

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

Absent:

COMMISSIONER PAUL BAUER

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 ELECTRIC UTILITY MIKE SHOOK
DIRECTOR OF AIRPORT SERVICES JARROD POWERS
DIRECTOR OF ENGINEERING SERVICES THOMAS OSBORN
DIRECTOR OF HOUSING CHARLA BROWN

- A. **CALL TO ORDER** – Mayor Ann Marie Vannoster
- B. **ROLL CALL**
- C. **INVOCATION** – Pastor Shannon Dozier, Lifepoint Church
- D. **PLEDGE OF ALLEGIANCE TO THE AMERICAN FLAG**
- E. **REVIEW OF AGENDA**
- F. **CONSENT AGENDA**
 - 1. City Commission Meeting Minutes – Tuesday, October 12th, 2021
 - 2. Second Reading of Ordinance S-21-06 an Ordinance to Rezone 2601 South Walnut.
 - 3. 2021 Appropriation Ordinance No. AO-21-20 – \$5,274,503.81

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

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

- 4. 2021 Appropriation Ordinance No. AO-21-20A (Isham's) - \$54.87

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

ACTION: MOTION: YORK SECOND: DOANE
ROLL CALL: 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, 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).

Candi Westbrook, Director of the Chamber of Commerce, came to the podium and thanked all the area businesses and organizations that came out to support Spooktacular. She said that it was a great turnout with approximately 1,100 attendees. Mrs. Westbrook reminded everyone the election is next week and encouraged everyone to get out and vote. She noted the Chamber will be sending out a guide with voting information. The Christmas Parade is coming up and she stated that it will be videotaped.

I. OLD BUSINESS

J. NEW BUSINESS

1. Resolution R-21-75 a Resolution to approve purchase of a QTpod self-serve fueling terminal for the Coffeyville Municipal Airport.

Director of Airport Services Jarrod Powers stated that when we purchased the self-serve fueling station we knew that the M3000 fuel terminal was out of date and no longer supported. Staff budgeted \$16,000.00 for a new one out of economic development funds previously approved by the commission. Mr. Powers noted that staff has sought replacement of a Self-Serve Fueling Terminal and negotiated a price of \$13,795.00 with QTpod Petroleum on Demand for a M4000 fuel terminal. Staff is recommending that the Mayor be authorized to direct the Finance Director to issue a purchase order in the amount of \$13,795.00 to QTpod petroleum on Demand for the purchase of a QTpod Model M4000 Self-Serve Fueling Terminal at the Coffeyville Municipal Airport.

MOTION: Move to approve Resolution R-21-75 as presented.

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

2. Resolution R-21-76 a Resolution to approve pavement restriping at the Coffeyville Municipal Airport.

Director of Airport Services Jarrod Powers stated that staff has been working with FAA and Lochner on the location for the self-serve fuel station it was determined that the area we chose was in the object free area after further research it was found that the ramp striping did not match the airport layout plans. Mr. Powers noted that Jeff Graham construction will have a striping contractor on sight for the restriping of the FOD strip we will save mobilization fees if we use them at that time with the cost of \$5,444.75 out of insurance funds. Staff is recommending that the Mayor be authorized to direct the Finance Director to issue a purchase order in the amount \$5,444.75 to Jeff Graham Construction for the additional striping at the Coffeyville Municipal Airport.

**COMMISSION MEETING MINUTES
TUESDAY, OCTOBER 26TH, 2021**

3

MOTION: Move to approve Resolution R-21-76 as presented.

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

3. Ordinance G-21-06 an Ordinance to establish licensing and operation requirements for mobile food vendors.

City Manager Mark Hall explained that this was new for Coffeyville. Vice Mayor Doane stated that when this was tabled at a previous meeting he had requested a special session for this to be discussed. Commissioner Maxson stated that he felt enough time had lapsed and a meeting could have been conducted during that time. Mr. Hall gave a summary of the ordinance and how it incorporates what we are currently doing. He went over the requirements and exceptions for mobile food vendors to be licensed in Coffeyville. Mr. Hall noted the inspection requirements both through the state and what we would have locally. He went over the cost of the various licenses depending on the duration the vendors would be in Coffeyville. He went through how mobile food vendors would be handled if they were part of a Special Event. Mr. Hall noted hours of operations, license denials, transferability, penalties and enforcement of the licensing process. Commissioner Maxson stated he did not think the hours of operation needed to be limited. Mr. Hall noted that can be fixed. Commissioner Maxson stated that this ordinance is for public health and general safety. Mr. Hall said that is the intention. Commissioner York stated that he still has the same issues that he did with it previously and would like to go through it more extensively and have special meeting. Mayor Vannoster agreed she would like to have a meeting to go over this further as well. No action on this item was taken.

4. Sales Tax Ballot Question Update.

City Manager Mark Hall gave an overview of the Sales Tax Question that will be on the ballot November 2nd. He included the history of the expiring sales tax, current and past demographics of Coffeyville and what the Sales Tax will be used for (40% Housing, 40% Park Improvements, 20% Historic Downtown and Community Development).

5. City Manager's Report

City Manager Mark Hall thanked staff. He noted it is getting cooler and we are closing out some projects.

6. Comments from Commissioners and Staff

Commissioner York encouraged people to educate themselves on the Sales Tax Ballot question, look at the overall good of it and make a decision based on that. Commissioner York thanked the Montgomery County Action Council for the work on the milling project and what a wonderful opportunity it is for the area. He stated with Halloween this weekend everyone needs to look out for the kids trick-or-treating. Mayor Vannoster noted the Salvation Army Souplicious today was wonderful. She reminded everyone it is that time of year when groups like the Salvation Army and Genesis are getting ready to help a lot of people in need so be watching for all they are doing.

K. EXECUTIVE SESSION(s)

L. GENERAL STAFF, COMMITTEE & BOARD REPORTS AND MINUTES

1. Building Permit Report – September 2021

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M. ADJOURN

MOTION: Move to Adjourn

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

Time the meeting was adjourned: 7: 42 pm

Date the minutes were approved:



Melissa Carter, City Clerk

