

**REGULAR COMMISSION MEETING MINUTES
TUESDAY, SEPTEMBER 9, 2014
6:30 P.M.**

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

Present:

MAYOR JIM FALKNER
COMMISSIONER DON EDWARDS
COMMISSIONER MARCUS KASTLER
COMMISSIONER JUSTIN MARTIN
COMMISSIONER CHRIS WILLIAMS

City Staff in attendance were:

CITY MANAGER GARY BRADLEY
CITY CLERK CINDY PRICE
CITY ATTORNEY PAUL KRITZ
IT DIRECTOR CHRIS FELIX
FIRE CHIEF JAMES GRIMMETT
POLICE CHIEF TONY CELESTE
PUBLIC WORKS DIRECTOR CHUCK SHIVELY
PUBLIC WORKS DEPUTY DIRECTOR JIM BRADSHAW
ELECTRIC UTILITY DIRECTOR GENE RATZLAFF

- A. CALL TO ORDER** – Mayor Jim Falkner
- B. INVOCATION** – Mother Antoinette Tackkett, St. Paul’s Episcopal Church
- C. PLEDGE OF ALLEGIANCE TO THE AMERICAN FLAG**
- D. REVIEW OF AGENDA**
- E. CONSENT AGENDA ITEMS**
1. Regular City Commission Meeting Minutes – Tuesday, August 26, 2014
 2. Special City Commission Meeting Minutes – Tuesday, September 2, 2014
 3. 2014 Appropriation Ordinance No. AO-14-16 – \$753,106.99
 4. Request to hold 2014 Dalton Defenders Days October 2-5
- MOTION: Move to approve the consent agenda as presented.
- ACTION: MOTION: EDWARDS SECOND: WILLIAMS
ALL AYE

REGULAR AGENDA ITEMS

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

1. Presentation on Downtown Traffic Study.
 - Christopher Kinzel, HDR, Inc., presented results from the downtown traffic study recently completed. The study looked at crash data and patterns, parking on 8th and 9th Streets, signals and traffic flow. The cost to remove traffic signals and turn 8th and 9th Streets to two-way traffic would be \$1.1 million without adding more parking. The cost would be \$1.3 million if some parallel parking was added; and \$1.5 million if diagonal parking was available on both sides of the street. Staff will look at the cost of redoing crosswalks and will get costs separated for the street lights and the one-two way streets.

2. Report from Kansas Department of Transportation.
 - Luke Middleton, KDOT Area Engineer, provided an update of activities and urged all to attend a local consult meeting October 6 in Chanute.

G. COMMENTS FROM THE PUBLIC

- Jim Taylor asked what the plan is for City Hall renovation. Mayor Falkner stated applications are being taken through October 1 for a Blue Ribbon Committee to study the municipal building projects. Taylor also requested another special meeting to review the budget.
- Rick Thompson stated there is a need in the community for economic development dollars, and requested all of the funds from the economic development portion of the sales tax which has been spent to pay for the Aquatic Center be pulled from another fund and put in a specific economic development fund.

H. OLD BUSINESS

1. Ordinance No. G-14-04 – Second Reading of an Ordinance to amend the stormwater fees.

MOTION: Move to approve Ordinance No. G-14-04 for adoption.

ACTION: MOTION: EDWARDS SECOND: WILLIAMS
 ALL AYE

I. NEW BUSINESS

1. Discussion on Ordinance No. G-14-05 to amend the structure of the Planning Commission and consideration of applications received for the Planning Commission.

Applications: John Alvey, Max Williams

- No action was taken on the proposed amendment to the structure of the Planning Commission. Both applicants addressed the Commission.

MOTION: Martin nominated Max Williams and Kastler nominated John Alvey to an unexpired term on the Senior Citizens Activity Center Board serving to June 1, 2016.

ACTION: EDWARDS, WILLIAMS, FALKNER AND MARTIN VOTED FOR WILLIAMS; KASTLER VOTED FOR ALVEY.

2. Resolution No. R-14-62 – A Resolution to execute an agreement with the Kansas Department of Transportation to authorize exchange of federal funds for state funds.

