

**COMMISSION MEETING MINUTES  
TUESDAY, JUNE 14<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 PUBLIC WORKS JIM BRADSHAW

- A. **CALL TO ORDER** – Mayor Ann Marie Vannoster
- B. **ROLL CALL**
- C. **INVOCATION** – Mike Elrod, Pastor Westside Christian Church
- D. **PLEDGE OF ALLEGIANCE TO THE AMERICAN FLAG**
- E. **REVIEW OF AGENDA** – Amend the Agenda to add Item #4 to New Business.

MOTION: Move to Amend the Agenda to add Item # 4 to New Business.

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

F. **CONSENT AGENDA**

- 1. City Commission Meeting Minutes – Tuesday, May 24<sup>th</sup>, 2022
- 2. 2022 Appropriation Ordinance No. AO-22-11 – \$5,894,269.91

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

ACTION: MOTION: VANNOSTER SECOND: YORK  
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.

Jeff Morris, 3920 County Road 2400, came to the podium on behalf of First Southern Baptist Church. He stated their vacation bible school is next week and they are wanting to have a fireworks display on Friday. He stated they have been working with the clerk and fire chief since it is outside the window to shoot fireworks to obtain a permit. Mr. Morris stated that the ordinances allow that but the chief was not comfortable with it so he is asking to consider an exception. It was asked if the permit application and insurance had been submitted, the clerk replied that it had not. Mayor Vannoster stated that when that is received then it can go for approval.

**REGULAR AGENDA ITEMS**

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

**I. OLD BUSINESS**

**J. NEW BUSINESS**

1. Discussion and action to make an appointment to the Coffeyville Public Library Board of Trustees.

Applicant Katrina Altenreid stated why she wanted to be on the Coffeyville Public Library Board.

MOTION: Move to appoint Katrina Altenreid to the Public Library Board of Trustees for a term expiring April 30<sup>th</sup>, 2026.

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

2. Resolution R-22-39 a Resolution to award a Construction Contract to R.I.C. Construction for the 2022 Intersection and Drainage Improvement Project.

Director of Public Works Jim Bradshaw stated on May 24<sup>th</sup> 2022 the city received bids for construction of the 2022 Intersection and Drainage Improvement Project

This project is for the reconstruction of the following intersections:

1<sup>st</sup> & Ellis – South Side

2<sup>nd</sup> & Ellis – South Side

8<sup>th</sup> & Ellis – North Side

8<sup>th</sup> & Beech – North & South Side

12<sup>th</sup> & Gillam – North Side

3<sup>rd</sup>. & Elm – Full Intersection

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The City received 3 bids on this project:

R.I.C. Construction.	\$328,532.30
Heck and Wicker, Inc.	\$377,965.60
J. Graham Construction, Inc.	\$392,060.00

Mr. Bradshaw stated that staff recommends approval of a construction contract with R.I.C. Construction in the amount of \$328,532.30 for construction of the 2022 Intersection and Drainage Improvement Projects.

MOTION: Move to approve Resolution R-22-39 agenda as presented.

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

3. Resolution R-22-40 a Resolution to approve a Work Authorization to Allgeier, Martin and Associates for Construction Engineering for the 2022 Intersection and Drainage Improvement Project.

Director of Public Works Jim Bradshaw stated Allgeier, Martin and Associates was the design engineer for the 2022 intersections/drainage projects, with this agreement the inspector will verify grades, check compaction as well as concrete testing. Mr. Bradshaw stated that staff recommends approval of a work authorization to AMA for the NTE amount of \$98,000.00

MOTION: Move to approve Resolution R-22-40 agenda as presented.

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

4. Resolution R-22-41 a Resolution to authorize an Amendment to the Work Authorization for design and construction engineering services for the Kansas Rural Preservation Grant Project.

City Clerk Melissa Carter stated the City of Coffeyville has an "On Call" General Civil Engineering Services Agreement with TranSystems Corporation for services as requested by the city. The agreement was approved by the Coffeyville City Commission on October 13, 2009. On July 13, 2021 the City Commission approved a work authorization to TranSystems Corp. for Engineering services for the Kansas State Historical Society grant project to clean, seal and paint the façade of the Perkins Building (old Condon Bank building). This agenda item is for an amendment to that work authorization. The amendment adds state required verbiage to the document and has been approved by the Kansas Historical Preservation. It does not change the \$4,900.00 not to exceed fee.

MOTION: Move to approve Resolution R-22-41 agenda as presented.

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

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5. City Manager's Report

City Manager Mark Hall thanked staff for all they do. He noted it is hot and they are taking precautions such as taking water breaks. Mr. Hall said there are a lot of projects going on.

6. Comments from Commissioners and Staff

Commissioner Maples noted that someone has edged all the sidewalks around City Hall and she wanted to thank whoever did that, they looked fantastic. Vice Mayor Doane noted that the cemetery looks great and thanks to all everybody working hard to keep the grass cut. Commissioner York announced the groundbreaking luncheon for Bartlett Milling in Cherryvale on Friday.

**K. EXECUTIVE SESSION(s)**

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

1. Building Permit Report – May 2022
2. Coffeyville Police Department Crime Statistics – May 2022

**M. ADJOURN**

MOTION: Move to Adjourn

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

Time the meeting was adjourned: 7:01 pm

Date the minutes were approved:

\_\_\_\_\_  
6/28/2022  
\_\_\_\_\_  
*Melissa Carter*  
Melissa Carter, City Clerk

