

**REGULAR COMMISSION MEETING MINUTES**  
**TUESDAY, JULY 28, 2015**  
**6:30 P.M.**

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

**Present:**

MAYOR CHRIS WILLIAMS  
COMMISSIONER MARCUS KASTLER  
COMMISSIONER JUSTIN MARTIN  
COMMISSIONER CRAIG POWELL

**Absent:**

COMMISSIONER JIM C. TAYLOR, JR.

**City Staff in attendance were:**

INTERIM CITY MANAGER JAMES GRIMMETT  
CITY CLERK CINDY PRICE  
CITY ATTORNEY PAUL KRITZ  
FINANCE DIRECTOR STEPHANIE RICHARDSON  
IT MANAGER CHRIS FELIX  
WIRELESS TECH BRUCE FOUTS  
PUBLIC WORKS DIRECTOR CHUCK SHIVELY  
ELECTRIC UTILITY DIRECTOR GENE RATZLAFF  
ELECTRIC UTILITY DEPUTY DIRECTOR MIKE SHOOK  
ELECTRIC GENERATION SUPERINTENDENT TONY LAWSON  
INTERIM POLICE CAPTAIN DANNY GRIGG  
ASSISTANT TO CITY MANAGER TRISHA PURDON

**A. CALL TO ORDER** – Mayor Chris Williams

**B. INVOCATION** – Pastor Doug Mund, Grace Fellowship Church

**C. PLEDGE OF ALLEGIANCE TO THE AMERICAN FLAG**

**D. REVIEW OF AGENDA**

**E. CONSENT AGENDA**

1. Regular City Commission Meeting Minutes – Tuesday, July 14, 2015

2. 2015 Appropriation Ordinance No. AO-15-13 – \$5,353,106.03

MOTION: Move to approve the consent agenda as presented.

ACTION: POWELL SECOND: MARTIN  
ALL AYE EXCEPT TAYLOR WHO WAS ABSENT

3. 2015 Appropriation Ordinance No. AO-15-13A (Taylor Crane) – 482.81

MOTION: Move to approve Appropriation Ordinance No. AO-15-13A

ACTION: WILLIAMS SECOND: MARTIN  
ALL AYE EXCEPT TAYLOR WHO WAS ABSENT

**REGULAR AGENDA ITEMS**

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

1. Presentation of FY 2014 audit report by Neil Phillips.
  - Neil Phillips, Jarred, Gilmore & Phillips presented the 2014 audit stating it was a clean audit.

**G. COMMENTS FROM THE PUBLIC**

- David Thornbrugh, R. R. 1, South Coffeyville, expressed concern about the condition of Babyland at Restlawn Cemetery where his daughter is buried. He shared pictures with Commissioners of the condition of the cemetery on July 6.
- Debbie Sharp, 1402 S. Willow, expressed appreciation for the way police officers Rocky Yell and Stephine Randall handled a traffic accident involving her grandson.
- Jim C. Taylor, Sr., stated he wanted to thank James Grimmett for his service to the community; he pointed out comments could only be addressed to the commissioners.
- Mayor Williams presented a plaque to James Grimmett to recognize him for his service as Interim City Manager.

**H. OLD BUSINESS**

1. Resolution No. R-15-96 – A Resolution to approve an access agreement with Coffeyville Resources.
  - City Clerk Cindy Price stated the commission approved a resolution at the last meeting providing an access agreement for Coffeyville Resources to cross city owned property to build a pipeline. The agreement, however, only approved one legal address, and there were three legal addresses needed.

MOTION: Move to rescind Resolution No. R-15-82 and approve Resolution No. R-15-96 for adoption.

ACTION: WILLIAMS                      SECOND: MARTIN  
ALL AYE EXCEPT TAYLOR WHO WAS ABSENT

**I. NEW BUSINESS**

1. Resolution No. R-15-87 – A Resolution to execute a memorandum of agreement with Montgomery County for the third floor of City Hall.
  - City Attorney Paul Kritz stated this agreement is for the use of the third floor at City Hall. The County, according to state statutes, is required to maintain a district court in Coffeyville and is responsible for all expenses in operating the court and the City is required to provide them a location without cost to the county. This agreement clarifies the responsibilities of each party. The county will be responsible for their share of the utilities at \$1,500 per month and will furnish, repair and maintain the heating and air conditioning with the exception of the small courtroom.

MOTION: Move to approve Resolution No. R-15-87 for adoption.

ACTION: POWELL                      SECOND: MARTIN  
ALL AYE EXCEPT TAYLOR WHO WAS ABSENT

2. Resolution No. R-15-88 – A Resolution to purchase wireless equipment.
  - IT Manager Chris Felix and IT Technician Bruce Fouts stated the recent installation of test wireless equipment has been successful. This purchase will be for 50 units to be

installed for rural customers who have experienced the worst signal or who require more speed. After these 50 are installed, there will be 150 more customers to switch over to the new equipment.

MOTION: Move to approve Resolution No. R-15-88 for adoption.

ACTION: POWELL SECOND: WILLIAMS  
ALL AYE EXCEPT TAYLOR WHO WAS ABSENT AND MARTIN WHO VOTED NO.

