

**REGULAR COMMISSION MEETING MINUTES
TUESDAY, MAY 10, 2011
6:30 P.M.**

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

Present:

MAYOR PAM JONES
COMMISSIONER DON EDWARDS
COMMISSIONER DAVID GEORGE
COMMISSIONER RICHARD GONZALES
COMMISSIONER VIRGIL O. HORN, JR.

City Staff in attendance were:

CITY MANAGER JEFF MORRIS
CITY CLERK CINDY PRICE
FINANCE DIRECTOR STEPHANIE RICHARDSON
CITY ATTORNEY PAUL KRITZ
PUBLIC WORKS DIRECTOR CHUCK SHIVELY
IT MANAGER CHRIS FELIX
ELECTRIC UTILITY DIRECTOR GENE RATZLAFF
ELECTRIC MANAGER OF OPERATIONS MIKE SHOOK
PLANNER/ARCHITECT DENNIS JACOBS

- A. CALL TO ORDER** – Mayor Pam Jones
- B. INVOCATION** – Rev. Virgil O. Horn, Jr., Sardis Baptist Church
- C. PLEDGE OF ALLEGIANCE TO THE AMERICAN FLAG**
- D. REVIEW OF AGENDA**
- E. CONSENT AGENDA ITEMS**
 - 1. Regular City Commission Meeting Minutes – Tuesday, April 22, 2011
 - 2. 2011 Appropriation Ordinance No. AO-11-09 – \$766,646.37
MOTION: Move to approve the consent agenda as presented.

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

REGULAR AGENDA ITEMS

- F. PUBLIC HEARING(s), SPECIAL PRESENTATION(s), & PROCLAMATION(s).**
 - 1. Proclamation – Poppy Day
 - Mayor Jones read and presented the Poppy Day to Laura VanTieghen representing the American Legion Auxiliary
- G. COMMENTS FROM THE PUBLIC**
 - Doug Tullis commented on the street and drainage in the 1400 block of Catalina.

H. OLD BUSINESS

I. NEW BUSINESS

1. Resolution No. R-11-48 – A Resolution to execute a lease agreement with Coffeyville Community College for Veterans Memorial Stadium.

- City Manager Jeff Morris addressed the Commission stating this is the same agreement as the existing one with two exceptions. Rather than a one year agreement, this will run for three years expiring on June 30, 2014; with two-year extensions available. Also, a clause was added requiring any entity utilizing the facility to carry liability insurance.

MOTION: Move to approve Resolution No. R-11-48 for adoption.

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

2. Resolution No. R-11-49 – A Resolution to execute a contract for purchase of 1109 West First Street as part of the 2009 housing rehabilitation grant.

- Housing Director Gail Thomas addressed the Commission stating the Housing Authority is pursuing the acquisition of a house located at 1109 West First Street. The price must not exceed \$17,500 and the rehab bids must fall at or below the budgetary limit established. Commissioners were concerned about taking on another property when the existing properties have not been sold.

MOTION: Move to table Resolution No. R-11-49 for adoption.

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

3. Ordinance No. S-11-05 – First Reading of an Ordinance to rezone property located at 1301 and 1301½ West 7th and 704 and 704½ S. Ellis.

- Planner/Architect Dennis Jacobs addressed the Commission stating Tammy Christmore has requested property at 1301 and 1301½ West Seventh Street and 704 and 704½ South Ellis Street be rezoned from R-1 (Single Family Residential) to C-2 (Neighborhood Shopping District) for the purpose of operating a Photography Studio facility. The property has been designated as being located in the transition line between commercial and low-density residential uses in the recently adopted Comprehensive Plan, and the Planning Commission unanimously recommended approving the rezoning request.

MOTION: Move to approve Ordinance No. S-11-05 for First Reading.

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

4. Resolution No. R-11-50 – A Resolution to establish loading zone parking in the public parking lot at Ninth and Maple.

■ City Manager Jeff Morris addressed the Commission reviewing the recent request by Haymaker Furniture to establish a loading zone parking space and moving the handicap parking space in the northwest corner of the public parking lot located on the southwest corner of Ninth and Maple.

MOTION: Move to approve Resolution No. R-11-50 for adoption.

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

5. Resolution No. R-11-51 – A Resolution to execute a contract the Coffeyville Municipal Band.

■ City Clerk Cindy Price addressed the Commission stating this is an annual contract with the City Band. They will perform 9 concerts beginning with Memorial Day ceremony; they will also participate in the Rodeo Parade. Commissioners requested the City Band perform some of the concerts on the downtown Plaza.

