REGULAR COMMISSION MEETING MINUTES
TUESDAY, AUGUST 12, 2014
6:30 P.M.

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

Present:
MAYOR JIM FALKNER
COMMISSIONER DON EDWARDS
COMMISSIONER MARCUS KASTLER
COMMISSIONER CHRIS WILLIAMS

City Staff in attendance were:
CITY MANAGER GARY BRADLEY
CITY CLERK CINDY PRICE
CITY ATTORNEY PAUL KRITZ
FINANCE DIRECTOR STEPHANIE RICHARDSON
IT DIRECTOR CHRIS FELIX
FIRE CHIEF JAMES GRIMMETT
POLICE CHIEF TONY CELESTE
PUBLIC WORKS DIRECTOR CHUCK SHIVELY
ELECTRIC UTILITY DIRECTOR GENE RATZLAFF
ASSISTANT TO CITY MANAGER TRISHA PURDON

There was a 5:30 p.m. work session held for the purpose of discussion of municipal building change orders.

A. CALL TO ORDER – Mayor Jim Falkner

B. INVOCATION – Pastor Nicole Schwartz, First United Methodist 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 22, 2014

2. 2014 Appropriation Ordinance No. AO-14-14 – $2,588,318.72

MOTION: Move to approve the consent agenda as presented.

ACTION: MOTION: EDWARDS SECOND: WILLIAMS
ALL AYE

<u>REGULAR AGENDA ITEMS</u>

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

1. Swear in Police Officer Jason Davis.
   - Mayor Falkner swore in Officer Davis who was then presented his badge by Police Chief Tony Celeste.

2. Public Hearing for FY 2015 budget.
   - Finance Director Stephanie Richardson stated the budget presented shows $86,322,536 in

expenditures with $2,037,845 to be the amount of the ad valorem tax for an estimated mill levy of 42.002 mills.

- Mayor Falkner opened the hearing for public comments.

- There were no public comments; Mayor Falkner closed the public hearing.

3. Resolution No. R-14-54 – A Resolution to certify the FY 2015 budget for the City of Coffeyville.
   - Commissioner Edwards expressed concern an additional code enforcement officer was not figured into the budget and wanted to see a plan to add another fire truck. Commissioner Kastler requested a presentation on the budget.

   MOTION: Mayor Falkner moved to approve the budget, however, it died for lack of second.

4. Presentation on FY 2013 audit by Neil Phillips from Jarred, Gilmore & Phillips.
   - Neil Phillips presented the FY 2013 audit ; noted no irregularities; encouraged commissioners to increase the fund balances and stated of the 28 municipalities his firm audits, Coffeyville's accounting practices are one of the best.

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

I. NEW BUSINESS

1. Resolution No. R-14-55 – A Resolution to approve change orders for the Youth Activities Center and Library.
   - City Manager Gary Bradley stated change order number 4 in the amount of $4,197 is a result of some block issues at the Youth Activities Center. Change order number 5 is due to additional work needed on the exterior block on the Youth Activities Center, and it was discovered the existing gym floor contains mercury which will need to be encapsulated or removed. Staff recommended removal of the flooring. The total change order including removal of the floor is $83,601 for a total of $87,798.

   MOTION: Move to approve Resolution No. R-14-55 for adoption.

   ACTION: MOTION: FALKNER SECOND: EDWARDS
   ALL AYE

   MOTION: Move to approve pay request #5 for the Youth Activities Center and Library in the amount of $249,884.10.

   ACTION: MOTION: FALKNER SECOND: KASTLER
   ALL AYE

2. Resolution No. R-14-56 – A Resolution to purchase insurance for the Electric Utility System.
   - Finance Director Stephanie Richardson introduced Adam Gill from Coffeyville Insurance Associates who stated the premium for the power plant insurance is $217,562 which equates to a 5% or $10,359 increase over the current year. There is an open claim due to the boiler explosion which should be wrapped up in the next week or two. Gill noted the deductible was raised due to the recent loss and the age of equipment.

   MOTION: Move to approve Resolution No. R-14-56 for adoption.

   ACTION: MOTION: EDWARDS SECOND: FALKNER
   ALL AYE

3. Resolution No. R-14-57 – A Resolution to purchase flood insurance for City owned property located in Flood Zone A.
   - Finance Director Stephanie Richardson stated the annual premium to renew coverage for City owned properties is an 10.76% increase over 2013.

   MOTION: Move to approve Resolution No. R-14-57 for adoption.

   ACTION: MOTION: FALKNER SECOND: WILLIAMS
   ALL AYE

4. Ordinance No. S-14-05 – First Reading of an Ordinance to levy a one-half cent city-wide retailers' sales tax.
   - City Clerk Cindy Price stated this ordinance will officially levy the one-half cent sales tax recently approved by voters.

   MOTION: Move to approve Ordinance No. S-14-05 for First Reading.

   ACTION: MOTION: EDWARDS SECOND: WILLIAMS
   ALL AYE

5. Resolution No. R-14-58 – A Resolution to approve the Economic Development Incentive Utilization Guidelines.
   - City Manager Gary Bradley made a few comments; there was no action taken; this will be discussed at a future meeting after guidelines are completed.

6. Discussion on filling vacant commission position.
   - City Attorney Paul Kritz stated he was directed to research options for filling vacancies in the City Commission. Currently vacancies are filled by appointment for the balance of the unexpired term of office. Examples were provided from Arkansas City and Topeka. No discussion; will be placed on the next agenda.

   - Interviews were conducted with the six candidates: Peter Berick, Pam Jones, Justin Martin, Kelly Stewart, Jim C. Taylor, Jr., and Steven Westervelt.

7. Discussion on City Hall, Fire Station and Perkins Building bids.

   MOTION: Move to reject the bid in entirety; to redesign and rebid the project and all bids must be received by mail.

   ACTION: MOTION: WILLIAMS SECOND: FALKNER
   ALL AYE

8. Interviews for vacant commission seat.

   Applicants: Peter Berick, Pam Jones, Justin Martin, Kelly Stewart, Jim C. Taylor, Jr., and Steven Westervelt.

   - Following interviews with the six candidates Kastler nominated Justin Martin and Williams nominated Kelly Stewart. Edwards and Williams voted for Stewart; Kastler and Falkner voted for Martin. The results were the same in a second round of voting; Attorney Kritz broke the tie by voting for Martin who was then sworn into office by City Clerk Cindy Price.

9. Comments from Commissioners and Staff
   - Police Chief Tony Celeste reported on a successful National Night Out.
   - City Manager Gary Bradley reported a draft has been received of the East Coffeyville Redevelopment Plan and will be presented to Commissioners in an upcoming meeting.
   - Commissioner Williams expressed concern the Clean Up Coffeyville signs were being placed in the right of ways; it was determined not to allow them to be placed there.
   - Commissioner Kastler recognized the Recreation Commission for the installation of the batting cages and expressed concern about the City's wireless internet help desk hours stating it needs to be available to customers extended hours.

J. EXECUTIVE SESSION(s)

K. GENERAL STAFF, COMMITTEE & BOARD REPORTS AND MINUTES

1. Police Department report

L. ADJOURN

MOTION: Move to adjourn.

ACTION: MOTION: FALKNER SECOND: EDWARDS
ALL AYE

Time the meeting was adjourned: 10:15 p.m.

Date the minutes were approved: _____

_____
Cindy Price, City Clerk