REGULAR COMMISSION MEETING MINUTES
TUESDAY, DECEMBER 8, 2015
6:30 P.M.

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

Present:
COMMISSIONER MARCUS KASTLER
COMMISSIONER JUSTIN MARTIN
COMMISSIONER CRAIG POWELL
COMMISSIONER CHRIS WILLIAMS
Absent:
JIM C. TAYLOR, JR.

City Staff in attendance were:
CITY MANAGER KENDAL FRANCIS
CITY CLERK CINDY PRICE
CITY ATTORNEY PAUL KRITZ
FINANCE DIRECTOR STEPHANIE RICHARDSON
IT MANAGER CHRIS FELIX
ELECTRIC UTILITY DEPUTY DIRECTOR MIKE SHOOK
PUBLIC WORKS DIRECTOR CHUCK SHIVELY
ENGINEERING SUPERINTENDENT THOMAS OSBORN
FIRE CHIEF JAMES GRIMMETT
POLICE CHIEF KWIN BROMLEY
ASSISTANT TO CITY MANAGER TRISHA PURDON

A. CALL TO ORDER – Mayor Chris Williams

B. INVOCATION – Pastor Nicole Schwartz, First United Methodist Church

C. PLEDGE OF ALLEGIANCE TO THE AMERICAN FLAG

D. REVIEW OF AGENDA

E. CONSENT AGENDA

1. Regular City Commission Meeting Minutes – Tuesday, November 24, 2015
2. 2015 Appropriation Ordinance No. AO-15-22 – $1,661,971.21
3. 2015 Appropriation Ordinance No. AO-15-22A – Taylor Crane $ 1,994.18

MOTION: Move to approve the consent agenda as presented.

ACTION: WILLIAMS SECOND: POWELL
ALL AYE EXCEPT TAYLOR WHO WAS ABSENT

<u>REGULAR AGENDA ITEMS</u>

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

G. COMMENTS FROM THE PUBLIC

- Pam Jones, 704 Highland, stated she agreed with Justin Martin's recent article in the Coffeyville Journal saying the city should not be building new facilities; we need to watch

spending and go into debt as sales tax is going down and the mill levy is going up.

- Jim C. Taylor, Sr., 704 Spruce, stated he had submitted copies of questions to be answered. He wants citizens to be able to vote on issuing debt for the facilities projects.

H. OLD BUSINESS

I. NEW BUSINESS

1. Ordinance No. S-15-09 – First Reading of an Ordinance to rezone 1000 Gillam from R-1 single family to C-4 service commercial.
   Postponed

2. Discussion and action to approve the 2016 cereal malt beverage license renewals.
   - City Clerk Cindy Price stated there are 15 applications for cereal malt beverage license renewals and all meet the requirements to be approved.

   MOTION: Move to approve the 2016 cereal malt beverage license renewals.

   ACTION: POWELL SECOND: MARTIN
   ALL AYE EXCEPT TAYLOR WHO WAS ABSENT

3. Resolution No. R-15-156 – A Resolution to approve the 2016 cereal malt beverage license for the Montgomery County Fair Association.
   - City Clerk Cindy Price stated the renewal for the Fair's cereal malt beverage license is approved by resolution as it exempts them from the City ordinance prohibiting the sale of alcohol in public places. The resolution allows beer sales in the arena only and also includes a provision for a special event to be held in the "A" Barn on Saturday, August 13.

   MOTION: Move to approve Resolution No. R-15-156 for adoption.

   ACTION: POWELL SECOND: WILLIAMS
   ALL AYE EXCEPT TAYLOR WHO WAS ABSENT

4. Resolution No. R-15-157 – A Resolution to identify preferred vendors for chemicals for the Water Treatment Plant during 2016.
   - Public Works Director Chuck Shively stated staff recommends designating the low bidder as the preferred vendor for each chemical except the potassium permanganate. The low bid submitted for that chemical does not meet the specifications as stated in the bid documents.

   MOTION: Move to approve Resolution No. R-15-157 for adoption.

   ACTION: MARTIN SECOND: WILLIAMS
   ALL AYE EXCEPT TAYLOR WHO WAS ABSENT

5. Resolution No. R-15-158 – A Resolution to execute a change order with Muller Construction for Fresno Street project.
   - Public Works Director Chuck Shively stated this is the final change order and approves the actual final expense for the Fresno Street portion of the 2014 Street Reconstruction

Project. Change order 3 increases the final project cost by $89,414.60 for a final overall contract price for the four streets of $632,085.96.

MOTION: Move to approve Resolution No. R-15-158 for adoption.

ACTION: POWELL SECOND: MARTIN
ALL AYE EXCEPT TAYLOR WHO WAS ABSENT

6. Resolution No. R-15-159 – A Resolution to execute a change order with Criswell Engineering for the Electric Utility.
   - Electric Utility Deputy Director Mike Shook stated this change order increases the contract for Criswell Engineering in the amount of $57,945.96. The change order is the result of several unforeseen issues at the plant with both equipment and some upgrading events.

   MOTION: Move to approve Resolution No. R-15-159 for adoption.

