

**CITY OF COFFEYVILLE COMMISSION MEETING MINUTES
TUESDAY, APRIL 10, 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:

INTERIM CITY MANAGER MIKE SHOOK
CITY CLERK CINDY PRICE
CITY ATTORNEY PAUL KRITZ
IT DIRECTOR CHRIS FELIX
FINANCE DIRECTOR STEPHANIE RICHARDSON
PUBLIC WORKS DIRECTOR CHUCK SHIVELY
ENGINEERING SUPERINTENDENT THOMAS OSBORN

- A. **CALL TO ORDER** – Mayor Paul Bauer
- B. **INVOCATION** – Pastor Joey Barrett, Church of Christ
- C. **PLEDGE OF ALLEGIANCE TO THE AMERICAN FLAG**
- D. **REVIEW OF AGENDA**
- E. **CONSENT AGENDA**
 - 1. City Commission Meeting Minutes – Tuesday, March 27, 2018
 - 2. 2018 Appropriation Ordinance No. AO-18-07 – \$ 963,356.27

MOTION: Move to approve the consent agenda as presented.

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

REGULAR AGENDA ITEMS

- F. **PUBLIC HEARING(s), SPECIAL PRESENTATION(s), & PROCLAMATION(s).**
 - 1. Midland Theater Foundation Board
 - Darrel Harbaugh introduced the Midland Foundation Board, discussed the business plan for the renovation of the theater and Alamo Building and showed drawings of the project. Fundraising efforts are beginning with the total project cost estimated to be \$2.6 million.
 - 2. Montgomery County Neighborhood Revitalization Plan
 - County Commissioner Fred Brown discussed the proposed county wide neighborhood revitalization plan. They believe it would stimulate economic development in the county and are visiting each of the taxing entities to discuss it. Commissioners requested information on what the economic impact to the city would be. The plan will be

discussed further at the May 12 meeting.

G. OLD BUSINESS

H. NEW BUSINESS

1. Resolution No. R-18-22 – A Resolution to authorize the sale of taxable general obligation electric utility refunding bonds.

- Ben Hart, financial advisor with Springsted, discussed the refunding bonds which were issued for the construction of the new power plant. The total amount of the bonds will be \$12.25 million and the sale will be the end of May. A request for proposals for underwriting services was distributed and city staff and Springsted selected Piper Jaffray to sell the bonds,

MOTION: Move to approve Resolution No. R-18-22 for adoption.

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

2. Ordinance No. S-18-02 – First Reading of an Ordinance to issue taxable general obligation electric utility refunding bonds.

MOTION: Move to approve Ordinance No. S-18-02 for First Reading,

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

3. Ordinance No. G-18-03 – First Reading of an Ordinance to amend the electric rates.

- Electric Utility Director Mike Shook stated following an electric cost of service study performed in 2015 by Utility Financial Solutions (UFS) they recommended redesigning the rate structures to cover the utility's fixed costs, such as infrastructure, by implementing a base customer charge and slightly increasing rates to meet the cost of service which are inclusive of consumption and demand charges. The recommendation included a 1.92% overall increase for five years. The commission voted at that time to have a 1.92% increase for three years and to perform an updated cost of service study in 2018. The study has been completed and UFS is recommending the city implement a 1.9% increase the next two years and perform an updated cost of service analysis in 2021. The average residential customer would see less than \$2 per month increase.

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

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

4. Resolution No. R-18-23 – A Resolution to execute a quitclaim deed to Michael D. Shook and Dalena M. Shook.

- City Attorney Paul Kritz stated approximately one year ago Mike Shook approached the city about acquiring ownership of the area, approximately 1/3 of an acre, where his private drive begins. The property is situated between city-owned properties. The Shooks have maintained the area for the past 18 years, and they paid for a legal survey of

the property. There are three water meter boxes located on the property, and the city would retain a utility easement in order to have access to them.

MOTION: Move to approve Resolution No. R-18-23 for adoption.

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

5. Resolution No. R-18-24 – A Resolution to approve a construction agreement with KDOT for off street Safe Routes to Schools project.

- Engineering Superintendent Thomas Osborn stated bids were opened in September by KDOT for the first sidewalk project under the Safe Routes to Schools grant. KDOT lets these projects, however, the city is responsible for 20% of the cost.

MOTION: Move to approve Resolution No. R-18-24 for adoption.

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

6. Discussion on city manager search.

- City Attorney Paul Kritz reported to commission the League of Kansas Municipalities search program costs \$6,534 and advertising costs between \$1,200 and \$1,800. They will provide salary guidance, the city decides where the advertising should be placed, they assist in selecting candidates, they do not recruit those currently employed and are less familiar with areas outside Kansas. Springsted has a recruiting arm of their business; the cost is \$24,500. They do national advertising with a regional focus, they will solicit candidates. Commissioners requested Kritz get one additional proposal. They concurred to meet on Thursday, April 19, 3:30 p.m., for a work session to include skype interviews with the firms.

7. City Manager's Report

- Interim City Manager Mike Shook reported the jail is now open; he attended the monthly leader's meeting where the topic of discussion was the track at Veterans Memorial Stadium; there will be a meeting on the track with UD 445 and Coffeyville Community College. Due diligence is still ongoing with JCI on the automated metering infrastructure; Taylor stated he wanted to know what JCI has invested in the project. This is dispatcher week, and a prescription drop box has been installed at the police department courtesy of Four County.

I. COMMENTS

1. Comments from Public

- Deborah Sharp presented a tissue box holder to the city requesting it be given to the fire department. She questioned why the flags had not been lowered. It was explained the fire department flag has been lowered in honor of Derek Messner, who was killed in a traffic accident. The president or governor make the declarations to lower the American flag.

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2. Comments from Commissioners and Staff

MOTION: Move to give firefighter Derek Messner's bunker gear, helmet, uniforms and badge to his family.

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

J. EXECUTIVE SESSION(s)

1. Employer-employee negotiations

MOTION: Move to recess to Executive Session for the discussion of union contracts pursuant to the employer-employee negotiations exception to reconvene in the commission room at 8:40 p.m.

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

Time the meeting was reconvened: 8:40 p.m.

MOTION: Move to recess to Executive Session for the discussion of union contracts pursuant to the employer-employee negotiations exception to reconvene in the commission room at 8:55 p.m.

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

Time the meeting was reconvened: 8:55p.m.

K. GENERAL STAFF, COMMITTEE & BOARD REPORTS AND MINUTES

1. Sales tax report
2. Library minutes

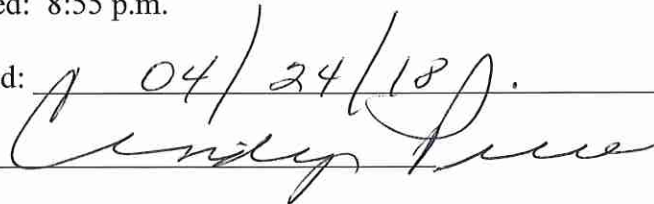
L. ADJOURN

MOTION: Move to adjourn.

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

Time the meeting was adjourned: 8:55 p.m.

Date the minutes were approved:

04/24/18


Cindy Price, City Clerk