



**MINUTES OF THE
REGULAR MEETING OF THE
BARTLESVILLE CITY COUNCIL
Monday, October 1, 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 September 27, 2018)

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

City staff present were Jerry Maddux, City Attorney; Terry Lauritsen, Director of Water Utilities; Lisa Beeman, Director of Community Development and Park Planning; Shellie McGill, Human Resources and Library Director; Micah Siemers, Director of Engineering; Keith Henry, Director of Public Works; Kelli Williams, Chief Communications Officer; Fire Chief John Banks; Matt McCollough, IT Supervisor; 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 JoAnn Thompson, God's Gathering Place.**
- 4. Citizens to be heard.**

Joel Rabin provided comments regarding the appointment of a City Attorney, as well as on the litigation he has filed against the City.

5. City Council Announcements and Proclamations.

- Mr. Curd read the Northeast Oklahoma Crime Stoppers Month September 2018 Proclamation.
- Vice Mayor Kane read the Mental Illness Awareness Week October 7-13, 2018 Proclamation.
- Mr. Gentges read the Family Promise Week October 21-27, 2018 Proclamation.
- Mr. Dorsey read the Walk to School Day October 10, 2018 Proclamation.

The Mayor also welcomed scouts from Troop 5, St. John's Catholic Church who were present to earn the Citizenship in Community Badge.

He also welcome three Dewey High School Seniors who were attending to gain college credits in one of their classes.

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 Board of Adjustment

- One opening on the Construction and Fire Codes Appeals Board
- One opening on the Park 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 Regular Meeting Minutes of September 4, 2018.

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

- i. The reappointment of Susan Rhodes for a second term to the Bartlesville Library Trust Authority at the recommendation of Vice Mayor Kane.
- ii. The reappointment of Bruce Kinkade for an additional three years on the Board of Adjustment at the recommendation of Mayor Copeland.

c. Approval of Resolutions

- i. A resolution of the City of Bartlesville giving Shawnee Avenue from 18th Street to Hillcrest Drive the honorary name of "Jim Bohnsack Avenue".

d. Approval of Agreements, Contracts and Memorandum of Understanding

- i. A contract between Bridgeall Libraries and the Bartlesville Public Library for a subscription to their analytical software, CollectionHQ, a software that utilizes an inventory of the library collection to provide predictive analysis; comparing and tracking circulation and the utilization of the library collection.
- ii. A Memorandum of Understanding providing 2019 Firefighter Insurance Rates for calendar year 2019.
- iii. An Assignment of Agreement between the City of Bartlesville and Jerry Benedict to transfer and assign from Mr. Benedict to Adams Golf Club, LLC for purpose of providing for the operation of Adams Municipal Golf Course.
- iv. Amendment No. 4 to the Professional Services Agreement with CEC for Airport Consulting Services.
- v. Fiscal Year 2018 Audit Consulting Services between Crawford and Associates and the City of Bartlesville to assist with the preparation of annual financial statements and general accounting and advisory assistance.
- vi. Fiscal Year 2018 Audit Engagement Letter and Fiscal Year 2018 Compilation Engagement Letter between Arledge and Associates and the City of Bartlesville to perform the annual audit.

e. Approval of Surplus Property

- i. Declare surplus City owned property in order to dispose of at public auction.

f. Receipt of the Annual Report

- i. Receipt of the Chickasaw Wastewater Treatment Plant Annual Report.

g. Receipt of Financials

- i. Interim Financial Statements for 12 months ended June 30, 2018.

h. Receipt of Bids

- i. Bid No. 2018-2019-016 Price Road Pavement Rehabilitation

Mayor Copeland read the consent docket in its entirety. Vice Mayor Kane pulled item 7.c. for discussion.

Vice Mayor Kane moved to approve the consent docket with the exception of Item 7.c., seconded by Mr. Gentges.

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

Item 7.c. - Vice Mayor Kane wanted to recognize Jim Bohnsack for his many contributions to Bartlesville. He introduced Earl Sears who also recognized Mr. Bohnsack stating his many attributes and rich with history with Bartlesville. Mr. Curd also provided his respect and appreciation for Mr. Bohnsack.

Vice Mayor Kane moved to approve Item 7.c., seconded by Mr. Curd.

