

**REGULAR COMMISSION MEETING MINUTES
TUESDAY, AUGUST 23, 2011
6:30 P.M.**

The Board of Commissioners met in Regular Session at 6:30 p.m. with Mayor Pam Jones presiding.

Present:

MAYOR PAM JONES
COMMISSIONER DON EDWARDS
COMMISSIONER DAVID GEORGE
COMMISSIONER RICHARD GONZALES

City Staff in attendance were:

CITY MANAGER JEFF MORRIS
CITY CLERK CINDY PRICE
CITY ATTORNEY PAUL KRITZ
ENGINEERING SUPERINTENDENT SCOTT MASSMAN
HUMAN RESOURCE OFFICER MARILYNN EVENSON
DEPUTY PUBLIC WORKS DIRECTOR JIM BRADSHAW
PUBLIC WORKS DIRECTOR CHUCK SHIVELY
IT MANAGER CHRIS FELIX

- A. **CALL TO ORDER** – Mayor Pam Jones
- B. **INVOCATION** – Rev. Steven Griffith, St. James United Methodist Church
- C. **PLEDGE OF ALLEGIANCE TO THE AMERICAN FLAG**
- D. **REVIEW OF AGENDA**
- E. **CONSENT AGENDA ITEMS**

- 1. Regular City Commission Meeting Minutes – Tuesday, August 9, 2011
- 2. 2011 Appropriation Ordinance No. AO-11-17 – \$5,099,957.01
MOTION: Move to approve the consent agenda as presented.

ACTION: THE MOTION WAS MADE BY COMMISSIONER GONZALES AND
SECONDED BY COMMISSIONER HORN. ROLL CALL VOTE – ALL
AYE

REGULAR AGENDA ITEMS

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

- 1. FY 2012 Budget Hearing

- City Manager Jeff Morris reviewed the FY2012 budget stating the proposed FY 2012 budget has total expenditures of \$79,620,090 with \$4,224,168 the total amount of ad valorem tax to be levied with an estimated mill levy of 39.800 mills.

- Mayor Jones opened the Public Hearing.

- There being no comments, Mayor Jones closed the Public Hearing.

2. Resolution No. R-11-75 – A Resolution to approve the certification of the FY 2012 Budget.

MOTION: Move to approve Resolution No. R-11-75 for adoption.

ACTION: THE MOTION WAS MADE BY COMMISSIONER HORN AND
SECONDED BY COMMISSIONER GEORGE. ROLL CALL VOTE –
ALL AYE

3. Proclamation – Assisted Living Week September 11-17, 2011 (Asbury Villages)
■ Mayor Jones read proclamation.

G. COMMENTS FROM THE PUBLIC

- Keith Fouts, 108 N. Parkview, read an anonymous letter related to the parking in the yard ordinance and presented a petition with 146 signatures also related to parking in the yard which requested a first offense be given a warning and the court costs be removed.
- Larry Young, 209 W. Third Street, stated police officers should be able to use common sense regarding the issuance of parking in the yard citations.
- Marlene Bachman, 505 S. Inglewood, suggested the City waive the \$100 ticket cost and allow citizens to use that money to put gravel down for a parking area.

H. OLD BUSINESS

I. NEW BUSINESS

1. Ordinance No. G-11-01 – First Reading of an Ordinance to amend the Parking in the Yard Ordinance.

- City Attorney Paul Kritz addressed the Commission stating the ordinance as discussed at the last meeting removes all exceptions except for Federal holidays and provides no variances. Following discussion, Commissioners determined wording should be included regarding temporary loading and unloading, contractor's vehicles and vacant lots.

MOTION: Move to approve Ordinance No. G-11-01 for First Reading.

