

**REGULAR COMMISSION MEETING MINUTES**  
**TUESDAY, APRIL 12, 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 ELECT DON EDWARDS

**City Staff in attendance were:**

CITY MANAGER JEFF MORRIS  
CITY CLERK CINDY PRICE  
FINANCE DIRECTOR STEPHANIE RICHARDSON  
CITY ATTORNEY PAUL KRITZ  
IT DIRECTOR CHRIS FELIX  
PUBLIC WORKS DIRECTOR CHUCK SHIVELY  
PUBLIC WORKS DEPUTY DIRECTOR JIM BRADSHAW  
ENGINEERING SUPERINTENDENT SCOTT MASSMAN  
TREASURER ANGIE NADEN

- A. CALL TO ORDER** – Mayor Alec Hendryx
- B. INVOCATION** – Pastor Ford Hall, First Church of the Nazarene
- C. PLEDGE OF ALLEGIANCE TO THE AMERICAN FLAG**
- D. REVIEW OF AGENDA**
- E. CONSENT AGENDA ITEMS**
1. Regular City Commission Meeting Minutes – Tuesday, March 22, 2011
  2. 2011 Appropriation Ordinance No. AO-11-07 – \$1,130,627.29
- MOTION:** Move to approve the consent agenda as presented.
- ACTION:** THE MOTION WAS MADE BY COMMISSIONER GONZALES AND  
SECONDED BY COMMISSIONER GEORGE. ROLL CALL VOTE –  
ALL AYE
- REGULAR AGENDA ITEMS**
- F. PUBLIC HEARING(s), SPECIAL PRESENTATION(s), & PROCLAMATION(s).**
- G. COMMENTS FROM THE PUBLIC**
- Mary Wilson reminded commissioners to speak into their microphones in order for those watching on Channel 13 to hear.
  - Marcus Kastler relayed information about the upcoming Boys & Girls Open House.

**H. OLD BUSINESS**

1. Ordinance No. S-11-04 – Second Reading of an Ordinance to rezone property at 314-316 E 11<sup>th</sup> Street.

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

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

2. Resolution No. R-11-36 – A Resolution to implement a Memorandum of Agreement with the Fraternal Order of Police.
  - City Manager Jeff Morris addressed the Commission stating the Fraternal Order of Police have voted to approve the Memorandum of Agreement with very minor revisions from the agreement currently in place. Staff recommends approving the Memorandum of Agreement effective March 21 through December 31, 2011. This is the fourth and final union to reach agreement.

MOTION: Move to approve Resolution No. R-11-36 for adoption.

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

Mayor Hendryx made parting comments about his 5 ½ years on the Commission. Vice Mayor Jones and the rest of the Commission thanked Hendryx for his service to the community.

**SEATING OF NEW COMMISSIONERS**

1. Swearing In Ceremony for Don Edwards, David George, Richard Gonzales
  - Don Edwards, David George and Richard Gonzales were sworn in by City Clerk Cindy Price.
2. Selection of Mayor to serve to April 10, 2012
  - Pam Jones was nominated by Richard Gonzales to serve as Mayor; unanimous vote.
3. Selection of Vice Mayor to serve to April 10, 2012
  - David George was nominated by Richard Gonzales to serve as Vice Mayor; unanimous vote.

**I. NEW BUSINESS**

1. Discussion and action to appoint two people to four-year terms on the Public Library Board serving to April 30, 2015.
  - Applicants: Kay Frihart, Virginia King
  - Both candidates were present and made comments about their desire to serve on the Library Board.

MOTION: Move to appoint Kay Frihart and Virginia King to four-year terms on the Public Library Board serving to April 30, 2015.

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

2. Discussion and action to appoint one person to an unexpired term on the Housing Authority serving to January 1, 2013.

Applicants: Jason Barnett, Brenda Crites

- Both candidates were present and made comments about their desire to serve on the Housing Authority.

**MOTION:** Commissioner George moved to appoint Jason Barnett. Commissioner Gonzales moved to appoint Brenda Crites.

**ACTION:** COMMISSIONERS EDWARDS AND GEORGE AND MAYOR JONES VOTED FOR JASON BARNETT; COMMISSIONER GONZALES VOTED FOR BRENDA CRITES. BARNETT WAS APPOINTED.

3. Resolution No. R-11-37 – A Resolution to execute a contract to sell 608 N. Maple to Paul S. Caron and Tereasa G. Laymon.

