

**REGULAR COMMISSION MEETING MINUTES  
TUESDAY, NOVEMBER 8, 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

**Absent:**

VIRGIL O. HORN, JR.

**City Staff in attendance were:**

CITY MANAGER JEFF MORRIS  
CITY CLERK CINDY PRICE  
CITY ATTORNEY PAUL KRITZ  
FINANCE DIRECTORY STEPHANIE RICHARDSON  
DEPUTY PUBLIC WORKS DIRECTOR JIM BRADSHAW  
DEPUTY ELECTRIC UTILITY DIRECTOR  
FIRE CHIEF JAMES GRIMMET  
IT MANAGER CHRIS FELIX

- A. CALL TO ORDER** – Mayor Pam Jones
- B. INVOCATION** – Mary Wilson
- C. PLEDGE OF ALLEGIANCE TO THE AMERICAN FLAG** – conducted by Boy Scout Troop #5.
- D. REVIEW OF AGENDA**
- E. CONSENT AGENDA ITEMS**
1. Regular City Commission Meeting Minutes – Tuesday, October 25, 2011
  2. 2011 Appropriation Ordinance No. AO-11-22 – \$7,211,907.69
- MOTION: Move to approve the consent agenda as presented.
- ACTION: THE MOTION WAS MADE BY COMMISSIONER GONZALES AND SECONDED BY MAYOR JONES. ROLL CALL VOTE – ALL AYE EXCEPT COMMISSIONER HORN WHO WAS ABSENT.
- REGULAR AGENDA ITEMS**
- F. PUBLIC HEARING(s), SPECIAL PRESENTATION(s), & PROCLAMATION(s).**
1. Proclamation to declare Saturday, November 12, as Buddy Poppy Day.
    - Mayor Jones read and presented proclamation to representatives of the VFW Auxiliary.
  2. Presentation by Coffeyville Friends of Animals.
    - Jim Percival, President Coffeyville Friends of Animals, provided an update on the Animal Shelter.
- G. COMMENTS FROM THE PUBLIC**

**H. OLD BUSINESS**

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

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

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

**I. NEW BUSINESS**

1. Resolution No. R-11-105 – A Resolution to convey property located at 1208 S. Willow to Coy and Ronda Clark.

- City Clerk Cindy Price addressed the Commission stating the City of Coffeyville owns a vacant lot located at 1208 S. Willow. The owners of the property located at 1210 S. Willow, Coy and Ronda Clark, have been mowing and maintaining the property and are interested in acquiring the lot. Staff has determined the City has no need for the vacant lot and recommends the City convey the lot to the Clarks. This will put the property back on the tax roll and relieve the City of any future maintenance on the lot.

MOTION: Move to approve Resolution No. R-11-105 for adoption.

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

2. Discussion on fee schedule.

- City Clerk Cindy Price addressed the Commission stating staff has received no comments related to the fee schedule which was provided to Commissioners at the previous meeting. As staff is going through the codification process, all fees are being pulled out in order to adopt in one fee schedule; there may be additional fees added, therefore, the schedule will be presented to Commissioners at a later meeting for adoption. A consensus is requested on fees for those licenses which are ready for renewal such as contractors and electricians licenses. Commissioner Edwards again questioned the need for many of the fees. Following discussion, Commissioners agreed with the presented fees for license renewals.

3. Comments from Commissioners and Staff

- City Manager Jeff Morris reported the City was notified KDOT selected the geometric improvement project at 4<sup>th</sup> and Northeast for funding. One bid was received for the Request for Proposals for the Carnegie Library. The bid was for \$20,000 plus the City's available insurance money for the roof repair. The building would be used for a photography business as well as offices for a construction company. If Commissioners approve the proposal, it is recommended the insurance proceeds, approximately \$6,000, be deleted from the bid making the amount offered for the building \$14,000. Commissioners agreed with the proposal as well as the recommendation; the sale of the property will be put on the next meeting agenda. Morris also reported the Grand Opening for the Skate Park will be Monday, November 21, 4 p.m.; and the Ribbon

**REGULAR COMMISSION MEETING MINUTES  
TUESDAY, NOVEMBER 8, 2011**

3

Cutting and Dedication of the Highway 169 System Enhancement Project will be Thursday, December 8, 10 a.m.

- Mayor Jones expressed concern about the handicapped parking in front of the Senior Citizens Building. Commissioner Edwards asked if street lights could be placed on East Eighth Street from Walter Johnson Park to CR 5300.

**J. EXECUTIVE SESSION(s)**

MOTION: Move to adjourn to Executive Session for items that would be deemed privileged in attorney client relationship and for non-elected personnel to include Jim Bradshaw to reconvene on or before 8 p.m.

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

Time the meeting was reconvened: 8:00 p.m.

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

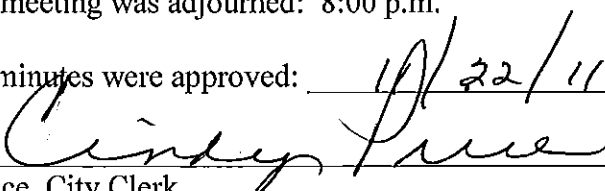
**L. ADJOURN**

MOTION: Move to adjourn.

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

Time the meeting was adjourned: 8:00 p.m.

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

  
Cindy Price, City Clerk

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