

**COMMISSION MEETING MINUTES
TUESDAY, OCTOBER 12TH, 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 ANN MARIE VANNOSTER
COMMISSIONER ROBERT YORK

Absent:

COMMISSIONER TRACY MAXSON

City Staff in attendance:

CITY ATTORNEY PAUL KRITZ
CITY MANAGER MARK HALL
CITY CLERK MELISSA CARTER
DIRECTOR OF IT CHRIS FELIX
DIRECTOR OF FINANCE STEPHANIE RICHARDSON
DIRECTOR OF HUMAN RESOURCES ALLISION PRYOR
DIRECTOR OF AIRPORT SERVICES JARROD POWERS
BUILDING OFFICIAL MATT CONGER
CODE ENFORCEMENT OFFICER JOSH HOOD
COFFEYVILLE POLICE CAPTAIN DARIN DAILY

- A. **CALL TO ORDER** – Mayor Ann Marie Vannoster
- B. **ROLL CALL** – Commissioner Maxson was absent
- C. **INVOCATION** – Pastor Melvin Simpson, First Church of God in Christ
- D. **PLEDGE OF ALLEGIANCE TO THE AMERICAN FLAG**
- E. **REVIEW OF AGENDA**

MOTION: Move to Amend the Agenda to remove Item 10, Resolution R-21-74.

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

F. CONSENT AGENDA

- 1. City Commission Meeting Minutes – Tuesday, September 28th, 2021
- 2. 2021 Appropriation Ordinance No. AO-21-19 -

\$863,457.04

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

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

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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.

REGULAR AGENDA ITEMS

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

1. Recognition of Keith Caulkins for the Coffeyville Brick Sidewalk Restoration Project.

Mayor Vannoster stated that Keith Caulkins, on his own, has been cleaning and restoring brick sidewalks. She said that he is doing an immaculate job and this has been his own initiative, which is a tremendous way to lead by example.

City Manager Mark Hall introduced the new Fire Chief Kenny Ward. Chief Ward came to the podium and said that he is ecstatic to be here in Coffeyville and working with the community.

I. OLD BUSINESS

J. NEW BUSINESS

1. Ordinance S-21-06 an Ordinance to Rezone 2601 South Walnut.

Building Official Matt Conger stated that this is for all lots in Block 8 of the Browns Riverside Addition. In September, Ms. Flippin applied for a variance to change her mowing setbacks and during that meeting the Planning Commission advised her to go ahead and rezone that property. Mr. Conger stated that at last Tuesday's meeting, the Planning Commission approved the rezone. Mr. Conger reminded the Commission that some of those properties are by the highway. Commissioner York asked if there was a setback area that has to be mowed to a correct height and Mr. Conger replied yes that is 10 foot.

MOTION: Move to approve Ordinance S-21-06 as presented.

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

2. Resolution R-21-66 a Resolution to authorize a contract with Muller Construction for the demolition of 10 structures.

Code Enforcement Officer Josh Hood stated that 10 condemned houses have gone through the full blight process. Each of these properties have been on the blight list at a minimum of 759 days and up to 1765 days. Mr. Hood stated that the inside conditions of the houses are horrible and there have been complaints from citizens. The cost for demolition will be \$48,400. It was noted that the last demolitions were done this past April and those are all complete.

MOTION: Move to approve Resolution R-21-66 as presented.

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

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3. Resolution R-21-67 a Resolution to approve a Change Order for Roofing Repair Projects at Coffeyville Municipal Airport.

