

**COMMISSION MEETING MINUTES
TUESDAY, MARCH 10TH, 2020
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 ANN MARIE VANNOSTER
COMMISSIONER ROBERT YORK
COMMISSIONER TRACY MAXSON

Absent:

COMMISSIONER JUSTIN DOANE

City Staff in attendance:

CITY MANAGER MARK HALL
CITY CLERK MELISSA CARTER
DIRECTOR OF FINANCE STEPHANIE RICHARDSON
DIRECTOR OF PUBLIC SERVICE CHUCK SHIVELY
DEPUTY DIRECTOR OF PUBLIC SERVICE JIM BRADSHAW
ELECTRIC UTILITY DIRECTOR MIKE SHOOK
HUMAN RESOURCES DIRECTOR ALLISON PRYOR
IT DIRECTOR CHRIS FELIX
CHIEF OF POLICE KWIN BROMLEY
CAPTAIN DARIN DAILY
POLICE DEPARTMENT COMMUNICATION DIRECTOR CHAD SOLES
SUPERINTENDANT OF ENGINEERING THOMAS OSBORN

- A. **CALL TO ORDER** – Mayor Paul Bauer
- B. **ROLL CALL** – Commissioner Doane absent, all others present
- C. **INVOCATION** – Melvin Simpson, 1st Church of God in Christ
- D. **PLEDGE OF ALLEGIANCE TO THE AMERICAN FLAG**
- E. **REVIEW OF AGENDA**
- F. **CONSENT AGENDA**
 - 1. City Commission Meeting Minutes – Tuesday, February 25th, 2020
 - 2. 2020 Appropriation Ordinance No. AO-20-05 – \$1,195,997.07

MOTION: Move to approve items 1 and 2 of the consent agenda as presented.

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

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G. COMMENTS

1. Comments from Public

Debbie Sharpe, 1402 S. Willow, wanted to say thank you for the play sign, it wasn't exactly what she wanted but it is a baby step. She also said thank you to all Coffeyville's First Responders for the job they do.

REGULAR AGENDA ITEMS

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

1. City of Coffeyville 2019 Service Awards.

Allison Pryor and Mayor Bauer gave out City of Coffeyville service awards. Those present:
10 years: Jimmy Bradshaw, Bruce Fouts, Jason Kastler, Travis Rosson, Mike Shook.

15 years: Dustin Adams

20 years: Shane George, Steve Smith

25 years: Pete Caresio, Steve Pratt, James Santagata

2. Swearing in and pinning of Police Captain Darin Daily.

Chief of Police Kwin Bromley spoke about Darin Daily who has been with the Coffeyville Police Department since April 1997. He was promoted to Sergeant in 2001 and Lieutenant in 2016. His daughter, Mayor Bauer swore him in and his daughter Bella performed the pinning.

3. Recognition and thank you to the First Southern Baptist Church in Dearing, KS for \$4,500.00 donation to the Coffeyville Police Department Fill a Cruiser Event.

Chief Kwin Bromley thanked the Southern Baptist Church of Dearing for their donation to help with their annual fundraising event to buy toys, food, clothes, bikes, etc. for children in the community.

4. Announcement of KDOT Transportation Alternative Grants – Rails to Trails and Safe Routes to Schools.

Director of Public Works Chuck Shively announced that he was notified that they had been awarded two grants that they applied for in the Fall with the KDOT. One is the second phase of the Safe Routes to Schools sidewalk construction by Community Elementary School. The other is to extend the trails at Sherwin Williams.

I. OLD BUSINESS

1. Lisa Collins' and Allen Gillis' applications to serve on the Coffeyville Recreation Commission Board.

MOTION: Move to take Lisa Collins' and Allen Gillis' applications to serve on the Coffeyville Recreation Commission Board off the table.

ACTION: MOTION: BAUER SECOND: MAXSON

ROLL CALL: ALL PRESENT AYE

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There is still additional information needed to address this.

MOTION: Move to table Lisa Collins' and Allen Gillis' applications to serve on the Coffeyville Recreation Commission Board.

ACTION: MOTION: VANNOSTER SECOND: YORK
ROLL CALL: ALL PRESENT AYE

J. NEW BUSINESS

1. Ordinance S-20-01 an Ordinance authorizing and providing for the acquisition of an interest in certain abandon rail beds by eminent domain.

