

**COMMISSION MEETING MINUTES
TUESDAY, FEBRUARY 13, 2018
CITY HALL, 6:30 P.M.**

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

Present:

COMMISSIONER PAUL BAUER
COMMISSIONER JUSTIN DOANE
COMMISSIONER JIM C. TAYLOR, JR
COMMISSIONER ANN MARIE VANNOSTER
COMMISSIONER CHRIS WILLIAMS

City Staff in attendance:

CITY MANAGER KENDAL FRANCIS
CITY ATTORNEY PAUL KRITZ
CITY CLERK CINDY PRICE
IT DIRECTOR CHRIS FELIX
FINANCE DIRECTOR STEPHANIE RICHARDSON
PUBLIC WORKS DEPUTY DIRECTOR JIM BRADSHAW
HUMAN RESOURCE OFFICER MARILYNN EVENSON

A. CALL TO ORDER – Mayor Paul Bauer

B. INVOCATION – Pastor Mark Wilson, First Church of God

C. PLEDGE OF ALLEGIANCE TO THE AMERICAN FLAG

D. REVIEW OF AGENDA

E. CONSENT AGENDA

1. City Commission Meeting Minutes – Tuesday, January 23, 2018
2. 2018 Appropriation Ordinance No. AO-18-03 – \$1,754,878.74

MOTION: Move to approve the consent agenda as presented.

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

3. 2018 Appropriation Ordinance No. AO-18-03A – Irontime Sales \$ 214.64

MOTION: Move to approve Appropriation Ordinance No. AO-18-03A for adoption.

ACTION: MOTION: BAUER SECOND: VANNOSTER
ROLL CALL VOTE: ALL AYE EXCEPT TAYLOR WHO
ABSTAINED

REGULAR AGENDA ITEMS

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

1. Public Hearing – Ranew’s Industrial Revenue Bond – cancelled
 - Trisha Purdon, Montgomery County Action Council, and Lester Ranew, Ranew’s

Industries, provided an overview of the company and a timeline on the recruitment of the industry to Coffeyville. They have purchased the Darwin building, hired 9 of the initial 14 employees and plan to be at 34 employees in five years. Sarah Steele, Gilmore & Bell, the City's bond counsel stated they will be applying for an economic development exemption rather than for industrial revenue bonds. The hearing will be scheduled for March 27.

2. Resolution No. R-18-06 – A Resolution to issue Industrial Revenue Bonds for Ranew's Industries. – cancelled
3. Montgomery County Collaboration Presentation
 - Fred Gress, Caney City Administrator, and Kelly Passauer, Independence Assistant City Manager, provided an update on the accomplishments and goals of the group comprised of local government leaders from the cities of Caney, Cherryvale, Coffeyville and Independence along with Montgomery County. They have met monthly to discuss and collaborate ideas relating to each community's needs and issues.
4. Coffeyville Public Library Presentation
 - Katie Hill, Library Director, gave the annual library review stating the library has seen an increase in the computer usage and the e-download and e-streaming of games has been very successful as well as the summer reading program.

G. OLD BUSINESS

H. NEW BUSINESS

1. Discussion and action to appoint one person to fill an unexpired term on the CRMC Board of Trustees.
 - Applicant: Amanda Cavaness
 - MOTION: Move to appoint Amanda Cavaness to an unexpired term on the CRMC Board of Trustees serving to January 1, 2021.

 - ACTION: MOTION: BAUER SECOND: DOANE
ROLL CALL VOTE: ALL AYE
2. Discussion and action to appoint one person to fill an unexpired term on the Park Advisory Board.
 - Applicant: Marcus Kastler
 - MOTION: Move to appoint Marcus Kastler to an unexpired term on the Park Advisory Board serving to January 1, 2019.

 - ACTION: MOTION: VANNOSTER SECOND: TAYLOR
ROLL CALL VOTE: ALL AYE
3. Discussion and action to appoint one person to fill an unexpired term on the Planning Commission.
 - Applicant: Carla LeLaCheur
 - MOTION: Move to appoint Carla LeLaCheur to an unexpired term on the Planning Commission serving to January 1, 2019.

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

4. Ordinance No. S-18-01 – First Reading of an Ordinance to approve the annual renewal of the 10-year property tax incentive for Four State Maintenance.

- City Manager Kendal Francis stated this is the annual renewal of the 10-year tax abatement for Four State Maintenance January 1, 2009, through December 31, 2018. This year's abatement equals \$10,174.44. They have not met the number of jobs listed in the initial application, however, their salaries are higher than the county median wage and their annual sales have increased and staff recommends granting a 100% tax exemption. Commissioner Taylor provided documents related to previous years exemptions stating the number of employees is down from 43 to 34 stating he cannot support the tax exemption as a result. Commissioner Vannoster stated she is concerned they are not adhering to the original ordinance passed. Tom Tipton, Four State Maintenance owner, stated the paperwork they submitted on the original application was incorrect; they are enjoying their best year ever, are planning to add two more employees this year and looking at their fifth expansion. Commissioner Williams stated you have to know the backstory on this exemption as we were negotiating from incorrect information.

