

**COMMISSION MEETING MINUTES  
TUESDAY, MAY 11<sup>TH</sup>, 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 ANN MARIE VANNOSTER  
COMMISSIONER ROBERT YORK  
COMMISSIONER TRACY MAXSON  
COMMISSIONER JUSTIN DOANE

Absent:

COMMISSIONER PAUL BAUER

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  
DIRECTOR OF ENGINEERING THOMAS OSBORN  
DIRECTOR OF HOUSING CHARLA BROWN  
FIRE CHIEF BILLY COCKMAN

- A. **CALL TO ORDER** – Mayor Ann Marie Vannoster
- B. **ROLL CALL**
- C. **INVOCATION** – Pastor Joel Thompson, Coffeyville Nazarene
- D. **PLEDGE OF ALLEGIANCE TO THE AMERICAN FLAG**
- E. **REVIEW OF AGENDA**
- F. **CONSENT AGENDA**
  - 1. City Commission Meeting Minutes – Tuesday, April 27<sup>th</sup>, 2021
  - 2. Second Reading of Ordinance S-21-02 an Ordinance to allow alcohol to be served on 9<sup>th</sup> Street during the Coffeyville Chamber of Commerce ‘Hops Around Town-Beer Festival ‘on 10/9/2021.
  - 3. Resolution R-21-25 a Resolution to Execute a Mortgage Release in favor of Baroness Properties, LLC.
  - 4. 2021 Appropriation Ordinance No. AO-21-09 – \$1,067,711.41

MOTION: Move to approve items 1-4 of the consent agenda as presented.

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

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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.

Melissa Flippin, 2601 S. Walnut, came to the podium and stated that she owns a little over 11 acres and 7 of it is deemed agriculture. Ms. Flippin stated that she keeps receiving letters from the City stating that she has to cut it or it will be cut for her. She received a letter May 3<sup>rd</sup> stating it needed to be mowed, it had been mowed the week before but the City showed up on May 7<sup>th</sup> to mow and weed it. Ms. Flippin came to City Hall and spoke to Mr. Manley and said that he told her if there was one weed on her property over 12 inches long then they could come and mow and weed it and there was nothing she could do about it. Ms. Flippin stated that it is agriculture and would like to go back to that. She stated the last time it was mowed it cost her \$2,500. Ms. Flippin brought pictures showing that are weeds at City Hall, the fire station, and by the highways that are over 12 inches long.

Thomas Darbro, with Property Management at 1307 W. 11<sup>th</sup> came to the podium. Mr. Darbro questioned what the purpose on the landlord license is to have to designate an agent if they don't live within 60 miles. He stated that the reason he asks is that they manage 168 properties with 189 separate units with 54 owners. Mr. Darbro stated that they can start and stop utility services, set up licensing, arrange inspections, do repairs, and sign/terminate leases with tenants without additional paperwork. He stated that what he can't do is get a copy of a letter about high grass. He had a tenant get a letter and when he reached out to the city they told him to contact the owner to get a copy of the letter. Mr. Darbro then presented the research that he had done for Topeka and Wichita which neither require landlord licensing. He stated Kansas City does require a landlord license so he reached out to Code Enforcement there and they stated they would give him a copy of such a letter. Ideally, Mr. Darbro would like a copy of letters sent to tenants e-mailed to them. He stated the City is refusing to work with them. He stated that the Engineering Department told him that he could get added to the tax rolls for the property or contact all the owners and have them sign additional paperwork to receive copies of the letters. City Manager Mark Hall stated that the Landlord License is not for code violations, it is for safety and health violations. He stated that we would look into a way to designate the contact person on these forms to give that consent.

**REGULAR AGENDA ITEMS**

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

1. Fire Department Grant Award from Farm Credit Services of America.

Fire Chief Billy Cockman came to the podium and stated how grateful they were to Frontier Farm Credit Union for a grant to help buy equipment for the fire department. This grant is called the Working Here Fund and is for \$1,650 and will be used for a rescue harness. Chief Cockman thanked his grant writing team for their work on getting this grant.

**I. OLD BUSINESS**

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**J. NEW BUSINESS**

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

Applicant Joleen Swindell came to the podium and stated why she would like to be on the Planning Commission.

MOTION: Move to appoint Joleen Swindell to the Planning Commission for a term expiring January 1, 2024.

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

2. Ordinance S-21-03 an Ordinance to Rezone Field Kindley High School.

City Manager Mark Hall stated that on April 6<sup>th</sup> there was a petition for the Planning Commission to rezone Filed Kindley High School, however only an engineer was sent to the meeting but not a representative from the school. The Planning and Zoning Commission, understanding the importance of the project, moved to table that until the May 4<sup>th</sup> meeting so a representative from the school could be there to answer questions. The Planning and Zoning Board made a recommendation based on the information that was given. It is an R-1 (Residential 1) which does have restrictions from parking lots so with the information given for the use of the parking lot it was going to go to C-4 (Commercial-4). There would be a Conditional Use attached per Kansas Statute. Mr. Hall stated that after looking into this further that on a school property if the parking lot was for general public use it would have followed that process however since it so for staff use it only requires a petition. Mr. Hall then recommended to the Commission that with the additional information that the zoning application submitted by USD 445 be tabled and that USD 445 proceed with a permit application to further their project. Dr. Craig Correll, Superintendent of USD #445, came to the podium and confirmed that is the intent of the parking lot. He handed the Commission pictures of the parking lot and stated that he knew there were concerns and misconceptions about the parking lot being the entire front lawn. Dr. Correll stated that they want to keep the view of the buildings.

MOTION: Move to table Ordinance S-21-03.

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

3. City Manager's Report

City Manager Mark Hall stated that we are getting into the summer season and staff is working hard. Everything is being prepared for the pool and moving forward. Mr. Hall noted that Staff Appreciation was last week and the Department Heads came together to provide staff with a lunch. He said that staff truly believes in the betterment in the future of Coffeyville. He noted that the Housing Department has been having meetings and all that will be announced soon to the community.

4. Comments from Commissioners and Staff

Commissioner York noted that at the Brown Building downtown on the 3<sup>rd</sup> floor North side there is broken window and asked that notification be given to the owner. Commissioner York thanked the Planning and Zoning Board members for everything that they go through and volunteering their time and efforts to the community. Commissioner Maxson brought up

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the streets in West Coffeyville and that we have done some temporary fixes but wanted to know when we would be able to schedule that. Mr. Hall stated that we would look into that. Vice Mayor Doane thanked the two people that came forward in the comments from the public and let them know that we would look in to their issues. Mr. Doane then thanked the school board members that stuck around until the end of the meeting and let them know to reach out if they need anything. He noted that we really need to work on the communication piece. Mr. Doane thanked Ms. Maples for her work too. He then thanked the City Manager Mark Hall and let him know that they appreciated his work and all he does for the City. Mayor Vannoster noted that the end of May is coming up and that the crews are trying hard in getting things ready for Memorial Day. Commissioner York mentioned the wonderful group of Boys and Girls Club kids that came and visited City Hall last week. Mr. York noted the longevity of the service of employees to the City is amazing. Mayor Vannoster noted that budget time is coming up. Mr. Hall stated that will be the first week of July and our goal is to hold the mill levy.

**K. EXECUTIVE SESSION(s)**

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

1. Building Permit Report – April 2021

**M. ADJOURN**

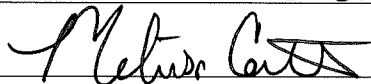
MOTION: Move to Adjourn

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

Time the meeting was adjourned: 7:20

Date the minutes were approved:

5/25/21



Melissa Carter, City Clerk