Director of Airport Services Jarrod Powers stated that on July 27th, the City Commission approved roofing repairs for the Fixed Based Operator Main Hangar roof, using J. Graham Construction, Inc. for repairs. Mr. Powers noted that upon removal of old roofing coating, it was discovered that seventeen metal roof panels were rusted through on the FBO Main Hangar. J. Graham has quoted the replacement of these panels at a cost of \$8,465.25. He noted that, additionally, J. Graham Construction has quoted repairs to the roof system on the South Hangar at a cost of \$3,350, providing for power washing, tighten metal fasteners, replacing stripped or damaged fasteners, and covering all fasteners, seems and laps with a trowel grade silicone coating. Mr. Powers said that staff is recommending that the Mayor be authorized to direct the Finance Director to issue a purchase order in the amount of \$11,815.25 to J. Graham Construction Inc. for additional roof system repairs at the Coffeyville Municipal Airport. Commissioner Bauer said that we have allotted \$250,000 for airport repairs when the City took that over and asked where we were at in that budget as there are several items on the Agenda tonight for the Airport. Mr. Powers noted that we were not close to that yet and two of the Agenda items tonight will be paid by insurance.

MOTION: Move to approve Resolution R-21-67 as presented.

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

4. Resolution R-21-68 a Resolution to approve replacement of Jet-A Fuel Truck/Tanker for the Coffeyville Municipal Airport.

Director of Airport Services Jarrod Powers stated as part of the City acquiring the Coffeyville Airport Fixed Base Operator and fueling operations, the City acquired two re-fueling tankers, knowing at least one of these tankers would need replaced in the immediate future due to the current condition of the trucks, tankers and associated fuel pumping equipment. Mr. Powers said that staff has sought replacement of the Jet-A tanker, searching for used tankers in good condition. Staff was able to locate a 1994 Ford Model L8000 Chassis equipped with a 5,000-gallon aluminum tank with 9,105 miles, and 879 engine hours, located in Houston, TX. Mr. Powers noted that upon discussions and video inspection with the seller, Omega Aviation Inc., staff believes the truck to be in good condition and a reasonable price. Staff is recommending that the Mayor be authorized to direct the Finance Director to issue a purchase order in the amount of \$30,200 to Omega Aviation Inc. for the purchase of a 1994 Ford Model L8000 Jet-A re-fueling tanker for the Coffeyville Municipal Airport. Mr. Powers stated that this cost is with the delivery fee as well.

MOTION: Move to approve Resolution R-21-68 as presented.

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

5. Resolution R-21-69 a Resolution to approve construction award for repairs to the foreign object and debris strip at Coffeyville Municipal Airport.

Director of Airport Services Jarrod Powers stated that in December 2019 the city did a short term lease of the old airport apron to Phoenix LLC for storage of structural components of solar panels. During that time the FOD Strip was damaged by a large fork lift moving

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material. Mr. Powers said that per the lease agreement Phoenix is responsible for the repairs. Lochner provided plans and specification for this project and will be completing construction engineering services as well. Bids were received on September 23rd with two qualified bidders responding to the invitation to bid - J. Graham Construction, Inc. with a bid of \$60,070.00 and Screed Tech with a bid of \$149,052.50. Mr. Powers noted that City has received and accepted settlement for the damage. Funding for this project will come from those proceeds. Staff recommends approval of a Construction Contract with J Graham Construction in the amount of \$60,070.00 for repairs to the foreign object and debris strip at the Coffeyville Municipal Airport.

MOTION: Move to approve Resolution R-21-69 as presented.

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

6. Resolution R-21-70 a Resolution to approve repairs to the concrete apron for the FBO hangar and office at the Coffeyville Municipal Airport.

Director of Airport Services Jarrod Powers stated that when the City to over operations at the Coffeyville Municipal Airport in June of 2021 an extensive inspection was conducted at the facilities. The results of this inspection is the basis of the request for funding approved from the Economic development funds. Mr. Powers noted that multiple contractors were contacted and the City of Coffeyville received two responses back with Logan and Company INC.'s quotes as the low bid for these sections of concrete. Staff recommends approval of Logan and Company Inc. quotes for the two areas of concrete repair for a total of \$24,000.00

MOTION: Move to approve Resolution R-21-70 as presented.

