

REGULAR COMMISSION MEETING MINUTES
TUESDAY, JANUARY 25, 2011
6:30 P.M.

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

Present:

MAYOR ALEC HENDRYX
COMMISSIONER DAVID GEORGE
COMMISSIONER RICHARD GONZALES
COMMISSIONER PAM JONES
COMMISSIONER JIM C. TAYLOR, SR.

City Staff in attendance were:

CITY MANAGER JEFF MORRIS
CITY CLERK CINDY PRICE
FINANCE DIRECTOR STEPHANIE RICHARDSON
IT MANAGER CHRIS FELIX
ELECTRIC UTILITY DIRECTOR GENE RATZLAFF
ELECTRIC OPERATIONS SUPERINTENDENT MIKE SHOOK
ENGINEERING SUPERINTENDENT SCOTT MASSMAN
FIRE CHIEF JAMES GRIMMETT
TREASURER ANGIE NADEN
CODE ENFORCEMENT OFFICER JOHN HUFFERD
PUBLIC WORKS DEPUTY DIRECTOR JIM BRADSHAW

- A. CALL TO ORDER** – Mayor Alec Hendryx
- B. INVOCATION** – Mary Wilson
- C. PLEDGE OF ALLEGIANCE TO THE AMERICAN FLAG**
- D. REVIEW OF AGENDA**
- E. CONSENT AGENDA ITEMS**
 - 1. Regular City Commission Meeting Minutes – Tuesday, January 11, 2011
 - 2. 2010 Appropriation Ordinance No. AO-10-40 – \$ 210,096.63
 - 3. 2010 Appropriation Ordinance No. AO-10-41 – \$ 89.44
 - 4. 2011 Appropriation Ordinance No. AO-11-01 – \$3,805,114.70

MOTION: Move to approve the consent agenda as presented with a change in 01/11/11 minutes under comments from staff and commissioners to reflect Commissioner Taylor stating he is not happy about how little the Commission knows about what is taking place.

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

REGULAR AGENDA ITEMS

- F. PUBLIC HEARING(s), SPECIAL PRESENTATION(s), & PROCLAMATION(s).**

1. Recognition of the KLINK Resurfacing Project from 8th & Northeast to 11th & Patterson by the American Concrete Pavement Association.
 - Rick Barezinsky, representing the American Concrete Pavement Association presented the silver award for the concrete paving project.
2. Presentation by Brad Eilts, Montgomery County Action Council
 - Brad Eilts, MCAC Director reviewed activities the organization has been involved with over the past year.
3. Resolution No. R-11-08 – A Resolution to approve the FY 2011 services agreement with the Montgomery County Action Council.

MOTION: Move to approve Resolution No. R-11-08 for adoption.

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

G. COMMENTS FROM THE PUBLIC

- Jeff Stewart representing Downtown Coffeyville, Inc., provided an update on DCI activities.

H. OLD BUSINESS

1. Ordinance No. S-11-01 – Second Reading of an Ordinance to vacate an alley in the 100 block of East Sixth and East Seventh Streets.
 - City Manager Jeff Morris addressed the Commission and reviewed the sequence of events regarding the request to vacate a portion of the alley between East Sixth and East Seventh Streets by the Hillview Association for the purpose of constructing a parking lot. The Hillview Association held a meeting the week of January 17, 2011 and reported their desire to continue pursuit of the alley vacation, and their desire is to see the public parking lot remain as public property or be sold to the highest bidder. Alderman Acres main concern is the ability of trucks that serve their facility be able to exit through the public parking lot in the event the alley is vacated and inaccessible to them. The Commissioners requested the parking lot be dedicated as an alley to prohibit development on the property.

MOTION: Move to approve Ordinance No. S-11-01 for adoption.

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

I. NEW BUSINESS

1. Resolution No. R-11-09 – A Resolution to submit the Airport Capital Improvement Plan data sheets to the FAA.
 - Engineering Superintendent Scott Massman addressed the Commission stating the Federal Aviation Administration is soliciting projects from each city in the four-state region for airport improvements to be funded in FY2012-FY2014. The Airport Capital Improvement Plan (ACIP) data sheets were developed with the goal to improve our

local airport and to keep the airport adequately maintained. If selected, these projects are 95% federally funded with a 5% local match. The projects are submitted annually and the submittal this year is very similar to last years. The projects are a snow removal storage building, regrade and fill drainage structure areas along runway 17-35 and work to the taxiways.

MOTION: Move to approve Resolution No. R-11-09 for adoption.

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

2. Resolution No. R-11-10 – A Resolution to approve Final Change Order No. 1 to Muller Construction for the site development improvements located in Mansion Estates No. 2.
 - Engineering Superintendent Scott Massman addressed the Commission stating this is the final change order for the Mansion Estates No. 2 Site Grading and Paving of Magnolia Street. This results in a decrease of the original contract price of \$288,276.30 to \$271,550.30.

MOTION: Move to approve Resolution No. R-11-10 for adoption.