City Attorney Paul Kritz said this is what will be extending the trails up to Buckeye. There have been two problems with this – one is figuring the description of the rails and second is finding ownership of the rails. The first problem has been solved but finding the ownership the rails have not. That is why we are acquiring this interest by eminent domain and this is the next step of the process. The Resolution to survey was done in January. This is the first of two readings that will be required to continue with the eminent domain process, after that it will be filed in court, and hopefully complete the acquisition. Commissioner Vannoster commented that she knows that there have been several attempts made to find ownership and Mr. Kritz confirmed this.

MOTION: Move to approve Ordinance S-20-01 as presented.

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

2. Resolution R-20-10 a Resolution to approve an Encroachment Agreement with the Midland Theatre Foundation.

Jim Criswell, member of the Midland Foundation Board, said that the Foundation had been awarded a Kansas Heritage Trust Fund Grant to renovate and secure the exterior shell of the Midland Theatre. This renovation work has been awarded to Decker Construction and they have begun renovations. Jim announced that they have begun to bring the Midland Theatre back to life for Coffeyville. As part of this work they are removing and replacing the emergency exit stairways on the North end. These new stairways will exit on the public alleyway so he is here tonight to request encroachment on to those alleyways. Superintendent of Engineering Thomas Osborn stated that there are a lot of utilities in the alleyways but have gotten the greenlight from everyone. Commissioner Vannoster stated that it is great to see this moving along and that the Midland Theatre Board has been working very hard. Commissioner York stated that a lot of work has been going on with this project and this will be something you will be able to see.

MOTION: Move to approve Resolution R-20-10 as presented.

ACTION: MOTION: VANNOSTER SECOND: YORK
ROLL CALL: ALL PRESENT AYE

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3. Resolution R-20-11 a Resolution to approve purchase of playground equipment for North Park.

Superintendent of Engineering Thomas Osborn stated that last year the City signed a lease with CVR for the parking lot at Sunflower and 8th street for \$17,500 to be put towards playground equipment. That equipment would be selected by the Parks Board, CVR, and the Commission. The Parks Board selected the equipment with a cost of \$19,475. The remaining balance will come from the Parks Board budget for equipment and CVR as has given their blessing on the equipment as well. Commissioner York commented that it is a great example of partnership with a local industry and a positive step for North Park.

MOTION: Move to approve Resolution R-20-11 as presented

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

4. Resolution R-20-12 a Resolution to purchase eight Heckler and Koch 416 Special Operations Rifles.

Police Captain Darin Daily stated that these rifles will replace existing rifles that were purchased about 15 years ago. All but two of those have been taken out of service due to malfunctions. Currently these are being supplemented with personal owned rifles or smaller caliber machine guns. The rifle that they are looking at is a high quality weapon system. The funds used to purchase these will come from the Asset Forfeiture Fund which is money that has been seized from drug dealers so tax dollars will be used. Other bids on the same rifles were obtained but they were higher and charged shipping which this company does not.

MOTION: Move to approve Resolution R-20-12 as presented

ACTION: MOTION: YORK SECOND: MAXSON
ROLL CALL: ALL PRESENT AYE

5. Resolution R-20-13 a Resolution to replace the Zetron Workstation.

Police Department Communication Director Chad Soles stated that in December of 2014 the PD purchased two Zetron Workstations and software to support it. The operating system is a Windows 7 which is no longer supported by Zetron. It is still operational, however if the system should go down they would lose multiple radio channel communications and the ability to communicate with other emergency agencies. The new system would ensure uninterrupted service, automatic updates, and would have Zetron support 24/7. Action Communication submitted a bid of \$23,552 including the purchase and the installation. Two other companies were contacted for bids but they were never received. Action Communication installed the 2014 system and are familiar with their communication system.

