COMMISSION MEETING MINUTES
TUESDAY, AUGUST 16, 2016
6:00 P.M.

The Board of Commissioners met in Regular Session at 6:00 p.m. at the Senior Citizens Center. Vice Mayor Jim C. Taylor, Jr., called the meeting to order.

Present:
COMMISSIONER MARCUS KASTLER
COMMISSIONER JUSTIN MARTIN
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 DIRECTOR CHRIS FELIX
ELECTRIC UTILITY DIRECTOR GENE RATZLAFF
ELECTRIC UTILITY DEPUTY DIRECTOR MIKE SHOOK
POLICE CHIEF KWIN BROMLEY
PUBLIC WORKS DIRECTOR CHUCK SHIVELY
ENGINEERING SUPERINTENDENT THOMAS OSBORN
FIRE CHIEF JAMES GRIMMETT
HUMAN RESOURCES OFFICER MARILYNN EVENSON

A. CALL TO ORDER – Vice-Mayor Jim C. Taylor, Jr.

B. INVOCATION – Margie Day

C. PLEDGE OF ALLEGIANCE TO THE AMERICAN FLAG

D. REVIEW OF AGENDA

E. CONSENT AGENDA

1. City Commission Meeting Minutes – Tuesday, July 26, 2016
2. 2016 Appropriation Ordinance No. AO-16-15 – $5,352,994.82

4. Resolution No. R-16-96 – A Resolution to deed property located at 1108-1110 Harding to Peggy Bogart.

MOTION: Move to approve the consent agenda with the addition of wording in minutes to state Kendal Francis stated construction will begin on both projects by December, 2016.

ACTION: WILLIAMS SECOND: MARTIN
ALL AYE

3. 2016 Appropriation Ordinance No. AO-16-15A (Taylor Crane) – $ 200.00

MOTION: Move to approve Appropriation Ordinance No. AO-16-15A for adoption.

ACTION: WILLIAMS SECOND: MARTIN
ALL AYE EXCEPT TAYLOR WHO ABSTAINED

REGULAR AGENDA ITEMS

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

1. Public Hearing FY 2017 Budget – 6:30 p.m.
   - Finance Director Stephanie Richardson stated the 2017 budget was published in the Coffeyville Journal on August 6 with total expenditures of $91,719,543 and authorizing $2,571,294 to be the amount of ad valorem tax to be levied with an estimated mill levy of 51.188 mills. This is a 4.258% increase in the mill levy over last year. The additional mills will be used for repairs at the Aquatic Center, adding one police officer and 2% raises to represented employees and a majority of non-represented; department heads will receive 1% raise.
   - Vice Mayor Taylor opened the public hearing.
   - Tommy Thompson, owner of the Roller Done, stated property tax increases are going to run small businesses out of town.
   - Judy Herman, 102 N. Highland, thanked the commission for the Aquatic Center.
   - Vice Mayor Taylor closed the public hearing.

2. Resolution No. R-16-97 – A Resolution to certify the FY 2017 budget for the City of Coffeyville.

   MOTION: Move to approve Resolution No. R-16-97 for adoption.

   ACTION: TAYLOR SECOND: MARTIN
   ALL AYE

G. COMMENTS FROM THE PUBLIC

- Charity Kossin, Program Director for City on a Hill, explained they are a treatment center providing services to women 18 and up and focus on diagnostic and primary treatment services for substance abuse in southeast Kansas. They are looking for financial support from areas they serve and stated they were eligible for the local alcoholic funds.
- Bill Rash, Westside Lanes, expressed concern over the demand charge on his electric utility bill. He and Gene Ratzlaff met to discuss the issue.

H. OLD BUSINESS

I. NEW BUSINESS

1. Resolution No. R-16-90 – A Resolution to award a construction contract to Jeff Graham Construction for the Wilshire Reconstruction Project.
   - Engineering Superintendent Thomas Osborn stated when the City inspected Wilshire for a surface seal application, it was determined the street should be removed from the list as the curb and gutter had deteriorated to a point where most of the road would have to be reconstructed before the seal could be applied. Two bids were received for the reconstruction with Jeff Graham Construction the low bidder at $370,089.75.

