

**CITY OF COFFEYVILLE COMMISSION MEETING MINUTES  
TUESDAY, SEPTEMBER 11, 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  
ENGINEERING SUPERINTENDENT THOMAS OSBORN  
POLICE CAPTAIN DANNY GRIGG

- A. CALL TO ORDER** – Mayor Paul Bauer
- B. INVOCATION** – Pastor Randy DePriest, First Assembly of God
- C. PLEDGE OF ALLEGIANCE TO THE AMERICAN FLAG**
- D. REVIEW OF AGENDA**
- E. CONSENT AGENDA**
1. City Commission Meeting Minutes – Tuesday, August 28, 2018
  2. 2018 Appropriation Ordinance No. AO-18-17 – \$1,343,501.51
  3. Ordinance No. S-18-03 – Second Reading of an Ordinance to vacate a utility easement located at 2602 Edgevale.  
MOTION: Move to approve the consent agenda as presented.
- ACTION: MOTION: VANNOSTER SECOND: BAUER  
ROLL CALL VOTE: ALL AYE EXCEPT DOAN WHO WAS  
ABSENT.
- REGULAR AGENDA ITEMS**
- F. PUBLIC HEARING(s), SPECIAL PRESENTATION(s), & PROCLAMATION(s).**
1. Proclamation – Assisted Living Week September 9-15
    - Mayor Bauer read and presented the proclamation to residents of Windsor Place Assisted Living.
- G. OLD BUSINESS**

**H. NEW BUSINESS**

1. Resolution No. R-18-63 – A Resolution to submit a Federal Edward Bryne Memorial Justice Assistance Grant for the Police Department.

- Police Captain Danny Grigg stated the police department is applying for a grant to purchase a Nelson Systems NexLog 740 digital/analog recording system. The current system is approximately 8 years old and is only partially operational and is not upgradeable. If awarded the grant funds will pay for the \$20,000 system, and there is no match required.

MOTION: Move to approve Resolution No. R-18-63 for adoption.

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

2. Resolution No. R-18-64 – A Resolution to approve a Work Authorization for the 2019 Intersection and Drainage Improvement project with Allgeier, Martin & Associates.

- Engineering Superintendent Thomas Osborn stated this is for engineering services to design the 2019 Intersection and Drainage Improvement project at a cost not to exceed \$84,000. The intersections include 1<sup>st</sup> and Edgevale, 2<sup>nd</sup> and Ohio, 3<sup>rd</sup> and Linden, 8<sup>th</sup> and Read, 8<sup>th</sup> and Central and 8<sup>th</sup> and Hickman.

MOTION: Move to approve Resolution No. R-18-64 for adoption.

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

3. Resolution No. R-18-65– A Resolution to approve change order #2 for the 2016-2017 KLINK Project with Jeff Graham Construction.

- Engineering Superintendent Thomas Osborn stated this is the final quantity change order and is a deduct of \$18,121 making the total project cost \$711,874.38.

MOTION: Move to approve Resolution No. R-18-65 for adoption.

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

4. Resolution No. R-18-66 – A Resolution to distribute Community Improvement District (CID) sales tax funds to the Niel Hotel (Holiday Inn Express) Development.

- Finance Director Stephanie Richardson stated a Community Improvement District was approved in 2016 to provide a funding mechanism for reimbursement of eligible costs associated with the building of the Holiday Inn Express. Approval of the CID allows for the levy of an additional 2% sales tax within the district boundaries with the levy to expire in 22 years. The hotel owners must submit a voucher to the City with supporting documentation identifying the project costs they seek reimbursement for. Once approved by commission, a distribution of the sales tax collected less a 5% administration fee is made to the hotel. These funds will be disbursed monthly.

MOTION: Move to approve Resolution No. R-18-66 for adoption.

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

5. Resolution No. R-18-67 – A Resolution to support the US-169 Corridor Coalition’s key priorities for consideration by the Kansas Joint Legislative Transportation Vision Task Force.

■ Interim City Manager Mike Shook stated the US 169 Coalition is requesting letters of support from commissions to present to the Kansas Joint Legislative Transportation Vision Task Force. In the letter the commission states they are in agreement with the key improvements prioritized by the coalition:

- Build out shoulders on U.S. Hwy 169 between Welda – Garnett.
- Construct an overpass at the intersection of US-160 & US-169.
- Construct an overpass at the intersection of K-47 and US-169.
- Build turnouts for rest areas and safety checkpoints along expanded highway.
- Evaluate, design, plan and build an efficient & safe traffic system that would improve safety and traffic flow through Thayer & Coffeyville.

MOTION: Move to approve Resolution No. R-18-67 for adoption.

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

6. City Manager’s Report

■ Mike Shook stated Clean-Up Week is October 15-21; flyers will go out in utility bills.

**I. COMMENTS**

1. Comments from Public - none

2. Comments from Commissioners and Staff

- Commissioner Williams asked about the bike trail; Graham Construction has begun construction. He also asked about the Safe Routes to School project; right-of-way acquisition is nearly complete.
- Mayor Bauer asked for the date of the Amazon building auction; September 27.
- Commissioner Taylor stated the commission needs to discuss the rules established for public comments specifically related to the 3-minute limit.

**J. EXECUTIVE SESSION(s)**

1. Non-elected personnel

MOTION: Move to recess to Executive Session to discuss city manager applicants pursuant to the non-elected personnel exception to reconvene in the commission room on or before 7:50 p.m.

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

Time the meeting was reconvened: 7:50 p.m.

MOTION: Move to recess to Executive Session to discuss city manager applicants pursuant to the non-elected personnel exception to reconvene in the commission room on or before 8:00 p.m.

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

Time the meeting was reconvened: 7:58 p.m.

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

1. Sales tax report
2. Police Department report

**L. ADJOURN**

MOTION: Move to adjourn.

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

Time the meeting was adjourned: 7:58 p.m.

Date the minutes were approved: 09/25/18

Cindy Price  
Cindy Price, City Clerk