

**REGULAR COMMISSION MEETING MINUTES
TUESDAY, JULY 23, 2013
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 MARCUS KASTLER

Absent:

COMMISSIONER CHRIS WILLIAMS

City Staff in attendance were:

CITY MANAGER GARY BRADLEY
CITY CLERK CINDY PRICE
FINANCE DIRECTOR STEPHANIE RICHARDSON
IT DIRECTOR CHRIS FELIX
FIRE CHIEF JAMES GRIMMETT
POLICE CHIEF TONY CELESTE
PUBLIC WORKS DEPUTY DIRECTOR JIM BRADSHAW
ELECTRIC UTILITY DIRECTOR GENE RATZLAFF
ELECTRIC UTILITY DEPUTY DIRECTOR MIKE SHOOK
ENGINEERING SUPERINTENDENT SCOTT MASSMAN
POLICE CAPTAIN DENNIS ANDRES

- A. CALL TO ORDER** – Mayor David George
- B. INVOCATION** – Pastor 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, July 9, 2013
 - 2. Special City Commission Meeting Minutes – Tuesday, July 16, 2013
 - 3. 2013 Appropriation Ordinance No. AO-13-13 – \$4,867,787.56

MOTION: Move to approve the consent agenda as presented.

ACTION: MOTION: EDWARDS SECOND: KASTLER
 ALL AYE; WILLIAMS ABSENT

REGULAR AGENDA ITEMS

- F. PUBLIC HEARING(s), SPECIAL PRESENTATION(s), & PROCLAMATION(s).**
 - 1. Swearing in ceremony for Police Officer Thomas Darbro
 - 2. John Smith, CRMC CEO

- John Smith reviewed a financial report from the Coffeyville Regional Medical Center EMS program stating the ambulance service continues to lose money, and he wants to work with the City to provide a way to continue to offer ambulance services in our community. Commissioner Edwards stated he wanted someone hired to look at the total operations of the hospital before any decisions were made.

G. COMMENTS FROM THE PUBLIC

The public is free to comment on items not listed on the agenda. Public participation is welcome and encouraged for all items on the agenda as the topics are discussed.

H. OLD BUSINESS

1. Ordinance No. S-13-05 – Second Reading of an Ordinance to annex property located at 2802 West First Street.

MOTION: Move to approve Ordinance No. S-13-05 for adoption.

ACTION: MOTION: FALKNER SECOND: GEORGE
ALL AYE; WILLIAMS ABSENT

I. NEW BUSINESS

1. Resolution No. R-13-56 – A Resolution to approve an engineering services proposal with PEC for the 4th and Northeast Street Geometric Improvement Project.

- Engineering Superintendent Scott Massman stated Professional Engineering Consultants (PEC) performed the design engineering for the Geometric Improvement Project 63 KA-2616-01 at Fourth and Northeast. This proposal is for the construction engineering in a not to exceed fee of \$84,253.76; the City's portion will be 10% up to \$8,425.38.

MOTION: Move to approve Resolution No. R-13-56 for adoption.

ACTION: MOTION: EDWARDS SECOND: FALKNER
ALL AYE; WILLIAMS ABSENT

2. Resolution No. R-13-57 – A Resolution to reject bids for the Kansas Department of Transportation KLINK Project 166/169-63 U-134-01.

- Engineering Superintendent Scott Massman stated three bids were received for the 2014 KLINK Project 166/169-63 U-0134-01, a Nova-Chip overlay on a portion of Highway 166/169. The low bid was 15% higher than the engineer's estimate. Staff recommended rejecting all bids and combining the project with the 2015 KLINK project which will extend the joint repair and overlay project.

MOTION: Move to approve Resolution No. R-13-57 for adoption.

ACTION: MOTION: EDWARDS SECOND: FALKNER
ALL AYE; WILLIAMS ABSENT

3. Resolution No. R-13-58 – A Resolution to execute an agreement with Big Chief RV Park to upgrade their electrical service.

- Electric Utility Director Gene Ratzlaff stated electrical work was completed for Big Chief RV Park in 2010 totaling approximately \$82,000. This amount has been billed on

their monthly utility bill, however, there was no formal agreement. Big Chief is requesting additional electrical work with an estimated cost of \$11,961.06. The upgrade in electric service will result in an existing lighted billboard being behind the meter. Big Chief will pay the electricity for this sign once the agreement is approved.