   MOTION: Move to approve Resolution No. R-16-90 for adoption.

ACTION: TAYLOR SECOND: MARTIN
ALL AYE

2. Resolution No. R-16-91 – A Resolution to execute an agreement with Professional Engineering Consultants for construction observation of the Wilshire Curb and Gutter Project.
   - Engineering Superintendent Thomas Osborn stated this supplemental agreement, at a cost of $57,680, will be for engineering services with PEC for construction observation of the Wilshire curb and gutter project.

   MOTION: Move to approve Resolution No. R-16-91 for adoption.

   ACTION: MARTIN SECOND: KASTLER
   ALL AYE

3. Resolution No. R-16-98 – A Resolution to execute change order No. 1 with Jeff Graham Construction for the 2015 Intersection and Drainage Improvement Project.
   - Engineering Superintendent Thomas Osborn stated this change order for Jeff Graham Construction for the 2015 Intersection and Drainage Improvement project in the amount of $11,066.45 adds 19 calendar days to the project due to unforeseeable issues.

   MOTION: Move to approve Resolution No. R-16-98 for adoption.

   ACTION: TAYLOR SECOND: MARTIN
   ALL AYE

4. Resolution No. R-16-99 – A Resolution to amend the work authorization with Allgeier, Martin & Associates for the 2015 Intersection and Drainage Improvement Project.
   - Engineering Superintendent Thomas Osborn stated this supplemental to the work authorization for Allgeier, Martin and Associates in the amount of $1,778.38 is required due to unforeseeable issues which came up during the 2015 Intersection and Drainage Improvement project. Most of the additional expense is a result of AT&T contractors boring a line they were locating through the bottom of a storm sewer. AT&T has reimbursed the City for the expense.

   MOTION: Move to approve Resolution No. R-16-99 for adoption.

   ACTION: MARTIN SECOND: TAYLOR
   ALL AYE

5. Resolution No. R-16-100 – A Resolution to execute supplemental agreement No. 1 with Allgeier, Martin & Associates for the 2016-2017 KLINK Project U-0330-01.
   - Engineering Superintendent Thomas Osborn stated this supplemental agreement with Allgeier Martin & Associates in a not to exceed amount of $38,000 is for design of the 2017 KLINK project from Overlook west to the city limits. The 2016 and 2017 KLINK projects have been combined, and the project will go from Buckeye to west city limits.

   MOTION: Move to approve Resolution No. R-16-100 for adoption.

ACTION: TAYLOR SECOND: KASTLER
ALL AYE

6. Resolution No. R-16-101 – A Resolution to execute change order #3 air compressor package with Air Systems and Pump Solutions for the electric utility.
   - Electric Utility Deputy Director Mike Shook stated this change order in the amount of $1,060.82 with Air Systems and Pump Solutions represents additional automatic drains and filters which were added to the instrument air drying system for the new power plant.

   MOTION: Move to approve Resolution No. R-16-101 for adoption.

   ACTION: TAYLOR SECOND: MARTIN
   ALL AYE

7. Resolution No. R-16-94 – A Resolution to execute change order #3 plant structural steel with Doherty Steel for the electric utility.
   - Electric Utility Deputy Director Mike Shook stated this change order with Doherty Steel in the amount of $3,403 represents engineering changes made to the radiator platform stairs.

   MOTION: Move to approve Resolution No. R-16-94 for adoption.

   ACTION: TAYLOR SECOND: KASTLER
   ALL AYE

8. Resolution No. R-16-95 – A Resolution to execute change order #2 shop fab tanks with Industries Group for the electric utility.
   - Electric Utility Deputy Director Mike Shook stated this change order with United Industries Group is a deduction of $3,431.25 due to modifications to the handrails which were required to maintain OSHA compliance. The modifications were made on site by the mechanical contractor and costs were being back charged to UIG.

