

**COMMISSION MEETING MINUTES  
TUESDAY, AUGUST 8, 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 JIM C. TAYLOR, JR  
COMMISSIONER CHRIS WILLIAMS

Absent:

COMMISSIONER JUSTIN MARTIN

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  
ELECTRIC GENERATION SUPERINTENDENT TONY LAWSON

**A. CALL TO ORDER** – Mayor Paul Bauer

**B. INVOCATION** – Mary Wilson

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

**D. REVIEW OF AGENDA**

**E. CONSENT AGENDA**

1. City Commission Meeting Minutes – Tuesday, July 25, 2017

2. 2017 Appropriation Ordinance No. AO-17-15 – \$2,286,037.53

MOTION: Move to approve the consent agenda as presented.

ACTION: MOTION: BAUER SECOND: TAYLOR

ROLL CALL VOTE: ALL AYE EXCEPT COMMISSIONER  
MARTIN WHO WAS ABSENT.

3. 2017 Appropriation Ordinance No. AO-17-15A (Irontime Sales) – \$ 78.66

MOTION: Move to approve Appropriation Ordinance No. AO-17-15A for  
adoption.

ACTION: MOTION: WILLIAMS SECOND: BAUER

ROLL CALL VOTE: ALL AYE EXCEPT MARTIN WHO WAS  
ABSENT AND TAYLOR WHO ABSTAINED.

**REGULAR AGENDA ITEMS**

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

1. Public Hearing - FY 2018 Budget

- Finance Director Stephanie Richardson stated the FY 2018 budget has total expenditures of \$87,313,213 and authorizes \$2,626,481 to be the amount of ad. valorem tax to be levied with an estimated mill levy of 53.495 mills.
- Mayor Bauer opened the hearing for comments.
- There being no comments pertaining to the budget, Mayor Bauer closed the hearing.

2. Resolution No. R-17-59 – A Resolution to certify the FY 2018 budget for the City of Coffeyville.

MOTION: Move to approve Resolution No. R-17-59 for adoption.

ACTION: MOTION: TAYLOR SECOND: BAUER

ROLL CALL VOTE: ALL AYE EXCEPT MARTIN WHO WAS ABSENT.

**G. OLD BUSINESS**

**H. NEW BUSINESS**

1. Discussion and action to make an appointment to the City Planning Commission serving to January 1, 2020.

Applicant: Jeffrey McCloud

MOTION: Move to appoint Jeffrey McCloud to the City Planning Commission serving to January 1, 2020.

ACTION: MOTION: KASTLER SECOND: TAYLOR

ROLL CALL VOTE: ALL AYE EXCEPT MARTIN WHO WAS ABSENT.

2. Discussion and action to make an appointment to the Montgomery County Community Corrections Board serving to January 1, 2019.

Applicant: Brooke Ashlock

This item was removed from the agenda. Brooke Ashlock applied to both boards and was the only applicant. City ordinance prohibits a person from serving on more than one board; Ashlock's preference was the Juvenile Community Corrections Board.

3. Discussion and action to make an appointment to the Montgomery County Juvenile Corrections Board serving to June 30, 2020.

Applicant: Brooke Ashlock

MOTION: Move to appoint Brooke Ashlock to the Montgomery County Juvenile Corrections Board serving to June 30, 2020

ACTION: MOTION: BAUER SECOND: WILLIAMS

ROLL CALL VOTE: ALL AYE EXCEPT MARTIN WHO WAS ABSENT.

4. Resolution No. R-17-60 – A Resolution to execute a quitclaim deed conveying 906 Colorado to Tina McAfee.

- City Clerk Cindy Price stated the city owns a vacant lot located at 906 Colorado. Last fall, the owner of property located at 904 Colorado, Tina McAfee, contacted the city stating she was interested in acquiring the lot at 906. It was determined the city had no need for the vacant lot, and a memorandum of agreement was prepared stating if McAfee agreed to keep the lot mowed and free of trash and debris through July 31, 2017, the city would convey the lot to her.

MOTION: Move to approve Resolution No. R-17-60 for adoption.

ACTION: MOTION: TAYLOR SECOND: KASTLER  
ROLL CALL VOTE: ALL AYE EXCEPT MARTIN WHO WAS  
ABSENT.

