

**COMMISSION MEETING MINUTES**  
**TUESDAY, NOVEMBER 23<sup>rd</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 PAUL BAUER  
COMMISSIONER JUSTIN DOANE  
COMMISSIONER TRACY MAXSON  
COMMISSIONER ANN MARIE VANNOSTER  
COMMISSIONER ROBERT YORK

City Staff in attendance:

CITY ATTORNEY PAUL KRITZ  
CITY MANAGER MARK HALL  
CITY CLERK MELISSA CARTER  
DIRECTOR OF IT CHRIS FELIX  
DIRECTOR OF ELECTRIC UTILITY MIKE SHOOK  
DIRECTOR OF ENGINEERING SERVICES THOMAS OSBORN

- A. **CALL TO ORDER** – Mayor Ann Marie Vannoster
- B. **ROLL CALL** – All present
- C. **INVOCATION** – Pastor Doug Mund, Grace Fellowship Church
- D. **PLEDGE OF ALLEGIANCE TO THE AMERICAN FLAG**
- E. **REVIEW OF AGENDA**

MOTION: Move to Amend the Agenda to add item #3 to the Consent Agenda.

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

**F. CONSENT AGENDA**

- 1. City Commission Meeting Minutes – Tuesday, November 9<sup>th</sup>, 2021.
- 2. Resolution R-21-79 a Resolution to Authorize a Permanent Utility Easement and Easement Agreement.
- 3. Authorize approval of Change Order #2 to Tantalus Systems for the Water and Electric Advanced Metering Infrastructure System.
- 4. 2021 Appropriation Ordinance No. AO-21-22 – \$4,321,434.41

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

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

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5. 2021 Appropriation Ordinance No. AO-21-22A (Isham's) – \$184.40

MOTION: Move to approve item 5 of the consent agenda as presented.

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

Candi Westbrook, Director of the Chamber of Commerce, came to the podium to announce some events coming up in the community – the Christmas Parade is Friday, December 3<sup>rd</sup> at 6:00 pm, the Brown Mansion Candlelit tours and Christmas on the Plaza. She gave a shout out for the generous donations that Match Day received, to the school district and college for their national recognition and to CVR for the recent groundbreaking for the new expansion.

Gina Holen, 201 Evergreen Drive, came to the podium and stated she owns the vet clinic on 11<sup>th</sup> street and would like to grow her business and offer boarding facilities as Coffeyville does not have any. Ms. Holen needs a bigger facility to do this and has looked at the old Clough Oil Warehouse (1106 Oak Street) which is for sale but has been told by the zoning board that there is not a possibility to rezone that for these purposes. She is asking for a variance to rezone. City Manager Mark Hall stated that would look in to this and get back with her.

**REGULAR AGENDA ITEMS**

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

**I. OLD BUSINESS**

**J. NEW BUSINESS**

1. Resolution R-21-80 a Resolution to approve purchase of materials for construction of new offices on the ground floor of City Hall.

Director of Engineering Service Thomas Osborn stated that this is for materials for the construction of new offices to be built on the ground floor of City Hall which a fund was approved for in July. This is a project city staff will be doing as bid process for the construction were high. The materials will be purchased from Kansas Lumber for \$30,247.72.

MOTION: Move to approve Resolution R-21-80 as presented.

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

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2. City Manager's Report

City Manager Mark Hall thanked staff. He stated we are closing out the year. He commended the departments for stepping forward to help out with the renovations of the new offices at City Hall. Mr. Hall thanked the Commission for their leadership the past year and allowing the staff to make Coffeyville a better place.

3. Comments from Commissioners and Staff

Commissioner York asked Candi Westbrook to come back to the podium to talk about the Chamber of Commerce Coat and Blanket Drive. She stated that the Chamber developed a coat and blanket drive and are working with the Boys and Girls Club. They will be collecting all next week. Commissioner York mentioned the December 3<sup>rd</sup> Christmas Parade and kick off of the Christmas on the Plaza. He noted if you get a chance to ring the bell for the Salvation Army it is a wonderful experience. He wished the City employees and citizens of Coffeyville a Happy Thanksgiving. Mayor Vannoster mentioned the great success of the Coffeyville Area Community Foundation Match Day. She stated that last year the total with the match money given was about \$119,000 and this year with the match it came in at \$179,500. Mayor Vannoster said they were very grateful and 21 organizations are blessed to receive that money. The matches were made by the Pratt family, the Wade family and the Bumgarner family. She thanked the community for their generosity.

**K. EXECUTIVE SESSION(s)**

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

1. Coffeyville Police Department Crime Stats – October 2021

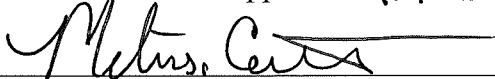
**M. ADJOURN**

MOTION: Move to Adjourn

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

Time the meeting was adjourned: 6:57 pm

Date the minutes were approved: 12/14/21



Melissa Carter, City Clerk

