

**COMMISSION MEETING MINUTES
TUESDAY, NOVEMBER 24TH, 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 CLERK MELISSA CARTER
CITY ATTORNEY PAUL KRITZ
IT DIRECTOR CHRIS FELIX
DIRECTOR OF FINANCE STEPHANIE RICHARDSON
DIRECTOR OF ELECTRIC UTILITY 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, November 10th, 2020
2. 2020 Appropriation Ordinance No. AO-20-22 – \$3,771,997.28

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

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

3. 2020 Appropriation Ordinance No. AO-20-22A (Isham's) – \$361.22

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

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

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

**COMMISSION MEETING MINUTES
TUESDAY, NOVEMBER 24TH, 2020**

2

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, stated that since the death of Mr. Roesky the Aviation Heritage Museum has not had the proper care and maintenance that he provided. He noted that him and a small group of volunteers are trying to clean-up and restore the interior. He asked that if the Commission gets a request for assistance in that effort, he encourages them to participate.

REGULAR AGENDA ITEMS

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

I. OLD BUSINESS

J. NEW BUSINESS

1. Discussion and action to make an appointment to the Planning Commission.

Jim Falkner spoke to why he was interested in serving on the Planning Commission.

MOTION: Move to appoint Jim Falkner to the Planning Commission for the vacant term expiring January 1st 2022.

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

2. Discussion and action to Approve Lump Sum Fiscal Performance Payment to Union and Non-union employees based upon the City of Coffeyville's 2020 fiscal performance.

Director of Finance Stephanie Richardson stated this is similar to what was done at the end of 2019. She noted that Mark Hall has worked with staff to let them know how important budgeting is, how important it is to save funds, and the impact the employees role is in the budget. Mrs. Richardson noted that staff has worked to control spending by purchasing needs instead of wants and limited capital spending. She stated that Mr. Hall has continued to ask staff to be more efficient on day to day operations and as a result we have been able to hold the mill levy in 2020 and 2021. Mr. Hall is requesting to award a 2020 lump sum fiscal performance payment to the employees. The funds have been reviewed and they feel the savings have been created in order to offer this to employees. It would be the same as last year – 3% on base rate for employees whom have not had a contractually obligated step increase. The employees whom have had the increase would receive a 1% on their base salary.

MOTION: Move to Approve Lump Sum Fiscal Performance Payment to employees based upon the City of Coffeyville's 2020 fiscal performance as presented.

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

3. Resolution R-20-83 a Resolution to Approve Vehicle Replacement – Unit 1078 - Electric Meter Service Truck.

Director of Electric Utilities Mike Shook stated this is to replace the 2008 Ford Meter Service truck that currently has 190,000 plus miles on it. It is experiencing mechanical

**COMMISSION MEETING MINUTES
TUESDAY, NOVEMBER 24TH, 2020**

3

issues and break downs over the past several years. Mr. Shook reached out to Quality Motors in Independence whom offered a 2021 model at a comparable price to state contract pricing.

MOTION: Move to approve Resolution R-20-83 as presented.

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

4. City Manager's Report

Director of Finance Stephanie Richardson noted that the SPARK funding Fiber project is moving forward. The contractors have been in town this week testing the fiber and the installation will begin next Monday and that should take two and a half weeks. She noted that the Police Department is participating in the Kansas Thanksgiving Safe Arrivals Campaign which will go until this Sunday. All traffic laws are being enforced as well as removing impaired drivers. Mrs. Richardson stated that the Public Works has 85% installation done on the new playground equipment at North Park and it is schedule to be completed next week. She stated that the street sweeper is scheduled to run downtown tomorrow morning and will run each Friday (if that Friday is a holiday it will run the day before) as long as the weather allows. Mayor Bauer asked if there was a pre-treatment that could be put on the oil spots that are downtown to help remove those. Mrs. Richardson replied that she would ask. She stated City facilities will be closed for the Thanksgiving holiday on Thursday and Friday. She noted that we are excited to participate in the Christmas parade December 4th at 6:00 pm and the City will have the Santa float once again. Mrs. Richardson noted that we are also working with the Chamber of Commerce and Coffeyville Reawakening on the Christmas on the Plaza events which is being held along with the Brown Mansion Candlelight Tours. She wished everyone a Happy Thanksgiving and to be safe and stay healthy.

5. Comments from Commissioners and Staff

Commissioner Vannoster stated that this was fantastic year for the Coffeyville Area Community Foundation Match Day which helps 21 local non-profit groups. In 2018 Match Day produced – \$ 106,000, in 2019 - \$103,000 and this year it raised \$116,000. She thanked Community State Bank for loaning them the 8th and Beech Drive-In. Commissioner Vannoster noted that once again Coffeyville came through. Commissioner York thanked the Bernard and Effie Jo Wade Family Foundation and the Pratt Family Charitable Fund for providing those matching funds. City Attorney Paul Kritz announced that the rails to trails project is moving forward as the appraisers came back with a \$1500 value to be paid to the courts. Mayor Bauer stated that masks are being ordered through an Executive Order through Governor Kelly. He then read the following statement: By the new Executive Order, beginning tomorrow, all persons in Kansas will be required to wear a face covering when they are in certain public situations, including persons in those Counties that previously opted out of Executive Order No. 20-52. The Coffeyville City Commission endorses both of the Governor's Executive Orders as sound measures to help ensure our residents keep each other safe; to relieve potentially unsustainable burdens on the local and regional healthcare systems; and to keep our local businesses and help our local economy. Those are the purposes of the Governor's Executive Orders, as stated in the Orders, and the City Commission believes they are reasonable measures that should be supported. When you wear a mask, you are protecting yourself and other people. You are not only protecting the people

COMMISSION MEETING MINUTES
TUESDAY, NOVEMBER 24TH, 2020

4

you see around you in the store — you are also protecting their high risk family members they've left at home. We can't ask the community strongly enough, to please continue to be diligent; to use social distancing; and to do your part in helping to control the spread of the disease. We are also advocating wearing masks in public. Please wear masks in public. Mayor Bauer then noted that the Montgomery County Commission is meeting to talk about this at the County level. Commissioner York noted that there may be a medical reason that people are not wearing a mask so he encouraged others to be kind to each other and don't judge others.

K. EXECUTIVE SESSION(s)

1. Executive Session pursuant to KSA 75-4319 (b) (2) consultation with an attorney for the public body or agency which would be deemed privileged in the attorney-client relationship.

MOTION: Move to recess to executive session pursuant to KSA 75-4319 (b) (2) to discuss certain contract issues pursuant to the attorney-client relationship exception, to include the City Attorney, Director of Electric Utilities, and Finance Director, and to reconvene in the commission room at 7:30 pm (30 minutes).

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

L. GENERAL STAFF, COMMITTEE & BOARD REPORTS AND MINUTES

M. ADJOURN

MOTION: Move to Adjourn

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

Time the meeting was adjourned: 7:31 pm

Date the minutes were approved:

12/8/2020

Melissa Carter

Melissa Carter, City Clerk

