



**MINUTES OF THE
REGULAR MEETING OF THE
BARTLESVILLE CITY COUNCIL
Monday, August 6, 2018
7:00 p.m.**

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

**Mayor Dale Copeland
918-338-4282**

MINUTES

(Notice of Meeting was posted 12/15/17. Agenda posted August 2, 2018)

City Council Members present were Mayor Dale Copeland, Vice Mayor John J. Kane, Alan Gentges and Trevor Dorsey.

City Council Members Absent: Jim Curd, Jr.

City staff present were Mike Bailey, City Manager; Jerry Maddux, City Attorney; Lisa Beeman, Director of Community Development and Park Planning; Micah Siemers, Director of Engineering; Shellie McGill, Human Resources and Library Director; Nancy Warring, Grants Administrator; Kelli Williams, Chief Communications Officer; Lt. Kevin Ickleberry; Det. Jim Warring; and Elaine Banes, Executive Assistant.

- 1. Mayor Copeland called the business meeting of the Bartlesville City Council to order at 7:00 p.m.**
- 2. Roll call was conducted and a quorum established.**
- 3. The invocation was provided by Pastor Chuck McCarthy, Bible Church of Bartlesville.**
- 4. Citizens to be heard.**

There were no citizens to be heard.

- 5. City Council Announcements and Proclamations.**

There were no announcements and proclamations.

- 6. Authorities, Boards, Commissions and Committee Openings**
 - One opening on the Bartlesville Area History Museum
 - One opening on the Bartlesville Redevelopment Trust Authority
 - One opening on the Construction and Fire Codes Appeals Board
 - Three openings on the Transportation Committee
 - Two openings on the White Rose Cemetery Board

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.

- 7. Consent Docket**

- a. Approval of Minutes**

- i. The Special Meeting Minutes of July 9, 2018.**

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

- i. Approve the appointment of Mr. Zac Henderson to a three-year term on the Adams Municipal Golf Course Operating Committee at the recommendation of Mayor Copeland.

c. Approval of Agreements and Contracts

- i. Approve a Professional E-Rate Management Fee Schedule Agreement between the Bartlesville Public Library and Kellogg & Sovereign Consulting, LLC for services to prepares and file forms for the Library to receive e-rate monies.
- ii. Approve a Janitorial Agreement between the City of Bartlesville and Spencer Management, Inc. for services provided for City Hall, Police Station and the Library.
- iii. Approve a Short Form Construction Contract between the City of Bartlesville and Ubanhaus Custom Co. for the site work and installation of shelters at Civitan Park and Sooner Park.
- iv. Approve a Financial Renewal and Term Amendment between the City of Bartlesville and UMR, Inc. for employee health insurance.
- v. Approve an agreement between the City of Bartlesville and Nehemiah Community Development Corporation regarding liens and proposed development of property located at 519 Santa Fe Avenue.
- vi. Approve a Community Literacy Grant Contract FY 2019 between the Oklahoma Department of Libraries and the Bartlesville Public Library Literacy Services.
- vii. Approve a Literacy Assessment Contract between the Oklahoma Department of Libraries and the Bartlesville Public Library Literacy Services.

d. Approve Authorization to Submit a 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 \$132,700 Recreational Trails Program Grant.

e. Approval of Resolution

- i. Approve a resolution amending the Budget of the City of Bartlesville, Oklahoma for Fiscal Year 2018-2019 to appropriate G.O. Bond proceeds from the sale of the City's 2018A and 2018B Bond Issues.

f. Approval of Financials

- i. Interim Financial Statements for 9th month ending March 31, 2018.
- ii. Interim Financial Statement for 10th month ending April 30, 2018.
- iii. Interim Financial Statement for 11th month ending May 31, 2018.

g. Receipt of Bids

- i. Bid No. 2018-2019-007 for Mountain Road Asphalt Rehabilitation Project
- ii. Bid No. 2018-2019-009 for Johnstone Park Parking Lot- 2017 CDBG Project

Mayor Copeland read the consent docket in its entirety.

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

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

8. Discuss and take action to award Bid No. 2016-2017-039 for 2016 Safe Routes to School. Presented by Councilman Dorsey.

Mr. Dorsey moved to award the bid to Whaling Construction in the amount of \$144,729.75, including the Add-On Alternate, as presented, seconded by Vice Mayor Kane.

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

9. Discuss and take action to award Bid No. 2018-2019-003 for Rock Salt. Presented by Vice Mayor Kane.

Vice Mayor Kane moved to award the bid to Frank Bills Trucking of Severy, Kansas in the amount of \$79.00 per ton as presented, seconded by Mr. Gentges.

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

10. Discuss and take action to award Bid No. 2018-2019-004 Part I for Asphaltic Concrete. Presented by Mayor Copeland.

Mayor Copeland moved to award the bid to Bison Materials LLC, Bartlesville, Oklahoma in the amounts as provided in the attached form, seconded by Mr. Dorsey.

