

**COMMISSION MEETING MINUTES  
TUESDAY, JANUARY 24, 2017  
6:30 P.M.**

The Board of Commissioners met in Regular Session at 6:30 p.m. at the Senior Center. The meeting was called to order by Mayor Paul Bauer.

Present:

COMMISSIONER PAUL BAUER  
COMMISSIONER MARCUS KASTLER  
COMMISSIONER JUSTIN MARTIN  
COMMISSIONER JIM C. TAYLOR, JR.  
COMMISSIONER CHRIS WILLIAMS

City Staff in attendance:

CITY MANAGER KENDAL FRANCIS  
CITY CLERK CINDY PRICE  
CITY ATTORNEY PAUL KRITZ  
FINANCE DIRECTOR STEPHANIE RICHARDSON  
IT DIRECTOR CHRIS FELIX  
ELECTRIC UTILITY DIRECTOR GENE RATZLAFF  
PUBLIC WORKS DIRECTOR CHUCK SHIVELY  
POLICE COMMANDER DANNY GRIGG  
FIRE CHIEF BOB ROESKY  
ASSISTANT CITY MANAGER TRISHA PURDON

- A. CALL TO ORDER** – Mayor Paul Bauer
- B. INVOCATION** – Pastor Randy DePriest, First Assembly of God Church
- C. PLEDGE OF ALLEGIANCE TO THE AMERICAN FLAG**
- D. REVIEW OF AGENDA**
- E. CONSENT AGENDA**
1. City Commission Meeting Minutes – Tuesday, January 10, 2017
  2. 2017 Appropriation Ordinance No. AO-17-02 – \$4,489,351.23
- MOTION: Move to approve the consent agenda as presented.
- ACTION: MOTION BY TAYLOR SECOND: KASTLER  
ROLL CALL VOTE ALL AYE

**REGULAR AGENDA ITEMS**

- F. PUBLIC HEARING(s), SPECIAL PRESENTATION(s), & PROCLAMATION(s).**
- G. OLD BUSINESS**
- H. NEW BUSINESS**
1. Resolution No. R-17-03 – A Resolution to execute the FY 2017/2018 Membership and Economic Development Service Agreement with the Montgomery County Action Council.
    - City Manager Kendal Francis stated in FY 2017 budget work sessions, staff recommended reducing the funding for the Montgomery County Action Council from

\$25,000 to \$15,000 which was approved by commissioners in August 2016. In December, MCAC representatives requested the funding be returned to the \$25,000 level. Following discussion, commissioners agreed to match the City of Independence's funding level and requested MCAC ask Independence to increase their funding. Independence approved leaving the FY 2017 funding at \$17,000 and increase the FY 2018 funding to \$25,000. An agreement with MCAC was prepared matching the contributions made by Independence. During discussion, Kastler stated he just wants to do one year; Martin doesn't like contracts; Taylor was supportive of the two year contract and Bauer wants to make sure quarterly reports are provided.

MOTION: Move to approve Resolution No. R-17-03 for adoption.

ACTION: MOTION BY TAYLOR    SECOND: WILLIAMS  
MOTION APPROVED

2. Resolution No. R-17-04 – A Resolution to approve the addition of a sally port to the Coffeyville Emergency Services Building.
  - City Manager Kendal Francis stated the addition of a sally port to the emergency services building has always been a high priority with the Police Department. The sally port was bid as an alternate as it would not fit within the \$5.4 million guaranteed maximum price. Commissioners requested staff determine a funding source to be able to include the sally port which is estimated to not exceed \$120,000. The funding source identified is from FEMA funds paid to the city during the 2007 flood. The funds were set aside as a precautionary measure in case FEMA requested reimbursement and were being held until notified the case had been closed. During the November water emergency, the city was told the case had been closed making the funds subject to use per the non-recurring revenue funds policy.

MOTION: Move to approve Resolution No. R-17-04 for adoption.

ACTION: MOTION BY WILLIAMS    SECOND: BAUER  
MOTION APPROVED

3. Resolution No. R-17-05 – A Resolution to execute change order #07 pre-engineered metal building with Crossland for the Electric Utility.
  - Electric Utility Director Gene Ratzlaff stated this change order in the amount of \$44,679.14 represents the final engineering change notices to an overhead door opening, repair to several building penetrations and replacement of a damaged gas heating unit.

MOTION: Move to approve Resolution No. R-17-05 for adoption.

ACTION: MOTION BY BAUER    SECOND: MARTIN  
MOTION APPROVED

4. Resolution No. R-17-06 – A Resolution to execute a service agreement with Criswell Engineering for the Electric Utility.
  - Electric Utility Director Gene Ratzlaff stated this agreement in the amount of \$150,000 is for testing on the electric system in order to maintain a reliable system and meet federally mandated NERC requirements.



MOTION: Move to approve Resolution No. R-17-06 for adoption.

ACTION: MOTION BY BAUER                      SECOND: TAYLOR  
MOTION APPROVED

5. Resolution No. R-17-07 – A Resolution to approve a loan application for the distressed housing reinvestment program for Baroness Properties.

- Assistant City Manager Trisha Purdon stated the distressed property reinvestment program was established in 2014 with funding from the city and the Kansas Housing Resources Corporation. The goal is to encourage private reinvestment and preservation of vital neighborhoods and existing housing stock. The program is set up as gap financing of \$40,000 per housing unit with up to \$10,000 eligible for loan forgiveness. Peggy Steele has purchased a number of properties in Coffeyville. Four of those are on 9<sup>th</sup> Street, and she is in the process of renovating them for moderate to market-rate rentals. Peggy Steele spoke to commissioners explaining she is making a significant investment into these four properties. She has organized a neighborhood cleanup effort with several other home owners along 9<sup>th</sup> Street to ensure all homes in the neighborhood are cleaned up and revitalized.

MOTION: Move to approve Resolution No. R-17-07 for adoption.

ACTION: MOTION BY KASTLER                      SECOND: MARTIN  
MOTION APPROVED

6. City Manager's Report

- City Manager Kendal Francis reported video and audio upgrades have been made to the equipment used to broadcast commission meetings. The City/County Partnership group met and has determined three areas to focus on including housing, asphalt work and joint training efforts. Nana Belle's Boutique, located downtown on Walnut, will open on Thursday, a meeting to go over the branding initiative is Friday and work has begun on the redesign of the Coffeyville website.

**I. COMMENTS**

1. Comments from Public

- Gail Smith, Mike Bradley and Andy Duncan spoke about plans for the Coffeyville Summer Celebration to be held on Saturday, July 8. Activities already scheduled include a car show, vendors, bands and fireworks. The group is seeking ideas for events in the late afternoon.

2. Comments from Commissioners and Staff

- Kastler expressed concern about information on the City's Facebook page portraying the City in a bad light.

**J. EXECUTIVE SESSION(s)**

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

1. Library minutes
2. City Rec report

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**L. ADJOURN**

MOTION: Move to adjourn.

ACTION: MOTION BY BAUER  
MOTION APPROVED

SECOND: MARTIN

Time the meeting was adjourned: 7:47 P.M.

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

*02/19/17*

*Cindy Price*

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