

**COMMISSION MEETING MINUTES
TUESDAY, MARCH 22ND, 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
DIRECTOR OF GOLF COURSE OPERATIONS SCOTT LAZENBY
FIRE CHIEF KENNY WARD

- A. **CALL TO ORDER** – Mayor Ann Marie Vannoster
- B. **ROLL CALL** – All Present
- C. **INVOCATION** – Pastor Kevin O’Connor, Agape Fellowship Church
- D. **PLEDGE OF ALLEGIANCE TO THE AMERICAN FLAG**
- E. **REVIEW OF AGENDA**
- F. **CONSENT AGENDA**
 - 1. City Commission Meeting Minutes – Tuesday, March 8th, 2022.
 - 2. Second Reading of Ordinance S-22-01 an Ordinance ordering the vacation of easements within Jones Place Addition Block 2 Lot 21 (820 E 11th St.).
 - 3. 2022 Appropriation Ordinance No. AO-22-06 – \$5,385,437.11

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

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

- 4. 2022 Appropriation Ordinance No. AO-22-06A (Isham’s & Liebert’s) – \$452.84

MOTION: Move to approve item 4 of the consent agenda as presented.

ACTION: MOTION: YORK SECOND: MAPLES
ROLL CALL: MAPLES – AYE, DOANE – AYE, SWINDELL – AYE, DOANE – AYE, VANNOSTER - ABSTAIN

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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).

I. OLD BUSINESS

J. NEW BUSINESS

1. Resolution R-22-18 a Resolution to implement a Personnel Manual/Memorandum of Agreement with the International Association of Fire Fighters, Local No. 265, Effective January 1st, 2022 through December 31st, 2022.

Director of Human Resources Allison Pryor stated the City has completed negotiations with the International Association of Fire Fighters Local No. 265. This agreement covers January 1, 2022 through December 31, 2022. Redlines of the negotiated changes to the contract are attached. Negotiations for 2023 will be scheduled for later in the year.

MOTION: Move to approve Resolution R-22-18 as presented.

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

2. Resolution R-22-19 a Resolution to authorize the execution of an agreement for specific and aggregate Stop-Loss Insurance, Dental, Basic Life, Accidental Death and Dismemberment Insurance and third party administration services for the City's FY2023 Partially Self-Funded Health Insurance Coverage.

Director of Human Resources Allison Pryor stated the City of Coffeyville health insurance plan is a self-funded plan. The plan is funded by deposits made into the city's Risk Management Fund by the City in an amount negotiated with the city's bargaining units as well as monthly premiums paid by each participating employee. During plan years where claim expenditures are less than the City and employees' contributions the plan gets to retain the extra funds and carry that forward into the next plan year to offset cost increases, and the fixed costs for purchase of stop loss coverage and administrative fees are the only opportunity to pursue competitive pricing for service. The claims paid by the plan reflect the employee's actual medical claim costs and represent the largest part of the plan costs. With a fully funded plan, the insurance carrier collects all of the premiums and if the plan has a good year the insurance carrier benefits from those remaining dollars. Benefit Health Advisors quoted our insurance plan with multiple stop loss carriers and fully-funded options. The lowest cost option, as shown on the Health Care Insurance Analysis Spreadsheet attached, was from Western Skies. By timely binding of this coverage, we were able to lock in savings of \$300,000. The plan design for the upcoming year will continue to be through the Aetna network with no changes to the employee's deductibles or coinsurance. We will continue the dental plan with Delta Dental as a self-insured plan. This year, the coverage includes a

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plan design change relating to prescription coverage. Currently, employees pay prescriptions on a tiered basis: \$20/\$40/\$85. The out-of-pocket expense for these tiers has changed to: \$25/\$50/\$100. This change is estimated to save our plan \$40,000 over the course of this plan year. Moving forward, the plan will pay a maximum of twelve months' specialty drug coverage per covered person. Once that maximum time period has been reached, the plan would not pay any additional specialty drugs. By offering a run-out on specialty drugs rather than immediately stopping coverage, it offers current and future specialty drug users the opportunity to seek other coverage that better suits their specific health needs. This change results in savings of \$45,000 for this plan year. Ms. Pryor said that staff has evaluated options for increases to employee plan cost, keeping in mind plan affordability for our lower paid positions. We reviewed options of increasing single coverage by \$10, \$15, \$20 and family coverage by \$30, \$45, \$60. In light of the current economy, staff is recommending approval of this proposal to increase single coverage by \$15 per month, or \$6.93 per pay check and family coverage by \$45 per month, or \$20.77 per paycheck. This proposal results in an unfunded amount of \$247,550 for the upcoming plan year.