   MOTION: Move to approve Resolution No. R-16-95 for adoption.

   ACTION: MARTIN SECOND: TAYLOR
   ALL AYE

9. Resolution No. R-16-102 – A Resolution to execute change order #5 electrical installation with CCC Group for the electric utility.
   - Electric Utility Deputy Director Mike Shook stated this change order for $73,953.46 with CCC Group was due to an engineering design changes based on final vendor equipment, including additional wiring and termination of control wiring for air handlers/vent fans.

   MOTION: Move to approve Resolution No. R-16-102 for adoption.

   ACTION: TAYLOR SECOND: MARTIN
   ALL AYE

10. Resolution No. R-16-103 – A Resolution to execute change order #4 mechanical installation with 8760 Service Group for the electric utility.
    - Electric Utility Deputy Director Mike Shook stated this change order with 8760 Service Group for $17,749.90 represents engineering design changes which include removal of flanges from radiator piping, additional pad for fire pump skid and credit for change in reducer sizes.

    MOTION: Move to approve Resolution No. R-16-103 for adoption.

    ACTION: TAYLOR SECOND: MARTIN
    ALL AYE

11. Discussion on the CRMC Board of Trustees.
    - City Manager Kendal Francis stated there are three issues regarding the CRMC Board of Trustees – the vacancy on the board; four trustees serving on the board of directors when their articles of incorporation state only three may do so, and whether the city wants to have an ex-officio member. Following discussion, it was determined the Commission will wait to address the Board of Trustees issues until after we receive minutes of their last meeting. The Commission does want to open the application process to fill the vacancy. Francis indicated the City and CRMC are planning to have monthly lunch meetings to encourage communication, and he plans to attend their meetings when able.

12. Action to select a mayor for the City of Coffeyville.
    ACTION: Commissioner Martin nominated Chris Williams to serve as Mayor through January, 2017. All aye.

13. Commission applicant interviews and action to select an applicant to fill a vacant seat serving to January 18, 2018.
    Applicants: Paul Bauer, Jim Falkner, Randall Handshumaker, Tracy Maxson, Jeanette McAskill, Jeffrey McCloud, Walt Songer

    - Commissioners interviewed Bauer, Falkner, Handshumaker, Maxson and McCloud. McAskill and Songer were not present.

    ACTION: Martin nominated Tracy Maxson; Kastler nominated Paul Bauer. Kastler, Taylor and Williams voted for Bauer; Martin voted for Maxson.

    City Clerk Cindy Price swore in Paul Bauer, and he was seated at the commissioner's table.

14. City Manager's Report
    - City Manager reported codification is in process, the Water Treatment Plant has begun flushing hydrants, the gas line installation to the new power plant will get underway, Debi Riley will be retiring and a party will be held for her on August 24, Crossland is working on cost estimates for the stand alone fire and police facility; and the Community Health Center wishes to extend their lease and is interested in purchasing the entire building. Commissioners concurred to get an appraisal on the building.

15. Comments from Commissioners and Staff
    - Electric Utility Deputy Director Mike Shook stated construction at the new power plant is currently ahead of schedule.

J. EXECUTIVE SESSION(s)

1. Non-elected personnel

MOTION: Move to adjourn recess to executive session for the discussion of non-elected personnel to reconvene on or before 9:00 p.m.

ACTION: POWELL SECOND: MARTIN
ALL AYE

Time the meeting was reconvened: 9:00 p.m.

K. GENERAL STAFF, COMMITTEE & BOARD REPORTS AND MINUTES

1. Sales tax report
2. Communication from the Community Health Center

L. ADJOURN

MOTION: Move to adjourn.

ACTION: POWELL SECOND: MARTIN
ALL AYE

Time the meeting was adjourned: 9:00 p.m.

Date the minutes were approved: _____

_____
Cindy Price, City Clerk