

**COMMISSION MEETING MINUTES
TUESDAY, JULY 26TH, 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 DEBORAH MAPLES
COMMISSIONER JASON SWINDELL
COMMISSIONER ANN MARIE VANNOSTER
COMMISSIONER ROBERT YORK

Absent:

COMMISSIONER JUSTIN DOANE

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
FIRE CHIEF KENNY WARD

- A. **CALL TO ORDER** – Mayor Ann Marie Vannoster
- B. **ROLL CALL** – Vice Mayor Doane was absent
- C. **INVOCATION** – Pastor Joel Thompson, Coffeyville Central Nazarene
- D. **PLEDGE OF ALLEGIANCE TO THE AMERICAN FLAG**
- E. **REVIEW OF AGENDA**

F. **CONSENT AGENDA**

- 1. City Commission Meeting Minutes – Tuesday, July 12th, 2022
- 2. 2022 Appropriation Ordinance No. AO-22-14 – \$5,907,562.94

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

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

- 3. 2022 Appropriation Ordinance No. AO-22-14A (Isham's) – \$127.28

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

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

Rodney Allison, 612 W. 5th, came to the podium as a concerned citizen to address a traffic problem on West 5th Street, particularly the 600 and 700 block. Mr. Allison said there is a lot of foot traffic in the area and with 5th Street being wide open, there is too much drag racing going on. He is concerned that an accident is going to happen and something needs to be done. He knows that the Police Department has staffing issues and can't dedicate someone just to one area for speeders. He said a stop sign at 5th and Washita would break it up a little bit. Mr. Allison said there is no particular time of day that it happens.

REGULAR AGENDA ITEMS

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

1. City of Coffeyville Audit Report for Fiscal Year 2021.

Kyle Spielbusch, CPA with Jarred, Gilmore and Phillips, gave a City of Coffeyville FY 2021 Audit presentation. Mr. Spielbusch went over what was audited, the responsibilities of each entity, auditing standards, statutes and regulations. It was noted that the City of Coffeyville was in compliance.

I. OLD BUSINESS

1. Second Reading of Ordinance G-22-04 an Ordinance to adopt the 2022 Uniform Public Offense Code (UPOC).

MOTION: Move to approve the Second Reading Ordinance G-22-04 as presented.

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

2. Second Reading of Ordinance G-22-05 an Ordinance to adopt the 2022 Standard Traffic Ordinance (STO).

MOTION: Move to approve the Second Reading Ordinance G-22-05 as presented.

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

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J. NEW BUSINESS

1. Resolution R-22-47 a Resolution to authorize purchase of 8 sets of wildland firefighting gear for the Coffeyville Fire Department.

Fire Chief Kenny Ward stated this is for a 50/50 matching grant for the Kansas Fire Services Volunteer Fire Assistance Cooperative Fire Protection Group Program. The total is \$7,000 but we have to purchase the 8 sets of gear and will then be reimbursed \$3,500 by the program. Chief Ward stated this will finish the sets from the 11 that were approved last year through this same grant program. He also said that this gear can be used for extrication calls, not just grass fires.

MOTION: Move to approve Resolution R-22-47 agenda as presented.

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

2. Resolution R-22-48 a Resolution to execute a Memorandum of Understanding and Non-Disclosure Agreement between ATT & the City of Coffeyville for the purpose of having a pole attachment inventory audit completed.

Director of Electric Services Mike Shook stated the City has pole attachment agreements with AT&T and Cox Communications whereas these communication utilities, through attachment agreements, are allowed to place wireline attachments onto City owned utility poles. As part of these agreements, each attacher is required to pay an annual fee per attachment, per pole. Mr. Shook said the City also has electric utility infrastructure attached onto some AT&T owned poles, which the City pays an equal attachment fee to AT&T for our attachments. Due to lack of available records by all parties, an accurate count of poles and attachments is desired for billing purposes. City staff, assisted by both City Attorney Paul Kritz and outside counsel, Healy Law, has been working with AT&T to develop an agreement to move forward in selecting a mutually agreed upon firm to conduct a Pole Attachment Inventory Audit, using Spartan Utility Services. The Memorandum of Understanding sets out to rules and determinants for the audit that will be followed by the City and AT&T. Also included in the presented MOU, AT&T is requesting execution of Non-Disclosure Agreement, which is included in your packet. Staff is recommending that the Mayor be authorized to execute a Memorandum of Understanding, including a Non-Disclosure Agreement between the City of Coffeyville and AT&T for the purpose of completing a pole attachment inventory audit for the electric utility.

MOTION: Move to approve Resolution R-22-48 agenda as presented.

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

3. City Manager's Report

City Manager Mark Hall said the Department Heads appreciated the e-mail that Mayor Vannoster sent to them regarding the Budget Process. He said that he appreciates staff for what they do and what they sacrifice. Mr. Hall said a lot of improvements will be happening next year throughout the town as sales tax will start.

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4. Comments from Commissioners and Staff

Commissioner York announced that August 6th is Vaude in the Ville which is fundraiser for the Midland Theater Foundation. Inter-State Fair and Rodeo is also coming up. Mayor Vannoster said the e-mail she sent to Department Heads was on behalf of all the Commissioners. She commended the staff for the amount of work that goes into the budget process.

K. EXECUTIVE SESSION(s)

L. GENERAL STAFF, COMMITTEE & BOARD REPORTS AND MINUTES

1. Library Board of Trustees Minutes – January 2022 through June 2022

M. ADJOURN

MOTION: Move to Adjourn

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

Time the meeting was adjourned: 7: 23 pm

Date the minutes were approved:

8/9/2022

Melissa Carter

Melissa Carter, City Clerk