MOTION: Move to approve Resolution No. R-13-58 for adoption.

ACTION: MOTION: GEORGE SECOND: FALKNER
ALL AYE; WILLIAMS ABSENT

4. Ordinance No. G-13-04 -- First Reading of an Ordinance to amend Chapter 6 of the Code of Ordinances related to dangerous animals.

- Police Chief Tony Celeste stated Paul Kritz has prepared an ordinance pertaining to dangerous animals and dogs. The ordinance provides for a better definition of dangerous animals, provides a better procedure for declaring an animal dangerous and addresses tethering. Celeste stated his department supports including allowing police officers to perform the duties of the Animal Control Officer and not allowing dangerous dogs to remain in the city limits once they have been declared dangerous. Another suggested change is to change the 15 minute limit on continuously tethering a dog or cat to 60 minutes. Commissioners agreed to include these recommendations into the ordinance for the second reading.

MOTION: Move to approve Ordinance No. G-13-04 for First Reading.

ACTION: MOTION: EDWARDS SECOND: FALKNER
ALL AYE; WILLIAMS ABSENT

5. Resolution No. R-13-59 -- A Resolution to execute an agreement with Municipal Code Corporation for codification of the City of Coffeyville general ordinances.

- City Clerk Cindy Price stated five proposals were received for codification of the City's general ordinances. Following review, staff recommended approving an agreement with Municipal Code Corporation for codification services and online placement of the codes. The base fee is \$10,500 plus \$16 for each page over 700. The annual fee for online services is \$700. It is anticipated this project will take approximately one year to complete.

MOTION: Move to approve Resolution No. R-13-59 for adoption.

ACTION: MOTION: FALKNER SECOND: EDWARDS
ALL AYE; WILLIAMS ABSENT

6. Resolution No. R-13-60 -- A Resolution to execute a construction agreement with Donelson Construction for street surfacing.

- Public Works Deputy Director Jim Bradshaw stated staff has researched various methods of sealing street surfaces. Staff is recommending the use of modified aggregate quick set (MAQS) available from Donelson Construction Company of Clever, Missouri. Staff went to Springfield, Missouri, to watch the product being applied and to look at streets which had been sealed with the product ten years ago. MAQS is not a thick asphalt overlay, however, it is capable of smoothing out minor rutting such as utility patches.

MAQS is a very thin seal coat, approximately ¼ inches, and the street can be opened back up to traffic approximately 20-40 minutes after application. Donelson has agreed to do a demonstration project on Northbrook and Southbend Streets and on Ohio and West Third around Community Elementary. Staff is recommending approval of the demonstration project as well as an additional project to include portions of Overlook, Buckeye, First, Fourth, Fifth, Elm, Crestwood and Benton. Commissioners agreed to do the demonstration project as well as the recommended project for 2013-2014. They requested a project to reclaim the gutters, which have been lost due to numerous asphalt overlays, be included as well.

MOTION: Move to approve Resolution No. R-13-60 for adoption.

ACTION: MOTION: GEORGE SECOND: KASTLER
ALL AYE; WILLIAMS ABSENT

7. Resolution No. R-13-61 – A Resolution to execute Amendment No. 1 to the agreement with SFS Architects for architectural services.

- City Manager Gary Bradley stated SFS Architecture has prepared an amendment to their contract for architectural services on the five municipally owned buildings to be renovated. This amendment would enable them to complete final design and prepare all drawings and documents necessary to bid the project in accordance with their previously submitted recommended schedule. The cost is \$602,000 and is inclusive of all design work including the replacement of windows.

MOTION: Move to approve Resolution No. R-13-61 for adoption.

ACTION: MOTION: FALKNER SECOND: EDWARDS
AYE: EDWARDS, GEORGE, FALKNER
NO: KASTLER; WILLIAMS ABSENT

8. Resolution No. R-13-62 – A Resolution to call upon Oklahoma Governor Mary Fallin to rescind an executive order to create a task force to review the operations of the Grand River Dam Authority.

