

**COMMISSION MEETING MINUTES  
TUESDAY, MARCH 8<sup>TH</sup>, 2022 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 DEBORAH MAPLES  
COMMISSIONER JASON SWINDELL  
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 FINANCE STEPHANIE RICHARDSON  
DIRECTOR OF ELECTRIC UTILITY MIKE SHOOK  
DIRECTOR OF HUMAN RESOURCES ALLISON PRYOR  
BUILDING OFFICIAL MATT CONGET

- A. **CALL TO ORDER** – Mayor Ann Marie Vannoster
- B. **ROLL CALL**
- C. **INVOCATION** – Pastor Dick Smith, First Baptist Church
- D. **PLEDGE OF ALLEGIANCE TO THE AMERICAN FLAG**
- E. **REVIEW OF AGENDA** – Remove Executive Session

MOTION: Move to Amend the Agenda to remove the Executive Session.

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

- F. **CONSENT AGENDA**
  - 1. City Commission Meeting Minutes – Tuesday, February 22<sup>nd</sup>, 2022.
  - 2. City Commission Special Meeting Minutes – Friday, February 25<sup>th</sup>, 2022.
  - 3. 2022 Appropriation Ordinance No. AO-22-05 – \$1,064,676.66

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

ACTION: MOTION: VANNOSTER SECOND: SWINDELL  
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

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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. Public Hearing for the consideration of the vacating of easements within Jones Place Addition Block 2 Lot 21 (820 E 11<sup>th</sup> St.).  
Mayor Vannoster opened the Public Hearing. There were no comments. Mayor Vannoster Closed the Public Hearing.
  
2. Ordinance S-22-01 an Ordinance ordering the vacation of easements within Jones Place Addition Block 2 Lot 21 (820 E 11<sup>th</sup> St.).  
Building Official Matt Conger stated this is for Mr. Pickett's request to vacate the utility easement on his property.

MOTION: Move to approve Ordinance S-22-01 as presented.

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

**I. OLD BUSINESS**

**J. NEW BUSINESS**

1. Discussion and action to make an appointment to the Coffeyville Public Library Board of Trustees.  
Lynn Cordray came to the podium and stated why she would like to serve on the Coffeyville Public Library Board.

MOTION: Move to appoint Lynn Cordray to the Public Library Board of Trustees for a term expiring April 30<sup>th</sup>, 2024.

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

2. Resolution R-22-15 a Resolution authorizing the execution of a Municipal Court Indigent Defendant Services Contract with Roger L. Gossard for Public Defender Services Beginning April 1, 2022.  
City Attorney Paul Kritz stated that Mr. Gossard has served as the municipal court public defender for the past 7 years. His current compensation amount is \$800 per month. He has requested an increase to \$1,000 per month based on his case load and the overall increase in the cost of living.

MOTION: Move to approve Resolution R-22-15 as presented.

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

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3. Resolution R-22-16 a Resolution to terminate the Land Use Restriction Agreement in connection with certain Assisted Living Facility Revenue Bonds issued on behalf of Assisted Living at Windsor Place.

City Attorney Paul Kritz stated that over 2 decades ago the City issued Assisted Living Revenue Bonds in order to facilitate the construction of the Assisted Living at Windsor Place facility on 8<sup>th</sup> Street. A Land Use Restriction Agreement (LURA) was imposed upon the real property where the facility was located, in order to protect the exemption from Federal income taxation of interest on the Bonds. The Bonds have long since been paid in full, which means the LURA is no longer in effect. However, the LURA instrument remains on record and Windsor has requested the City formally terminate the LURA.

MOTION: Move to approve Resolution R-22-16 as presented.

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

4. Resolution R-22-17 a Resolution to Implement a Personnel Manual/Memorandum of Agreement with Fraternal Order of Police Lodge No. 25 and International Union of Operating Engineers Local 123 AFL-CIO Effective January 1, 2022 through December 31<sup>st</sup>, 2022.

Director of Human Resources Allison Pryor stated that City staff has completed negotiations with the Fraternal Order of Police Lodge No. 25 and International Union of Operating Engineers Local 123 AFL-CIO. These agreements cover January 1, 2022 through December 31, 2022. Redlines of the negotiated changes to contracts are attached to the Agenda packet. Negotiations for 2023 will be scheduled for later in the year.

MOTION: Move to approve Resolution R-22-17 as presented.

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

5. City Manager's Report

City Manager Mark Hall stated that the USDA Mutual Self-Help Housing Program is now taking applications and USDA has final approval. The program is looking for a construction supervisor. The Housing Department has made several contacts with interested developers. He thanked all Departments for their hard work and said he was proud of them.

6. Comments from Commissioners and Staff

Commissioner York thanked KGGF for the Home and Garden Show that they put on again this year.

**K. EXECUTIVE SESSION(s)**

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

1. Building Permit Report – February 2022
2. Coffeyville Police Department Crime Statistics – February 2022
3. Coffeyville Public Library Board of Trustees Minutes - 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: 6:57 pm

Date the minutes were approved: 3/22/2022



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Melissa Carter, City Clerk

