

**REGULAR COMMISSION MEETING MINUTES  
TUESDAY, MAY 24, 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  
CODE ENFORCEMENT OFFICER JOHN HUFFERD  
ENGINEERING SUPERINTENDENT SCOTT MASSMAN  
FIRE CHIEF JAMES GRIMMETT

- A. **CALL TO ORDER** – Mayor Pam Jones
- B. **INVOCATION** – Pastor Mark Wilson, First Church of God
- C. **PLEDGE OF ALLEGIANCE TO THE AMERICAN FLAG**
- D. **REVIEW OF AGENDA**
- E. **CONSENT AGENDA ITEMS**
  - 1. Regular City Commission Meeting Minutes – Tuesday, May 10, 2011
  - 2. 2011 Appropriation Ordinance No. AO-11-10 – \$4,720,065.21MOTION: 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).**
  - 1. Presentation – Georgianna Rail, Montgomery County Appraiser
    - Georgianna Rail, Montgomery County Appraiser, explained to Commissioners how the tax appraisal and tax appeal process works and provided some historic data on Coffeyville's assessed valuations.
  - 2. Public Hearing – Adoption of Coffeyville Municipal Airport Height and Hazard Regulations
    - Engineering Superintendent Scott Massman addressed the Commission stating that adoption of height and hazard restrictions is required as part of updating the Coffeyville

Municipal Airport Layout Plan (ALP). Since the area affected by the plan is within the jurisdiction of Montgomery County, Scott Barnhart, Montgomery County Planning Administrator will administer the permitting processes as well as receive appeals. Enforcement of the ordinance will be the responsibility of the Airport Manager. An open house was held in February regarding the ordinance with all landowners in the area affected by the ordinance invited.

- Mayor Jones opened the public hearing.
- There being no comments, Mayor Jones closed the public hearing.

3. Ordinance No. S-11-06 – First Reading of an Ordinance to adopt the Coffeyville Municipal Airport Height and Hazard Regulations.

MOTION: Move to approve Ordinance No. S-11-06 for First Reading.

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

**G. COMMENTS FROM THE PUBLIC**

- Yvonne Hull, Coffeyville Area Chamber of Commerce, reported on a recent meeting sponsored by SEK, Inc., and MCAC for southeast Kansas business leaders and legislators. She also provided an update on Downtown Coffeyville, Inc., activities.
- Jim Beachner, JRB Industries, stated he was the low bidder on a demolition project for the City of Coffeyville and requested his company receive the bid rather than give it to the local vendor who was within 5% of his bid. Beachner stated he is currently working on a project for the City and is spending substantial dollars in the community.

**H. OLD BUSINESS**

1. Ordinance No. S-11-05 – Second Reading of an Ordinance to rezone property located at 1301 and 1301 ½ West 7<sup>th</sup> and 704 and 704 ½ S. Ellis.

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

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

**EXECUTIVE SESSION(s)**

1. Acquisition of property

MOTION: Move to adjourn to executive session for discussion property acquisition to reconvene on or before 8 p.m.

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

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

2. Resolution No. R-11-55 – A Resolution to execute a contract for purchase of 1109 West First Street as part of the 2009 housing rehabilitation grant.

**MOTION:** Move to approve Resolution No. R-11-55 for adoption and allow City Manager Jeff Morris to negotiate the purchase of the property.

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

**I. NEW BUSINESS**

1. Discussion and action to appoint one person to a three-year term on the Senior Citizens Advisory Board serving through June 1, 2014.

Applicant: Kenneth Emery

**MOTION:** Move to suspend the rules and appoint Kenneth Emery to a new three-year term on the Senior Citizens Advisory Board serving through June 1, 2014.

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

2. Resolution No. R-11-56 – A Resolution to execute Amendment No. 3 to Engineering Services Agreement with Transystems.

- Public Works Director Chuck Shively addressed the Commission stating the City has an engineering services agreement with TranSystems Corporation for preliminary engineering and design of improvements in Cline’s Westwood Addition. Due to this being a federally funded project, there has been significant additional work required by the engineers. In addition, when this was originally bid, it was planned for the Public Service Department to conduct inspections. The environmental review process required by the federal funding delayed the project and Public Service is now in a particularly busy time of year. As a result, they are unable to spend as much time inspecting the project. Additionally, the contractor performing the street and drainage project has not worked for the City of Coffeyville before, and due to some situations that have already occurred on the job, there needs to be a full time inspector on this project.

**MOTION:** Move to approve Resolution No. R-11-56 for adoption.

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

3. Resolution No. R-11-57 – A Resolution to execute an agreement with Muller Construction for the demolition of six properties.

- Code Enforcement Officer John Hufferd addressed the Commission stating bids were received from three companies for the demolition of six properties. JRB Industries was the low bidder at \$24,800, however, Muller Construction bid \$24,955, which is well within the 5% local vendor policy. Commissioner Gonzales requested the City include a copy of the policy stating the 5% local vendor preference in all future bids.

MOTION: Move to approve Resolution No. R-11-57 for adoption.

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

4. Resolution No. R-11-58 – A Resolution to execute a Memorandum of Agreement with Coffeyville Industries.

- City Attorney Paul Kritz addressed the Commission stating the Memorandum of Agreement for the building on Eldridge has been revised following Commissioner input; Coffeyville Industries has reviewed and is prepared to sign.

MOTION: Move to approve Resolution No. R-11-58 for adoption.

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

5. Discussion on submittal of KDOT KLINK and geometric improvement projects – this discussion was skipped due to severe weather.

6. Comments from Commissioners and Staff

**J. EXECUTIVE SESSION(s)**

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

1. Fire Department Report
2. Inspections Department Report
3. Library Report

**L. ADJOURN**

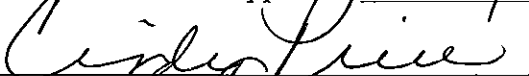
MOTION: Move to adjourn.

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

Time the meeting was adjourned: 8:20 p.m.

Date the minutes were approved, \_\_\_\_\_

06/14/11



Cindy Price, City Clerk