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

8. Discuss and take action to award Bid No. 2018-2019-008 for Gas and Diesel Fuel. Presented by Councilman Dorsey.

Mr. Dorsey moved to award the bid to SC Fuels of Orange, California, in the amount of +.0359 for unleaded fuel and .0403 for diesel fuel, seconded by Mr. Gentges.

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

9. Discuss and take action to award Bid No. 2018-2019-010 for four new police pursuit SUV vehicles. Presented by Councilman Curd.

Mr. Curd moved to award the bid to Bob Howard Chrysler Jeep Dodge, Oklahoma City, Oklahoma, for \$100,548 for four (4) new police pursuit SUV vehicles, seconded by Vice Mayor Kane.

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

10. Discuss and take action to award Bid No. 2018-2019-011 for three new police pursuit sedan vehicles. Presented by Councilman Curd.

Mr. Curd moved to award the bid to Bob Howard Chrysler Jeep Dodge, Oklahoma City, Oklahoma, for \$62,991 for three (3) new police pursuit sedan vehicles, seconded by Mr. Dorsey.

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

11. Discuss and take action to award Bid No. 2018-2019-014 for Bartlesville Municipal Airport, Rehabilitate Runway 17/35 IP project 3-40-0007-012-2018. Presented by Councilman Gentges.

Mr. Gentges moved to award the bid to Keystone Services, Inc. out of Bixby, Oklahoma, in the amount of \$209,520, seconded by Mr. Curd.

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

12. Discuss and take action to award Bid No. 2018-2019-015 for Ruggedized Tablets and Docks for Patrol Cars. Presented by Vice Mayor Kane.

Vice Mayor Kane moved to award the bid to Patriot Technologies, in the amount of \$116,989.30, seconded by Mr. Dorsey.

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

13. Discuss and take action to award Bid No. 2018-2019-016 for Price Road Pavement Rehabilitation. Presented by Vice Mayor Kane.

Vice Mayor Kane moved to award the bid to Grade Line Construction, Broken Arrow, Oklahoma, in the amount of \$977,237.95, seconded by Mr. Gentges.

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

14. Discuss and take action to approve a Resolution fixing the amount of Combined Purpose General Obligation Bonds, Series 2018C to mature each year; fixing the time and place the Bonds are to be sold; designating a paying agent/registrar; approving the preliminary official statement and distribution thereof; ratifying and confirming continuing disclosure policies and procedures; and authorizing the Clerk to give notice of said sale as required by law and fixing other details of the issue. Presented by Jon Wolff, Municipal Finance Services, Inc.

Mr. Wolff reported that this is the third series of the sale from the \$16.2 million General Obligation Bond approved by voters in the Spring. This issue is a \$2.5 million issue to address various street projects, mainly. It is a ten-year term with interest rates still holding low. One key element in the resolution is fixing the time and place of the sale which will be

Nov. 5 at 11 a.m. and the results will be brought before the City Council meeting the same evening. This resolution also approves a preliminary official statement. Mr. Wolff concluded that the City has been consistently rated high by national rating agencies, and he does not see that changing in the foreseeable future.

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

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

15. Discuss and take action on Case #PC-18-05-FP an application from Brent Taylor on behalf of Taylor Kimrey LLC for Final Plat approval of an 8.2-acre tract to known as Gramercy 3rd Addition, located south of Stonewall Drive and west of Washington Boulevard, legally described as the S/2 N/2 NE/4 SE/4 of Section 20, T26N, R13E, less the east 240 feet thereof, Bartlesville, Washington County, Oklahoma. Presented by Lisa Beeman, Director of Community Development.

Ms. Beeman reported that the applicant, Brent Taylor on behalf of Taylor Kimrey, LLC, requests approval of a final plat of approximately 8.2 acres into five (5) lots to be known as Gramercy 3rd Addition. Using a Power Point, she presented the location of the property and the proposed zoning and development plans, which will progress as the market dictates. She presented information on building setbacks, public utilities and infrastructure, utilities and Park fees. The City Planning Commission reviewed the preliminary plat of Gramercy 3rd Addition at its regular meeting on Tuesday, September 25, 2018 and unanimously recommended its approval subject to the following condition that all development fees must be paid and necessary bonds posted prior to the final plat being released for recordation.

A brief discussion was held in regards to Nova Street.

Vice Mayor Kane moved to approve the Final Plat as presented, seconded by Mr. Gentges.

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

16. Discuss and take action to adopt an ordinance to close Kaw Avenue right-of-way between Blocks 3 and 4 of Lincoln Addition. Presented by Micah Siemers, P.E., Director of Engineering.

