



City Hall, Council Chambers
401 S. Johnstone Avenue
Bartlesville, OK 74003

MINUTES OF THE REGULAR MEETING OF THE BARTLESVILLE CITY COUNCIL

Tuesday, January 2, 2018
7 p.m.

Mayor Dale Copeland
918-338-4282

MINUTES

(Notice of Meeting was posted December 15, 2017 and the Agenda was posted at 5:00 p.m. December 28, 2017.)

City Council Members Present: Mayor Dale Copeland, Vice Mayor John J. Kane, Jim Curd, Jr. and Alan Gentges.

City staff present: Mike Bailey, Acting City Manager, Administrative Director/CFO; Jerry Maddux, City Attorney, Lisa Beeman, Community Development Director; Nancy Warring, Grants Administrator; Kelli Williams, Chief Communications Officer; Shellie McGill, H.R., Library, and Museum Director; Larry Silver, Supervisor of Neighborhood Services; Mike Wickham, Neighborhood Services Officer; and Elaine Banes, Executive Assistant.

1. **Mayor Copeland called the business meeting of the Bartlesville City Council to order at 7:07 p.m. immediately following the Bartlesville Municipal Authority Meeting that began at 7 p.m.**
2. **Roll call was conducted and a quorum established.**
3. **Citizens to be heard.**

There were no citizens to be heard.

4. **City Council Announcements and Proclamations.**

The City Council and City Staff acknowledged City of Bartlesville Sanitation Supervisor Craig Gordineer and Sanitation Collectors Nathan Williams and Brandon Lopez for service above and beyond their regular duties. During a routine trash pickup, Mr. Williams and Mr. Lopez discovered a box filled with cremains. They and Mr. Gordineer researched and tracked down the family members who were very pleased and happy to have their family member's cremains returned to them.

5. **Authorities, Boards, Commissions and Committee Openings**

- One opening on the Ambulance Commission
- One opening on the Bartlesville Library Board
- One opening on the Bartlesville Redevelopment Trust Authority
- One opening on the Park Board
- Four openings on the Street and Traffic Committee

Mayor Copeland read the openings and encouraged citizens to volunteer on City Committees. Applications can be found at www.cityofbartlesville.org or at City Hall in the City Manager's Office.

6. **Consent Docket**

a. **Approval of Minutes**

- i. The Regular Meeting Minutes of December 4, 2017.
- ii. The Special Meeting Minutes of December 18, 2017.

b. Approval and/or Ratification of Appointments and Reappointments to Authorities, Boards, Commissions and Committees

- i. Reappointment of Mr. Brandon Lewis to an additional three year term on the Adams Golf Course Operating Committee at the recommendation of Mayor Copeland.

c. Approval of Agreements and/or Contracts

- i. A service agreement between Bartlesville Public Library and BTC broadband for internet services for the period of July 1, 2018-June 30, 2019.
- ii. An engagement letter between the City of Bartlesville and Arbitrage Compliance Services to prepare arbitrage compliance reports pertaining to the required rebate and yield reduction payment to the United States Treasury, IRS for Combined Purpose General Obligation Bonds, Series 2012.
- iii. An Administrative Services Agreement between RxBenefits, Inc. and the City of Bartlesville to facilitate a change in pharmacy benefit provider.

d. Approval of Notification of Intent

- i. Authorization to complete and submit a Notification of Intent as required by the Oklahoma Tourism and Recreation Department as a condition of receiving a \$70,000 Land and Water Conservation Fund Grant.

e. Receipt of Bid

- i. Bid No. 2017-2018-013 for Downtown Landscaping – 2nd Street & Dewey

Mayor Copeland read the consent docket in its entirety.

Vice Mayor Kane moved to approve the consent docket as presented, seconded by Mr. Curd.

Aye: Vice Mayor Kane, Mr. Gentges, Mr. Curd, Mayor Copeland
Nay: None
Motion: Passed

7. Discuss and take action to award Bid No. 2017-2018-012 for Park Playground Equipment for Sooner Park, Johnstone Park, Robinwood Park, Douglass Park. Presented by Mr. Curd.

Mr. Curd moved to award the bid to ACS Playground Adventures, Oklahoma City, OK, in the amount of \$432,500 as presented, seconded by Vice Mayor Kane.

