

**REGULAR COMMISSION MEETING MINUTES  
TUESDAY, NOVEMBER 27, 2012  
6:30 P.M.**

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

Present:

MAYOR DAVID GEORGE  
COMMISSIONER DON EDWARDS  
COMMISSIONER JIM FALKNER  
COMMISSIONER VIRGIL O. HORN, JR.

Absent:

COMMISSIONER PAM JONES

City Staff in attendance were:

CITY MANAGER GARY BRADLEY  
CITY CLERK CINDY PRICE  
FINANCE DIRECTOR STEPHANIE RICHARDSON  
CITY ATTORNEY PAUL KRITZ  
IT DIRECTOR CHRIS FELIX  
PUBLIC WORKS DIRECTOR CHUCK SHIVELY  
FIRE CHIEF JAMES GRIMMETT  
POLICE CHIEF TONY CELESTE  
ELECTRIC UTILITY DIRECTOR GENE RATZLAFF  
ELECTRIC UTILITY DEPUTY DIRECTOR MIKE SHOOK  
ENGINEERING SUPERINTENDENT SCOTT MASSMAN

- A. CALL TO ORDER** – Mayor David George
- B. INVOCATION** – Rev. Melvin Simpson, First Church of God in Christ
- C. PLEDGE OF ALLEGIANCE TO THE AMERICAN FLAG**
- D. REVIEW OF AGENDA**
- E. CONSENT AGENDA ITEMS**
1. Regular City Commission Meeting Minutes – Tuesday, November 13, 2012
  2. 2012 Appropriation Ordinance No. AO-12-21 – \$3,206,959.70
- MOTION: Move to approve the consent agenda as presented.
- ACTION: MOTION MADE BY FALKNER AND SECONDED BY GEORGE.  
ROLL CALL VOTE – ALL AYE; JONES ABSENT.

**REGULAR AGENDA ITEMS**

- F. PUBLIC HEARING(s), SPECIAL PRESENTATION(s), & PROCLAMATION(s).**
- G. COMMENTS FROM THE PUBLIC**
- Max Williams, 3408 W. First Street, suggested a flashing caution light would be more beneficial at Highway 166 and Lewark rather than a stop light; recommended Boulder Street be on the list for repair and asked if the Commission had anything to do with Cox Cable as they have recently announced they will no longer carry KOAM. Attorney Kritz stated Cox has a non-exclusive franchise agreement.

- Tosha Williams, 2203 W. Second Street, asked if fines could be doubled in school zones. Chief Celeste will research this.

**H. OLD BUSINESS**

1. Ordinance No. S-12-11 – Second Reading of an Ordinance to grant a non-exclusive franchise agreement to Chaparral CO2.

MOTION: Move to approve Ordinance No. S-12-11 for adoption.

ACTION: MOTION MADE BY EDWARDS AND SECONDED BY HORN.  
ROLL CALL VOTE – ALL AYE; JONES ABSENT.

**I. NEW BUSINESS**

1. Resolution No. R-12-107 – A Resolution to execute a contract with ETC Institute for Professional Services.

- City Manager Gary Bradley addressed the Commission stating ETC Institute will conduct a survey to help identify stakeholder expectations with regard to service delivery. The survey is an essential early step in our efforts as an organization to provide outstanding service to customers. ETC will complete a minimum of 800 surveys with a representative sample of households in the City of Coffeyville at a not-to-exceed cost of \$24,600.

MOTION: Move to approve Resolution No. R-12-107 for adoption.

ACTION: MOTION MADE BY GEORGE AND SECONDED BY FALKNER.  
ROLL CALL VOTE – ALL AYE; JONES ABSENT

2. Resolution No. R-12-108 – A Resolution to authorize an amendment to the EPA Brownsfield Grant.

- Engineering Superintendent Scott Massman addressed the Commission stating the City of Coffeyville has been involved with the EPA Brownsfield program for a little over a year. This program provides phase 1 and 2 environmental investigations as well as some potential future clean-up efforts. The program is funded entirely by the EPA. As all the funds have not been utilized, the City has requested a time extension from the EPA.

MOTION: Move to approve Resolution No. R-12-108 for adoption.

ACTION: MOTION MADE BY HORN AND SECONDED BY EDWARDS.  
ROLL CALL VOTE – ALL AYE; JONES ABSENT

3. Resolution No. R-12-109 – A Resolution to execute an Engineering Services Agreement with H. W. Lochner, for FFA drainage project at the Coffeyville Municipal Airport.

