CITY OF COFFEYVILLE COMMISSION MEETING MINUTES
TUESDAY, DECEMBER 11, 2018
CITY HALL, 6:30 P.M.

The Board of Commissioners met in Regular Session at 6:30 p.m. in the Commission Room. The meeting was called to order by Mayor Bauer.

Present:

COMMISSIONER PAUL BAUER
COMMISSIONER JUSTIN DOANE
COMMISSIONER ANN MARIE VANNOSTER
COMMISSIONER CHRIS WILLIAMS

Absent:

COMMISSIONER JIM C. TAYLOR, JR.

City Staff in attendance:

CITY MANAGER MARK HALL
CITY CLERK CINDY PRICE
CITY ATTORNEY PAUL KRITZ
FINANCE DIRECTOR STEPHANIE RICHARDSON
IT DIRECTOR CHRIS FELIX
PUBLIC WORKS DIRECTOR CHUCK SHIVELY
ELECTRIC UTILITY DIRECTOR MIKE SHOOK
ELECTRIC GENERATION SUPERINTENDENT TONY LAWSON
PD COMMUNICATIONS DIRECTOR CHAD SOLES

A. CALL TO ORDER – Mayor Paul Bauer

B. INVOCATION – Pastor Doug Mund, Grace Fellowship Church

C. PLEDGE OF ALLEGIANCE TO THE AMERICAN FLAG

D. REVIEW OF AGENDA

E. CONSENT AGENDA

1. City Commission Meeting Minutes – Tuesday, November 27, 2018
2. 2018 Appropriation Ordinance No. AO-18-23 – $2,981.792.01
3. 2018 Appropriation Ordinance No. AO-18-23A (Taylor Crane) – $ 1,401.75
4. Set public hearing for FY 2018 budget amendments for Thursday, December 20, 2018.

MOTION: Move to approve the consent agenda as presented.

ACTION: MOTION: VANNOSTER SECOND: BAUER
ROLL CALL VOTE: ALL AYE EXCEPT TAYLOR WHO WAS ABSENT.

<u>REGULAR AGENDA ITEMS</u>

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

1. Coffeyville Area Chamber of Commerce Update
   - Candi Westbrook, Executive Director, gave a report on the Coffeyville Area Chamber of Commerce 2018 activities.

G. OLD BUSINESS

H. NEW BUSINESS

1. Discussion and action to make appointments to the Planning Commission.
   Applicant: Carla LeLaCheur

   MOTION: Move to appoint Carla LeLaCheur to a three-year term on the Planning Commission serving to January 1, 2022.

   ACTION: MOTION: WILLIAMS SECOND: DOANE
   ROLL CALL VOTE: ALL AYE EXCEPT TAYLOR WHO WAS ABSENT.

2. Discussion and action to make appointments to the CRMC Board of Trustees.
   Applicants: Dr. Vinay Kohli, Doug Mund, Dr. Garrick Rettele

   MOTION: Move to appoint Doug Mund and Garrick Rettele to four-year terms on the CRMC Board of Trustees serving to January 1, 2023.

   ACTION: MOTION: BAUER SECOND: DOANE
   ROLL CALL VOTE: ALL AYE EXCEPT WILLIAMS WHO VOTED NO AND TAYLOR WHO WAS ABSENT,

3. Discussion and action to approve the 2019 cereal malt beverage licenses.
   - City Clerk Cindy Price stated 17 applications for CMB licenses have been received. The Fire Department has inspected each location. The State of Kansas no longer allows the Police Department to perform background checks. The KBI has been contacted; they will provide the checks at no cost since it is a requirement in our ordinances. The names have been submitted to the KBI; staff recommends approval of the licenses pending results of the background search.

   MOTION: Move to approve the 2019 cereal malt beverage licenses pending results of the KBI background checks on applicants.

   ACTION: MOTION: VANNOSTER SECOND: BAUER
   ROLL CALL VOTE: ALL AYE EXCEPT TAYLOR WHO WAS ABSENT AND WILLIAMS WHO VOTED NO.

4. Resolution No. R-18-83 – A Resolution to approve the 2019 Montgomery County Fair Association cereal malt beverage license.
   - City Clerk Cindy Price stated the Montgomery County Fair Association license renewal is acted upon separately and approved by resolution as this exempts them from the City ordinance prohibiting the sale of alcohol in public places. The Fair is requesting beer sales only in the arena as shown in the attached drawing. Staff recommends approval pending results of the background search.

   MOTION: Move to approve Resolution No. R-18-83 for adoption pending results of the KBI background check on applicant.

ACTION: MOTION: BAUER SECOND: VANNOSTER
ROLL CALL VOTE: ALL AYE EXCEPT TAYLOR WHO WAS ABSENT AND WILLIAMS WHO VOTED NO.

5. Resolution No. R-18-84 – A Resolution to recognize preferred vendors for 2019 for chemicals for the Water Treatment Plant.
   - Public Works Director Chuck Shively stated requests were sent out for chemicals for the Water Treatment Plant. The proposed chemical cost bid for 2019 went up approximately 0.8% or approximately $2,767 for the entire year. For 2019 staff is recommending the low bidder be designated as the preferred vendor for each chemical.

   MOTION: Move to approve Resolution No. R-18-84 for adoption.

   ACTION: MOTION: BAUER SECOND: VANNOSTER
   ROLL CALL VOTE: ALL AYE EXCEPT TAYLOR WHO WAS ABSENT.

