

**COMMISSION MEETING MINUTES
TUESDAY, MAY 10TH, 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
CODE ENFORCEMENT OFFICER JOSH HOOD

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

- 1. City Commission Meeting Minutes – Tuesday, April 26th, 2022
- 2. 2022 Appropriation Ordinance No. AO-22-09 –

\$741,938.37

MOTION: Move to approve items 1 & 2 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 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 Coffeyville Area Chamber of Commerce, thanked the Commissioners and City Staff for their service to the community. Pastor Doug Mund came to the podium to explain that he was filling in for Pastor Simpson this evening due to family matters and health concerns.

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REGULAR AGENDA ITEMS

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

I. OLD BUSINESS

J. NEW BUSINESS

1. Resolution R-22-32 a Resolution to approve the demolition of eleven houses within the city limits.

Code Enforcement Officer Josh Hood stated that he was seeking approval of 11 houses - 7 have fire damage and 2 have collapsed roofs. Discussion about another structure that needed to be blighted and the reasons that it was still in the process of making the list was had.

MOTION: Move to approve Resolution R-22-32 agenda as presented.

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

2. Resolution R-22-33 a Resolution to award a construction contract to J. Graham Construction for CDBG Grant #21-PF-003 for the street improvement project.

City Clerk Melissa Carter stated that in October 2020, the City applied for a Community Development Block Grant for reconstruction of the streets between 4th and 8th and Cline to Newark. In March 2021, the Commission accepted the Grant offer and dedicated the City's portion of funding to the project of \$377,320.00. The City of Coffeyville has an existing Engineering Services Agreement with TranSystems Corporation who was given the Engineering Work Authorization for the design and bidding as well as inspection services. On February 8th, 2022 the City requested a 6 month time extension from the Kansas Department of Commerce to allow TranSystems to complete the design and bid the project. On March 14, 2022 the City received a response letter stating that the 6 month time extension was not granted, but we were given a 60 day extension on the bid time for this project. Per the grant conditions letter received from the Kansas Department of Commerce, the projects construction contract must be awarded by the commission by May 13, 2022. The project was put out for bid on March 25, 2022, with a bid opening date set for April 25, 2022. One bid was received and opened. TranSystems has reviewed the bid received and is recommending the project be awarded to J Graham Construction for a cost not to exceed \$912,887.50 Once approved and notice to proceed is granted, the contractor will have 120 calendar days to complete the project. Staff recommends approval of a construction contract to J Graham Construction for an amount not to exceed \$912,887.50 for the CDBG Grant # 21-PF-003 for the street improvement project contingent on approval from the Kansas Department of Commerce.

MOTION: Move to approve Resolution R-22-33 agenda as presented.

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

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3. City Manager's Report

City Manager Mark Hall thanked City staff for all they do. He thanked the operators for watching the river levels with the recent heavy rain. Mr. Hall said staff was preparing for a great summer. It was noted the Aquatic Center is set to open on time and the pool is filled.

4. Comments from Commissioners and Staff

Commissioner York thanked everyone that came out the Union Pacific Park Ribbon Cutting. City Clerk Melissa Carter announced some upcoming events.

K. EXECUTIVE SESSION(s)

L. GENERAL STAFF, COMMITTEE & BOARD REPORTS AND MINUTES

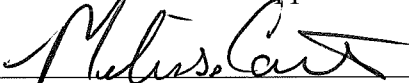
1. Building Permit Report – April 2022

M. ADJOURN

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

Time the meeting was adjourned: 6:58 pm

Date the minutes were approved: 5/24/2020



Melissa Carter, City Clerk

