Manager Mark Hall stated that we do have a couple of staff in quarantine but it is getting better.

**K. EXECUTIVE SESSION(s)**

**L. GENERAL STAFF, COMMITTEE & BOARD REPORTS AND MINUTES**

1. 2019 FBI Crime Stats – Coffeyville
2. Building Permit Report – June 2020
3. Library Board of Trustees Minutes – June 2020

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M. ADJOURN

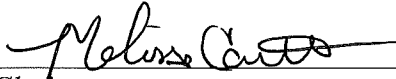
MOTION: Move to Adjourn

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

Time the meeting was adjourned: 7:20 pm

Date the minutes were approved:

8/11/2020



Melissa Carter, City Clerk

