

**COMMISSION MEETING MINUTES  
TUESDAY, MAY 24<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

- A. **CALL TO ORDER** – Mayor Ann Marie Vannoster
- B. **ROLL CALL**
- C. **INVOCATION** – Luke Letsinger, Pastor Coffeyville First Church of the Nazarene
- D. **PLEDGE OF ALLEGIANCE TO THE AMERICAN FLAG**
- E. **REVIEW OF AGENDA**
- F. **CONSENT AGENDA**
  - 1. City Commission Meeting Minutes – Tuesday, May 10<sup>th</sup>, 2022
  - 2. 2022 Appropriation Ordinance No. AO-22-10 – \$5,241,604.28

MOTION: Move to approve items 1 & 2 of the consent agenda as presented.

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

- 3. 2022 Appropriation Ordinance No. AO-22-10A (Isham's & Liebert's) - \$243.09

MOTION: Move to approve item 3 of the consent agenda as presented.

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

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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).**

**I. OLD BUSINESS**

**J. NEW BUSINESS**

1. Resolution R-22-34 a Resolution a Approve purchase of Servers for the Coffeyville Police Department Dispatch.

Director of Technology Chris Felix stated PD's current server infrastructure is part of the City's virtual server which has been in place for the last 6 years. Due to increased load over the years, the performance of the dispatch software has degraded. The software is now requiring a harder demand on the disk and they just can't keep up as they are constantly in use which cause slowness especially in dispatch. This is not sustainable. Staff sought out quotes for a hyper converged system (Server, Network, and Storage all in one with the ability to run virtual servers and have redundancy) that would have enough resources to provide PD with what they currently need and what they might need in the future. After explaining what our needs were now and in the future, Scale put together a platform that would meet our needs.

MOTION: Move to approve Resolution R-22-34 agenda as presented.

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

2. Resolution R-22-35 a Resolution to Authorize a Purchase Order to Tyler Technologies for software and professional services for the installation and programming of the Tantalus Meter-Reader Interface.

Director of Finance Stephanie Richardson stated both items she is presenting this evening are related to the AMI project. The first item is related to an interface that will help get the information from the Tantalus reading into our Incode billing system. It will transfer the data of the meter readings into the billing system each month.

MOTION: Move to approve Resolution R-22-35 agenda as presented.

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

3. Resolution R-22-36 a Resolution to Authorize a Purchase Order to Tyler Technologies for professional services to perform mass meter swaps for electric and water meters associated with the Automated Meter Reading Project.

Director of Finance Stephanie Richardson stated this one has to do with the AMI system as well and this actual piece of it is working within Tyler Technologies Incode billing system. As new meters are put in we will have to do an actual meter swap in our billing system to get the old meters out and insert the new meter into each account. At the time the quote was done, it was estimated that we would need to do this swap with 9,900 meters. Incode has a program that will automatically do those swaps in the system and the cost is \$2 for each

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meter. It will be billed on what meters we actually swap.

MOTION: Move to approve Resolution R-22-36 agenda as presented.

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

4. Resolution R-22-37 a Resolution to Authorize a Real Estate Contract between the Coffeyville Neighborhood Initiative and the City of Coffeyville, Ks.  
City Manager Mark Hall stated this is for the purchase of 2 lots from Coffeyville Neighborhood Initiative for the USDA 453 Mutual Self-Help Technical Assistance Grant. The lots will be purchased by the city and eventually the homeowner will reimburse the city the lot cost through the grant loan. These lots are 906 and 908 West 9<sup>th</sup> Street.

MOTION: Move to approve Resolution R-22-37 agenda as presented.

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

5. Resolution R-22-38 a Resolution to Authorize a Real Estate Contract between Properties in the Ville and the City of Coffeyville, Ks.  
City Manager Mark Hall stated this is for the purchase of 3 lots from Properties in the Ville for the USDA 453 Mutual Self-Help Technical Assistance Grant. The lots will be purchased by the city and eventually the homeowner will reimburse the city the lot cost through the grant loan.

MOTION: Move to approve Resolution R-22-38 agenda as presented.

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

6. City Manager's Report  
City Manager Mark Hall said that staff is getting ready for summer. Cemetery staff is getting ready for Memorial Day. He thanked all other departments for what they do.
7. Comments from Commissioners and Staff  
Vice Mayor Doane asked about the new HR program - it is a 12 week process with training modules the Director of Human Resources has to complete. Mayor Vannoster mentioned the Aquatic Center would be opening this weekend and the Midland Outdoor Movie Nights start this Friday.

**K. EXECUTIVE SESSION(s)**

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

1. Coffeyville Police Department Crime Statistics – April 2022

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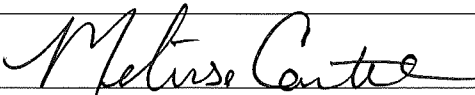
M. ADJOURN

MOTION: Move to Adjourn

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

Time the meeting was adjourned: 7:04 pm

Date the minutes were approved: 6/14/2021

  
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Melissa Carter, City Clerk