ACTION: THE MOTION WAS MADE BY COMMISSIONER GONZALES AND
SECONDED BY COMMISSIONER EDWARDS. ROLL CALL VOTE
– ALL AYE

2. Resolution No. R-11-76 – A Resolution to execute a Real Estate Contract for the sale of 1512 S. Maple.

- Human Resource Officer Marilyn Evenson addressed the Commission stating Kevin Ryan presented an offer to purchase the house located at 1512 S. Maple for \$43,500. This will be the first house in the KHRC Housing Rehab project to be sold.

MOTION: Move to approve Resolution No. R-11-76 for adoption.

ACTION: THE MOTION WAS MADE BY COMMISSIONER JONES AND
SECONDED BY COMMISSIONER GEORGE. ROLL CALL VOTE –
ALL AYE

3. Resolution No. R-11-77 – A Resolution to set a public hearing for a street vacation.
- Engineering Superintendent Scott Massman addressed the Commission stating Jeannie Walterscheid has presented a petition to close a portion of New Street. She has maintained the property for a number of years and is hoping to discourage trespassers by placing posts and signage. Since the area is on the exterior boundary of the plat of North Park Addition, the vacated strip of land reverts to the adjoining landowner to the south and it will be necessary for Walterscheid to acquire the subject property by deed from the landowner; the landowner is agreeable. The area will be retained as a utility easement to accommodate access to existing utilities. The resolution presented sets a public hearing for September 27 regarding the proposed vacation.

MOTION: Move to approve Resolution No. R-11-77 for adoption.

ACTION: THE MOTION WAS MADE BY COMMISSIONER GONZALES AND
SECONDED BY COMMISSIONER GEORGE. ROLL CALL VOTE –
ALL AYE

4. Resolution No. R-11-78 – A Resolution to execute an Engineering Services Contract with PEC for drainage improvements in Brown's Riverside Addition.
- Engineering Superintendent Scott Massman addressed the Commission stating the City received a complaint about a drainage condition resulting from the new development in Blocks 5 and 6 of Brown's Riverside Addition. To correct the problem as well as take care of additional inadequate drainage issues in the area, an inlet box will be constructed at the current location of the flume and the storm water will be piped to Magnolia Street to be connected with an existing storm drain discharge and the combine flow will be piped south to discharge into a ditch. This resolution will award an engineering agreement for design of the improvements to PEC from Pittsburg in an amount not to exceed \$30,380.

MOTION: Move to approve Resolution No. R-11-78 for adoption.

ACTION: THE MOTION WAS MADE BY COMMISSIONER GONZALES AND
SECONDED BY COMMISSIONER JONES. ROLL CALL VOTE –
ALL AYE

5. Resolution No. R-11-79 – A Resolution to approve two curb cuts in the 700 and 800 block of East First Street.
- Engineering Superintendent Scott Massman addressed the Commission stating Coffeyville Resources has requested a curb cut in the 700 and 800 Block of East First Street for their parking lots.

MOTION: Move to approve Resolution No. R-11-79 for adoption.

ACTION: THE MOTION WAS MADE BY COMMISSIONER HORN AND
SECONDED BY COMMISSIONER GONZALES. ROLL CALL
VOTE – ALL AYE

6. Resolution No. R-11-80 – A Resolution to issue a purchase order to Coffeyville Insurance Associates for insurance for the Power Plant.

- City Manager Jeff Morris addressed the Commission stating the renewal quote for property insurance coverage and boiler and machinery insurance coverage on the City's power plant and distribution substations has been received from Chubb Insurance. The quote is \$173,305 which represents a 1.58%, or \$2,695, premium increase over last year. The Commissioners again elected not to purchase terrorism coverage.

MOTION: Move to approve Resolution No. R-11-80 for adoption.

ACTION: THE MOTION WAS MADE BY COMMISSIONER GONZALES AND
SECONDED BY COMMISSIONER EDWARDS. ROLL CALL VOTE
– ALL AYE

7. Resolution No. R-11-81 – A Resolution to issue a purchase order to American Bankers Insurance for flood insurance.

- City Manager Jeff Morris addressed the Commission stating a renewal quote for flood insurance on City owned properties has been received from American Bankers Insurance Company. The quote is \$54,580, a 1.4% increase over last year.