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

11. Discuss and take action to award Bid No. 2018-2019-004 Part II for Aggregate Base. Presented by Mayor Copeland.

Mayor Copeland moved to award the bid to Bison Materials LLC, Bartlesville, Oklahoma in the amounts as provided in the attached form, seconded by Mr. Gentges.

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

12. Discuss and take action to award Bid No. 2018-2019-004 Part III for Dry Sand. Presented by Mayor Copeland.

Vice Mayor Kane reported that no bids were received, and that sand is available from vendors at normal market prices should the need arise to purchase. No action needed.

13. Discuss and take action to award Bid No. 2018-2019-005 for Emulsified Asphaltic Oils. Presented by Vice Mayor Kane.

Vice Mayor Kane moved to award the bid to Ergon Asphalt & Emulsions of Catoosa, Oklahoma in the amount of \$1.60 per gallon for CRS-2 and \$1.90 per gallon for SS-1, seconded by Mr. Dorsey.

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

14. Discuss and take action to award Bid No. 2018-2019-006 for Concrete. Presented by Vice Mayor Kane.

Vice Mayor Kane moved to award the bid to Bartlesville Redi-Mix, Inc. in amounts as provided on the attached form, seconded by Mr. Gentges.

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

15. Discuss and take action to award Bid No. 2018-2019-007 for Mountain Road Asphalt Rehabilitation Project. Presented by Vice Mayor Kane.

Vice Mayor Kane moved to award the bid to Whaling Construction of Bartlesville, Oklahoma in the amount of \$176,554.50, seconded by Mr. Dorsey.

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

16. Discuss and take action on Change Order #1 for the Elevator Improvements at City Hall Project. Presented by Micah Siemers, Director of Engineering.

Mr. Siemers reported that one of the components of the elevator improvement project is to waterproof the small elevator pit, which had visible signs of water infiltration causing deterioration. After the scale and deposits were removed from this pit, it was discovered that portions of the bottom 18 inches of the walls had exposed earth and rock. Due to this discover, staff requested pricing to concrete the walls prior to waterproofing, which came to \$8,525.00.

Mr. Gentges moved to approve Change Order #1 increasing ThyseenKrupp's contract by \$8,535 as presented, seconded by Vice Mayor Kane.

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

17. Discuss and take action on a request from Jonathan Sharpton and Joey Uphold to close a portion of a 10' utility easement located on the east side of Lot 3, Block 31, Woodland Park 14th Addition, Bartlesville, Washington County, Oklahoma, said lot

also being 2900 Ridge Court. Presented by Micah Siemers, P.E. Director of Engineering. (The public hearing on this item was held July 2 with action tabled.)

Mr. Siemers reported that the applicants, Jonathan Sharpton and Joe Uphold, requested the closure because the house located at 2900 Ridge court encroaches on the easement by approximately one foot. The applicant would like to remove the encroachment to avoid issues selling the property in the future. City staff received no objections from any City departments. Oklahoma Natural Gas, Cable One and AT&T do not have facilities located with in the easement, therefore have not objections. AEP/PSO does have objections and would only approve the current request of closing the west 5 feet of the easement if the property owner paid to relocate the overhead electric underground which will affect an adjacent property as well. The applicant stated that their request should be tabled until they can get additional information about the location of the overhead electrical line. The required public hearing was held with no one appear to provide input about the request.

Since the July 2 meeting, the property owners completed a survey that located the overhead electric line. The building is located 13.5 feet away from the overhead electric line at its closest point, and therefore AEP/PSO has no issues with closing only the portion of easement encroached upon by the building. A modified easement closing request was submitted and staff recommends approval and authorizing the Mayor to execute an ordinance closing only the portion of utility easement encroached upon by the building located at 2900 Ridge Court.

Vice Mayor Kane moved approve the modified easement and to adopt the Ordinance closing the utility easement as presented, seconded by Mr. Dorsey.

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

18. New Business.

There was no new business to discuss.

19. City Manager and Staff Reports.

Mr. Bailey invited Mr. Siemers to provide road improvement updates. Mr. Siemers provided updates on the Tuxedo and Johnstone rehabilitation projects and on the guardrails improvement projects.

Mr. Bailey reported that a special City Council workshop meeting will be held Monday, August 13, 2018 at 7 p.m. to discuss the medical marijuana laws and the impact on the City in various areas.

He also reported that filing dates to run for a City Council seat is today, Tuesday and Wednesday. Filing is conducted at the Washington County Election Board from 8 to 5 through Wednesday, August 8.

The pools will close August 11.

Mr. Bailey encouraged citizens to follow the link on the City of Bartlesville website to complete the Tower Green Survey.

20. City Council Comments and Inquiries.

Vice Mayor Kane thanked staff for the traffic signs on Stonewall Drive, and welcomed Mr. Bailey as City Manager.

Mayor Copeland reported that he felt that the Safe Routes to School bid to add sidewalks was a very good project. He added that school will be starting soon and encouraged citizens to be aware of children and watch the speed limits.

21. There being no further business to conduct, Mayor Copeland adjourned the meeting at 7:44 p.m.



Mayor Dale W. Copeland



Jason Muninger, City Clerk/Finance Director