3. Resolution No. R-15-89 – A Resolution to submit an application for a Federal Edward Bryne Memorial Justice Assistance Grant for the purchase of radio communication equipment.
- Police Captain Danny Grigg stated this grant will provide radio communication for the City of Caney and City of Independence and allow Coffeyville to communicate with dispatch while at the north end of the county. The grant is in the amount of \$20,051 and there is no match required.

MOTION: Move to approve Resolution No. R-15-89 for adoption.

ACTION: WILLIAMS SECOND: KASTLER  
ALL AYE EXCEPT TAYLOR WHO WAS ABSENT

4. Resolution No. R-15-90 – A Resolution to authorize the repair of Boiler #4 low NOx burners in the Electric Utility.
- Electric Generation Superintendent Tony Lawson stated the steam boilers are inspected annually by Chubb Insurance. Following the last inspection it was determined the two south low NOx burners had suffered damage due to the effects of heat cycling. The unit has been allowed to remain in service, however, the repairs must be made prior to October 1. Associated Mechanical provided the lowest cost to repair the burners at a cost of \$71,978.

MOTION: Move to approve Resolution No. R-15-90 for adoption.

ACTION: POWELL SECOND: MARTIN  
ALL AYE EXCEPT TAYLOR WHO WAS ABSENT

5. Resolution No. R-15-91 – A Resolution to execute an agreement with Aether DBS for a natural gas dewpoint heating system for the Electric Utility Generation Facility No. 2.
- Electric Utility Deputy Director Mike Shook stated two bids were received for the dewpoint heater for the new plant. This heater will be used to remove any residual moisture from the gas used to power the generators. Two bids were received the Aether DBS being the lowest at a cost of \$213,525.

MOTION: Move to approve Resolution No. R-15-91 for adoption.

ACTION: POWELL SECOND: MARTIN  
ALL AYE EXCEPT TAYLOR WHO WAS ABSENT

6. Resolution No. R-15-92 – A Resolution to execute an agreement with Utility Contractors to complete the site preparation for the Electric Utility Generation Facility No. 2.

- Electric Utility Deputy Director Mike Shook stated four bids were received for the site preparation for the new facility with Utility Contractors, Inc., being the low bidder at \$1,177,600.

MOTION: Move to approve Resolution No. R-15-92 for adoption.

ACTION: WILLIAMS                      SECOND: MARTIN  
ALL AYE EXCEPT TAYLOR WHO WAS ABSENT

7. Resolution No. R-15-93 – A Resolution to execute an agreement with Utility Contractors to complete the foundations and underground utilities for the Electric Utility Generation Facility No. 2.

- Electric Utility Deputy Director Mike Shook stated six bids were received for the foundations and underground utilities for the new facility with Utility Contractors, Inc., being the low bidder at \$3,05,000.

MOTION: Move to approve Resolution No. R-15-93 for adoption.

ACTION: POWELL                      SECOND: MARTIN  
ALL AYE EXCEPT TAYLOR WHO WAS ABSENT

8. Resolution No. R-15-94 – A Resolution finding deficiencies in the condition of railroad crossings in the City of Coffeyville.

- City Attorney Paul Kritz stated as directed at the previous meeting, a letter has been prepared putting Watco Railroad on notice about the condition of tracks at First and Fourth Street. If the tracks are not repaired in 20 days, the City will repair them and submit the bill to Watco.

MOTION: Move to approve Resolution No. R-15-94 for adoption.

ACTION: WILLIAMS                      SECOND: POWELL  
ALL AYE EXCEPT TAYLOR WHO WAS ABSENT

9. Resolution No. R-15-95 – A Resolution to revise the City's personnel manual relating to non-represented employees.

- City Attorney Paul Kritz stated this resolution was prepared at the request of commissioners to revise the wording in the personnel manual to state non-represented employees are strictly at will employees and they may be disciplined or discharged for any reason at all so long as it is not an unlawful reason.

MOTION: Move to approve Resolution No. R-15-95 for adoption.

ACTION: WILLIAMS                      SECOND: MARTIN  
ALL AYE EXCEPT TAYLOR WHO WAS ABSENT AND KASTLER  
WHO VOTED NO.

**REGULAR COMMISSION MEETING MINUTES  
TUESDAY, JULY 28, 2015**

10. City Manager Report

- City Manager Grimmert reported the City Cleanup will be held the week of October 12-17.
- National Night Out will be August 4, and new City Manager Kendal Francis will be present from 5:30 to 8:30 p.m. to meet the public.
- Demolition of the first and second floors at City Hall began on Monday.

11. Comments from Commissioners and Staff

- Assistant to the City Manager Trisha Purdon stated Coffeyville was not selected as a finalist for the transloading facility, however, the City will be supporting Great Plains from Parsons who was a finalist and will continue to work with Watco to build a transloading site in the Industrial Park.
- Finance Director Stephanie Richardson stated the public hearing for the FY 2016 budget will be August 11, 6:30 p.m.

**J. EXECUTIVE SESSION(s)**

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

1. Library Minutes

**L. ADJOURN**

MOTION: Move to adjourn.

ACTION: MOTION: WILLIAMS      SECOND: MARTIN  
          ALL AYE

Time the meeting was adjourned: 7:47 p.m.

Date the minutes were approved: \_\_\_\_\_

\_\_\_\_\_  
Cindy Price, City Clerk