- City Manager Gary Bradley addressed the Commission stating this contract would be for design phase services from H.W. Lochner for FAA project AIP No. 3-20-0011-018 for drainage improvements along runway 17-35. The project will consist of airport drainage improvements, runway 17 safety area grading, repairing the edge drains and installation or erosion control devices at the lights.

**MOTION:** Move to approve Resolution No. R-12-109 for adoption.

**ACTION:** MOTION MADE BY GEORGE AND SECONDED BY FALKNER.  
ROLL CALL VOTE – ALL AYE; JONES ABSENT.

4. Resolution No. R-12-110 – A Resolution to establish an Economic Development Task Force.

- City Manager Gary Bradley addressed the Commission stating one of the City's goals includes the development and implementation of an economic development plan, and a broad based representative task force is an effective means toward both the development and the implementation of the plan. Representatives from the Commission, Chamber of Commerce, Coffeyville Community College, U.S.D. 445, Coffeyville Regional Medical Center, local businesses and industry, financial institutions and faith based organizations as well as residents will be included. A list of proposed appointees will be provided to Commissioners at a future meeting.

**MOTION:** Move to approve Resolution No. R-12-110 for adoption.

**ACTION:** MOTION MADE BY EDWARDS AND SECONDED BY GEORGE.  
ROLL CALL VOTE – ALL AYE; JONES ABSENT.

5. Resolution No. R-12-111 – A Resolution to establish a Community Development Task Force.

- City Manager Gary Bradley addressed the Commission stating one of the City's goals is to improve the neighborhoods and housing stock. This approach will also include code enforcement and the downtown. A broad based representative task force is an effective means toward both the development and implementation of such plans. Representatives from the Commission, Downtown Coffeyville, Coffeyville Community College, U.S.D. 445, Coffeyville Regional Medical Center, local businesses and industry, financial institutions and faith based organizations as well as residents will be included. A list of proposed appointees will be provided to Commissioners at a future meeting.

**MOTION:** Move to approve Resolution No. R-12-111 for adoption.

**ACTION:** MOTION MADE BY GEORGE AND SECONDED BY FALKNER.  
ROLL CALL VOTE – ALL AYE; JONES ABSENT.

6. Comments from Commissioners and Staff

- Police Chief Tony Celeste reported on the Neighborhood Watch meeting and stated the next meeting will be January 3 with County Attorney Larry Markle speaking. He also reported on his meeting with U.S.D. 445 on school zones with discussion on flashing lights in school zones and installation of rumble zone. The City will be applying for the Safe Routes to Schools Grant which will open after the first of the year.
- City Manager Gary Bradley reported the new Customer Service hours are in effect and the Engineering Office is now open through the lunch hour.
- Electric Utility Director Gene Ratzlaff provided an update on the new generation studies underway by Guernsey and Sega.
- Commissioner Horn stated the City should invest in air monitoring equipment to check the air around the refinery. Bradley suggested an option would be to have an outside

firm conduct a study.

- Commissioner Edwards asked about the status of the Dixon Lodge and if flood insurance proceeds were going to be used to rebuild.
- Commissioner Falkner stated he felt the Commission erred in not funding the Montgomery County Action Council for the next year. Mayor George stated he has invited representatives from MCAC to attend a meeting to discuss their organization.
- Commissioner Horn recognized City Manager Bradley for making good strides in the short time he has been with the City.

**J. EXECUTIVE SESSION(s)**

MOTION: Move to adjourn to Executive Session for discussion of non-elected personnel to reconvene on or before 8:00 p.m.

ACTION: MOTION MADE BY EDWARDS AND SECONDED BY GEORGE.  
ROLL CALL VOTE – ALL AYE; JONES ABSENT.

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

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

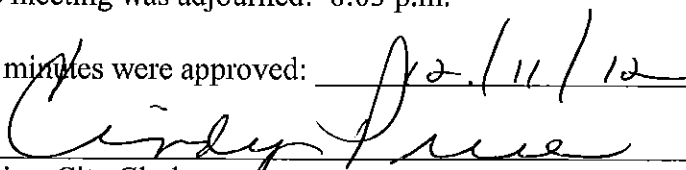
**L. ADJOURN**

MOTION: Move to adjourn.

ACTION: MOTION MADE BY GEORGE AND SECONDED BY EDWARDS.  
ROLL CALL VOTE – ALL AYE; JONES ABSENT.

Time the meeting was adjourned: 8:03 p.m.

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

  
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Cindy Price, City Clerk