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

3. Resolution No. R-11-11 – A Resolution to purchase a copy machine for the Power Plant.
 - IT Manager Chris Felix addressed the Commission stating this item is to approve the purchase of a copier from Digital Connections for \$3,356 for the power plant. This machine would be added to the maintenance contract currently in place for the copier at City Hall.

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

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

4. Resolution No. R-11-12 – A Resolution to execute an Engineering Services Agreement with Trinity Consultants to update the Spill Prevention Control and Countermeasure Plan for the Electric Utility.
 - Electric Utility Director Gene Ratzlaff addressed the Commission stating the EPA Spill Prevention Control and Countermeasure Plan Rule includes requirements for oil spill preventions, preparedness and response to prevent oil discharges. The power plant and substations have containers which store oil, and the EPA requires facilities which store oil in excess of 1,320 gallons above ground to have an updated Spill Prevention Control and Countermeasure Plan in place. This action item is to approve an engineering services agreement for \$5,600 with Trinity Consultants to provide engineering services to update our plan. This plan will also entail how to prevent oil spills and training for what to do in the event of a spill.

MOTION: Move to approve Resolution No. R-11-12 for adoption.

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

5. Resolution No. R-11-13 – A Resolution to execute a change order for renovation to 110 N. Buckeye.

■ Treasurer Angie Naden addressed the Commission stating this change order is for \$8,245 for the Neighborhood Stabilization project at 110 N. Buckeye. The change order includes the replacement of the electrical panel, upgrading wiring, painting the trim and closed doors, replacing a closet door, installation of door knobs, adding a range hood and a new driveway. This will bring the total cost of the renovation project to \$40,372.

MOTION: Move to approve Resolution No. R-11-13 for adoption.

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

6. Resolution No. R-11-14 – A Resolution to execute a purchase order to G & G Dozer for the demolition and disposal of six structures.

■ Code Enforcement Officer John Hufferd addressed the Commission stating G&G Dozer submitted the low bid of \$9,020 for the demolition of six properties.

MOTION: Move to approve Resolution No. R-11-14 for adoption.

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

7. Resolution No. R-11-15 – A Resolution to execute a contract with ACM Removal for asbestos removal for two properties.

■ Code Enforcement Officer John Hufferd addressed the Commission stating ACM Removal submitted the low bid of \$2,840 for asbestos removal for two properties.

MOTION: Move to approve Resolution No. R-11-15 for adoption.

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

8. Resolution No. R-11-16 – A Resolution to execute a purchase order to HME Incorporated for the purchase of a fire truck to be financed internally from the Electric, Water and Wastewater Funds.

■ Finance Director Stephanie Richardson addressed the Commission stating at the last meeting Commissioners agreed to purchase a HME/Silver-Fox Rescue Pumper fire truck in the amount of \$269,200. Since that time, the Finance Department has been

reviewing financing options to pay for the truck including a lease purchase or financing internally. It was concluded the best option would be to finance the purchase internally from the electric, water and wastewater depreciation/replacement funds. The payback would be over seven years beginning in 2012 from sales tax funds within the capital equipment fund.

MOTION: Move to approve Resolution No. R-11-16 for adoption.

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

9. Comments from Commissioners and Staff

- City Manager Jeff Morris reported a proposal will be forthcoming to change the Housing Authority bylaws quorum as they have experienced difficulty in conducting business due to lack of quorum. Virgil Parker, who has held the contract for weed lot mowing, is proposing to do an extension of the contract at the price he bid last year. Commission agreed to this; the weed lot contract will be rebid next year. Commissioners were provided with a report from the Kansas Department of Health & Environment on an inspection of the wastewater treatment facilities. The report recommended replacement of the shale pit lift station. The Engineering Department is nearly ready to bid the crack sealing project to begin the street maintenance program. This will be funded from the sales tax for street improvement; Commission determined in October to spend 70% on maintenance and 30% on new projects. The Coffeyville Journal requested the City purchase a two-page spread in the Progress Edition to include an ad, article and pictures at a cost of \$1,200 which is more than has been spent in previous years. The City Clerk will find out what the cost of a half-page ad is and report back to Commissioners. The City has met with Independence, Humboldt, Iola and with Tom Carlson on a project where the Department of Corrections will build modular homes and place in communities which need housing. The estimated cost of these homes when completed are \$100,000.
- Commissioner Jones recommended the City implement a spring spruce up program and waive building permit fees for projects up to \$20,000; the goal would be to help property owners have a little more money for the project rather than spending it on building permit fees and help the lumber yards by selling supplies. The waiver would be for residential only and run through June 30. Other Commissioners recommended the program be for all improvements; a resolution with all specifics will be brought to Commissioners at the next meeting.
- Commissioner Taylor requested a resolution be brought to the Commission to rescind any previous resolutions about awning removal by Downtown Coffeyville.

J. EXECUTIVE SESSION(s)

K. GENERAL STAFF, COMMITTEE & BOARD REPORTS AND MINUTES

1. Fire Department Report
2. Code Enforcement Report

K. ADJOURN

MOTION: Move to adjourn.

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

Time the meeting was adjourned: 9:19 P.M.

Date the minutes were approved: 02/08/11


Cindy Price, City Clerk