

**CITY OF COFFEYVILLE COMMISSION MEETING MINUTES
TUESDAY, JULY 24, 2018
CITY HALL, 6:30 P.M.**

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

Present:

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

Absent:

COMMISSIONER JUSTIN DOANE

City Staff in attendance:

INTERIM CITY MANAGER MIKE SHOOK
CITY CLERK CINDY PRICE
CITY ATTORNEY PAUL KRITZ
FINANCE DIRECTOR STEPHANIE RICHARDSON
IT DIRECTOR CHRIS FELIX
PUBLIC WORKS DEPUTY DIRECTOR JIM BRADSHAW
ENGINEERING SUPERINTENDENT THOMAS OSBORN
POLICE CHIEF KWIN BROMLEY

- A. **CALL TO ORDER** – Mayor Paul Bauer
- B. **INVOCATION** – Pastor Tony Fields, St. Paul’s Lutheran Church
- C. **PLEDGE OF ALLEGIANCE TO THE AMERICAN FLAG**
- D. **REVIEW OF AGENDA**
- E. **CONSENT AGENDA**
 - 1. City Commission Meeting Minutes – Tuesday, July 10, 2018
 - 2. 2018 Appropriation Ordinance No. AO-18-14 – \$5,281,401.25
 - 4. Resolution No. R-18-51 – A Resolution to approve authority of award contract and commitment of City funds for 2018 Geometric Improvement Project.
 - 5. Resolution No. R-18-52 – A Resolution to set a public hearing for August 28, 2018, 6:30 p.m. for the vacation of utility easement at 2602 Edgevale.
 - 6. Action to set a public hearing for August 14, 2018, 6:30 p.m. for the FY 2019 budget.
 - MOTION: Move to approve the consent agenda as presented.
 - ACTION: MOTION: WILLIAMS SECOND: TAYLOR
ROLL CALL VOTE: ALL AYE EXCEPT DOANE WHO WAS ABSENT

3. 2018 Appropriation Ordinance No. AO-18-14A – Isham \$ 264.94

MOTION: Move to approve Resolution No. R-18-49 for adoption.

ACTION: MOTION: TAYLOR SECOND: WILLIAMS
ROLL CALL VOTE: ALL AYE EXCEPT DOANE WHO WAS
ABSENT

REGULAR AGENDA ITEMS

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

1. 2017 Audit Report – Jarred, Gilmore & Phillips, CPA
 - Meta Titel, Jarred, Gilmore & Phillips, presented the 2017 audit stating it was a clean audit.
2. Montgomery County Action Council Tyson Update
 - Trisha Purdon, Montgomery County Action Council, gave a presentation on the recent trip to Springdale to tour the Tyson facilities.

G. OLD BUSINESS

H. NEW BUSINESS

1. Resolution No. R-18-53 – A Resolution to allocate FY 2018 local alcoholic liquor funds.
 - Interim City Manager Mike Shook reported the State of Kansas has created an alcoholic liquor tax fund which determines how those moneys are to be distributed back to local units of government with 1/3 to the general fund; 1/3 to special parks and recreation and 1/3 to special alcohol and drug program. Three applications were received for funding. All three met the guidelines. There is \$28,878.71 available. The DARE program will be awarded \$8,500; Boys & Girls Club \$6,500 and Four County Mental Health \$7,875. The remaining \$6,003.71 will be rolled over into next year’s funding allotment.

MOTION: Move to approve Resolution No. R-18-53 for adoption.

ACTION: MOTION: BAUER SECOND: VANNOSTER
ROLL CALL VOTE: ALL AYE EXCEPT DOANE WHO WAS
ABSENT

2. Resolution No. R-18-54 – A Resolution to execute Change Order #1 for the Coronado Street Sanitary Sewer Replacement Project.
 - Public Works Deputy Director Jim Bradshaw reported the Coronado Sewer Replacement project was awarded based on estimated quantities. This change order modifies the final contract price to reflect the unit prices bid times the actual quantities installed. The final change order is an increase of \$3,750 making the total cost of the project \$191,523.00.

MOTION: Move to approve Resolution No. R-18-54 for adoption.

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

3. Resolution No. R-18-55 – A Resolution to execute a lease agreement with Montgomery County, Kansas, for office space in the City Hall building.

- Interim City Manager Mike Shook reported Montgomery County contacted the city regarding the availability of office space for the Families and Children Agency due to the closure of the Arco Building in Independence. They will be leasing the five offices in the southwest corner of first floor on a month-to-month basis for \$500 per month which includes utilities for six months at which time a long-term lease will be discussed.

MOTION: Move to approve Resolution No. R-18-55 for adoption.

ACTION: MOTION: BAUER SECOND: VANNOSTER
ROLL CALL VOTE: ALL AYE EXCEPT DOANE WHO WAS
ABSENT

4. City Manager's Report

- Interim City Manager Mike Shook welcomed Families and Children Services offices to City Hall and noted the City has reached out to KDOR to offer space for the driver's license office. KDOR indicated they have no intent to locate an office in Coffeyville. Shook thanked the commission and staff for the work on the budget and reported the KMU substation work shop is being held in Coffeyville Wednesday through Friday.

I. COMMENTS

1. Comments from Public

- Gail Smith, Mike Bradley and Andy Duncan, thanked the commission and city for all the work done to make the Summer Celebration possible. The celebration next year will be July 6.

2. Comments from Commissioners and Staff

- Commissioner Vannoster thanked staff for work done on budget.
- Commissioner Taylor stated commissioners are working to find a new city manager.

J. EXECUTIVE SESSION(s)

1. Non-elected personnel

MOTION: Move to recess to Executive Session to meet via Skype with Gary Holland of SGR pursuant to the non-elected matter exception to reconvene in the City Commission Room at 8:30 p.m.

ACTION: MOTION: BAUER SECOND: VANNOSTER
ROLL CALL VOTE: ALL AYE EXCEPT DOANE WHO WAS
ABSENT.

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

K. GENERAL STAFF, COMMITTEE & BOARD REPORTS AND MINUTES

**COMMISSION MEETING MINUTES
TUESDAY, JULY 24, 2018**

L. ADJOURN

MOTION: Move to adjourn.

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

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

Date the minutes were approved: _____

08/14/18

Cindy Price

Cindy Price, City Clerk