

**COMMISSION MEETING MINUTES
TUESDAY, APRIL 13TH, 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 JUSTIN DOANE
COMMISSIONER TRACY MAXSON
COMMISSIONER ANN MARIE VANNOSTER
COMMISSIONER ROBERT YORK

City Staff in attendance:

CITY MANAGER MARK HALL
CITY CLERK MELISSA CARTER
CITY ATTORNEY PAUL KRITZ
DIRECTOR OF IT CHRIS FELIX
DIRECTOR OF FINANCE STEPHANIE RICHARDSON
DIRECTOR OF ELECTRIC UTILITY MIKE SHOOK
FIRE CHIEF BILLY COCKMAN
DIRECTOR OF ENGINEERING SERVICES THOMAS OSBORN

- A. **CALL TO ORDER** – Mayor Ann Marie Vannoster
- B. **ROLL CALL**
- C. **INVOCATION** – Pastor Doug Mund, Grace Fellowship Church
- D. **PLEDGE OF ALLEGIANCE TO THE AMERICAN FLAG**
- E. **REVIEW OF AGENDA**
- F. **CONSENT AGENDA**
 - 1. City Commission Meeting Minutes – Tuesday, March 23rd, 2021
 - 2. 2021 Appropriation Ordinance No. AO-21-07 – \$1,472,802.96

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

ACTION: MOTION: VANNOSTER SECOND: BAUER
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.
Marcus Kastler, 502 Overlook, came to the podium to announce that the Coffeyville Community Marketplace (formerly the Farmer’s Market) will be starting on May 1st with a big kickoff event. He stated there will be a variety of vendors, food, and music. The

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Marketplace will run from May through October. He encouraged citizens to come out and shop. This will be in the parking lot behind Brown's (10th & Maple). It will be from 9 am – 12pm and if people want to get involved they can visit the Coffeyville Community Marketplace Facebook or Instagram.

REGULAR AGENDA ITEMS

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

I. OLD BUSINESS

J. NEW BUSINESS

1. Resolution R-21-19 a Resolution to approve a contract with Muller Construction for the demolition of 10 structures.

Director of Engineering Services Thomas Osborn stated that each year the city does what they can to remove dilapidated structures that are beyond repair. This is to improve neighborhoods and safety for our citizens. The first 10 went out for bid and we received 2 bids – Muller Construction and G & G. Muller Construction was the low bid of \$38,550. It was noted that these properties are owned by individuals. Mr. Osborn stated that they have court ordered demolitions or they are a true hazard to the public. Notifications to owners have been made, the City does not take ownership of these lots. The owners will be invoiced, if they do not pay then a lien will go on their taxes.

MOTION: Move to approve Resolution R-21-19 as presented.

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

2. Resolution R-21-20 a Resolution to enter an engineering service agreement with Hipotential Power Services to provide electrical engineering, maintenance, testing, and support services for the Electric Utility.

Director of Electric Utility Mike Shook stated that we have used Hipotential services since 2008 for engineering services for generation, distribution and transmission operations. In 2018 an agreement was awarded to Hipotential for electrical engineering, maintenance, testing, and support services for the utility based on their familiarity, experience, and pricing levels. Since 2018 staff has been very satisfied with the services they have provided. Mr. Shook stated that Hipotential has agreed to hold their pricing from 2019 for all services. Therefore, staff is recommending Hipotential be awarded an additional 3 year agreement to provide services.

MOTION: Move to approve Resolution R-21-20 as presented.

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

3. Resolution R-21-21 a Resolution to Approve a Memorandum of Understanding by and between Coffeyville Resources Refining & Marketing, LLC and the City of Coffeyville regarding the construction of a new building with associated parking.

City Attorney Paul Kritz stated that last September Coffeyville Resources made a presentation for support to vacate certain streets and alleys around the refinery to

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accommodate the new office building and warehouse. The application was denied at the time but CVR was encouraged to get together and address the concerns that were raised at the meeting. Staff and CRRM personnel have collaborated and developed an MOU for the Commission's consideration. Material changes to CRRM's approach to the project include: 1st Street and Cedar Street will remain open under the new plan; the entrance to the new facility will be from Sunflower Street rather than 3rd Street; the traffic flow will remain unchanged; and CRRM will seek to rezone the lots to C-4 (Service Commercial) rather than I-1 (Light Industrial). The MOU sets forth the parameters for the project and the mutual understandings of the parties. If approved, CRRM will then initiate the zoning, conditional use, variance and street/alleyway vacation requests, which are subject to approval by the Planning and Zoning Commission and/or City Commission. A collateral benefit to the City will be the addition of a major improvement to the City's tax base. CRRM's Sterling Vance, Senior Project Manager and Brandee Stephens, Director of Corporate Affairs came to the podium to make a presentation. Mr. Vance stated that they heard the comments and made changes to accommodate those. They met with the city and the community to resolve all the issues they could. 1st and Cedar Streets vacation were removed from the request and they eliminated the delivery trucks off of 3rd Street. They added parking and pedestrian crossings at Harmon Park. They also eliminated the barb wire at the top of the fence and improved the alleyways behind the apartments. The buffer zone has been moved out to 4th Street and they are working with Sardis Baptist Church regarding the relocation of the church. They are continuing to work with the community anyway they can. Director of Engineering Services Thomas Osborn came to the podium and stated that they have worked closely with CRRM to go through all the codes, statutes, and ordinances to ensure they are following all regulations.

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

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

4. City Manager's Report

City Manager Mark Hall thanked staff for all that they are doing in preparing for Spring and Summer. Mowing has started. The meter project is getting closer to happening, it is being worked on to make things right. Mr. Hall thanked Electric Services and noted they have started working on Patterson. He mention that Death Alley is now lighted and thanked the Chamber for their work. It was noted that the new archway for that area is coming too. Staff has been working on the golf course to address some concerns. Mr. Hall stated the pool is going in the right direction and will open Memorial Weekend.

5. Comments from Commissioners and Staff

Commissioner Bauer asked about the tennis courts as it has been a topic on Social Media. He stated that we need to put a proposal together on what it will cost to fix it so we can let people know. Mr. Hall noted that he has had meetings with concerned citizens about the tennis courts. Commissioner Bauer stated that the impression on Social Media was that the City just didn't care about fixing them which is not true. The City operates on a budget and that if they had the money to fix it, they would. He suggested putting a plan together to address this and get that information out. Commissioner Bauer then asked about Cheyenne Street between the 100 and 200 block where gravel has been put down. Thomas Osborn answered that they are planning to go back with concrete and that they are getting pricing on

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asphalt. Mayor Vannoster noted that Highland Road is progressing. Mr. Osborn noted that they built a one lane gravel widening to allow for parking and traffic. Vice Mayor Doane announced that next Monday there will be a ribbon cutting for the 2 new homes being built on Gibson Street.

K. EXECUTIVE SESSION(s)

L. GENERAL STAFF, COMMITTEE & BOARD REPORTS AND MINUTES

1. Building Permit Report – March 2021
2. Sales Tax Report – March 2021
3. Library Board of Trustees Minutes – November 2020, December 2020 & January 2021

M. ADJOURN

MOTION: Move to Adjourn

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

Time the meeting was adjourned: 7:12 pm

Date the minutes were approved:

4/27/21

Melissa Carter

Melissa Carter, City Clerk