- Public Works Director Chuck Shively stated the City previously received federal dollars about once every ten years, as the grant funding was highly sought after. KDOT has begun a program where the federal funds are divided among the eligible entities every year based on population. KDOT will offer to exchange the federal funds at 90 cents on the dollar for state funds which do not have all the stipulations of federal dollars. The City can then spend the state funds on almost any transportation project. The amount of federal fund dollars allotted to Coffeyville this year is \$121,131.20; the City share will be \$109,018.08.

MOTION: Move to approve Resolution No. R-14-62 for adoption.

ACTION: MOTION: FALKNER SECOND: MARTIN
ALL AYE

3. Resolution No. R-14-63 – A Resolution to execute change order No. 1 to the construction contract with Bryant & Bryant for the Highway 166 KLINK project.
- Public Works Director Chuck Shively stated the cost for Bryant & Bryant to do profile milling to smooth out bumps on the highway project is \$21,676. The City will be required to provide dump trucks, the street sweeper and drivers.

MOTION: Move to approve Resolution No. R-14-63 for adoption.

ACTION: MOTION: EDWARDS SECOND: FALKNER
ALL AYE

4. Resolution No. R-14-64 – A Resolution to execute a lease agreement with Robert A. Campbell for the north hangar at Coffeyville Municipal Airport.
- City Attorney Paul Kritz stated Tony Campbell approached the City about renting the north hangar at the airport for the storage of farm equipment. The hangar will be leased as is for a period of two years for \$400 per month.

MOTION: Move to approve Resolution No. R-14-64 for adoption.

ACTION: MOTION: EDWARDS SECOND: KASTLER
ALL AYE

5. Resolution No. R-14-65 – A Resolution to approve a fund balance policy.
- Finance Director Stephanie Richardson stated the fund balance policy defines the balances necessary to maintain a prudent level of financial resources for City operations and the debt management policy sets forth the guidelines for the financing of capital expenditures.

MOTION: Move to approve Resolution No. R-14-65 for adoption.

ACTION: MOTION: EDWARDS SECOND: FALKNER
ALL AYE

6. Resolution No. R-14-66 – A Resolution to approve a debt management policy.

MOTION: Move to approve Resolution No. R-14-66 for adoption.

ACTION: MOTION: FALKNER SECOND: MARTIN
ALL AYE

7. Discussion on Customer Service Office location.

- City Manager Gary Bradley stated when the customer service office was moved to 1401 W. 8th it was not intended to be permanent, and the modifications were made on a temporary basis. Customer Service employees Jennifer Blagg and Donna O'Neill stated customers have been very happy with the move, and they are seeing an increase in people coming in to transact business. They requested winter hours be adopted so staff

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would not be leaving the building in the dark. Commissioner Williams moved, Martin seconded, the Customer Service office remain at 1401 W. 8th. The item was then tabled with a motion by Williams and second by Martin until the first meeting in October at which time staff will have cost estimates for keeping the Customer Service office at 1401 W. 8th.

8. Comments from Commissioners and Staff

- Commissioner Martin questioned City Manager Bradley about his previous experience with the insurance consultant Brad Burditt, ASI. Bradley indicated he had worked with Burditt in another community, and his firm had saved the city substantial dollars.

J. EXECUTIVE SESSION(s)

MOTION: Move to recess to Executive Session for the discussion of confidential data relating to trade secrets or financial affairs of third parties and for non-elected personnel to reconvene on or before 9:45 p.m.

ACTION: MOTION: WILLIAMS SECOND: MARTIN
ALL AYE

Time the meeting was reconvened: 9:45 p.m.

Mayor Falkner stated no action was taken as a result of the executive session.

K. GENERAL STAFF, COMMITTEE & BOARD REPORTS AND MINUTES

1. Sales tax report
2. Police Department report
3. Building permit report
4. Library minutes

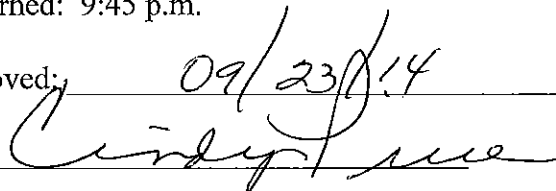
L. ADJOURN

MOTION: Move to adjourn.

ACTION: MOTION: FALKNER SECOND: EDWARDS
ALL AYE

Time the meeting was adjourned: 9:45 p.m.

Date the minutes were approved:

09/23/14


Cindy Price, City Clerk