

COMMISSION MEETING MINUTES
TUESDAY, JANUARY 26th, 2021 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 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 ENGINEERING SERVICES THOMAS OSBORN
DIRECTOR OF ELECTRIC UTILITY MIKE SHOOK
DIRECTOR OF PUBLIC WORKS JIM BRADSHAW

- A. **CALL TO ORDER** – Mayor Ann Marie Vannoster
- B. **ROLL CALL**
- C. **INVOCATION** – Pastor Randy DePriest
- D. **PLEDGE OF ALLEGIANCE TO THE AMERICAN FLAG**
- E. **REVIEW OF AGENDA**
- F. **CONSENT AGENDA**
 - 1. City Commission Meeting Minutes – Tuesday, January 12th, 2021
 - 2. 2021 Appropriation Ordinance No. AO-21-02 – \$3,888,983.34

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

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

- 3. 2021 Appropriations Ordinance No. AO-21-02A - \$96.25

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

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

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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.

REGULAR AGENDA ITEMS

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

1. Announcement of anticipated Kansas Health Championship Award.

Marci Roberts announced that the City of Coffeyville has been awarded the 2021 Kansas Health Champion Award. She noted how the City has gone above and beyond over the last few years in making an effort to improve the quality of life and health in Coffeyville. Some of the programs and initiatives Mrs. Roberts mentioned are: the tobacco free parks policy, the Master Trail Plan, the 9th Street Corridor Project, the Neighborhood Revitalization Project and the Community Gardens and Orchard.

I. OLD BUSINESS

J. NEW BUSINESS

1. Resolution R-21-03 a Resolution to approve the purchase of Playground Equipment for Pfister Park.

Director of Public Works Jim Bradshaw stated that in December of 2020 the City of Coffeyville was notified they were awarded a Customer Assistance grant through GRDA in the amount of \$25,000 for the purchase of playground equipment that will be installed at Pfister Park. The Parks Board has selected the equipment that has a cost of \$24,999. Laura Townsend, Marketing Programs and Community Relations Manager for the Grand River Dam Authority, came to the podium to officially award the \$25,000 to the City of Coffeyville. She stated that GRDA has been partners with the City for almost 20 years and this was an opportunity that they are happy to be able to provide. She thanked Mark Hall, Jim Bradshaw, and Mike Shook for all their work on this project.

MOTION: Move to approve Resolution R-21-03 as presented.

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

2. Resolution R-21-04 a Resolution to approve project list for the Airport Capital Improvement Plan with the FAA.

Director of Engineering Services Thomas Osborn stated the Airport Capital Improvement Program is updated every year in January. The project list lets the FAA know what the needs at the Airport are and the direction they would like to go. A project on the list is to rehabilitate runway 1735. The cost of that project is a little over 2 million with the City's part of it being \$200,000.

MOTION: Move to approve Resolution R-21-04 as presented.

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

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3. Resolution R-21-05 a Resolution to approve Master Services agreement with Lochner for Airport Consultant.

Director of Engineering Services Thomas Osborn stated that, as discussed at the last meeting, Lochner has been selected as the Airport consultant for the next 5 years. This Resolution is to approve that Service Agreement.

MOTION: Move to approve Resolution R-21-05 as presented.

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

4. Resolution R-21-06 a Resolution to approve work Task Order #1 under the Master services agreement with Lochner for the airport lighting project.

Director of Engineering Services Thomas Osborn stated that this Task Order #1 for the services agreement that was just approved. This is for the lighting on runway 1735 to get the project moving forward. Due to the cost this project it will be a multi-year grant using the entitlement funds for the years of 2018 through 2022. Task order #1 is for \$87,400.00 and is reimbursable as part of the grant once awarded. It is a 10% local match for the project. Entitlement funds can bank for 4 years at \$150,000 per year and the City currently has the full \$600,000 banked.

MOTION: Move to approve Resolution R-21-06 as presented.

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

5. Resolution R-21-07 a Resolution of intent to adopt a Neighborhood Revitalization Plan and setting a Public Hearing on the Proposal.

City Manager Mark Hall stated this is for a Neighborhood Revitalization Program that provides an incentive for housing improvements. It is also available for Commercial. There is an addition added from the previous NRP as the City has aged. This is a benefit that maintains the current property values and will eventually create a long term tax revenue. It is incentivized throughout the City with varied rebates based on need. This is a 10 year plan and will help to stabilize land values and help the City to grow. There are certain requirements that have to be met such as being in good standing with property taxes. It is performance based program and is transferrable.

MOTION: Move to approve Resolution R-21-07 as presented.

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

6. City Manager's Report

City Manager Mark Hall thanked employees for all that they do and they truly care about the community. He noted the partnerships with CVR and GRDA for the parks projects. He thanked the Electric Department, Jim Bradshaw, and Stephanie Richardson for their hard work and all they accomplish.

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7. Comments from Commissioners and Staff

Director of Finance Stephanie Richardson announced that the City is moving forward in taking applications for the CDBG-CV Meal Program grant funds. Applications will be posted on the City Website. This is limited to non-profit organizations and funds can be used for salaries, inventory, rent and non-city owned utilities. They will apply through the City and need to submit invoices to substantiate what they are applying for. There is a total of \$35,000 in funds available and the due date is February 19th. Applications will then be sent to the Regional Planning Commission for their review and brought to a Commission Meeting in March for approval. Upon approval it will be submitted to the State and once the City has received those funds they will be disbursed to the organizations.

Commissioner Bauer asked for an update on Prosperiti Builders for the next meeting. He noted that it has been a year now and he is hearing that there is no action out there.

Commissioner Bauer asked about the old fire department and what is happening with that. City Manager Mark Hall stated that they are looking to purchase a storage building to house what is there now and then the building will be put up for sale.

Commissioner York thanked CVR for their donations for playground equipment. He then thanked GRDA for their great partnership.

Commissioner Maxson asked about the old airport hangar and that it is falling in. Director of Engineering Thomas Osborn stated that is supposed to be removed by whom it is currently leased to. That lease is up in June and will then be returned to the City. Mr. Osborn stated that they are developing a business plan for the airport when the day to day operations are turned back over to the City. Commissioner Bauer asked about the damage done by the piping that Phoenix set. Mr. Osborn stated that area has been grated off and packed back in but is still in the process of being remedied.

K. EXECUTIVE SESSION(s)

L. GENERAL STAFF, COMMITTEE & BOARD REPORTS AND MINUTES

1. Building Permit Reports – December 2020
2. Coffeyville Recreation Commission Update – January 2021
3. CRS Activity 510 Hazard Mitigation Report

M. ADJOURN

MOTION: Move to Adjourn

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

Time the meeting was adjourned: 7:32 pm

Date the minutes were approved:

2/9/21



Melissa Carter, City Clerk

