

**REGULAR COMMISSION MEETING MINUTES
TUESDAY, OCTOBER 25, 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
VIRGIL O. HORN, JR.

City Staff in attendance were:

CITY MANAGER JEFF MORRIS
CITY CLERK CINDY PRICE
CITY ATTORNEY PAUL KRITZ
ENGINEERING SUPERINTENDENT SCOTT MASSMAN
POLICE CHIEF JOE HUMBLE
FIRE CHIEF JAMES GRIMMET
CODE ENFORCEMENT OFFICER JOHN HUFFERD

- A. **CALL TO ORDER** – Mayor Pam Jones
- B. **INVOCATION** – Rev. Doug Mund, Grace Fellowship Church.
- C. **PLEDGE OF ALLEGIANCE TO THE AMERICAN FLAG**
- D. **REVIEW OF AGENDA**
- E. **CONSENT AGENDA ITEMS**
 - 1. Regular City Commission Meeting Minutes – Tuesday, October 11, 2011
 - 2. 2011 Appropriation Ordinance No. AO-11-21 – \$5,109,631.36

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).**
- G. **COMMENTS FROM THE PUBLIC**
 - Carla LeLaChour, representing Downtown Coffeyville, In., provided an update on activities and reported five awards were received at the Governor's Banquet. She stated some building owners on the south side of 9th Street are interested in removing awnings; DCI is getting cost estimates.
- H. **OLD BUSINESS**

I. NEW BUSINESS

1. Appoint one applicant to an unexpired term on the Public Library Board serving to April 30, 2014.

Applicants: Roger Gossard, Robin Heitz, Margie Miller

MOTION: Move to appoint Margie Miller to an unexpired term on the Public Library Board serving to April 30, 2014.

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

2. Resolution No. R-11-101 – A Resolution to approve an amendment agreement to a contract with Allgeier, Martin & Associates.

■ Engineering Superintendent Scott Massman addressed the Commission stating Allgeier Martin & Associates were approved for the contract for the preliminary engineering design and preparation of the specifications for KLINK Project 166-63U-0027-01 on South Highway 169. This amendment will provide for construction engineering, bid solicitation, material reports, final inspection and record drawings. The maximum payment for these services will be \$60,800 with KDOT providing 50% of the total cost.

MOTION: Move to approve Resolution No. R-11-101 for adoption.

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

3. Ordinance No. G-11-04 – First Reading of an ordinance to amend the Code of Ordinances by adding a fee schedule.

■ City Clerk Cindy Price addressed the Commission stating during the budget session Commissioners requested a review of all current fees charged by the City of Coffeyville. A copy of the current fee schedule was provided to Commissions along with recommendations for changes. Staff is recommending as part of the ordinance codification process to pull all fees out of the ordinance and place in a fee schedule which would be adopted by resolution. The ordinance presented would allow the adoption of a fee schedule; the fees would be adopted at a later meeting.

MOTION: Move to approve Ordinance No. G-11-04 for First Reading.

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

4. Resolution No. R-11-102 – A Resolution to approve an amendment to the employee identification badge policy.

■ Police Chief Joe Humble addressed the Commission stating there is a provision in federal law allowing a city to issue ID badges for the carrying of concealed weapons by a retired law enforcement officer. Approval of this resolution will add the criteria for issuing the ID to our existing badge policy.

MOTION: Move to approve Resolution No. R-11-102 for adoption.

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

5. Resolution No. R-11-103 – A Resolution to authorize a consulting agreement with Charlesworth & Associates.

■ Finance Director Stephanie Richardson addressed the Commission stating property and liability insurance coverage for the City of Coffeyville will expire on May 1, 2012. This policy is typically put out for bid every three years. Charlesworth & Associates has performed insurance procurement services for all the City's property and liability coverage, except for electric department property and boiler and machinery insurance, for the last two renewals and are proposing to perform the same services for the next renewal for \$6,000.

MOTION: Move to approve Resolution No. R-11-103 for adoption.

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

6. Resolution No. R-11-104 – A Resolution to execute a purchase order with JRB Industries for demolition of three structures.

■ Code Enforcement Officer John Hufferd addressed the Commission stating there were three bids received for demolition of three structures with JRB Industries the low bidder at \$10,200.

MOTION: Move to approve Resolution No. R-11-104 for adoption.

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

7. Comments from Commissioners and Staff

■ Fire Chief James Grimmet reported the City's ISO rating has improved from a 4 to a 3.
■ City Manager Jeff Morris reported he has had a preliminary meeting with County Commissioner Fred Brown regarding the East Eighth Street Bridge.

J. EXECUTIVE SESSION(s)

K. GENERAL STAFF, COMMITTEE & BOARD REPORTS AND MINUTES

L. ADJOURN

MOTION: Move to adjourn.

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

Time the meeting was adjourned: 7:32 p.m.

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Date the minutes were approved: _____

November 8, 2011
Cindy Price

Cindy Price, City Clerk

A Work Session was held following the meeting to review items for the ordinance codification.