   ACTION: POWELL SECOND: MARTIN
   ALL AYE EXCEPT TAYLOR WHO WAS ABSENT

7. Resolution No. R-15-160 – A Resolution to execute a change order with Doherty Steel for the Electric Utility.
   - Electric Utility Deputy Director Mike Shook stated Wartsila is recommending the starting receiving air tanks and the charge air ducts be blasted and coated to prevent downstream fueling. This change order for Doherty Steel is $23,416.16.

   MOTION: Move to approve Resolution No. R-15-160 for adoption.

   ACTION: WILLIAMS SECOND: MARTIN
   ALL AYE EXCEPT TAYLOR WHO WAS ABSENT

8. Action to set a public hearing for the 2015 City of Coffeyville budget amendments for Tuesday, December 22, 6:30 p.m.

   MOTION: Move to set a public hearing for the 2015 budget amendments for Tuesday, December 22, 2015, at 6:30 p.m.

   ACTION: WILLIAMS SECOND: MARTIN
   ALL AYE EXCEPT TAYLOR WHO WAS ABSENT

9. Resolution No. R-15-161 – A Resolution to approve an economic development incentive package for Project Bike.
   - Assistant to the City Manager Trisha Purdon stated MJD Products from Parsons has signed a contract to purchase the RSI building in the Industrial Park and will be moving their manufacturing facility to Coffeyville. They currently have three employees and plan to grow to 30; they manufacture original equipment, sub-assemblies and assemblies. The incentive package includes a $15,000 forgivable loan, which could go up to $22,500 depending on where employees live. This will be used to cover the cost of relocation. The final package will be brought to the commission at the next meeting

for approval. Darren Alexander, owner, was introduced. He stated this is a family owned business which has been in business for three years, however, his family has many years of business experience.

MOTION: Move to approve Resolution No. R-15-161 for adoption.

ACTION: POWELL SECOND: KASTLER
ALL AYE EXCEPT TAYLOR WHO WAS ABSENT

10. Discussion on employee residency requirements.
    - Commissioner Martin stated Coffeyville has many houses for sale and requiring future employees to live in Coffeyville would help fill them; it would be a decision people would have to make if they wanted to work for the city. Powell said he can see the benefits; Kastler wants to leave it alone as we have other things more important; Williams is not in favor of expanding the limits.
    - City Manager Kendal Francis said this would be a negotiable item with our unions; reducing our residency requirements would limit our applicant pool. He stated approximately 50% of our employees currently live in the city limits.

11. Discussion on municipal facilities project.
    - City Manager Kendal Francis stated he contacted a local contractor as instructed at the last meeting to provide an estimated cost of the City Hall renovation with floor plans as designed. The cost would be approximately $145 to $155 per square feet or approximately $1.7 million which was the estimate provided in a presentation in August. This does not include windows, asbestos removal, the staircase, mold remediation on the third floor or any contingency fees.
    - Mayor Williams stated we need to set a budget; Martin is not ok with having the police department in a snack bar, and he wants to pay back the CRNF funds borrowed to pay for the facilities project. He suggested a $5 million budget with $3.5M for the fire and police departments and $1.5M for City Hall.
    - Francis stated staff is looking at cost savings in the plans such as reduced square footage in the stand alone; eliminating the sally port and garage; using shared spaces. He also informed the commission the elevator at City Hall is malfunctioning. We are getting quotes to retrofit the system as the parts are no longer available. To install a new elevator would cost $200 to $250,000.
    - The budget for the facilities project will be discussed on December 22. If not all commissioners are present, a special meeting will be called.

12. City Manager Report
    - Watco will begin repairs on 4th & Patterson crossing on December 9; there will be a retirement reception for Wayne Joplin on December 16, 2-4 p.m., at the Fire Department.

13. Comments from Commissioners and Staff
    - Finance Director Stephanie Richardson stated work comp insurance will be on the next agenda as the KERIT group were approving rates today.
    - Commissioner Kastler asked a what was the status of the building across from the Fire Department; it is being used as storage. Is there a staff problem in each department; the police department is down three officers; electric distribution has recently hired two employees and public service has added two employees. How much do we spend on

the utilities office; it is costing approximately $10,000 per year to operate. Will City Hall be abandoned; no, the City Hall renovation is a priority, however, a reduced budget will require police to go back in City Hall. What will become of the existing fire department; it will be used as storage and for one truck. What is the status of the city owned property by Walmart; it will be used as an incentive for future retail.

J. EXECUTIVE SESSION(s)

1. Attorney-client relationship

MOTION: Move to recess to executive session for the discussion of non-elected personnel to reconvene on or before 8:55 p.m.

ACTION: WILLIAMS SECOND: MARTIN

ACTION: ALL AYE EXCEPT TAYLOR WHO WAS ABSENT

Time the meeting was reconvened: 8:55 p.m.

K. GENERAL STAFF, COMMITTEE & BOARD REPORTS AND MINUTES

1. Sales tax report

L. ADJOURN

MOTION: Move to adjourn.

ACTION: WILLIAMS SECOND: MARTIN

ACTION: ALL AYE EXCEPT TAYLOR WHO WAS ABSENT

Time the meeting was adjourned: 8:55 p.m.

Date the minutes were approved: _____

_____
Cindy Price, City Clerk