MOTION: Move to approve Resolution No. R-11-81 for adoption.

ACTION: THE MOTION WAS MADE BY COMMISSIONER JONES AND
SECONDED BY COMMISSIONER HORN. ROLL CALL VOTE –
ALL AYE

8. Resolution No. R-11-82 – A Resolution to execute an FAA grant offer for runway improvements and award a construction contract to Maxwell Asphalt, Inc.

- Engineering Superintendent Scott Massman addressed the Commission stating this resolution is to approve a grant application with the Federal Aviation Administration for repairs to airfield pavements and a slurry seal project at the airport as well as a contract with Maxwell Asphalt for the lump sum amount of \$319,838.10. This is a 95/5 grant with the City's share \$15,991.90.

MOTION: Move to approve Resolution No. R-11-82 for adoption.

ACTION: THE MOTION WAS MADE BY COMMISSIONER GONZALES AND
SECONDED BY COMMISSIONER GEORGE. ROLL CALL VOTE –
ALL AYE

9. Comments from Commissioners and Staff

- City Manager Jeff Morris reported the City has been reimbursed in full for demolition of the China Garden. Morris verified with Commissioners they wish to proceed with Requests for Proposals for the sale of the Carnegie Library. Morris verified Commissioners wish to pursue getting cost estimates on production of a community video. Morris reported an offer has been made for a director of the Housing Authority and asked if Commissioners were interested in renting the houses recently rehabbed through the Neighborhood Stabilization Program. Coffeyville is the only City in the program planning to sell their houses. Commissioners stated they preferred to sell the houses.
- Commissioner Edwards stated he wants to begin sending thank yous to citizens who are

improving their property and stated he wants this to be the last year the City subsidizes Hillcrest Golf Course.

- Commissioner Gonzales asked about the rail repairs; Morris stated the repairs on First Street are temporary; the repairs on 4th Street will be permanent.
- Commissioner Horn expressed a concern about semis driving on streets other than designated truck routes.

J. EXECUTIVE SESSION(s)

1. Non-elected personnel
2. Attorney-client privilege

MOTION: Move to adjourn to Executive Session for discussion of non-elected personnel and for items that would be deemed privileged in attorney-client relationship to include Marilyn Evenson, Jim Bradshaw and Chuck Shively and to reconvene on or before 9:45 p.m.

ACTION: THE MOTION WAS MADE BY MAYOR JONES AND SECONDED BY COMMISSIONER HORN. ROLL CALL VOTE – ALL AYE

Time the meeting was reconvened: 9:45 p.m.

MOTION: Move to adjourn to Executive Session for discussion of items that would be deemed privileged in attorney-client relationship to reconvene on or before 10:00 p.m.

ACTION: THE MOTION WAS MADE BY MAYOR JONES AND SECONDED BY COMMISSIONER HORN. ROLL CALL VOTE – ALL AYE

Time the meeting was reconvened: 10:00 p.m.

K. GENERAL STAFF, COMMITTEE & BOARD REPORTS AND MINUTES

1. Fire Department July report
2. Code Enforcement July report
3. Public Library July Minutes

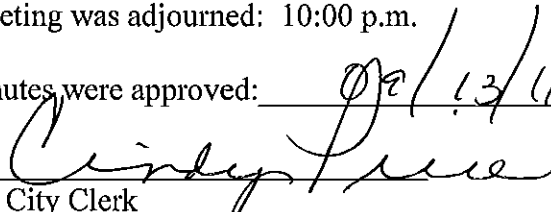
L. ADJOURN

MOTION: Move to adjourn.

ACTION: THE MOTION WAS MADE BY COMMISSIONER EDWARDS AND SECONDED BY MAYOR JONES. ROLL CALL VOTE – ALL AYE

Time the meeting was adjourned: 10:00 p.m.

Date the minutes were approved: _____


Cindy Price, City Clerk