

**REGULAR COMMISSION MEETING MINUTES**  
**TUESDAY, NOVEMBER 30, 2010**  
**6:30 P.M.**

The Board of Commissioners met in Regular Session at 6:30 p.m. with Mayor Alec Hendryx presiding.

Those in attendance were:

COMMISSIONER DAVID GEORGE  
COMMISSIONER RICHARD GONZALES  
COMMISSIONER PAM JONES  
COMMISSIONER JIM C. TAYLOR, SR.

City Staff in attendance were:

CITY MANAGER JEFF MORRIS  
CITY CLERK CINDY PRICE  
CITY ATTORNEY PAUL KRITZ  
FINANCE DIRECTOR STEPHANIE RICHARDSON  
IT MANAGER CHRIS FELIX  
ENGINEERING SUPERINTENDENT SCOTT MASSMAN  
FIRE CHIEF JAMES GRIMMETT  
ELECTRIC UTILITY DIRECTOR GENE RATZLAFF  
ARCHITECT/PLANNER DENNIS JACOBS  
CODE ENFORCEMENT OFFICER JOHN HUFFERD  
PUBLIC WORKS DIRECTOR CHUCK SHIVELY

- A. CALL TO ORDER** – Mayor Hendryx
- B. INVOCATION** – Pastor Mark Wilson, First Church of God
- C. PLEDGE OF ALLEGIANCE TO THE AMERICAN FLAG**
- D. REVIEW OF AGENDA**
- E. CONSENT AGENDA ITEMS**
1. Regular City Commission Meeting Minutes – Tuesday, November 9, 2010
  2. 2010 Appropriation Ordinance No. AO-10-34 – \$3,117,962.74
  3. 2010 Appropriation Ordinance No. AO-10-35 – \$ 843.77
  4. Approval of 2010 CMB license for Caseys General Store, 1311 W 11  
MOTION: Move to approve the consent agenda as presented.
- ACTION: THE MOTION WAS MADE BY COMMISSIONER GONZALES AND  
SECONDED BY COMMISSIONER GEORGE. ROLL CALL VOTE –  
ALL AYE
- F. REGULAR AGENDA ITEMS**  
**PUBLIC HEARING(s), SPECIAL PRESENTATION(s), & PROCLAMATION(s).**
- G. COMMENTS FROM THE PUBLIC**
- Lisa Brookover, representing Downtown Coffeyville, Inc., relayed upcoming events for the organization.
  - Yvonne Hull, Chamber Executive Director, introduced herself to the Commission.

**H. OLD BUSINESS**

1. Ordinance No. G-10-04 -- Second Reading of an Ordinance to amend contract rates for fire fighting services outside the city limits.
  - City Attorney Paul Kritz reviewed a change to the Ordinance from the First Reading to include locations within the Coffeyville Industrial Park.

MOTION: Move to approve Ordinance No. G-10-04 for Second Reading.

ACTION: THE MOTION WAS MADE BY MAYOR HENDRYX AND SECONDED BY COMMISSIONER JONES. ROLL CALL VOTE – ALL AYE.

**I. NEW BUSINESS**

1. Discussion and action to appoint two individuals to new four-year terms on the CRMC Board of Trustees serving to January 1, 2015.  
Applicants: Mike Ewy, Raymond Hawley, MD

MOTION: Move to appoint Mike Ewy and Raymond Hawley to four-year terms on the CRMC Board of Trustees serving to January 1, 2015.

ACTION: THE MOTION WAS MADE BY COMMISSIONER GONZALES AND SECONDED BY COMMISSIONER GEORGE. ROLL CALL VOTE – ALL AYE.

2. Resolution No. R-10-141 – A Resolution to execute an agreement with Complete Access Solutions to complete a transition plan related to the Americans With Disabilities Act.
  - Fire Chief James Grimmatt addressed the Commission stating the City of Coffeyville is required to have a plan of action related to the Americans with Disabilities Act. An initial study done in 1994 did not include all facilities; the plan needs to be updated. According to the ADA, there is no timeline established to bring facilities up to ADA standards, the City just has to show progress is being made.

MOTION: Move to approve Resolution No. R-10-141 for adoption.

ACTION: THE MOTION WAS MADE BY COMMISSIONER GONZALES AND SECONDED BY COMMISSIONER JONES. ROLL CALL VOTE – ALL AYE.

3. Resolution No. R-10-142 – A Resolution to execute a change order for the Jefferson & Jackson Street Water Line Extension Project.

- Public Works Director Chuck Shively addressed the Commission stating construction of the two water line bores across South Walnut Street to serve the Mansion Estates Phase 2 development is now complete. This project is funded by the SB 417 infrastructure development grant from the KHRC. The project was awarded based on unit prices bid times the estimated quantities to be replaced. The change order modifies the contract price to reflect unit prices bid times the actual quantities installed and shows a decrease of \$224.

