REGULAR COMMISSION MEETING MINUTES
THURSDAY, DECEMBER 19, 2013
6:30 P.M.

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

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

City Staff in attendance were:
CITY MANAGER GARY BRADLEY
CITY CLERK CINDY PRICE
FINANCE DIRECTOR STEPHANIE RICHARDSON
CITY ATTORNEY PAUL KRITZ
IT DIRECTOR CHRIS FELIX
FIRE CHIEF JAMES GRIMMETT
POLICE CHIEF TONY CELESTE
ELECTRIC UTILITY DIRECTOR GENE RATZLAFF
PUBLIC WORKS DIRECTOR CHUCK SHIVELY
WATER TREATMENT ASSISTANT SUPERINTENDENT EARL MENEFEE
PATROL SERGEANT DARIN DAILY

A. CALL TO ORDER – Mayor David George

B. INVOCATION – Commissioner Jim Falkner

C. PLEDGE OF ALLEGIANCE TO THE AMERICAN FLAG

D. REVIEW OF AGENDA

E. CONSENT AGENDA ITEMS

1. Regular City Commission Meeting Minutes – Tuesday, December 10, 2013
2. 2013 Appropriation Ordinance No. AO-13-23 – $4,532,550.18

MOTION: Move to approve the consent agenda as presented.

ACTION: MOTION: EDWARDS SECOND: KASTLER
ALL AYE

<u>REGULAR AGENDA ITEMS</u>

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

1. Rep. Jim Kelly
   - Rep. Jim Kelly stated he and Representatives Houser, Peck and Proehl are sponsoring House Bill 2417 which will add Montgomery, Labette and Chautauqua Counties as Rural Opportunity Zones. Currently 73 out of 105 counties in Kansas are already designated as ROZ's. A ROZ designation means individuals who move into the county could be eligible for tax credit abatements and student loan reimbursements. Commissioners unanimously agreed to send a letter of support for the bill.

2. Public Hearing for FY 2013 budget amendments
   - Finance Director Stephanie Richardson stated four funds require budget amendments – general, economic development, Aquatic Center and electric debt service.

   - Mayor George opened the public hearing.

   - There were no comments. Mayor George closed the public hearing.

3. Resolution No. R-13-106 – A resolution to certify the 2013 budget amendments for the City of Coffeyville.

   MOTION: Move to approve Resolution No. R-13-98 for adoption.

   ACTION: MOTION: EDWARDS SECOND: FALKNER
   ALL AYE

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.

- Chris Applebaugh, 1413 S. Willow, questioned the process for approving volunteers to work at the Animal Shelter. Police Chief Tony Celeste will contact the Board to determine the process.

H. OLD BUSINESS

I. NEW BUSINESS

1. Discussion and action to appoint one person to the Planning Commission serving to January 1, 2017.
   Applicant: Doug Misch
   Item postponed as applicant was unable to attend meeting.

2. Resolution No. R-13-107 – A Resolution to approve preferred vendors for the purchase of chemicals for the Water Treatment Plant.
   - Public Works Director Chuck Shively stated chemical bid prices are up approximately 2.6% over last year. Staff is recommending the low bidder be designated as the preferred vendor for each chemical.

   MOTION: Move to approve Resolution No. R-13-107 for adoption.

   ACTION: MOTION: GEORGE SECOND: EDWARDS
   ALL AYE

3. Discussion and action to approve the 2014 cereal malt beverage applications.
   - City Clerk Cindy Price stated 17 applications for 2014 cereal malt beverage licenses have been received. Sixteen are for permanent locations and the other is for the Montgomery County Fair Association for the Fair and Rodeo at Walter Johnson Park. It requires a resolution to exempt them from City ordinances prohibiting the sale of alcohol in public places. All renewals, with the exception of Pizza Hut, meet the requirements and are eligible to be licensed. Pizza Hut has not returned the paperwork

necessary to conduct a background check. Commissioners questioned the location beer is sold during the Fair. Ryan Rexwinkle, former Fair president, spoke stating all cereal malt beverage is sold and consumed in the arena, and they have security monitoring the sales as well as all gates. Commissioners requested "in the arena" be added to the resolution.

MOTION: Move to approve issuing 2014 cereal malt beverage licenses for all applicants with the Pizza Hut application being contingent upon receipt of all required paperwork.

ACTION: MOTION: FALKNER SECOND: GEORGE
ALL AYE

4. Resolution No. R-13-108 – A Resolution to approve the 2014 Montgomery County Fair Association cereal malt beverage application with the addition of "in the arena" added to the wording.

MOTION: Move to approve Resolution No. R-13-108 for adoption.

ACTION: MOTION: FALKNER SECOND: GEORGE
ALL AYE

5. Resolution No. R-13-109 – A Resolution to approve the boundaries of the City of Coffeyville.
   - City Clerk Cindy Price stated two pieces of property have been annexed into the City in 2013 which requires the official boundaries to be adopted.

