

**COMMISSION MEETING MINUTES  
TUESDAY, JULY 25, 2017  
SENIOR CITIZENS CENTER 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 MATIN  
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  
POLICE CHIEF KWIN BROMLEY  
ELECTRIC UTILITY DIRECTOR GENE RATZLAFF  
ENGINEERING SUPERINTENDENT THOMAS OSBORN  
ELECTRIC UTILITY DEPUTY DIRECTOR MIKE SHOOK

- A. CALL TO ORDER** – Mayor Paul Bauer
- B. INVOCATION** – Pastor Kevin O’Connor, Agape Fellowship Church
- C. PLEDGE OF ALLEGIANCE TO THE AMERICAN FLAG**
- D. REVIEW OF AGENDA**
- E. CONSENT AGENDA**
1. City Commission Meeting Minutes – Tuesday, July 11, 2017
  2. 2017 Appropriation Ordinance No. AO-17-14 – \$4,565,539.20
  3. Resolution No. R-17-49 – A Resolution to execute an assignment agreement with Sega Inc. and Power Engineers for engineering service for the Electric Utility.
  4. Action to appoint Mike Shook and Kendal Francis to two-year terms on the KMGA Board of Directors serving to August 31, 2019.
  5. Approve a cereal malt beverage license for EZ Stop & Go, 1308 W. 8<sup>th</sup>.  
MOTION: Move to approve the consent agenda as presented.
- ACTION: MOTION: MARTIN SECOND: WILLIAMS  
ROLL CALL VOTE: ALL AYE
- REGULAR AGENDA ITEMS**
- F. PUBLIC HEARING(s), SPECIAL PRESENTATION(s), & PROCLAMATION(s).**
- G. OLD BUSINESS**
1. Resolution No. R-17-43 – A Resolution to amend the procurement policy for the City of Coffeyville.

MOTION: Move to take Resolution No. R-17-43 from the table.

ACTION: MOTION: BAUER                      SECOND: MARTIN  
ROLL CALL VOTE: ALL AYE

- Finance Director Stephanie Richardson stated the items in the procurement policy the commissioners had discussed at the last meeting were the city manager's emergency limit, local business preference limits and subcontractor insurance and licensing. Following discussion, the commissioners agreed the maximum amount of an emergency change order would be \$25,000; the local preference limit would be decreased from 5% to 3% with a maximum of \$5,000 and subcontractors on city projects would be required to be licensed and have insurance.

MOTION: Move to approve Resolution No. R-17-43 for adoption.

ACTION: MOTION: BAUER                      SECOND: KASTLER  
ROLL CALL VOTE: ALL AYE EXCEPT MARTIN WHO VOTED NO.

2. Ordinance No. G-17-03 – Second Reading of an Ordinance to amend municipal court costs.

MOTION: Move to approve Ordinance No. G-17-03 for adoption.

ACTION: MOTION: WILLIAMS                      SECOND: MARTIN  
ROLL CALL VOTE: ALL AYE

**H. NEW BUSINESS**

1. Resolution No. R-17-50 – A Resolution to approve Amendment No. 2 with Allgeier Martin & Associates for construction engineering services for the 2016-17 KLINK project.
  - Superintendent of Engineering Thomas Osborn stated this amendment is for engineering services on the KLINK joint repair project on 11<sup>th</sup> Street from Lewark west to the city limits.

MOTION: Move to approve Resolution No. R-17-50 for adoption.

ACTION: MOTION: BAUER                      SECOND: MARTIN  
ROLL CALL VOTE: ALL AYE

2. Resolution No. R-17-51 – A Resolution to approve Amendment No. 1 with Allgeier Martin & Associates for construction engineering services for the 11<sup>th</sup> Street Reconstruction Project.
  - Superintendent of Engineering Thomas Osborn stated this amendment is for engineering services for the stormwater inlet project to coincide with the KLINK project.

MOTION: Move to approve Resolution No. R-17-51 for adoption.

ACTION: MOTION: BAUER                      SECOND: MARTIN  
ROLL CALL VOTE: ALL AYE

3. Resolution No. R-17-52 – A Resolution to approve a final quantity change order for the 2016 Intersection Improvement Project with Jeff Graham Construction.

- Superintendent of Engineering Thomas Osborn stated the 2016 Intersection Improvement Project is complete, and this final quantity change order is for \$5,175.75.

MOTION: Move to approve Resolution No. R-17-52 for adoption.

ACTION: MOTION: WILLIAMS SECOND: MARTIN  
ROLL CALL VOTE: ALL AYE

4. Resolution No. R-17-53 – A Resolution to execute an FAA grant for taxiway improvements at the municipal airport.

- Superintendent of Engineering Thomas Osborn stated the city has received an FAA grant offer for completion of the taxiway reconstruction project at the Municipal Airport. The grant covers 90%, \$46,883, of the project. Andale Construction will be the contractor. This resolution authorizes the acceptance of the offer.