Aye: Mr. Gentges, Mr. Curd, Vice Mayor Kane, Mayor Copeland
Nay: None
Motion: Passed

8. Public hearing on and consideration of a request from Kyle Persaud, attorney on behalf of On The Rock Ministries to close part of Second Street lying west of AT&SR Railroad right of way as shown on plat original town Bartlesville and lying south of Block 8 and lying north of block 22 of Original Town Bartlesville, Washington County, Oklahoma. Presented by Micah Siemers, P.E., Director of Engineering.

Mr. Siemers reported that the applicant requested the closure on behalf of On The Rock Ministries because they would like to make improvements to their parking lot and increase the available space for parking. The parking lot is currently a gravel lot and this portion of Second Street is not utilized other than providing access to the neighboring property east of On the Rock Ministries. Ron Littrell and Susan Wilson own the adjacent property with the only access to their property is through this portion of Second Street. City staff informed the applicant that they would be required to provide an access easement through the Second Street right of way prior to the public hearing and council

action on this closing. The applicant was also informed that a utility easement would need to be retained for existing utilities. At this time, the access agreement has not been finalized, therefore City staff is requesting the holding of the public hearing, but to table action on the ordinance closing the street until the access agreement is in place. City staff and utility companies are not opposed to the closing due the agreed upon utility easement.

The Mayor opened the public hearing at 7:32 p.m. There being no one appear to speak, the Mayor closed the public hearing at 7:32 p.m.

Mayor Copeland moved to table action on the ordinance at staff's request, seconded by Mr. Gentges.

Aye: Mr. Curd, Vice Mayor Kane, Mr. Gentges, Mayor Copeland
Nay: None
Motion: Passed

9. **Discuss and take action to approve an Ordinance of the Council of the City of Bartlesville, Oklahoma, authorizing the calling and holding of a special election in the City of Bartlesville, State of Oklahoma (the "City"), on the 6th day of March, 2018, for the purpose of submitting to the registered qualified electors of said City the question of the issuance of: (a) General Obligation Bonds of said City in an amount not to exceed the sum of Fifteen Million Three Hundred Seventy Five Thousand Dollars (\$15,375,000) to be issued in series to provide funds for the purposes of: (i) acquiring equipment relative to providing, operating, and maintaining City owned and/or maintained facilities and services, to be owned exclusively by the City, (ii) constructing, expanding, repairing, which may also include improving, renovating, acquiring and equipping parks and recreational facilities, all to be owned exclusively by the City; and (iii) constructing, reconstructing, repairing, improving, and rehabilitating existing streets, roads, and intersections in the City (including lighting, sidewalks/bikepaths, landscaping, related drainage improvements, driveway reconstruction, and other related improvements); and (b) General Obligation Limited Tax Bonds of said City in an amount not to exceed the sum of One Million One Hundred Twenty Five Thousand Dollars (\$1,125,000) to be issued in series to provide funds for the purpose of pursuing economic and community development in the City through improvement of storm drainage facilities; all to be completed with or without the use of other funds, and levying and collecting an annual tax, in addition to all other taxes, upon all the taxable property in said City for the payment of the interest and principal on said bonds; provided however, that in no event shall the real and personal taxable property in said City be subject to a special tax in excess of five mills on the dollar for all bonds issued pursuant to Section 35, Article X of the Oklahoma Constitution; authorizing professional services agreements pertaining to the issuance of said bonds; declaring an emergency; and containing other provisions related thereto.**

Mayor Copeland stated that a great deal of work has been involved in preparing for a General Obligation Bond election. This is the official action to set a date to take these bond items before the voters for their action.

Vice Mayor Kane moved to adopt the ordinance as presented, seconded by Mr. Curd.

Aye: Vice Mayor Kane, Mr. Gentges, Mr. Curd, Mayor Copeland
Nay: None
Motion: Passed

Mr. Gentges moved to declare an emergency as presented, seconded by Mr. Curd.