MOTION: Move to approve Resolution R-20-13 as presented

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

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6. Presentation of the Gold AAA Kansas Traffic Safety Award to the Coffeyville Police Department Chief Kwin Bromley stated that KDOT and AAA were on their way from Pittsburg and asked that we wait until they arrived for the presentation.
7. Resolution R-20-14 a Resolution to authorize the execution of an agreement for specific stop-loss insurance, aggregate stop-loss insurance, dental insurance, basic life and accidental death and dismemberment (AD&D) insurance and third party administrative services for the City's FY 2021 (4-1-20 to 3-31-21) partially self-funded health insurance coverage along with a one-time pledge of city funds in the amount of \$31,949.90 to cover the projected unfunded balance associated with 2020-2021 plan year.
- Human Resource Director Allison Pryor gave information for the City's Health Insurance Plan which is funded by deposits made into the City's Risk Management Fund at an amount negotiated by the City's bargaining unit which is currently \$9,165 per person as well as monthly premiums paid by each participating employee. The City's plan will continue to be through Aetna with no changes to the employee's deductibles, co-insurance, or prescription co-pay. Dental will continue with Delta Dental as a self-insured plan. The Committee is requesting the Commission to consider pledging an increase to the City's share of Health Insurance cost by the un-funded amount of \$31,949.90 if needed. This would be a one-time pledge and only be transferred if needed during the plan year. Commissioner asked that if the City does not make the pledge does it come from the employees. Ms. Pryor replied that was correct, which would be an \$8 per month increase for single coverage and \$24 per month for those that carry a family plan. Commissioner York asked what the increase for the total bill was year over year. Stephanie Richardson replied it was \$102, 527 for the same headcount.

MOTION: Move to approve Resolution R-20-1 as presented

ACTION: MOTION: YORK SECOND: VANNOSTER
ROLL CALL: ALL PRESENT AYE

8. City Managers Report
- City Manager Mark Hall thanked Chuck and Thomas for their hard work on Grants that save the tax payers money. He thanked all the departments for preparing for our busy season and all that they do. He thanked Jim and Thomas for working with the Parks Board and CVR and also noting that we appreciate their business in our town.
9. Comments from Commissioners and Staff
- Mayor Bauer thanked everyone who attended the State of the Government Address last Week. He mentioned Prosperiti Builders coming to Coffeyville and noted that three of the Commissioners went to the County Commission Meeting where it was announced. This will be a great thing for Coffeyville, bringing 120 jobs in the next three years.
- Commissioner Maxson asked where we stood on the Service Station at the Industrial Park and why it is taking so long to get repairs done on it. City Manager Mark Hall replied that it was because nothing had been received from the Insurance Company. Adjusters from the City's Insurance Company have come out and it has gone back and forth between Insurance Companies. Jim Bradshaw stated that two adjusters from our Insurance Company have come out and evaluated what needs to be done but there has been no response from the Insurance Company that was provided to us, which is why we contacted ours to get repairs moving. Currently the City is manually pumping the station. There is a \$25,000 deductible that we

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will be out of pocket up front once they give us the determination. Two estimates were provided and the retrofit option was less expensive at about \$170,000. That does not include any labor that has been spent manually pumping the station since last September which is estimated at about \$16,000-\$17,000.

Presentation of the Gold AAA Kansas Traffic Safety Award to the Coffeyville Police Department. Shawn Stewart from AAA and Dan Kiser, Law Enforcement Liaison with KDOT presented Chief of Police Kwin Bromley with the 2019 AAA Kansas Community Traffic Safety Award. Coffeyville PD is recognized for a variety of programs and initiatives including: seat belts, school collaboration, Safe Routes to School grants, enforcement efforts targeting alcohol and drug impaired driving, and radio appearances by Chief Bromley. These efforts have produced positive traffic safety results including teen seatbelt usage up from 69% to 88% in the past five years, vehicle crash injuries fell from 44 to 26, and seatbelt violations down from 101 to 64. This is the 3rd consecutive year Coffeyville has received this award, this year, for the first time jumping to Gold level for their excellent effort. Chief Kwin Bromley accepted the award.

K. EXECUTIVE SESSION(s)

1. Executive Session pursuant to KSA 75-4319 (b) (2) consultation with an attorney for the public body or agency which would be deemed privileged in the attorney-client relationship.

MOTION: Move to recess to executive session pursuant to KSA 75-4319 (b) (2) to discuss certain contract issues pursuant to the attorney-client relationship exception, to include the City Attorney, City Manager, Director of Electric Utilities, Deputy Director of Public Works, and Finance Director, and to reconvene in the commission room at 7:40 pm

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

L. GENERAL STAFF, COMMITTEE & BOARD REPORTS AND MINUTES

1. 2020 County Tax Distribution Comparison
2. January 2020 Building Permit Report
3. February 2020 Building Permit Report
4. Coffeyville Police Department February 2020 Crime Statistics

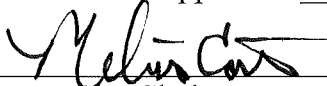
M. ADJOURN

MOTION: Move to Adjourn

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

Time the meeting was adjourned: 7:42 pm

Date the minutes were approved: 3/24/2020


Melissa Carter, City Clerk

