COMMISSION MEETING MINUTES
TUESDAY, MAY 10, 2016
6:30 P.M.

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

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

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 DIRECTOR GENE RATZLAFF
ELECTRIC UTILITY DEPUTY DIRECTOR MIKE SHOOK
PUBLIC WORKS DIRECTOR CHUCK SHIVELY
FIRE CHIEF JAMES GRIMMETT
PLANNER/ARCHITECT DENNIS JACOBS

A. CALL TO ORDER – Mayor Craig Powell

B. INVOCATION – Pastor Melvin Simpson, First Church of God in Christ

C. PLEDGE OF ALLEGIANCE TO THE AMERICAN FLAG

D. REVIEW OF AGENDA

E. CONSENT AGENDA

1. City Commission Meeting Minutes – Tuesday, April 26, 2016
2. 2016 Appropriation Ordinance No. AO-16-09 – $3,131,642.93

4. Ordinance No. S-16-05 – Second Reading of an Ordinance to rezone property located at 715 N. Buckeye from R-2 (one and two family residential) to R-4 (multi-family residential).

5. Ordinance No. S-16-06 – Second Reading of an Ordinance to rezone property located at 2649 N. Highway 169 from M (mobile home court) to C-4 (service commercial).

MOTION: Move to approve the consent agenda as presented.

ACTION: POWELL SECOND: TAYLOR
ALL AYE

3. 2016 Appropriation Ordinance No. AO-16-09A (Taylor Crane) – $ 491.31

MOTION: Move to approve the consent agenda as presented.

ACTION: POWELL SECOND: MARTIN
ALL AYE

REGULAR AGENDA ITEMS

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

1. Fire Department award presentation
   - Fire Chief James Grimmett presented lifesaving medals to firefighters Jake Dean and Kevin Midgett for the rescue of two children from an apartment fire in February.

G. COMMENTS FROM THE PUBLIC

- Jim Falkner inquired about codification; Kritz replied good progress is being made.
- Mary Wilson reported the Farmers' Market is open on Tuesdays and Saturdays.

H. OLD BUSINESS

I. NEW BUSINESS

1. Ordinance No. S-16-07 – First Reading of an Ordinance to rezone property located at 1000 S. Gillam from R-1 (single family residential) to C-4 (service commercial) for the purpose of constructing a police/fire emergency facility.
   - Planner/Architect Dennis Jacobs stated this property is owned by the City of Coffeyville and is being rezoned for the purpose of building the police and fire services facility.

MOTION: Move to approve Ordinance No. S-16-07 for First Reading.

ACTION: POWELL SECOND: WILLIAMS
ALL AYE

2. Ordinance No. S-16-08 – First Reading of an Ordinance to rezone property located at 1210-1220 W. 11th from R-1 (single family residential) to C-4 (service commercial) for the purpose of constructing a police/fire emergency facility.
   - Planner/Architect Dennis Jacobs stated this property is owned by the City of Coffeyville and is being rezoned for the purpose of building the police and fire services facility.

MOTION: Move to approve Ordinance No. S-16-08 for First Reading.

ACTION: POWELL SECOND: KASTLER
ALL AYE

3. Resolution No. R-16-68 – A Resolution to authorize exchange of Federal Funds for State Funds through the Kansas Department of Transportation Federal Fund Exchange Program.
   - Public Works Director Chuck Shively stated in 2011 the Kansas Department of Transportation implemented a program called the Federal Fund Exchange program (FFE) which replaced the Surface Transportation Program (STP) and bridge grant programs. These grants were funded by federal dollars and were highly competitive; a city could expect to receive one once every ten years. The FFE program takes the

federal funds and divides them among the eligible entities every year based on population. A city receives a smaller amount every year rather than compete for a large project approximately every ten years. The dollars can be used for any transportation project in a city, and the federal requirements do not have to be followed which often adds to the project costs. The state will exchange the federal dollars for 90 cents on the dollar.

MOTION: Move to approve Resolution No. R-16-68 for adoption.