Aye: Mr. Gentges, Mr. Curd, Vice Mayor Kane, Mayor Copeland
Nay: None
Motion: Passed

- 10. Discuss and take action to approve a Resolution authorizing the Bartlesville Municipal Authority (the “Authority”) to assist the City of Bartlesville, Oklahoma (the “City”) in carrying out and administering the Bartlesville Retirement Community Economic Development Project Plan (Increment District No. 12) adopted by the City; approving and authorizing the execution of an Economic Development Agreement by and among the Authority, the City, and Wellington Intergenerational Living Communities, LLC; approving and authorizing the execution of a Security Agreement by and between the Authority and the City pertaining to the tax increment revenues; approving the use of assistance in development financing; and containing other provisions relating thereto.**

Mayor Copeland reported that this is the companion piece to the action taken by the Bartlesville Municipal Authority.

Mr. Gentges moved to approve the resolution as presented, seconded by Mr. Curd.

Aye: Mr. Curd, Mr. Gentges, Mayor Copeland
Abstained: Vice Mayor Kane
Nay: None
Motion: Passed

- 11. Discuss and take action on an appeal of a dilapidated structure “Order to Dismantle & Remove” (Single Family Dwelling) Case # DS-17-225 located at 1015 S. Armstrong Avenue, Bartlesville, Oklahoma. Presented by Larry Silver, Supervisor, Neighborhood Services.**

Mr. Silver reported the appellant is not present and has not made contact with his office regarding the status of this case. There has been no improvements made upon the property since the maintenance hearing and application to appeal. Mr. Silver stated that the City Council could extend the hearing date or uphold the maintenance hearing judgement.

Vice Mayor Kane moved to uphold the judgment and to provide the property owner 60 days to remove or the City will remove the structure, seconded by Mr. Curd.

Aye: Vice Mayor Kane, Mr. Gentges, Mr. Curd, Mayor Copeland
Nay: None
Motion: Passed

- 12. Discuss and take action on an appeal of a dilapidated structure “Order to Dismantle & Remove” (Single Family Dwelling, Detached Garage, & In-ground Storm Shelter) Case #DS-17-226 located at 1017 S. Armstrong Avenue, Bartlesville, Oklahoma. Presented by Larry Silver, Supervisor, Neighborhood Services.**

Mr. Silver reported the appellant is not present and has not made contact with his office regarding the status of this case. There has been no improvements made upon the property since the maintenance hearing and application to appeal. Mr. Silver stated that the City Council could extend the hearing date or uphold the maintenance hearing judgement.

Vice Mayor Kane moved to uphold the judgment and to provide the property owner 60 days to remove or the City will remove the structure, seconded by Mr. Curd.

Aye: Mr. Gentges, Mr. Curd, Vice Mayor Kane, Mayor Copeland
Nay: None
Motion: Passed

13. Discuss and take action to formally receive all applications submitted for the seat of City Council Representative Ward 5. Presented by Mayor Copeland.

Mayor Copeland reported that seven applications were received from Gary Collins, Don Pyles, Trevor Dorsey, Jan Dreiling, Jim Barnes, Stephen Staling and Nathan Allgood. Interviews will be conducted over the course of January.

Vice Mayor Kane moved to formally accept the applications submitted as presented, seconded by Mr. Gentges.

Aye: Mr. Curd, Vice Mayor Kane, Mr. Gentges, Mayor Copeland
Nay: None
Motion: Passed

14. New Business

There was no new business.

15. City Manager and Staff Reports.

Mr. Bailey reported the Employee of the Month program has been reinstated. He reported that recently several employees have been involved in saving lives and will be recognized by the Employee Advisory Committee and the City Council.

Mr. Bailey reported that trash pick-up for Monday will be Wednesday and that free Christmas tree disposal is available at a fenced off area at Sooner Park. The mulch from the tree disposal will be made available to the public.

16. City Council Comments and Inquiries.

Vice Mayor Kane stated his appreciation to the applicants who are interested in serving Ward 5. Mayor Copeland echoed his appreciation as well.

At Mr. Curd's request, Mr. Bailey reported that City Manager Gordon is at home and that his health is improving.

17. There being no further business, Mayor Copeland adjourned the City Council Meeting at 8:04 p.m.


Dale W. Copeland, Mayor


Mike Bailey, City Clerk, Acting City Manager,
and Administrative Director/CFO

