

**COMMISSION MEETING MINUTES
TUESDAY, SEPTEMBER 26, 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

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

- A. CALL TO ORDER** – Mayor Paul Bauer
- B. INVOCATION** – Dr. Dean McNamara, First Baptist Church
- C. PLEDGE OF ALLEGIANCE TO THE AMERICAN FLAG**
- D. REVIEW OF AGENDA**
- E. CONSENT AGENDA**
1. City Commission Meeting Minutes – Tuesday, September 12, 2017
 2. 2017 Appropriation Ordinance No. AO-17-18 – \$4,601,442.85
- MOTION: Move to approve the consent agenda as presented.
- ACTION: MOTION: BAUER SECOND: TAYLOR
ROLL CALL VOTE: ALL AYE

REGULAR AGENDA ITEMS

- F. PUBLIC HEARING(s), SPECIAL PRESENTATION(s), & PROCLAMATION(s).**
- G. OLD BUSINESS**
- H. NEW BUSINESS**
1. Presentation by Johnson Controls and discussion on advanced metering infrastructure.
 - City Manager Kendal Francis stated city staff has met with Johnson Control regarding technology that will read water and electric meters as well as an LED street light project. David Villines from Johnson Controls spoke stating the city would go through the state contract to purchase the equipment, the city would determine what type of system to use; Johnson Controls is a performance contract company; they would guarantee the energy savings or revenue to pay for the project. Josh Wilkens, Johnson Controls, stated they would also be looking at exterior and interior lighting city owned buildings as well as the HVAC systems in addition to the metering. Utilizing AMI takes the human element out

of meter reading, and they are 99% accurate. Water meters lose efficiency over time which means customers will see higher readings due to higher accuracy. The cost savings will come from staff reductions and the greater accuracy in reading meters. The next step would be an investigative audit to determine if the project is feasible. Commissioners concurred to proceed, and a contract for Johnson Controls will be placed on the next agenda.

2. Ordinance No. G-17-05 – First reading of an Ordinance to amend employee residency requirements for the City of Coffeyville.

- City Manager Kendal Francis stated per the commission's direction, the ordinance has been prepared allowing a city employee to live in the state within 25 miles of City Hall and be able to safely and legally drive to City Hall within forty minutes from the employee's residence. Department heads are to reside in U.S.D. 445 school district, and the city manager is to reside in the city limits.

MOTION: Move to approve Ordinance No. G-17-05 for First Reading.

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

3. Resolution No. R-17-70 – A Resolution to purchase lube oil from Ramsey Oil Company for the electric utility.

- Electric Generation Superintendent Tony Lawson stated Shell Mysella engine oil is the original oil selected for the Wartsila units. Ramsey Oil Company is the Shell distributor for this area. The order will be for 6,500 gallons at a cost of \$40,625.

MOTION: Move to approve Resolution No. R-17-70 for adoption.

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

4. Resolution No. R-17-71 – A Resolution to execute a real estate sales contract with James F. Linzey for the purchase of 1401 W. 8th Street.

- City Manager Kendal Francis stated two proposals were received for 1401 W. 8th Street; one in the amount of \$43,000 and one for \$28,000. Staff recommended selling the building to Jim Linzey for \$43,000. Linzey wants to repair the roof and refurbish the building and rent it. His family has ties to the property. Commissioner Williams was concerned about selling the building to someone from out of town. The other proposal, while \$18,000 less than the Linzey proposal was for a local business. Commissioners agreed to table the item in order to get more information.

MOTION: Move to table Resolution No. R-17-71.

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

5. Resolution No. R-17-72 – A Resolution to approve a loan application for Baroness Properties for 1121 W. 9th Street.

- City Manager Kendal Francis stated Peggy Steele is applying for another \$40,000 loan to renovate a house at 1121 W. 9th Street. She has recently purchased the property and will renovate it for a rental. Twenty-five percent of the principle loan balance will be eligible for loan forgiveness.

MOTION: Move to approve Resolution No. R-17-72 for adoption.

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

6. Resolution No. R-17-73 – A Resolution to approve change order #2 for the Acme Foundry Street Improvement Project.

- Engineering Superintendent Thomas Osborn stated this change order to the project will add an area for street improvements on the west side of 15th and Willow and remove a driveway from the project at a cost of \$2,963.95. The additional costs are covered by grant funds.

MOTION: Move to approve Resolution No. R-17-73 for adoption.

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

7. Discussion on rental standards.

- Commissioners specified they were looking at rental standards and not minimum housing standards and requested staff provide them with examples and any checklists used from other communities. The city currently operates under the minimum housing ordinance which is complaint driven with 3 complaints. Peggy Steele read a letter encouraging the city to implement minimum standards, hire the additional staff or put together a citizen task force.

8. Discussion on filling vacant commission seat.

- Commissioners agreed to wait until after the November 7 election to fill the vacant position.

9. City Manager's Report

- City Manager Kendal Francis provided an update on the emergency services and municipal building projects, reported on Clean-Up Week to be October 9-15 and reviewed where campaign signs can be placed.

I. COMMENTS

1. Comments from Public

- John Hufferd invited commissioners to the November 11 Veterans Celebration.
- Charles Weed, 207 W. New, asked for information on housing demolition.

2. Comments from Commissioners and Staff

- Commissioner Kastler asked if the new fire truck would fit in the existing station. The truck will fit, however, a new ladder truck would not fit.
- Commissioner Taylor reported on the League of Kansas Municipalities annual conference he recently attended.

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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 9:05 p.m.

ACTION: MOTION BY BAUER SECOND: WILLIAMS
ROLL CALL VOTE: ALL AYE

Time the meeting was reconvened: 9:05 p.m.

Mayor Bauer stated there was no action as a result of the executive session.

2. Non-elected personnel

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 9:30 p.m.

ACTION: MOTION BY BAUER SECOND: WILLIAMS
ROLL CALL VOTE: ALL AYE

Time the meeting was reconvened: 9:27 p.m.

Mayor Bauer stated there was no action as a result of the executive session.

K. GENERAL STAFF, COMMITTEE & BOARD REPORTS AND MINUTES

1. Property tax report

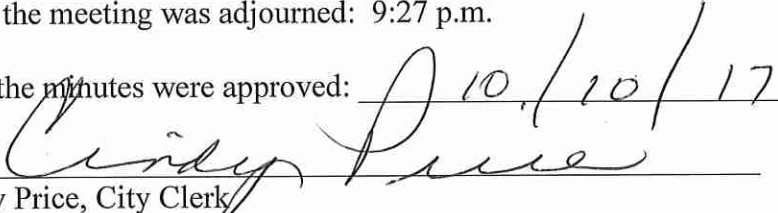
L. ADJOURN

MOTION: Move to adjourn.

ACTION: MOTION BY BAUER SECOND: WILLIAMS
ROLL CALL VOTE: ALL AYE.

Time the meeting was adjourned: 9:27 p.m.

Date the minutes were approved: 10/10/17


Cindy Price, City Clerk