

**CITY OF COFFEYVILLE COMMISSION MEETING MINUTES  
TUESDAY, FEBRUARY 12, 2019  
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 JUSTIN DOANE  
COMMISSIONER PAUL BAUER  
COMMISSIONER ANN MARIE VANNOSTER  
COMMISSIONER CHRIS WILLIAMS

Absent:

COMMISSIONER JIM C. TAYLOR, JR.

City Staff in attendance:

CITY MANAGER MARK HALL  
CITY CLERK CINDY PRICE  
CITY ATTORNEY PAUL KRITZ  
FINANCE DIRECTOR STEPHANIE RICHARDSON  
PUBLIC WORKS DEPUTY DIRECTOR JIM BRADSHAW  
ENGINEERING SUPERINTENDENT THOMAS OSBORN  
POLICE CHIEF KWIN BROMLEY  
FIRE CHIEF BOB ROESKY  
IT DIRECTOR CHRIS FELIX  
ELECTRIC UTILITY DIRECTOR MIKE SHOOK

- A. CALL TO ORDER** – Mayor Paul Bauer
- B. INVOCATION** – Pastor Randy DePriest, First Assembly of God Church
- C. PLEDGE OF ALLEGIANCE TO THE AMERICAN FLAG**
- D. REVIEW OF AGENDA**
- E. CONSENT AGENDA**
1. City Commission Meeting Minutes – Tuesday, January 22, 2019
  2. City Commission Special Meeting Minutes – Thursday, January 24, 2019
  3. City Commission Special Meeting Minutes – Tuesday, February 5, 2019
  4. 2018 Appropriation Ordinance No. AO-19-03 – \$1,133,225.82
- MOTION: Move to approve the consent agenda as presented.
- ACTION: MOTION: VANNOSTER SECOND: BAUER  
ROLL CALL VOTE: ALL AYE WITH TAYLOR ABSENT.

**REGULAR AGENDA ITEMS**

- F. PUBLIC HEARING(s), SPECIAL PRESENTATION(s), & PROCLAMATION(s).**
1. Proclamation – Wear Red Fridays
    - Mayor Bauer read the proclamation which will be mailed.

2. Presentation of Fire Department lifesaving awards
  - Mayor Bauer read an account of a fire at 1508 S. Elm while Fire Chief Bob Roesky presented medals to firefighters Rex Reardon, Jon Graham, Jake Dean, Eric Fritz and Caleb Horn; Kevin Midgett was unable to attend
3. Discussion with James Charlesworth, Charlesworth Consultants, on City's property and liability insurance.
  - James Charlesworth and Peter Simonson reviewed the process his company is going through to get bids for the City's property and liability insurance. He also provided information on insurance pooling. Proposals are due March 19 and will be presented to commissioners on April 9.

**G. OLD BUSINESS**

**H. NEW BUSINESS**

1. Discussion and action to make appointments to the Park Advisory Board serving to January 1, 2023. This item postponed until February 26 meeting.
2. Resolution No. R-19-04 – A Resolution to execute a memorandum of agreement with the City of Caney to answer Kansas Call Handling Next Generation 911 service calls.
  - Police Chief Kwin Bromley stated in 2017 the State of Kansas 911 Coordinating Council began replacing all KANSAS E911 Public Safety Answering Points with the Next Generation (NG) 911 system. The City of Caney was unable to upgrade their existing E911 system and requested Coffeyville enter into an agreement to provide those services for them. Under this agreement, Coffeyville will answer the NG911 calls and transfer to a designated phone number provided by Caney. The City of Caney averages three 911 calls in a 24-hour period.

MOTION: Move to approve Resolution No. R-19-04 for adoption.

ACTION: MOTION: BAUER SECOND: WILLIAMS  
ROLL CALL VOTE: ALL AYE WITH TAYLOR ABSENT.

3. Resolution No. R-19-05– A Resolution to execute change order #1 to the construction contract with Goins Enterprises for replacement of water mains on West 10<sup>th</sup> Street.
  - Engineering Superintendent Thomas Osborn stated this change order modifies the contract to reflect the actual quantities replaced on the West 10<sup>th</sup> Street water main replacement project. This change order totals \$46,580 and modifies the total contract amount from \$777,159 to \$823,739.

MOTION: Move to approve Resolution No. R-19-05 for adoption.

ACTION: MOTION: WILLIAMS SECOND: DOANE  
ROLL CALL VOTE: ALL AYE WITH TAYLOR ABSENT.

4. Resolution No. R-19-06 – A Resolution to award a construction contract to Jeff Graham Construction for the 10<sup>th</sup> Street CDBG Roadway Improvement Project.
  - Engineering Superintendent Thomas Osborn stated four bids were received for the roadway replacement of 10 Street from Camden to Gillam. This CDBG project consists

of milling and asphalt overlay of the roadway surface, new concrete driveway entrances, new curb and gutter, new handicap sidewalk ramps and concrete replacement at various 10<sup>th</sup> Street intersections. Jeff Graham Construction was the low bid at \$524,317.40.

MOTION: Move to approve Resolution No. R-19-06 for adoption.

ACTION: MOTION: BAUER SECOND: WILLIAMS  
ROLL CALL VOTE: ALL AYE WITH TAYLOR ABSENT.

5. Resolution No. R-19-07 – A Resolution to execute an agreement for residential solid waste collections with Sunset Disposal d/b/a Republic Services of Cherryvale.