MOTION: Move to approve Resolution R-22-19 as presented.

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

3. Resolution R-22-20 a Resolution authorizing the purchase of a Jacobsen GP 400 Greens Mower for Hillcrest Golf Course.

Director of Golf Course Operations Scott Lazenby stated the Hillcrest Golf Course is requesting the purchase of a Jacobsen GP 400 Greens Mower for \$12,500 to replace their outdated Toro 3000 Greens Mower that has over 5,800 hours on it and parts are becoming obsolete.

MOTION: Move to approve Resolution R-22-20 as presented.

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

4. Resolution R-22-21 a Resolution authorizing purchase of Structural Firefighting Protective Gear for the Coffeyville Fire Department.

Fire Chief Kenny Ward stated these 19 sets of structural protective gear will replace sets that were purchased in October of 2013 for the Coffeyville Fire Department. Bunker gear sets are required to be replaced when they become unwearable- due to stress by use or chemicals, unreparable, or every 10 years - whichever comes first.

MOTION: Move to approve Resolution R-22-21 as presented.

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

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5. Resolution R-22-22 a Resolution authorizing purchase of Thermal Imaging Cameras for the Coffeyville Fire Department.

Fire Chief Kenny Ward stated the Coffeyville Fire Department currently has very large and bulky thermal imagers. They require a firefighter to carry them with one hand and drag the hose to advance on a fire with the other. The SEEK Reveal FirePRO X are the size of an I-phone and can be clipped to their bunker gear. They have retractable keeper that will allow them to use when necessary and still allow to use both hands. This resolution is to purchase 5 of these personal thermal imaging cameras.

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

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

6. Resolution R-22-23 a Resolution to establish Solid Waste Collection and Disposal Rates for customers that are subject to the provisions of City of Coffeyville Ordinance G-04-02.

Director of Finance Stephanie Richardson stated on January 25, 2022, the commission approved a 3-year contract with Republic Services expiring March 31, 2025. The contract for trash collection service includes a 2.3% rate increase in 2022 and a 4% increase in 2023 and 2024. This resolution will establish the rates for the city to charge the utility customers or trash service.

MOTION: Move to approve Resolution R-22-23 as presented.

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

7. Ordinance S-22-02 an Ordinance of the City of Coffeyville, KS authorizing the levy of a One-Half Percent City-Wide Retailers' Sales Tax and Related Matters.

Director of Finance Stephanie Richardson stated this is to authorize the levy of the half-cent sales tax approved by voters at the November 2, 2021 election for the purpose of housing and economic development (40%), development and improvement of public parks and related community improvements (40%) and improvements and economic development related to the City's historic downtown (20%). A majority of the qualified electors of the City voting on the proposition voted in favor of the sales tax. The next steps to implement the 2022 Sales Tax is to pass an ordinance authorizing the levy of the half-cent sales tax. This ordinance will require two readings and publication in The Coffeyville Journal. Once completed, staff will submit the documents to the Kansas Department of Revenue for implementation of the tax.

MOTION: Move to approve Ordinance S-22-02 as presented.

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

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8. City Manager's Report

City Manager Mark Hall thanked all the departments as they are preparing for a new season. He noted the Housing Department is still taking applications for the USDA Grant. Progress downstairs on the offices continues. Mr. Hall announced the State of the City Address is next Tuesday, March 29th at 6:00 pm in the Commission room at City Hall with limited seating. It will be available to view on Channel 13 and YouTube.

9. Comments from Commissioners and Staff

Commissioner York said that the Bike Share bikes are back out for rent. He thanked the college baseball team for helping the historical society with some things that needed to be moved at the Brown Mansion. Mayor Vannoster noted the Electric Department is removing all of the old wooden light poles, moving the service underground and will change to LED lights. She mentioned several people have commented how nice the North Overlook Bridge is now. Stephanie Richardson reported that on the last Sales Tax Report we were up over 13.74 percent over the previous month.

K. EXECUTIVE SESSION(s)

L. GENERAL STAFF, COMMITTEE & BOARD REPORTS AND MINUTES

1. Sales Tax Report – February 2022
2. Coffeyville Public Library Board of Trustees Minutes – January & February 2022

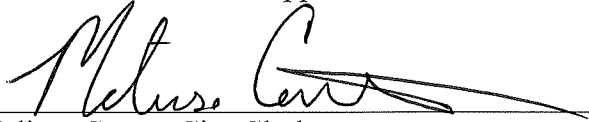
M. ADJOURN

MOTION: Move to Adjourn

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

Time the meeting was adjourned: 7:25 pm

Date the minutes were approved:



Melissa Carter, City Clerk