MOTION: Move to approve Resolution No. R-17-53 for adoption.

ACTION: MOTION: TAYLOR SECOND: BAUER  
ROLL CALL VOTE: ALL AYE

5. Resolution No. R-17-54 – A Resolution to approve Authorization No. 2 with Burns and McDonnell for construction engineering on the taxiway improvement project.

- Superintendent of Engineering Thomas stated this authorization will be for engineering services for the taxiway project at the airport.

MOTION: Move to approve Resolution No. R-17-54 for adoption.

ACTION: MOTION: TAYLOR SECOND: BAUER  
ROLL CALL VOTE: ALL AYE

6. Resolution No. R-17-55 – A Resolution to execute a construction agreement with Donelson Construction for street and parking lot surface seal.

- Superintendent of Engineering Thomas Osborn stated this resolution will be for the 2017 surface seal project which will cover 125 blocks of streets and 4 downtown parking lots. Funding for the streets and 3 downtown parking lots is from the 70% of the transportation sales tax dedicated to preservation. The city hall parking lot will be funded by the municipal building renovation funds. Commissioner Williams stated he wanted the dumpsters in the downtown parking lot moved to the far south end and the medians and curbs repaired. If we are not going to do the parking lots correctly, this money should be put back into the streets.

MOTION: Move to approve Resolution No. R-17-55 for adoption.

ACTION: MOTION: TAYLOR SECOND: MARTIN  
ROLL CALL VOTE: ALL AYE

7. Resolution No. R-17-56 – A Resolution to purchase a 2016 Dodge Altec 5500 aerial bucket truck for the Electric Utility.

- Electric Utility Deputy Director Mike Shook stated the trouble truck has begun to experience several mechanical issues and breakdowns over the past two years resulting in it being out of service frequently. This truck is used daily. This resolution will authorize the purchase of a 2016 Dodge 5500 bucket truck equipped with a material handler.

MOTION: Move to approve Resolution No. R-17-56 for adoption.

ACTION: MOTION: MARTIN SECOND: BAUER  
ROLL CALL VOTE: ALL AYE

8. Resolution No. R-17-57 – A Resolution to execute change order #08 mechanical installation with 8760 Service Group for the Electric Utility.

- Electric Utility Deputy Director Mike Shook stated this change order represents a back charge for the fire suppression system certification.

MOTION: Move to approve Resolution No. R-17-57 for adoption.

ACTION: MOTION: BAUER SECOND: MARTIN  
ROLL CALL VOTE: ALL AYE

9. Resolution No. R-17-58 – A Resolution to execute change order #09 mechanical installation with 8760 Service Group for the Electric Utility.

- Electric Utility Deputy Director Mike Shook stated this change order represents liquidated damages assessments against the contractor 8760 Service Group. The contract limits liquidated damages to 10% of contract maximum value, inclusive of any/all previously approved change orders. The 8760 Service Group has recently filed for Chapter 11 bankruptcy protection. This change order will be filed as a claim in the bankruptcy case. The City will recover liquidated damages to the extent the claim is allowed.

MOTION: Move to approve Resolution No. R-17-58 for adoption.

ACTION: MOTION: BAUER SECOND: MARTIN  
ROLL CALL VOTE: ALL AYE

10. City Manager's Report

- City Manager Kendal Francis thanked the Methodist Church VBS group who painted the bleachers around the horseshoe pits at Walter Johnson Park. He stated the building projects are progressing well. Plans for the stairway from 3<sup>rd</sup> to 2<sup>nd</sup> floor are being re-evaluated to cause less disruption for 3<sup>rd</sup> floor. The water slide at the Aquatic Center has been inspected and a permit application submitted to the state in accordance with the new legislation recently implemented by the State of Kansas.

**I. COMMENTS**

1. Comments from Public

- Bo Rupert stated his objection to the commission removing him from the Montgomery County Community Corrections Board.

2. Comments from Commissioners and Staff

- Commissioners Williams and Martin commented about the shale pit fence; concrete slabs and a cable gate will be installed to prevent anyone from accessing the pit. Martin wants a wall around the dumpsters in the downtown parking lot. Williams stated the commission takes the appearance of the city seriously and it needs to be a priority.

**J. EXECUTIVE SESSION(s)**

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

**L. ADJOURN**

MOTION: Move to adjourn.

ACTION: MOTION BY BAUER SECOND: WILLIAMS  
ROLL CALL VOTE: ALL AYE EXCEPT MARTIN WHO WAS  
ABSENT.

Time the meeting was adjourned: 8:03 p.m.

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

08/08/17



Cindy Price, City Clerk