

**REGULAR COMMISSION MEETING MINUTES  
TUESDAY, APRIL 10, 2007  
6:30 P.M.**

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

Those in attendance were:

COMMISSIONER RICHARD GONZALES  
COMMISSIONER ALEC HENDRYX  
COMMISSIONER VIRGIL O. HORN., JR.  
COMMISSIONER LOUIE HUMMEL  
COMMISSIONER PAM JONES

City Staff in attendance were:

CITY MANAGER JEFF MORRIS  
CITY CLERK CINDY PRICE  
CITY ATTORNEY PAUL KRITZ  
FINANCE DIRECTOR STEPHANIE RICHARDSON  
PUBLIC WORKS DIRECTOR CHUCK SHIVELY  
ENGINEERING SUPERINTENDENT SCOTT MASSMAN  
ELECTRIC UTILITY DIRECTOR BERNIE CEVERA  
AIRPORT SUPERVISOR BOB INGMIRE  
INSPECTOR JIM HAYES

- A. CALL TO ORDER – Mayor York**
- B. INVOCATION – Father Jerry Adinolfi, St. Paul’s Episcopal Church**
- C. PLEDGE OF ALLEGIANCE TO THE AMERICAN**
- D. MINUTES**
  - 1. Regular City Commission Meeting Minutes – Tuesday, March 27, 2007  
ACTION: Approved as presented
- E. APPROPRIATION ORDINANCE(s).**
  - 1. 2007 Appropriation Ordinance No. AO-07-09 - \$ 599,635.22  
MOTION: Move to approve Appropriation Ordinance No. AO-07-09 in the total amount of \$599,635.22 for adoption.  
  
ACTION: THE MOTION WAS MADE BY COMMISSIONER GONZALES AND SECONDED BY COMMISSIONER HORN. ROLL CALL VOTE - ALL AYE.
- F. PUBLIC HEARING(s), SPECIAL PRESENTATION(s), & PROCLAMATION(s).**
- G. OTHER BUSINESS**
  - 1. Comments by the Public
    - Leon Butterfield, 1215 West First Street, asked about the storm water utility charge on his utility bill.
    - Darren Trotter, Townhouse Apartments, stated he is concerned about the proposal the college is considering to purchase the Townhouse Apartments to make dorms for the

college and asked for help from the City in keeping the apartments open. Trotter was informed the City had no jurisdiction over the College.

**H. OLD BUSINESS**

1. Ordinance No. S-07-06 – Second Reading of an Ordinance to rezone property located at 402 South Parkview.  
MOTION: Move that Ordinance No. S-07-06 be passed to Second Reading and approved for adoption.  
ACTION: THE MOTION WAS MADE BY COMMISSIONER HUMMEL AND SECONDED BY COMMISSIONER HENDRYX. ROLL CALL VOTE – ALL AYE.
  
2. Ordinance No. S-07-07 – Second Reading of an Ordinance to rezone property located at 502 North Buckeye.  
MOTION: Move that Ordinance No. S-07-07 be passed to Second Reading and approved for adoption.  
ACTION: THE MOTION WAS MADE BY COMMISSIONER GONZALES AND SECONDED BY MAYOR YORK. ROLL CALL VOTE – ALL AYE.

**SEATING OF NEW COMMISSIONERS**

1. Swearing In Ceremony for Alec Hendryx, Louie Hummel, Pam Jones
  - Commissioners Hendryx, Hummel and Jones were sworn in by City Clerk Cindy Price.
  
2. Selection of Mayor to serve to April 8, 2008
  - Commissioner Hummel nominated Virgil Horn for Mayor to serve to April 8, 2008. No further nominations were made; Horn was selected unanimously.
  
3. Selection of Vice Mayor to serve to April 8, 2008
  - Commissioner Hendryx nominated Richard Gonzales for Vice-Mayor to serve to April 8, 2008. No further nominations were made; Gonzales was selected unanimously.

**I. NEW BUSINESS**

1. Resolution No. R-07-39 – A Resolution to execute a contract with Meyer Roofing & Sheet Metal for improvements and roof repairs to the Public Service Building.
  - Engineering Superintendent Scott Massman addressed the Commission stating two bids were received for the repair of the existing roof on the Public Service Maintenance Building. Meyer Roofing bid a new product, Garna-Flex, which encapsulates seams, bolts, ridges, etc. from water. The product is flexible after application. After all repairs are made and the Garna-Flex is applied, a highly reflective Garna-Thane radiant barrier is applied as the top surface coat. An option that was bid was a ten-year warranty for \$1,080 per year. After ten years, another silver coating can be applied.

MOTION: Move that Resolution No. R-07-39 for adoption.

ACTION: THE MOTION WAS MADE BY COMMISSIONER GONZALES AND SECONDED BY MAYOR HORN. ROLL CALL VOTE – ALL AYE.
  
2. Resolution No. R-07-46 – A Resolution to commit financial participation in the Kansas

Main Street Program.

- City Manager Jeff Morris addressed the Commission stating Commissioners have previously committed support for the Main Street program. The Main Street Committee is in the process of working on the application. Along with the application is the submittal of a five-year budget, with the minimum annual budget being \$50,000. Staff recommended the Commission approve committing a dollar-for-dollar match on funds raised for the Main Street Program, up to \$25,000. This will be an annual commitment, reviewed on a yearly basis. The first year the funds will come from the Capital Improvement Fund.
  