- Treasurer Angie Naden addressed the Commission stating addressed the Commission stating the City of Coffeyville purchased the property at 608 N. Maple in October, 2009, utilizing Neighborhood Stabilization Grant funds. The rehab work has been completed and the purchase of the house and all expenses associated with the rehab have been 100% reimbursed through the grant program. An appraisal was ordered on the house; an offer was received which staff feels is reasonable for the property, and staff recommended the Commission consider approval of a contract in the amount of \$60,000 by Paul S. Caron and Tereasa G. Layman. All proceeds from the sale of the property will be reimbursed back to the State of Kansas. The buyers are also interested in executing a long-term lease on the City-owned property adjacent to the house at 610 N. Maple. This property is located in the floodplain and the City is required to maintain ownership, however, it can be leased. In lieu of rent, the leasee will mow and maintain the property. The term of the lease will be for 20 years and will automatically expire upon the leasee relocating from the residence at 608 N. Maple; the execution of the lease will be contingent upon the successful closing on the house at 608 N. Maple.

**MOTION:** Move to approve Resolution No. R-11-37 for adoption.

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

4. Resolution No. R-11-38 – A Resolution to execute a contract to lease 610 N. Maple to Paul S. Caron and Tereasa G. Laymon.

**MOTION:** Move to approve Resolution No. R-11-38 for adoption.

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

5. Resolution No. R-11-39 – A Resolution to allocate the FY 2011 Local Alcoholic Liquor Funds.

■ Finance Director Stephanie Richardson addressed the Commission stating the State of Kansas imposes a 10% tax upon the gross receipts of the sale of alcoholic liquor by any club, caterer, drinking establishment or temporary permit holder. The City receives 70% of the tax collected with 1/3 of the funds going to the City's general fund, 1/3 to a special parks and recreation fund and 1/3 to a special alcohol and drug program fund. In addition to requests from ADSAP, Four County and DARE, Big Brother Big Sister of Montgomery County requested funding. After review of their organization, it was determined they provide programs which meet the criteria for use of the funds. Staff recommends the 1/3 portion of the local alcoholic liquor fund be distributed with 20% going to Four County, 20% to ADSAP, 20% to Big Brother/Big Sister and 40% to Coffeyville DARE. Denis Gallagher, ADSAP; Virginia King, Four County; and Sarah Bromley, Big Brother/Big Sister all spoke about the use of the funds for their organization.

MOTION: Move to approve Resolution No. R-11-39 for adoption.

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

6. Resolution No. R-11-40 – A Resolution to execute a contract with Dave's Lawn Service for mowing at the Coffeyville Municipal Airport.

■ Engineering Superintendent Scott Massman addressed the Commission stating bids were opened for mowing 31 acres at the Airport. The low bid was submitted by GST Lawn Service from Delaware, Oklahoma, however after review of their equipment it was determined it was not sufficient for the job. Dave's Lawn Service, Bartlett, submitted the next lowest bid at \$712 per time mowed. Dave's has mowed at the Airport previously, and their equipment is sufficient.

MOTION: Move to approve Resolution No. R-11-40 for adoption.

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

7. Discussion and action to appoint Jeff Morris to a new two-year term on the KMEA Board of Directors.

MOTION: Move to appoint Jeff Morris to a new two-year term on the KMEA Board of Directors.

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

8. Discussion to fill the vacant position on the Board of Commissioners.
  - Applications will be accepted until 5 p.m. April 20. Commissioners will interview applicants prior to the April 26 Commission meeting.
9. Comments from Commissioners and Staff
  - City Manager Jeff Morris reminded Commissioners about the League's Governing Body Institute to be held May 13-14 in Topeka. He reviewed plans for department tours with Commissioners; these will be held May 2-3. A joint CRMC/City meeting will be June 29, 5 p.m. The ADA transition plan has been received; a team from staff will be appointed to review. Staff recommended and commission concurred to pursue a CDBG grant for street repair. Chuck Shively and Jim Bradshaw reviewed the crack sealing projects planned by city crews and well as those that will be contracted.
  - Commissioner Gonzales asked about the Haymakers parking situation; Morris has contacted Downtown Coffeyville as instructed by the Commission.
  - Mayor Jones suggested the County Appraiser be invited to come to a future Commission meeting to discuss how appraisals are conducted.

**J. EXECUTIVE SESSION(s)**

1. Non-elected personnel

MOTION: Move to adjourn to executive session for discussion of non-elected personnel to reconvene on or before 8:30 p.m.

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

Time the meeting was reconvened: 8:34

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

1. Sales tax report
2. Police Department report
3. LKM Governing Body Institute Brochure

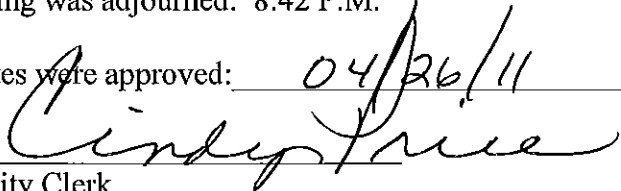
**L. ADJOURN**

MOTION: Move to adjourn.

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

Time the meeting was adjourned: 8:42 P.M.

Date the minutes were approved: 04/26/11

  
Cindy Price, City Clerk