MOTION: Move to approve Resolution No. R-11-51 for adoption.

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

6. Discussion and action to appoint one person to fill an unexpired term on the Coffeyville Recreation Commission.

Applicants: Marcus Kastler, Michael Owen, Susan Reardon

■ Applicants Marcus Kastler and Michael Owen made comments regarding their appointment.

ACTION: Commissioner Horn nominated Michael Owen; Mayor Jones nominated Marcus Kastler. Commissioners Edwards, Gonzales, George and Horn voted for Owen; Mayor Jones voted for Kastler. Owen was appointed.

7. Resolution No. R-11-52 – A Resolution to approve a change order for the No. 3 Cooling Tower project.

■ Manager of Electric Operations Mike Shook addressed the Commission stating Cooling Tower Depot began repairs April 15 and once crews began removing the upper hot deck, additional repairs were deemed necessary to the structural supports for the mechanical section of the tower, including the replacement of the perimeter handrail posts. These repairs were authorized to reduce additional costs and to return the unit's availability to meet the GRDA planned outage schedule for this unit.

MOTION: Move to approve Resolution No. R-11-52 for adoption.

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

8. Resolution No. R-11-53 – A Resolution to purchase two trucks for the Electric Utility Department.

- Electric Utility Director Gene Ratzlaff addressed the Commission stating bids were received from four vendors for two trucks for the Electric Department. Staff recommends purchasing the trucks from Quality Motors at a price of \$89,896.85. The trucks these will be replacing will go to the Public Service Department.

MOTION: Move to approve Resolution No. R-11-53 for adoption.

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

9. Resolution No. R-11-54 – A Resolution to purchase equipment and material for Substation B Electric Utility Department.

- Electric Utility Director Gene Ratzlaff addressed the Commission stating the City is required to upgrade the 138KV transmission system to meet the needs of the Southwest Power Pool and to supply low cost, purchased power to our customers. In addition to upgrading the transmission line, a portion of the work includes upgrading equipment in B Substation. Staff recommends purchasing the equipment from KC Utility Packaging at a price of \$97,736.42.

MOTION: Move to approve Resolution No. R-11-54 for adoption.

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

10. Discussion on Memorandum of Agreement with Coffeyville Industries for property located on Eldridge Street.

- City Attorney Paul Kritz addressed the Commission stating at the time Quartz Mountain was interesting in establishing a manufacturing facility in Coffeyville, the City loaned Coffeyville Industries \$90,000 to help purchase property located on Eldridge. Quartz Mountain has since ceased operations, and the payment on the loan to Coffeyville Industries is due. Staff has met with Coffeyville Industries and is proposing to release the \$90,000 mortgage on the building, whereby the City and Coffeyville Industries would become equal owners of the building and share in the operating costs; both entities would market the facility. After discussion it was determined to look at ways to reduce the operating costs such as including on the City's insurance policy, to have the City's contract mower mow the property and to share equally in the rental proceeds. Mayor Jones stated she would rather the building be sold rather than rented. After the draft agreement has been revised, it will be submitted back to Coffeyville Industries for review.

11. Resolution No. R-11-55 – A Resolution to approve construction contracts for property located at 1109 West First Street. – removed as a result of tabling Item I-2.
12. Comments from Commissioners and Staff
 - City Manager Jeff Morris reported the China Garden facility is demolished; the City will submit demolition costs to owner for reimbursement; and the Police Department will begin actively pursuing local residents with out of state vehicle tags. Morris also reviewed a meeting held with Watco Railroad regarding repair of the railroad tracks. They will begin repair of First Street in 60 days; Fourth Street in 90 days; staff is to provide them with a list of the tracks and a priority for repair. The railroad will do major repairs on a 1-3 year rotation.
 - Commissioner Gonzales suggested the 4th of July fireworks be moved to Veterans Memorial Stadium.
 - Mayor Jones suggested the Commissioners do away with the annual \$100 payment for serving as Commissioner.

J. EXECUTIVE SESSION(s)

1. Attorney-Client privilege

MOTION: Move to adjourn to executive session for discussion of non-elected personnel to reconvene on or before 8:45 p.m.

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

Time the meeting was reconvened: 8:45 p.m.

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

K. GENERAL STAFF, COMMITTEE & BOARD REPORTS AND MINUTES

1. Sales Tax Report
2. Police Department Report
3. Golf Course Report

L. ADJOURN

MOTION: Move to adjourn.

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

Time the meeting was adjourned: 8:45 p.m.

Date the minutes were approved: 05/24/11

Cindy Price
Cindy Price, City Clerk