

**COMMISSION MEETING MINUTES  
TUESDAY, DECEMBER 8<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 DIRECTOR CHRIS FELIX  
DIRECTOR OF FINANCE STEPHANIE RICHARDSON  
DIRECTOR OF ELECTRIC UTILITY MIKE SHOOK  
DIRECTOR OF ENGINEERING THOMAS OSBORN  
BUILDING INSPECTOR MATT CONGER  
DIRECTOR OF HUMAN SERVICES ALLISON PRYOR

- A. CALL TO ORDER** – Mayor Paul Bauer
- B. ROLL CALL**
- C. INVOCATION** – Dick Smith
- D. PLEDGE OF ALLEGIANCE TO THE AMERICAN FLAG**
- E. REVIEW OF AGENDA**
- F. CONSENT AGENDA**
  - 1. City Commission Meeting Minutes – Tuesday, November 24<sup>th</sup>, 2020
  - 2. Action to set a Public Hearing for December 22<sup>nd</sup>, 2020 for the 2020 Amended Budget.
  - 3. 2020 Appropriation Ordinance No. AO-20-23 – \$2,476,700.09

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

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

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**REGULAR AGENDA ITEMS**

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

1. Coffeyville Area Chamber of Commerce Year End Report.

Candi Westbrook Executive Director of the Coffeyville Area Chamber of Commerce gave a Presentation on the 2020 Coffeyville Area Chamber of Commerce Year to Date Report. This included their goals in keeping businesses strong, communication, collaboration, new initiatives, tourism, activities and events.

**I. OLD BUSINESS**

**J. NEW BUSINESS**

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

John Vest spoke on why he was interested in serving on the Planning Commission. No motion was made.

2. Discussion and action to make an appointment to the Juvenile Community Corrections Board.

Marilyn Goodson spoke to why she was interested on serving on the Juvenile Community Corrections Board.

MOTION: Move to appoint Marilyn Goodson to the Juvenile Community Corrections Board for the unfinished term expiring June 30<sup>th</sup>, 2023.

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

3. Discussion and action to make appointments to the Park Advisory Board.

Frankie Hull and Robert Kriebel spoke to why they were interested on serving on the Parks Advisory Board.

MOTION: Move to appoint Frankie Hull and Robert Kriebel to the Parks Advisory Board for terms expiring January 1<sup>st</sup>, 2025.

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

4. Resolution R-20-84 a Resolution to Approve the Subdivision Plat submitted by Coffeyville Hospitality, LLC.

Building Inspector Matt Conger noted that last Tuesday the Planning and Zoning Board met about 202 W 11<sup>th</sup> to re-plat the break of the Southwest corner of that property. Rick Thompson noted that it was the green space, they have a contract on the space and it needs to be split off.

MOTION: Move to approve Resolution R-20-84 as presented

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

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5. Resolution R-20-85 a Resolution to Approve the Negotiated Agreements with FOP, IAFF, IBEW, and IUOE.

Director of Human Resources Allison Pryor stated that this item deals with the negotiated agreements for the listed 4 bargaining units regarding their conditions of employment. She noted that in their packets they had summaries of the changes to each negotiated agreement and all have been signed off by the representatives and returned.

MOTION: Move to approve Resolution R-20-85 as presented

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

6. Resolution R-20-86 a Resolution to authorize the issuance of a purchase order to Kansas Eastern Region Insurance Trust for workers compensation insurance coverage for the City of Coffeyville to be effective January 1, 2021 through December 31, 2021.

Director of Human Resources Allison Pryor stated that as part of joining the Kansas Eastern Region Insurance Trust (KERIT) for workers compensation insurance coverage there is a 3 year membership agreement. Ms. Pryor went over what KERIT offers and their benefits and discounts. The quote for this upcoming year is \$126,701.00

MOTION: Move to approve Resolution R-20-86 as presented

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

7. Resolution R-20-87 a Resolution to Approve the City of Coffeyville fee schedule for 2021. City Clerk Melissa Carter stated that the City of Coffeyville fee schedule includes fees for various services and is reviewed annually. The biggest changes for this year are with the new permitting section to reflect Resolution R-20-77. Other changes include adding some licensing, changing the Oakcrest rental fee from \$25 to \$35 to match the deposit rate, removing the Youth Activity Center from the Building Rentals, and updating the water meter testing fee.

MOTION: Move to approve Resolution R-20-87 as presented

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

8. Discussion and action approve 2021 Cereal Malt Beverage Licenses.

City Clerk Melissa Carter stated that the City has received 17 applications for 2021 cereal malt beverage license renewals for businesses. The Fire Department has inspected each business location and they are all in compliance. Background checks have been completed by KBI. All renewals meet the requirements set out by state statute and are eligible to be licensed for 2021.

MOTION: Move to approve 2021 Cereal Malt Beverage Licenses

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

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9. City Manager's Report

City Manager Mark Hall thanked all of staff. He noted that we are progressing on North Park and other projects. He thanked the Electric Department for working with GRDA on upcoming projects. Mr. Hall mentioned the work on the new codes and the new housing program. He thanked staff for sticking together.

IT Director Chris Felix gave an update on the Fiber project. He stated that if it continues as smoothly as it has been, they will be done by Tuesday next week. He also noted that they are under also under budget.

10. Comments from Commissioners and Staff

Mayor Bauer mentioned the shootings that have occurred around Coffeyville since Thanksgiving. He gave a big shout out to the Coffeyville Police Department who are working countless hours to put an end to the situation. Mayor Bauer noted that it is a scary situation and wanted to try and ease minds as much as he can in that the police presence in trying to get this resolved is second to none and they are doing a great job. He encouraged people to speak up and if they know something say something.

Vice Mayor Doane asked about the Sales Tax. Director of Finance Stephanie Richardson came to the podium and stated that last month we showed that total collections showed were 9.61% above last year. This month we are 4.11% above where we were last year. Mrs. Richardson stated that last year for this month we had a large collection – large enough that she had called the state to make sure that it was correct which it was. She encouraged everyone to keep spending locally because it makes a difference. Commissioner York stated that at the downtown markets for Christmas on the Plaza they had excellent attendance and thanked folks for coming out to support that.

Vice Mayor Doane asked about the new shortened quarantine mandate and if City staff was adopting that for their employees. Mark Hall stated that at this time they will be adhering to KDHE's original quarantine guidelines but will continue to evaluate the situation as it progresses.

**K. EXECUTIVE SESSION(s)**

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

1. Building Permit Report – November 2020

**M. ADJOURN**

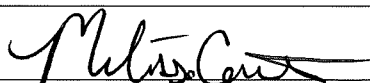
MOTION: Move to Adjourn

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

Time the meeting was adjourned: 7:23 pm

Date the minutes were approved:

12/22/2020

  
Melissa Carter, City Clerk

