REGULAR COMMISSION MEETING MINUTES
WEDNESDAY, JANUARY 13, 2015
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 JUSTIN MARTIN
COMMISSIONER CHRIS WILLIAMS

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

A. CALL TO ORDER – Mayor Jim Falkner

B. INVOCATION – Pastor Mark Wilson, First Church of God

C. PLEDGE OF ALLEGIANCE TO THE AMERICAN FLAG

D. REVIEW OF AGENDA

E. CONSENT AGENDA

1. Regular City Commission Meeting Minutes – Tuesday, January 13, 2015
2. 2014 Appropriation Ordinance No. AO-14-25 – $ 333,038.80
3. 2015 Appropriation Ordinance No. AO-15-01 – $5,472,247.70

MOTION: Move to approve the consent agenda as presented.

ACTION: FALKNER SECOND: EDWARDS
ALL AYE

<u>REGULAR AGENDA ITEMS</u>

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

1. Presentation by Municipal Facilities Renovation Advisory Panel
   - Neal Barkley, representing the Panel, presented their report. The recommendations include building a pre-engineered, stand-alone fire/police station building more centrally located for the community; remodel second floor of municipal building similar to what was there previously; provide secondary egress from third floor on the exterior of the

building; rehabilitate the first floor, seek out tenants and remodel as needed to accommodate them; consider a different architectural firm and continue to allow citizens to be engaged with the facilities renovation projects. The Panel felt the costs to renovate the police, fire and 2nd floor were excessive and only met the current minimum requirements for personnel and equipment and future fire trucks would not fit into the existing building without modifications. The design for the police department did not include a sally port and having the police in the same building as City offices required more extensive security. Representatives from the third floor offices, Judge Bill Cullins, County Commission Chairman Fred Brown and County Public Works Director Robert Bever, requested the third floor needs be considered while the building is undergoing renovation and the City communicate with them regarding the renovations. Specific items included electrical and plumbing, heat and air and the ADA plan for the building.

G. COMMENTS FROM THE PUBLIC

The public is free to comment on items not listed on agenda. Public participation is welcome and encouraged for all items on the agenda as the topics are discussed. Please be mindful of others who may also wish to speak and limit your time at the podium appropriately.

H. OLD BUSINESS

I. NEW BUSINESS

1. Discussion and action to appoint two people to the Planning Commission

   Applicants: Nelson Christian, Brian Nagle, Terry Rittenhouse

   - Rittenhouse was unable to attend due to illness; Christian and Nagle both spoke to Commissioners regarding the appointment.

   MOTION: Move to table appointment until February 10 meeting.

   ACTION: FALKNER SECOND: MARTIN
   ALL AYE

2. Resolution No. R-15-06 – A Resolution to execute an agreement with Coffeyville Community College for Internet services.

   - IT Manager Chris Felix stated CCC approached the City about providing Internet service as the City can provide both the speed and redundancy they are looking for. The City will install a microwave link which will serve them initially and then install fiber. Once the fiber is in place the microwave link will serve as a redundant path in the event the fiber is cut or otherwise disrupted. The total cost for construction is $9,200; the monthly fee for CCC will be $2,500 which results in a savings for them.

   MOTION: Move to approve Resolution No. R-15-06 for adoption.

   ACTION: FALKNER SECOND: MARTIN
   ALL AYE

3. Resolution No. R-15-07 – A Resolution to approve including the Coffeyville Public Library in the City of Coffeyville fiber optic network.

- IT Manager Chris Felix stated when the City is installing the fiber for CCC, it can be extended to provide access to the Library for less than $1,000; this will potentially save them nearly $200 per month once the agreement with their current carrier expires.

MOTION: Move to approve Resolution No. R-15-07 for adoption.

ACTION: EDWARDS SECOND: MARTIN
ALL AYE

4. Resolution No. R-15-08 – Discussion on an amendment for the Montgomery County Fair Association 2015 cereal malt beverage license.
   - Montgomery County Fair Association vice president Jim Lawrence stated the Fair is requesting an amendment to their 2015 cereal malt beverage license to allow a beer garden be set up in "A" barn on the evening of Saturday, August 15, following the rodeo. The organization is planning to hold a public concert inside the show arena; the premium sale will be held earlier on Saturday and all other livestock entries will be gone from the fairgrounds. There will be no FFA or 4-H members present in "A" barn due to exhibits being released.

MOTION: Move to approve Resolution No. R-15-08 for adoption.

ACTION: WILLIAMS SECOND: MARTIN
ALL AYE

5. Resolution No. R-15-09 – A Resolution to approve Change Order #8 for the Youth Activities Center and Library Project.
   - Interim City Manager James Grimmett stated this change order, in the amount of $$35,564, addresses the slab moisture mitigation in the gym and also provides new gasketing and weather stripping for the exterior doors.

MOTION: Move to approve Resolution No. R-15-09 for adoption.

ACTION: FALKNER SECOND: WILLIAMS
ALL AYE

6. Resolution No. R-15-10 – A Resolution to purchase a conductor from Graybar for the Electric Utility.
   - Electric Utility Director Gene Ratzlaff stated five bids were received for a conductor for the Santa Fe project. Staff recommends the conductor be purchased from Graybar for $32,719.58.

MOTION: Move to approve Resolution No. R-15-10 for adoption.

ACTION: EDWARDS SECOND: MARTIN
ALL AYE

7. Discussion on Economic Development Incentive Guidelines
   - Assistant to the City Manager Trisha Purdon reviewed two additions to the Economic Development Incentive Guidelines related to financial incentives for new manufacturing and retail businesses locating in Coffeyville.

8. Discussion on Municipal Building Renovation project
   - Discussion on the building renovation project was held after the panel presentation. Commissioners requested staff review the plan designs and present them during a work session; the plans will then be taken to the architects. The commissioners want to assume full responsibility for the project going forward.

9. City Manager's Report
   - Interim City Manager Grimmett provided an update on departments' activities.

10. Comments from Commissioners and Staff
    - Assistant to the City Manager Trisha Purdon reported a contract has been signed with Whittaker & Associates to assist with filling the Amazon building. His firm will identify specific potential tenants for the building and provide the list of names to City for follow up.
    - A work session was scheduled for Tuesday, February 3, 5 p.m. to update the Commissioners on the New Generation project and to discuss the municipal building project.

J. EXECUTIVE SESSION(s)

1. Confidential data relating to financial affairs of second parties

MOTION: Move to recess to executive session for the discussion of confidential data relating to financial affairs of second parties to reconvene on or before 9:10 p.m.

ACTION: MOTION: FALKNER SECOND: MARTIN
ALL AYE

Time the meeting was reconvened: 9:10 p.m.

K. GENERAL STAFF, COMMITTEE & BOARD REPORTS AND MINUTES

1. Work comp report
2. CRC report

L. ADJOURN

MOTION: Move to adjourn.

ACTION: MOTION: FALKNER SECOND: WILLIAMS
ALL AYE

Time the meeting was adjourned: 9:10 p.m.
Date the minutes were approved: _____

_____
Cindy Price, City Clerk