

**COMMISSION MEETING MINUTES  
TUESDAY, APRIL 26<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 ENGINEERING SERVICES THOMAS OSBORN

- A. **CALL TO ORDER** – Mayor Ann Marie Vannoster
- B. **ROLL CALL** – All Present
- C. **INVOCATION** – Michael Talbot, First Assembly of God
- D. **PLEDGE OF ALLEGIANCE TO THE AMERICAN FLAG**
- E. **REVIEW OF AGENDA**

MOTION: Move to Amend the Agenda to remove the Swearing in of Officer Austin Sevier.

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

**F. CONSENT AGENDA**

1. City Commission Meeting Minutes – Tuesday, April 12<sup>th</sup>, 2022
2. Second Reading of Ordinance S-22-05 an Ordinance to Rezone 1014-1016 West 11<sup>th</sup> Street in Coffeyville, KS from C-3 Business Commercial District to C-4 Service Commercial District.
3. 2022 Appropriation Ordinance No. AO-22-08 – \$5,461,204.48

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

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

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4. 2022 Appropriation Ordinance No. AO-22-08A (Isham’s & Liebert’s) – \$701.72

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

**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.

Peggy Steele- Olson stated Coffeyville’s Reawakening is going into its 4<sup>th</sup> year and Neighborhood Initiative is part of that which is now a 5013C so they can apply for grants. Grants will help improve the ambience and livability of the neighborhoods and the Fresh Start Youth program. Mrs. Steele-Olson talked about the programs they have started, supported and upcoming programs. She thanked all the people and organizations that have helped with the programs.

**REGULAR AGENDA ITEMS**

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

**I. OLD BUSINESS**

1. Second Reading of Ordinance S-22-03 an Ordinance to allow alcohol to be served in the area known as Union Pacific Park during the Coffeyville Area Chamber of Commerce’s ‘Hops Around Town – Beer Festival’ Event.

City Clerk Melissa Carter stated that following the 1<sup>st</sup> reading of this ordinance, the City received correspondence from the Chamber Director stating: “After submitting the resolution for our Oct 8<sup>th</sup> Brewfest event, we discovered we need to expand our area just a bit. The map shows we will be using 8<sup>th</sup> street in front of the park as well as Maple. However, we realized we needed to ensure those areas are in the coverage area for alcohol consumption. The breweries will only be set up in the park area. But people may want to bring their drink out onto the street areas we have closed off while they are playing cornhole or getting food from food trucks. The map shows those areas closed off but I don’t think it indicates alcohol consumption.” The ordinance has been revised in order to accommodate this request. An updated drawing is included in the Agenda Packet. This will still constitute the 2<sup>nd</sup> (and final) reading of the ordinance, as the revisions do not materially change the scope or substance of the ordinance.

MOTION: Move to approve Second Reading Ordinance S-22-03 agenda as presented.

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

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2. Second Reading of Ordinance S-22-04 an Ordinance to allow alcohol to be served at the Perkins Building during the Coffeyville Chamber of Commerce 115<sup>th</sup> Anniversary Celebration.

MOTION: Move to approve Second Reading Ordinance S-22-04 agenda as presented.

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

**J. NEW BUSINESS**

1. Resolution R-22-29 a Resolution to authorize purchase of a 2005 Caterpillar Model 304 CR Mini Excavator for the Electric Utility.  
Director of Electric Utility Mike Shook stated The Electric Utility was made aware of a good used mini excavator available locally. This became of interest to us due to the fact that the three mini-excavators currently in service in the City fleet are in high demand and generally all being used by one department or another, often proving difficult to borrow when an immediate need arises. Mr. Shook stated that Assisted by the Public Works and Public Service Departments, the 2005 used Caterpillar Model 304 CR was inspected by City's Heavy Equipment Mechanic, finding the unit in good condition with relatively low operating hours at 732 hours. Staff believes we were able to negotiate a fair purchase price based on comparables in the Midwest region with the local owner agreeing to the price of \$40,000 which includes 3 different size bucket attachments for the unit. Staff is recommending approval and authorization of payment in the amount of \$40,000 to McCullough Plumbing for the purchase of a 2005 Caterpillar Model 304 CR Mini-Excavator for the Electric Utility.

MOTION: Move to approve Resolution R-22-29 agenda as presented.

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

2. Resolution R-22-30 a Resolution to approve an agreement for termite treatment with Presto-X Pest Control.  
Director of Engineering Service Thomas Osborn stated that Pesto-X is our current pest control provider and we have had swarmer termites pop on the first floor of City Hall in the tenant areas so we are needing them to treat those.

MOTION: Move to approve Resolution R-22-30 agenda as presented.

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

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3. Resolution R-22-31 a Resolution to approve to authorize the issuance of a purchase order to Arthur J. Gallagher for various types of insurance coverage for the City of Coffeyville to be effective May 1, 2022 through May 1, 2023.

Director of Finance Stephanie Richardson stated that Arthur J Gallagher is our current insurance broker and has been for the last 17 years. They took our insurance policy to the market for renewal this year and had difficulty getting a renewal back. Ms. Richardson stated this was for several reasons including nationwide factors and many companies are leaving the market for increasing rates and restricting the coverage for what they do offer. Out of 13 different companies that Arthur J Gallagher took our policy to, we received quotes back from 2. One of the quotes as from our incumbent carrier Intact whose quote was \$319, 971.00, however we were notified they are getting out of the public market. Last years quote was \$279, 390.00. The second quote was from Midwest Public Risk which quoted for a 14 month premium of \$441,146.00. After reviewing and considering both quotes it was determined the best option is to renew with Intact for next year knowing that it could possibly be the last year with them.

MOTION: Move to approve Resolution R-22-31 agenda as presented.

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

4. City Manager's Report

City Manager Mark Hall said that Director of Electric Utility Mike Shook had an announcement. Mr. Shook said that the lighting project at CRMC (taking down the wooden poles, putting up aluminum and installing led flood lights) will be energized tonight. Mr. Hall stated that all the departments are gearing up and preparing for the season and we are looking for seasonal help. A budget meeting with staff is scheduled. He thanked the departments.

5. Comments from Commissioners and Staff

Commissioner York asked about the new HR software and Stephanie Richardson stated that we have a scheduled implementation with that company and we are getting closer to getting it up and running. Mayor Vannoster mentioned the official Ribbon Cutting at Union Pacific Park that is taking place this Saturday with events all day. Vice Mayor Doane thanked staff and departments and that he appreciates all the employees who work hard for less.

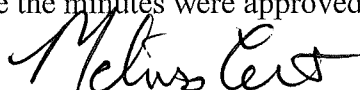
**K. EXECUTIVE SESSION(s)**

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

**M. ADJOURN**

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

Time the meeting was adjourned: 7:21 pm  
Date the minutes were approved: 5/10/22



Melissa Carter, City Clerk