Mr. Siemers reported that this is a revision of an ordinance brought before City Council on November 7, 2016. A public hearing was held that evening and the ordinance was approved and signed but was not to be recorded with the County Clerk until certain utility conditions had been met. As part of the approval to execute the ordinance closing the right-of-way, the utilities either needed to be relocated and/or verified they were inactive and/or retain an easement over any remaining utilities. Since that time, the waterline was determined to be inactive and the gas line was relocated, construction of the project continued and is nearing completion. The issues with water and gas are resolved, however the overhead electric has to remain in place. The surveyor for the project has identified the specific location of the PSO facilities and PSO requires a 20' wide easement over their lines. Based on the location of the lines, the east 20' of the Kaw Avenue right-of-way needs to be maintained as a public utility

easement. The issue is that Nehemiah Community Development Corporation cannot dedicate an easement over property they do not own and the City still maintains ownership over the Kaw Avenue right-of-way. Therefore, staff is requesting that Council authorize the Mayor to execute a revised ordinance that closes the Kaw Avenue right-of-way between Blocks 3 and 4 of Lincoln Addition, while retaining a 20' wide public utility easement over the east 20 feet of said right-of-way.

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

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

17. Discuss and take action to approve a Consultant Agreement between the City of Bartlesville and Ed Gordon. Presented by Mayor Copeland.

Mayor Copeland reported that prior to Mr. Gordon's retirement date, he discussed with Mr. Gordon and Mr. Bailey about Mr. Gordon staying on as a consultant to the new City Manager. This agreement is in no way meant to infringe on Mr. Bailey, but only to provide valuable insight and advice on an as needed basis. The agreement is to be backdated to August 1 and would provide a salary of \$900 per month; health benefits for him and his spouse for the duration of the agreement; Mr. Gordon is to be available for the new City Manager as needed; and that either party may terminate the Agreement at any time without further notice. The Agreement is from August 1, 2018 through December 31, 2018. Vice Mayor Kane concurred with Mayor Copeland as to the value of this agreement with Mr. Gordon.

Mayor Copeland moved to approve to adopt the Agreement as presented, seconded by Vice Mayor Kane.

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

18. Accept retirement letter from City Attorney, Jerry Maddux. Presented by Mayor Copeland.

Mayor Copeland reported that City Attorney Maddux has submitted a retirement letter effective January 1, 2019 after 43 years of service to the City. He was hired on May 5, 1975 and has provided invaluable expertise and will be greatly missed. He has agreed to be available for consulting as needed. Mr. Gentges added that he feels that Jerry Maddux is one of the finest men and attorney he has ever met.

Mr. Dorsey moved to accept Mr. Maddux' retirement letter as presented, seconded by Vice Mayor Kane.

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

Mayor Copeland stated that a letter of interest with a resume will be collected from attorneys who may be interested in applying for the City Attorney position until 3 p.m. Friday, October 19, 2018. They can be delivered or mailed to the City Manager's Office, 2nd floor of City Hall.

19. New Business.

There was no new business.

20. City Manager and Staff Reports.

Mr. Lauritsen, who was sitting in for City Manager Mike Bailey, reported on the City Auction that will be held on October 13 at the Operations Center, 1700 SW Adams Blvd. Additional information can be obtained by calling 918-338-4131.

He also reported on the National RX Drug Takeback Day on October 27 from 10 a.m. to 2 p.m. Additional information can be obtained by calling 918-338-4050.

There will be City-wide free leaf pick up the week of November 12. Bags of leaves and yard debris can be placed curbside for pick up on the normal collection day. Another one will be conducted in December.

Mr. Lauritsen closed with extending sympathies to the family of Lt. Robb Fouts who passed away last week. He reported that he began his career in 1994, had several promotions and won a number of awards. Lt. Fouts was described as honorable and humble, and will be sorely missed. They Mayor concurred with Mr. Lauritsen offering his sympathies to his family and to his fellow officers.

21. City Council Comments and Inquiries.

Mayor Copeland asked Mr. Siemers to provide updates on several road projects.

Vice Mayor Kane extended his appreciation to the Boy Scouts and Dewey Seniors who attended the meeting.

22. There being no further business, Mayor Copeland adjourned the meeting at 8:13 p.m.


Dale W. Copeland, Mayor


Jason Muninger, City Clerk/Finance Director