MOTION: Move to approve Ordinance No. S-18-01 for First Reading granting a 75% tax abatement.

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

5. Ordinance No. G-18-03 – First Reading of an Ordinance to amend the minimum rental standards.

- City Attorney Paul Kritz stated the amendments for the ordinance will exempt dwelling units occupied under bona fide contract-for-deed or lease purchase agreements, clarifies the time frame in which the initial landlord licenses are due as June 30, 2018, requires complainant to provide information, satisfactory to the enforcement officer, that the landlord or registered agent has been notified or an attempt has been made to notify them of the alleged violation(s), and notice of scheduling non-emergency inspections increased from not less than 10 days nor more than 14 to not less than 14 days nor more than 21 days in advance. Keith Fouts, 108 N. Parkview, stated he is concerned about the fine, and if a landlord does not make repairs the property cannot be rented and it will require the tenant to find a new place to live. Kendal Francis stated a violation would be a willful violation and recommended the fine remain at \$500. Commissioner Williams stated this ordinance is to bring people into compliance.

MOTION: Move to approve Ordinance No. S-18-03 for First Reading.

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

6. Resolution No. R-18-07– A Resolution to authorize the sale and conveyance of certain property to Assisted Living at Windsor Place, LLC.

- City Manager Kendal Francis stated the industrial revenue bonds for Windsor Place have been paid and this releases the property back to Windsor Place.

MOTION: Move to approve Resolution No. R-18-07 for adoption.

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

7. Resolution No. R-18-08 – A Resolution to approve executing the January 1, 2018, through December 31, 2020, Memorandum of Agreement with the International Union of Operating Engineers.

- City Manager Kendal Francis stated this is a three-year agreement which provides a 1.5% wage increase for all represented employees plus some wage adjustments. Additional items included providing 5 t-shirts and a hoodie per year for employees in the public service and water/wastewater distribution and collection departments as well as golf and swimming discount cards.

MOTION: Move to approve Resolution No. R-18-08 for adoption.

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

8. City Manager's Report

- City Manager Kendall Francis stated the final walk through for City Hall will be this week. A complaint procedure for handling complaints is being worked on; it will require the complaints to be in writing. The meter testing was completed FOR a customer as discussed at the last meeting; the meter was tested in house and by a third party, and the meter tested 100% accurate. The police department received a grant for teen seatbelt use. Orientation scheduled for April 3. As part of strategic planning, the consultant is working on a survey. Commissioner Williams suggested commissioners all review the survey done in 2013.

I. COMMENTS

1. Comments from Public

- Marcus Kastler, 502 Overlook, stated he is working on a candidates forum for 1 p.m., March 10, at the Senior Citizens Center.
- Jim C. Taylor, Sr., 704 Spruce, discussed the court proceedings on his property at 1801 Woodland.

2. Comments from Commissioners and Staff

- Stephanie Richardson, Finance Director, stated the late notice courtesy calls are now going out on the automated system. Citizens need to provide good phone numbers to the customer service office if they want to be notified.

J. EXECUTIVE SESSION(s)

1. Non-elected personnel

MOTION: Move to recess to executive session to discuss the status of an employee grievance pursuant to the non-elected personnel exception to include the City Manager, Finance Director and HR Officer and to reconvene in the

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commission room at 10:10 p.m.

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

Time the meeting was reconvened: 10:10 p.m.

MOTION: Move to recess to executive session to discuss the status of an employee grievance pursuant to the non-elected personnel exception to include the City Manager, Finance Director and HR Officer and to reconvene in the commission room at 10:30 p.m.

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

Time the meeting was reconvened: 10:20 p.m.

K. GENERAL STAFF, COMMITTEE & BOARD REPORTS AND MINUTES

1. Sales tax report
2. CRC report

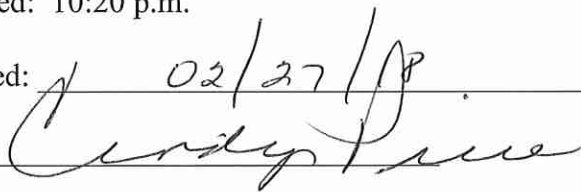
L. ADJOURN

MOTION: Move to adjourn.

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

Time the meeting was adjourned: 10:20 p.m.

Date the minutes were approved: _____

02/27/18


Cindy Price, City Clerk