5. Resolution No. R-17-61 – A Resolution to execute an encroachment easement for 102 Poplar Place.

- City Attorney Paul Kritz stated the house and garage located at 102 Poplar Place encroaches upon the City's right of way. A 15 year easement was granted to the owners in 1978, and a similar easement was given to the owners of the property in 1992, but it did not extend to subsequent owners. The property is currently owned by the Haffener Trusts. The Haffeners have requested the City grant a new easement to continue to accommodate the encroachment.

MOTION: Move to approve Resolution No. R-17-61 for adoption.

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

6. Resolution No. R-17-62 – A Resolution to execute an agreement with Asplundh Tree Expert Company for line clearance tree trimming.

- Electric Utility Director Gene Ratzlaff stated four bids were received for a three-man crew plus bucket truck to perform tree trimming line clearances for the city's 200 miles of distribution and 16 miles of transmission lines. Staff recommended Asplundh as they have the experience, equipment and manpower.

MOTION: Move to approve Resolution No. R-17-62 for adoption.

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

7. Resolution No. R-17-63 – A Resolution to execute an agreement with Wartsila for maintenance for the electric utility.

- Electric Generation Superintendent Tony Lawson stated this agreement will provide minor maintenance on the Wartsila engines at the new generation plant. This will be for the 2000 interval, will include parts and will be done in October. Wartsila will supervise our maintenance staff and should take about 5 days; the fee is \$51,527.

MOTION: Move to approve Resolution No. R-17-63 for adoption.

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

8. Ordinance No. G-17-04 – First Reading of an ordinance to adopt the 2017 Uniform Public Offense Code.

- City Attorney Paul Kritz stated this ordinance will replace the 2015 UPOC.

**MOTION:**      Move to approve Ordinance No. G-17-04 for first reading.

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

9. City Manager's Report

- City Manager Kendal Francis provided an update on the emergency services and municipal building projects; hydrant flushing is underway; KDOT had an onsite visit to discuss the Safe Routes to Schools grant.

**I. COMMENTS**

1. Comments from Public

- Mary Wilson, 207 W. New, stated the Farmers' Market would be moved to 10<sup>th</sup> and Northeast on Tuesday, August 15, due to the Fair.

2. Comments from Commissioners and Staff

- Commissioner Kastler stated Jim Barnett, candidate for governor, will be in Coffeyville on Thursday to meet with the public.
- Commissioner Williams stated he plans to discuss employee residency requirements at the next meeting.
- Commissioner Taylor stated the joint meeting with CRMC was very informative.
- Mayor Bauer stated he is still hearing from the public upset about recent meter reading issues causing some customers to experience high bills.

**J. EXECUTIVE SESSION(s)**

1. Acquisition of real property

**MOTION:**      Move to recess to executive session to discuss the potential purchase of certain real estate within the city limits pursuant to the acquisition of real property exception to reconvene in the commission room at 7:45 p.m.

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

Time the meeting was reconvened: 7:45 p.m.

2. Consultation with an attorney

**MOTION:**      Move to recess to executive session to discuss a pending litigation pursuant to the attorney-client relationship to reconvene in the commission room at 7:55 p.m.

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

Mayor Bauer stated the executive session would be extended for an additional ten minutes to reconvene at 8:05 p.m.

Time the meeting was reconvened: 8:05 p.m.

3. Matters relating to employer-employee negotiations

MOTION: Move to recess to executive session to discuss an employee's performance evaluation pursuant to the non-elected personnel matter exception to reconvene in the commission room at 8:15 p.m.

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

Mayor Bauer stated the executive session would be extended for an additional 15 minutes to reconvene at 8:30 p.m.

Time the meeting was reconvened: 8:30 p.m.

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

1. Police report
2. Library minutes

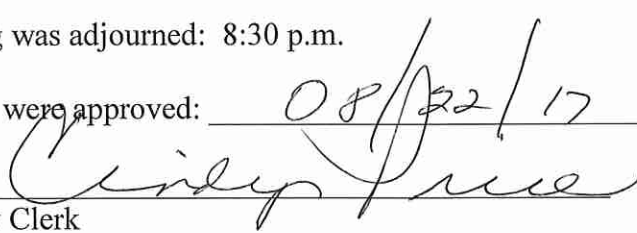
**L. ADJOURN**

MOTION: Move to adjourn.

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

Time the meeting was adjourned: 8:30 p.m.

Date the minutes were approved: 08/22/17

  
Cindy Price, City Clerk