- Carla LeLaCheur, representing the Main Street Committee, stated \$15,650 has been raised to date. Support is needed from the entire community. She detailed a fund raising initiative called the Coffeyville Minute Men where individuals can commit to a \$100 contribution per year for five years. She also stated the committee is committed to the Main Street Program and even if Coffeyville is not selected to participate, they will continue with plans for downtown improvement.

MOTION: Move that Resolution No. R-07-46 for adoption.

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

3. Discussion and action to appoint two members to the Public Library Board.

Applicants: Mary Conrad and Virginia King

MOTION: Move to appoint Mary Conrad and Virginia King to serve four-year terms on the Coffeyville Public Library Board.

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

4. Resolution No. R-07-40 - A Resolution to issue a purchase order to Paving Maintenance Supply, Inc., for one new Crafcro Super Shot 125 Diesel Fired Crack Seal Machine.

- Public Works Director Chuck Shively addressed the Commission stating one of the major recommendations of the City of Coffeyville's recently completed pavement management program report was to perform crack sealing as part of the routine street maintenance activities. Crack sealing involves blowing the dirt and debris out of the cracks in the street and filling the crack with melted rubber material. This prevents water from getting into the cracks and further damaging the streets. Currently the City does not have the equipment necessary to do crack sealing and hiring a contractor to crack seal could easily exceed \$1,000 per block for some streets. Bids were requested for the purchase of a crack seal machine; one bid was received from Paving Maintenance Supply for a diesel fired pull type crack seal machine plus employee training. Funding will come from the Capital Equipment Fund.

MOTION: Move that Resolution No. R-07-40 for adoption.

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

5. Resolution No. R-07-41 – A Resolution to execute a 3-year audit engagement letter with Jarred, Gilmore & Phillips, PA, for FY 2006, FY 2007 and FY 2008, subject to annual confirmation by Commissioners.

■ Finance Director Stephanie Richardson addressed the Commission stating one bid was received for audit proposals for FY 2006, FY 2007 and FY 2008. The bid was from Jarred, Gilmore & Phillips who has performed the City's audit since 1988. The price is the same as the last three years.

MOTION: Move that Resolution No. R-07-41 for adoption.

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

6. Resolution No. R-07-42 – A Resolution to execute an Aggregate Facilities Study Agreement with Southwest Power Pool.

■ Electric Utility Director Bernie Cevera addressed the Commission stating the Commission previously authorized a supplemental point-to-point transmission reservation system impact study with the Southwest Power Pool. The request was made to determine if sufficient transmission capacity is available to deliver purchased power supplies to projected City loads in excess of the current 114 MW. The preliminary impact study results indicate there is limited additional transmission capacity available to deliver purchased supplies from GRDA to Coffeyville without transmission system upgrades. Coffeyville will have to continue to operate its municipal power plant during the summer peak periods until such time as the transmission upgrades are completed and will have to agree to pay its allocated portion of the transmission upgrade costs to obtain additional transmission capacity in the future.

MOTION: Move that Resolution No. R-07-42 for adoption.

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

7. Resolution No. R-07-43 – A Resolution to execute a FY 2007 Finish Mowing Contract with Corey's Mowing Service.

■ Inspector Jim Hayes addressed the Commission stating he is recommending Corey's Mowing Service receive the contract for the City's finish mowing on weed lots at \$14 per standard 50' x 140' lot.

MOTION: Move that Resolution No. R-07-43 for adoption.

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

8. Resolution No. R-07-44 – A Resolution to execute a FY 2007 Weed Lot Mowing Contract with Cook's Mowing Service.

■ Inspector Jim Hayes addressed the Commission stating he is recommending Cook's Mowing Service receive the contract for the City's bush hog mowing on weed lots at \$14 per standard 50' x 140' lot.

MOTION: Move that Resolution No. R-07-44 for adoption.

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

9. Resolution No. R-07-45 – A Resolution to execute a FY 2007 Airport Mowing Contract.

■ Engineering Superintendent Scott Massman addressed the Commission stating he is recommending Corey's Mowing Service receive the contract for mowing 31 acres at the Municipal Airport at a cost of \$365 per mowing.

MOTION: Move that Resolution No. R-07-45 for adoption.

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

10. Announce - Special meeting with the Kansas Department of Transportation on Thursday, April 12, 2007, at 6:30 p.m.

11. Comments from Commissioners or Staff

■ City Manager Jeff Morris outlined a proposal for operation of the Aquatic Center this summer. Staff is proposing the pool be open from 1 to 6 p.m. daily with the last day being the Sunday the Inter-State Fair & Rodeo begins. This could potentially save the City approximately \$20,000. The Aquatic Center will be open on Mondays for Dollar Night and also be open additional evenings throughout the summer for special events. Records of previous years have shown the attendance drops significantly after the 5:30 p.m. pool break. Commission concurred.

■ The Recreation Commission has requested assistance with funding for new doors for the Rec Center. Total cost of the doors is approximately \$17,350; the Rec Commission is willing to pay \$10,000 of that total. Commissioners agreed to this request.

**J. EXECUTIVE SESSION(s)**

1. Non elected personnel

MOTION: Move to adjourn to Executive Session for discussion of non-elected personnel to convene on or before 9:35 p.m.

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

TIME THE MEETING WAS RECONVENED: 9:35 P.M.

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

1. Finance Department – Sales & Property Tax Report

**L. ADJOURNMENT**

MOTION: Move to adjourn.

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

TIME THE MEETING WAS ADJOURNED: 10:20 P.M.

The next meeting will be Tuesday, April 24, 2007, 6:30 p.m.

Date minutes were approved \_\_\_\_\_

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Cindy Price, City Clerk