6. Resolution No. R-18-85 – A Resolution to execute a construction contract with BRB Contractors for the Filter No. 2 Renovation Project at the Water Treatment Plant.
   - Public Works Director Chuck Shively stated the Municipal Water Treatment Plant has six filter beds. More than 20 years ago the subfloor of filter bed 2 blew out leaving the filter inoperable. The remaining 5 filters were adequate to treat more than enough drinking water to meet the demand at that time. Since that time customer demand has increased partially due to a water purchase agreement with Coffeyville Resources for a large quantity of water. Bids were requested for the filter renovation project; three bids were received with the low bidder BRB Contractors of Topeka. The project consisted of a base bid for the filter renovation plus 2 alternates. Alternate 1 was for surface preparation and painting of the interior of filter 2. Alternate 2 was for surface preparation and painting. The base bid price was $392,330. City staff believes the price for the two alternates is high so is recommending to award the base bid only. Staff will then negotiate with BRB for a lower price on the alternates. If an acceptable price is received it will be brought back as a change order. If it is not reasonable, the work will be bid separately.

   MOTION: Move to approve Resolution No. R-18-85 for adoption.

   ACTION: MOTION: WILLIAMS SECOND: DOANE
   ROLL CALL VOTE: ALL AYE EXCEPT TAYLOR WHO WAS ABSENT.

7. Resolution No. R-18-86 – A Resolution to execute a work authorization to Allgeier, Martin & Associates for construction engineering & inspection services for the Filter No. 2 Renovation Project at the Water Treatment Plant.
   - Public Works Director Chuck Shively stated this work authorization is for construction engineering and inspection services for the Filter No. 2 Renovation Project at the Water Treatment Plant in an amount not to exceed $40,000.

   MOTION: Move to approve Resolution No. R-18-86 for adoption.

ACTION: MOTION: WILLIAMS SECOND: BAUER
ROLL CALL VOTE: ALL AYE EXCEPT TAYLOR WHO WAS ABSENT.

8. Resolution No. R-18-87 – A Resolution to execute a quitclaim deed conveying 1405 S. Maple to Wesley and Starladena Moody.
   - City Clerk Cindy Price state the City of Coffeyville owns a vacant lot at 1405 S. Maple. Earlier this year the owners of property located adjacent to the lot at 1409 S. Maple , Wesley and Starladena Moody, contacted the city stating they were interested in acquiring the lot at 1405. The City has no need for the lot and an agreement was signed with the Moodys stating if they took care of the property through the end of November it would be deeded to them. Staff verified the lot was maintained and recommends conveying the property to the Moodys.

   MOTION: Move to approve Resolution No. R-18-87 for adoption.

   ACTION: MOTION: WILLIAMS SECOND: VANNOSTER
   ROLL CALL VOTE: ALL AYE EXCEPT TAYLOR WHO WAS ABSENT.

9. Resolution No. R-18-88 – A Resolution to execute a memorandum of agreement with the Independence Police Department, Labette County 911 and Sumner County 911 for backup public safety answering services.
   - PD Communications Director Chad Soles stated the State of Kansas 911 Coordinating Council requires all Kansas Public Safety Answering Points (PSAP) to have memorandums of agreement on file with an outside Next Generation 911 (NG911) PSAP for backup dispatching services. One of the backups is to be located in an adjoining county; one is to be located two counties away and one located in the northern hub of Kansas. Montgomery County has two NG911 PSAP's, and the Kansas Coordinating Council considers the Independence NG911 as an outside PSAP. Staff recommends executing an agreement with the Independence Police Department, Labette County 911 and Sumner County 911 for backup services.

   MOTION: Move to approve Resolution No. R-18-88 for adoption.

   ACTION: MOTION: BAUER SECOND: VANNOSTER
   ROLL CALL VOTE: ALL AYE EXCEPT TAYLOR WHO WAS ABSENT.

10. Resolution No. R-18-89 – A Resolution to purchase packing for unit #7 steam turbine/generator for the Electric Utility.
    - Electric Generation Superintendent Tony Lawson stated nine rows of packing has been identified in the #7 turbine generator for replacement and recommends the packing be purchased from STAR Turbine at a cost of $29,485.

    MOTION: Move to approve Resolution No. R-18-89 for adoption.

ACTION: MOTION: VANNOSTER SECOND: BAUER
ROLL CALL VOTE: ALL AYE EXCEPT TAYLOR WHO WAS ABSENT.

11. Resolution No. R-18-90 – A Resolution to approve re-wedging the generator on unit #7 steam turbine/generator for the Electric Utility.
    - Electric Generation Superintendent Tony Lawson stated Illinois Electric Works, which is serving as the electrical testing subcontractor for S.T. Cotter Turbine Services, has performed all electrical testing on the generator and has determined that 75% of the wedges supporting the generator are loose and in need of replacement. Staff recommends these be replaced at a cost of $68,257.

    MOTION: Move to approve Resolution No. R-18-90 for adoption.

    ACTION: MOTION: BAUER SECOND: DOANE
    ROLL CALL VOTE: ALL AYE EXCEPT TAYLOR WHO WAS ABSENT.

12. City Manager's Report
    - City Manager Mark Hall stated how much he enjoyed the Christmas Parade and thanked city staff and commissioners for their work.

I. COMMENTS

1. Comments from Public - none

2. Comments from Commissioners and Staff
    - Commissioners expressed appreciation for the Christmas Parade and for the City hosting Leadership Coffeyville and encouraged citizens to participate in local events being held during the holiday season.

J. EXECUTIVE SESSION(s)

K. GENERAL STAFF, COMMITTEE & BOARD REPORTS AND MINUTES

1. Sales tax report
2. PD report
3. Building permit report

L. ADJOURN

MOTION: Move to adjourn.

ACTION: MOTION: BAUER SECOND: WILLIAMS
ROLL CALL VOTE: ALL AYE EXCEPT TAYLOR WHO WAS ABSENT.

Time the meeting was adjourned: 7:29 p.m.

Date the minutes were approved: 12/20/18

Cindy Price

Cindy Price, City Clerk