MOTION: Move to approve Resolution No. R-13-109 for adoption.

ACTION: MOTION: EDWARDS SECOND: FALKNER
ALL AYE

6. Resolution No. R-13-110 – A Resolution to purchase airport liability insurance for the Coffeyville Municipal Airport.
   - Finance Director Stephanie Richardson stated this insurance is put out for bid every three years. One quote was received from Coffeyville Insurance Associates with a decrease of 18.84% or $325. The coverage will be with ACE Property & Casualty Co.

MOTION: Move to approve Resolution No. R-13-110 for adoption.

ACTION: MOTION: EDWARDS SECOND: WILLIAMS
ALL AYE

7. Resolution No. R-13-111 – A Resolution to purchase workers' compensation insurance.
   - Finance Director Stephanie Richardson stated in 2013, the city joined Kansas Eastern Region Insurance Trust for workers compensation insurance. The renewal quote is a 13.64% increase with 12.7% of that being the reinsurance cost and the remaining amount due to increases in the work comp rates set by the state. Beginning in 2014, the

City will have the opportunity to receive dividends in future years based on the group's performance.

MOTION: Move to approve Resolution No. R-13-111 for adoption.

ACTION: MOTION: GEORGE SECOND: FALKNER
ALL AYE

8. Resolution No. R-13-112 – A Resolution to execute an Engineering Services Agreement with Allgeier, Martin & Associates for the upgrade of the Santa Fe Street Distribution Circuit.
   - Electric Utility Director Gene Ratzlaff stated the Santa Fe distribution line consists of three circuits on one pole from the Power Plant Substation and continuing south on Santa Fe. One circuit serves Parmac, one to the Waste Water Plant and the other to Acme. The line is in poor condition and needs to be rebuilt. The contract with Allgeier, Martin and Associates is not to exceed $14,000.

   MOTION: Move to approve Resolution No. R-13-112 for adoption.

   ACTION: MOTION: EDWARDS SECOND: WILLIAMS
   ALL AYE

9. Resolution No. R-13-113 – A Resolution to adopt a compensation plan for non-represented employees.
   - City Manager Gary Bradley stated the personnel manual for non-represented employees states each position shall, on the basis of duties, responsibilities, skills, experience, education and training required, be allocated to an appropriate class with minimum and maximum amounts of pay for each class. The compensation plan establishes ten classes along with a minimum and maximum pay scale.

   MOTION: Move to approve Resolution No. R-13-113 for adoption.

   ACTION: MOTION: GEORGE SECOND: EDWARDS
   ALL AYE

10. Resolution No. R-13-114 – A Resolution to execute a real estate contract for the sale of 1202 West Sixth Street.
    - City Attorney Paul Kritz stated Terry Stringer has placed an offer on the rehabbed house at 1202 West Sixth Street for $55,000 with the condition the City finance the sale through a contract for deed. A credit check has been completed on Stringer. Commissioner Williams expressed concern about the City financing the property.

    MOTION: Move to approve Resolution No. R-13-114 for adoption.

    ACTION: MOTION: FALKNER SECOND: EDWARDS
    AYE – EDWARDS, FALKNER, KASTLER; NO – WILLIAMS; GEORGE ABSTAINED

11. Comments from Commissioners and Staff
    - City Manager Gary Bradley reviewed the activities and accomplishments of the past year as they related to the City's mission.
    - Police Chief Tony Celeste reported the school zone signs are currently being installed and requested approval to purchase two replacement vehicles for the detectives. He introduced Sergeant Darin Daily who reported on the City's newest canine. Rommel, a 19-month Belgium Malimois is trained in narcotic tracking and suspect apprehension.

J. EXECUTIVE SESSION(s)

MOTION: Move to adjourn to Executive Session for discussion of the acquisition of non-elected personnel to reconvene on or before 8:50 p.m.

ACTION: MOTION: GEORGE SECOND: EDWARDS
ALL AYE

Time the meeting was reconvened: 8:50 p.m.

MOTION: Move to adjourn to Executive Session for discussion of non-elected personnel to reconvene on or before 9:05 p.m.

ACTION: MOTION: GEORGE SECOND: EDWARDS
ALL AYE

Time the meeting was reconvened: 9:08 p.m.

Mayor George reported no action as a result of the Executive Sessions.

K. GENERAL STAFF, COMMITTEE & BOARD REPORTS AND MINUTES

L. ADJOURN

MOTION: Move to adjourn.

ACTION: MOTION: GEORGE SECOND: EDWARDS
ALL AYE

Time the meeting was adjourned: 9:08 p.m.

Date the minutes were approved: _____

_____
Cindy Price, City Clerk