- Electric Utility Director Gene Ratzlaff stated Oklahoma Governor Mary Fallin issued an Executive Order on July 8, 2013, to create a 15-member task force to undertake a full and thorough study of GRDA. This action was taken two days before GRDA was to vote on pursuing new generation. GRDA has two coal units which need to be upgraded to meet new EPA requirements by April, 2016; the most economical plan would be to replace it with a natural gas fired combined cycle unit. The Governor is opposed to new generation even though all capital costs, debt and operating costs would be paid by GRDA customers. The GRDA Customer Group, which includes Coffeyville, supports the GRDA generation plan.

MOTION: Move to approve Resolution No. R-13-62 for adoption.

ACTION: MOTION: FALKNER SECOND: EDWARDS
ALL AYE; WILLIAMS ABSENT

9. Discussion and action to set a public hearing for the FY 2014 budget.

MOTION: Move to set a public hearing for the FY 2014 budget for August 13, 2013, 6:30 p.m.

ACTION: MOTION: EDWARDS SECOND: GEORGE
ALL AYE; WILLIAMS ABSENT

10. Discussion on property owned by Coffeyville Industries and the City of Coffeyville located on Eldridge Street.

- City Manager Gary Bradley stated Coffeyville Industries and the City of Coffeyville jointly own a building on Eldridge Street. Staff recommends issuing a request for proposals to give any interested businesses the opportunity to bid on the property. Commissioners agreed to issue a request for proposal for the building.

11. Discussion on utility rates.

- Finance Director Stephanie Richardson stated our current electric utility rates have been in effect since 2002. Each rate, with the exception of the Large Power Schedule and High Voltage Service, consists of rates with billing tiers based on each customer's usage. Staff is recommending the elimination of one rate tier from each of the applicable rate codes which would generate approximately \$347,000 in additional revenues. Staff also recommends eliminating the General Service/Large Power 1 Off-Peak Discount Rate Code 17 which was established for customers who agreed to interrupt electric service upon four hours notice during the summer months. Elimination of this rate code would generate approximately \$167,000. Staff also recommends implementing a more aggressive waterline replacement program within the city. An increase of \$1 per month on the base water fee would generate \$52,000 per year which would repair approximately two blocks. Commissioners requested more information on the water rates to include the comparisons from other cities.

12. Comments from Commissioners and Staff

- Chief Celeste requested and received approval to purchase a vehicle for the Police Detective Division.
- City Manager Bradley reported a community sign board has been erected south of the Shrine Barn for the placement of garage sale and other type notices; National Night Out will be August 6, Clean-Up Day will be August 3. He read a letter stating City Clerk Cindy Price has received the Certified Municipal Clerk designation.

J. EXECUTIVE SESSION(s)

1. Acquisition of real estate.
2. Non-elected personnel

MOTION: Move to adjourn to executive session for discussion of the acquisition of real estate and for non-elected personnel to reconvene on or before 9:35 p.m.

ACTION: MOTION: GEORGE SECOND: EDWARDS
ALL AYE; WILLIAMS ABSENT

**REGULAR COMMISSION MEETING MINUTES
TUESDAY, JULY 23, 2013**

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Time the meeting was reconvened: 9:33 p.m.

Mayor George stated there would be no action as a result of the Executive Session.

K. GENERAL STAFF, COMMITTEE & BOARD REPORTS AND MINUTES

L. ADJOURN

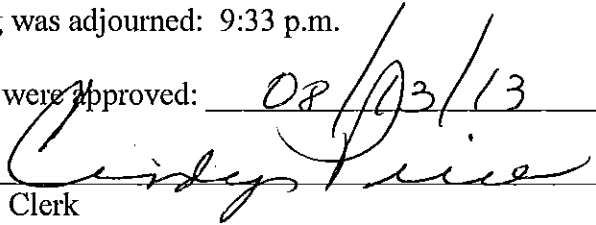
MOTION: Move to adjourn.

ACTION: MOTION: GEORGE SECOND: EDWARDS
ALL AYE; WILLIAMS ABSENT

Time the meeting was adjourned: 9:33 p.m.

Date the minutes were approved: _____

08/03/13



Cindy Price, City Clerk