ACTION: TAYLOR SECOND: MARTIN
ALL AYE

4. Resolution No. R-16-69 – A Resolution to execute an agreement with Whittaker and Associates for Southwire building occupant recruitment.
   - City Manager Kendal Francis stated the city has contracted with Whittaker and Associates to purchase a database of leads for the Amazon building. This list is tailored specifically to logistics businesses suitable for the Amazon building. A database for the Southwire building will include names of businesses geared for manufacturing; the companies are already vetted and are looking for additional or relocation sites in our region. The cost would be $5,000; an additional fee of $7,500 would be required if the building is purchased or leased by a name from the list. Colliers International/Southwire would split the $7,500 with the city. Commissioner Taylor stated he would go half of the $5,000; Commissioner Williams asked why the Montgomery County Action Council was not involved in this effort and Commissioner Powell stated our job is not to cold call these businesses. Francis stated even though the Southwire building is not in our city limits, getting a business located there is a priority as it would provide jobs. Commissioners agreed to postpone any action on this until the first meeting in June.

   MOTION: Move to table item I-4 until June 14, 2016, meeting.

   ACTION: WILLIAMS SECOND: POWELL
   ALL AYE

5. Resolution No. R-16-70 – A Resolution to execute an amendment to an oil and gas lease with M. B. Holdings, LLC.
   - City Manager Kendal Francis stated shortly after an oil and gas lease was executed with M. B. Holdings, it was determined some old wells were inadvertently excluded from the leased premises. This amendment will correct the legal description to include all property intended to be leased.

   MOTION: Move to approve Resolution No. R-16-70 for adoption.

   ACTION: POWELL SECOND: KASTLER
   ALL AYE

6. Resolution No. R-16-71 – A Resolution to issue a purchase order to Smeal Fire Apparatus for the purchase of a new rescue/pumper fire truck.
   - Removed from agenda

7. Resolution No. R-16-72 – A Resolution to execute an agreement with GST Power Services for electrical testing for the Electric Utility.
   - Electric Utility Deputy Director Mike Shook stated five proposals were received for electrical testing at the New Generation facility with GST Power Services being the low bidder at $113,175.

   MOTION: Move to approve Resolution No. R-16-72 for adoption.

   ACTION: POWELL SECOND: MARTIN
   ALL AYE

8. Electric Utility reports.
   - Electric Utility Deputy Director Mike Shook provided an update on the power plant under construction.
   - Electric Utility Director Gene Ratzlaff reported on the storm held April 26 which broke nine utility poles and took down multiple trees which impacted approximately 140 customers.

9. City Manager Repot
   - City Manager Kendal Francis reported on the recently held meeting with downtown business owners as a preliminary to establishing a comprehensive plan for the downtown. Discussion was held on a variety of subjects including traffic lights, grass and trees. In two weeks there will be a walking tour. John Divine will be returning to Coffeyville to conduct the final strategic planning session with staff and commissioners.

10. Comments from Commissioners and Staff
    - Commissioner Williams asked for updates on the Park Advisory Board regarding consolidation of parks (the board is studying a scatter plot of where kids are located), the City Hall project (PEC will have a report on the mechanical and stairway and the entire package will be submitted to the State Historical Society at one time); potential tenants for first floor as he wants to open dialogue with the county; the police and fire facility (goal is to have final design completed by Friday); Perkins Building (waiting for information from the metal contractor).

J. EXECUTIVE SESSION(s)

1. Non-elected personnel

   MOTION: Move to recess to Executive Session for the discussion of non-elected personnel to reconvene on or before 8:10 p.m.

   ACTION: POWELL SECOND: WILLIAMS
   ALL AYE

Time the meeting was reconvened: 8:10 p.m.

Mayor Powell stated there was no action as a result of the executive session.

K. GENERAL STAFF, COMMITTEE & BOARD REPORTS AND MINUTES

1. Sales tax report
2. PD report
3. Tax lid overview

L. ADJOURN

MOTION: Move to adjourn.

ACTION: WILLIAMS SECOND: MARTIN

ALL AYE

Time the meeting was adjourned: 8:10 p.m.

Date the minutes were approved: _____

_____
Cindy Price, City Clerk