- City Clerk Cindy Price stated The City of Coffeyville sent out bid requests for residential solid waste – or trash – collection for a three-year period from April 1, 2019, to March 31, 2022. Two bids were received and are included on the attached bid tab. Republic Services – who is our current provider – submitted the low bid at \$9.25 for a regular pick up; \$9 for a senior citizen pick up (both of these rates include a polycart and a once a month bulky pickup) and \$6.10 for each additional polycart. Staff has reviewed the bids, both met the requested specifications, and we recommend approving a contract with Republic Services of Cherryvale for residential solid waste collection for the next three years. Republic provide good service for our citizens. With this contract we will continue our bulky pickups on Monday and routes will remain the same.

MOTION: Move to approve Resolution No. R-19-07 for adoption.

ACTION: MOTION: WILLIAMS SECOND: VANNOSTER  
ROLL CALL VOTE: ALL AYE WITH TAYLOR ABSENT.

6. Resolution No. R-19-08 – A Resolution to execute an agreement for city-owned facilities solid waste collections with Sunset Disposal d/b/a Republic Services of Cherryvale.

- City Clerk Cindy Price stated the previous item was for residential trash pickup. This is for trash service at city-owned facilities and parks. Again, there were two bids received and a bid tab is attached to the staff report. Republic Services – who currently picks up our city trash – was the low bidder, and we recommend approving the contract with them for the next three years April 1, 2019 to March 31, 2022.

MOTION: Move to approve Resolution No. R-19-08 for adoption.

ACTION: MOTION: BAUER SECOND: VANNOSTER  
ROLL CALL VOTE: ALL AYE WITH TAYLOR ABSENT.

7. Resolution No. R-19-09 – A Resolution to establish residential solid waste collection rates.

- Finance Director Stephanie Richardson stated the trash service contract with Republic Services includes a monthly increase of 25 cents per residential trash and 14 cents per additional poly cart. The mark up between what the company charges and what the residents pay is used to fund code enforcement activities including weed lot mowing, demolitions, nuisance clean ups and the city-wide clean up. Staff recommended increasing the trash fees the same amount as the bid increase. Regular residential trash

service will increase from \$13 to \$13.25; senior from \$12 to \$12.25 and an additional poly cart from \$7 to \$7.14. These rates will go into effect April 1, 2019.

MOTION: Move to approve Resolution No. R-19-09 for adoption.

ACTION: MOTION: VANNOSTER SECOND: DOANE  
ROLL CALL VOTE: ALL AYE WITH TAYLOR ABSENT.

8. Resolution No. R-19-10 – A Resolution to execute an agreement with Springsted Incorporated to perform a utility rate study for the water and wastewater utility.

- Finance Director Stephanie Richardson stated the city has contacted Springsted, the city's financial advisors, regarding conducting a water/wastewater utility rate study. Such a study would assist the city in evaluating the financial operations of the utility as well as determining the necessary level of user fees and charges needed to provide for infrastructure upgrades and improvements. The cost of the study will be \$17,500.

MOTION: Move to approve Resolution No. R-19-10 for adoption.

ACTION: MOTION: VANNOSTER SECOND: BAUER  
ROLL CALL VOTE: ALL AYE WITH TAYLOR ABSENT.

9. Resolution No. R-19-11 – A resolution to approve a change order for the Unit #7 Steam Turbine/Generator for the Electric Utility.

- Electric Utility Director Mike Shook stated the inspection and overhaul of steam unit No. 7 is complete. The final change order is for \$125,442.13 for additional out of scope work and extension costs.

MOTION: Move to approve Resolution No. R-19-11 for adoption.

ACTION: MOTION: BAUER SECOND: VANNOSTER  
ROLL CALL VOTE: ALL AYE WITH TAYLOR ABSENT.

10. City Manager's Report

- City Manager Mark Hall thanked staff for how the recent ice storm was handled.

**I. COMMENTS**

1. Comments from Public - none

2. Comments from Commissioners and Staff

- Mayor Bauer recognized Mary Wilson for her 88<sup>th</sup> birthday and thanked Mark Hall and Mike Shook for the work they did cleaning up 9<sup>th</sup> Street in the downtown area.

**J. EXECUTIVE SESSION(s)**

1. Consultation with an attorney

MOTION: Move to recess to executive session to discuss contract negotiations pursuant to the attorney-client relationship exception to include Mike Shook and Stephanie Richardson to reconvene in the commission room at 7:45 p.m.

**CITY OF COFFEYVILLE COMMISSION MEETING MINUTES  
TUESDAY, FEBRUARY 12, 2019**

**5**

ACTION: MOTION: BAUER SECOND: VANNOSTER  
ROLL CALL VOTE: ALL AYE WITH TAYLOR ABSENT.

Time the meeting was reconvened: 7:45 p.m.

Mayor Bauer stated no action would be taken as a result of the executive session

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

1. Sales tax report
2. Building permit report

**L. ADJOURN**

MOTION: Move to adjourn.

ACTION: MOTION: BAUER SECOND: WILLIAMS  
ROLL CALL VOTE: ALL AYE WITH TAYLOR ABSENT.

Time the meeting was adjourned: 7:45 p.m.

Date the minutes were approved: \_\_\_\_\_

02/26/19  
*Cindy Price*

Cindy Price, City Clerk