MOTION: Move to approve Resolution No. R-10-142 for adoption.

**ACTION:** THE MOTION WAS MADE BY COMMISSIONER GEORGE AND SECONDED BY COMMISSIONER JONES. ROLL CALL VOTE – ALL AYE.

4. Resolution No. R-10-143 – A Resolution to submit an agreement to KDOT for the 2012 KLINK Resurfacing Project.

■ Engineering Superintendent Scott Massman addressed the Commission stating this agreement is for the FY 2012 KLINK project on South Walnut Street between 15<sup>th</sup> Street and the south city limits. The project will consist of concrete rehabilitation and a nova chip overlay. The total project is estimated to be \$306,620 of which the Kansas Department of Transportation will contribute 50% up to a maximum of \$200,000. Mayor Hendryx expressed concern KDOT is not contributing enough due to the high amount of truck traffic on this highway.

**MOTION:** Move to approve Resolution No. R-10-143 for adoption.

**ACTION:** THE MOTION WAS MADE BY COMMISSIONER GONZALES AND SECONDED BY COMMISSIONER TAYLOR. ROLL CALL VOTE – ALL AYE.

5. Resolution No. R-10-144 – A Resolution to execute a change order for the Mansion Estates No. 2 Sanitary Sewer Project.

■ Engineering Superintendent Scott Massman addressed the Commission stating this is a final change order for the Mansion Estates No 2, Phase 2, sanitary sewer project. The contract called for installation of five new manholes connected by 8” PVC pipe. During the early phase of the project it was discovered an existing sanitary sewer was built parallel and just south of the proposed new system; the old line was caved in and had been abandoned since its use for a trailer park. The contractor KABE Dozer submitted a change order for the removal of four manholes at a unit cost of \$750 each and included additional labor and materials to cover the removal of the existing sanitary sewer pipe for a total increase of \$5,000.

**MOTION:** Move to approve Resolution No. R-10-144 for adoption.

**ACTION:** THE MOTION WAS MADE BY COMMISSIONER GONZALES AND SECONDED BY MAYOR HENDRYX. ROLL CALL VOTE – ALL AYE.

6. Resolution No. R-10-145 – A Resolution to execute a Service Agreement with MyGov for a web based program for Code Enforcement and Permits & Inspections.

■ Code Enforcement Officer John Hufferd addressed the Commission stating staff has evaluated various software programs for the Code Enforcement Office. Upon review of various vendors, MyGov Solutions was determined to best fit the needs for the City. The program is designed to automate the processes in the Code Enforcement Office and it is web based which will allow staff to work in the field utilizing lap top computers. The one time set up fee for the program is \$3,390 which includes a two-day in-house install and training. The monthly subscription fees are \$125 per module plus a \$50 per person user fee. Two modules will be utilized and four users for a total of \$450 per month.

MOTION: Move to approve Resolution No. R-10-145 for adoption.

ACTION: THE MOTION WAS MADE BY COMMISSIONER GEORGE AND SECONDED BY COMMISSIONER JONES. ROLL CALL VOTE – ALL AYE.

7. Report from Planning Commission on Rental Standards

- Planner/Architect Dennis Jacobs presented the Rental Standards which the Planning Commission have been working on for several months. This was one of the items the City's recently adopted Comprehensive Plan included. Commissioners were requested to review the standards prior to further discussion. It was also suggested a public meeting or meetings be held in order to get input from the community and landlords.

8. Comments from Commissioners and Staff

- City Manager Jeff Morris reported the housing project at 1512 Maple is near completion; work has begun on the #7 turbine in the Electric Utility, the B Sub maintenance work is nearly complete, street lights will be installed on Cline very soon; the crack seal project on Parkview is complete and Public Service crews will be moving out to West 11<sup>th</sup> Street to work on an area just west of the Overpass.
- Commissioner George asked about the lack of electricity in downtown due to the awnings being removed on Ninth Street.
- Commissioner Taylor asked for clarification if DCI could remove more awnings or if that would have to come back to Commission for approval.
- Mayor Hendryx asked about the housing demolition progress.
- Commissioner Gonzales about the status of China Garden and Dairy Lane; both are slated to be removed soon.
- Commissioner Taylor stated he is concerned about the loss of guest tax from rooms contracted to the railroad and requested Paul Kritz look at the state statute.

J. EXECUTIVE SESSION(s)

K. GENERAL STAFF, COMMITTEE & BOARD REPORTS AND MINUTES

1. Library Minutes

K. ADJOURN

MOTION: Move to adjourn.

ACTION: THE MOTION WAS MADE BY COMMISSIONER GONZALES AND SECONDED BY MAYOR HENDRYX. ROLL CALL VOTE – ALL AYE.

Time the meeting was adjourned: 8:15 p.m.

Date the minutes were approved: December 20, 2010

Cindy Price  
Cindy Price, City Clerk