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

7. Resolution R-21-71 a Resolution to approve a contract with Logan and Company for construction of building pad for the Emergency Services storage building.

Building Official Matt Conger stated that this is for a contract for an 8 inch reinforced, concrete pad for the Emergency Services building. This will be for a 50 x 100 four bay storage building. Logan and Company came in with the lowest bid of \$42,850.00. Mr. Conger noted it will have 2 floor drains, it will have heat but not air conditioning. The building is on order and is expected to be shipped in February.

MOTION: Move to approve Resolution R-21-71 as presented.

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

8. Resolution R-21-72 a Resolution to approve purchase of four Elbit Systems PVS-14 Night Vision Monoculars for the Coffeyville Police Department.

Police Captain Darin Daily stated that the police department is requesting four night vision monoculars. The police department currently has 2 night vision devices that were purchased in the early to mid-2000's. Captain Daily noted that these devices are instrumental in

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providing to officers, specifically their tactical team as 90% of tactical operations happen at night. Their team is a full service tactical team that do armed and barricade hostage rescue, wanted fugitives, and also respond regionally. These devices would enhance the capabilities and safety of their officers.

MOTION: Move to approve Resolution R-21-72 as presented.

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

9. Resolution R-21-73 a Resolution to approve purchase of eight Eotech L3 PEQ-15 Infrared Target Pointer Designators for the Coffeyville Police Department. Police Captain Darin Daily stated this goes hand and hand with the night vision devices as they will be attached to the officers weapons which will increase accuracy. These lasers are capable of being utilized without giving away the officers position.

MOTION: Move to approve Resolution R-21-73 as presented.

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

10. Resolution R-21-74 a Resolution to adopt a City of Coffeyville Special Assessment Policy. Removed from the Agenda.

11. City Manager's Report

City Manager Mark Hall thanked staff and noted we are going into the winter season. He said that we have had setbacks with Highland Road and experiencing those again with the quality of concrete. He noted the construction on the bottom floor of City Hall will hopefully start in the near future. He mentioned the great things happening at the airport. Mr. Hall addressed the project at the high school. He noted that plans for the parking lot were presented to the City Commission with part of it being where the water would go as in compliance with KDHE and the EPA. On the engineers plans that were presented had a detention for 10 years which was approved by the high school. Mr. Hall noted the hole that is now there is not on the City but on the original engineer that was approved by the high school. The City understanding their need gave four possible solutions – do as the plan was presented, go to the EPA and KDHE and if they agree with what they want to do that is fine, to build a box for the water to go in that will be covered with dirt, or a permeable concrete. From his understanding he believes they are going to put the box in.

12. Comments from Commissioners and Staff

Commissioner Bauer noted that Cheyenne Street and the dead end on 4th Street done. Mayor Vannoster asked about when the North Overlook Drive Culvert will begin which will be this Thursday the 14th. Commissioner York noted that the Sales Tax is still holding strong and thanked people for shopping local. He thanked the Chamber of Commerce for the Brewfest last weekend and they had a great crowd. He mentioned the Dalton Defenders Day Celebration that was a couple weeks ago and thanked people for coming out to support these events. He reminded everyone that the last Movie Night at the Midland would be this Friday and they are showing Superman and Spooktacular is coming up on the 21st.

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K. EXECUTIVE SESSION(s)

L. GENERAL STAFF, COMMITTEE & BOARD REPORTS AND MINUTES

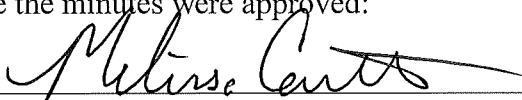
1. Sales Tax Report – September 2021
2. Coffeyville Police Department Crime Statistics – September 2021
3. Hillcrest Golf Course Report

M. ADJOURN

MOTION: Move to Adjourn

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

Time the meeting was adjourned: 7:28 pm
Date the minutes were approved:



Melissa Carter, City Clerk

