



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

**REGULAR MEETING OF THE  
BARTLESVILLE CITY COUNCIL**

**Monday, February 4, 2019  
7 p.m.**

**Dale W. Copeland, Mayor  
918-338-4282**

**MINUTES**

(Notice of Meeting was posted 12/15/18. Agenda posted January 31, 2019)

City Council Members present were Mayor Dale Copeland, Vice Mayor Alan Gentges, Jim Curd, Jr., Trevor Dorsey and Paul Stuart.

City staff present were Mike Bailey, City Manager, Jess Kane, City Attorney; Jason Muninger, City Clerk/Finance Director; Terry Lauritsen, Director of Water Utilities; Micah Siemers, Director of Engineering; Kelli Williams, Chief Communications Officer; Fire Chief John Banks; Shellie McGill, Director of Library and History Museum; Keith Henry, Public Works Director; Jody Shahan, Adams Golf Course Superintendent; 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 Rev. Lauri Watkins, St. Luke's Episcopal Church.**
4. **Citizens to be heard.**
5. **City Council Announcements and Proclamations.**
6. **Authorities, Boards, Commissions and Committee Openings**
  - Three openings on the Bartlesville Library Board

Mayor Copeland read the openings and encouraged citizens to volunteer on City Committees. Applications can be found at [www.cityofbartlesville.org](http://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 January 7, 2019.

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

- i. Appointment of Ms. Jana Blount to a three-year term on the White Rose Cemetery Board at the recommendation of Mayor Copeland.
- ii. Appointment of Ms. Robyn Crow to a three-year term on the White Rose Cemetery Board at the recommendation of Mayor Copeland.
- iii. Appointment of Ms. Louise Reich to a three-year term on the White Rose Cemetery Board at the recommendation of Mayor Copeland.
- iv. Reappointment of Mr. Ken Harris to an additional three-year term on the White Cemetery Board at the recommendation of Mayor Copeland.

**c. Agreements and Contracts**

- i. Approval of an Electronic Rights License Agreement between World Trade Press and Bartlesville Public Library.
- ii. Approval of an Airport Hangar Lease Agreement for the Bartlesville Municipal Airport between the City of Bartlesville, ConocoPhillips Company and James R. Hogan.

**d. Receipt of Annual Report**

- i. Receipt of the Bartlesville Fire Department 2018 Year-End Report.

**e. Receipt of Financials**

- i. Receipt of Interim Financials for the five months ending November 30, 2018.

**f. Receipt of Bids**

- i. Bid No. 2018-2019-023 Materials and Supplies for Bartlesville Public Library
- ii. Bid No. 2018-2019-024 Palmetto Dr., Sooner Rd. to Virginia Ave. Concrete Street Rehabilitation.
- iii. Bid No. 2018-2019-025 for the Kiddie Park Fence & Entry, Road Rehab, & Pathfinder Extension.
- iv. Bid No. 2018-2019-026 for One (1) New Production Mini Hydraulic Excavator
- v. Bid No. 2018-2019-027 for One Day Cab Truck Tractor
- vi. Bid No. 2018-2019-028 for One Vacuum Trailer

Mayor Copeland read the consent docket in its entirety. Mr. Stuart asked that Item 7.d.i. be pulled for discussion.

Mr. Curd moved to approve the consent docket with the exception of Item 7.d.i., seconded by Mr. Stuart.

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

Discussion on Item 7.d.i. The Bartlesville Fire Department 2018 Year-End Report.

Mr. Stuart inquired as to the noted response time in the report. Fire Chief John Banks stated that the 11 minutes response time was incorrect. Mr. Bailey ran the figures and stated that the average response time is 4 min 53 seconds.

Mr. Stuart also inquired as to what was driving the increase in building fires. Chief Banks reported that there had been a rash of building fires in the Jane Phillips Addition in the past year. Mr. Stuart also inquired as why unattended death figures had increased. Chief Banks explained what an unattended death was, but did not know why this number had increased.

Mr. Curd inquired where this report is posted. Chief Banks stated that it will be posted on the City's website, and is used as a reference tool throughout the year. Mr. Curd inquired if Chief Banks was satisfied with the response times, in which he stated that he was. He added that the Bartlesville Fire Department responses are within the time frame periods set by ISO. At Mr. Curd's request, Chief Banks explained areas outside of the Bartlesville city limits that the fire department serves. Mr. Curd stated his appreciation to Chief Banks for answering their questions and for submitting a great report. The Mayor concurred with Mr. Curd.

Mr. Dorsey moved to receive Item 7.d.i. Bartlesville Fire Department 2018 Year-End Report as presented, seconded by Mr. Stuart.

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

**8. Discuss and take action to award Bid No. 2018-2019-021 for Compact Track Loader. Presented by Councilman Curd.**

Mr. Curd moved to award Bid No. 2018-2019-021 to Warren Cat of Tulsa, Oklahoma, in the amount of \$62,540.42, seconded by Vice Mayor Gentges.

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

**9. Discuss and take action to award Bid No. 2018-2019-022 for One ¾ Ton Pickup 4x4 Super Crew Cab. Presented by Councilman Curd.**

Mr. Curd moved to award Bid No. 2018-2019-022 to Bill Knight Ford Fleet and Commercial Center of Tulsa, Oklahoma, in the amount of \$33,485.00, seconded by Mr. Dorsey.

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

**10. Discuss and take action to award Bid No. 2018-2019-023 for Materials and Supplies for the Bartlesville Public Library. Presented by Councilman Stuart.**

Mr. Stuart moved to award Bid No. 2018-2019-023 except for Playaways and Launchpads to Ingram; award for Playaways and Launchpads to Findaway; and that Midwest Tape be awarded for secondary bid for books on CD, DVD's and Blue Rays, seconded by Mr. Dorsey.

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

**11. Discuss and take action to award Bid No. 2018-2019-024 for Palmetto Dr., Sooner Rd. to Virginia Ave. Concrete Street Rehabilitation. Presented by Vice Mayor Gentges.**

Vice Mayor Gentges moved to award Bid No. 2018-2019-024 to KSL Dirtworks, LLC. Bartlesville, Oklahoma, in the amount of \$278,645.00, seconded by Mr. Curd.

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

**12. Discuss and take action to award Bid No. 2018-2019-025 for Kiddie Park Fence & Entry, Road Rehab, & Pathfinder Extension. Presented by Vice Mayor Gentges.**

Mr. Siemers assisted Vice Mayor Gentges in this report by providing a PowerPoint showing the improvements to the fence, entry, road and pathfinder extension. A brief discussion was held on the project.

Vice Mayor Gentges moved to award Bid No. 2018-2019-025 to Whaling Construction, Bartlesville, Oklahoma, in the amount of \$302,379.50, seconded by Mr. Curd.

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

Mayor Copeland suggested adding speed humps to the road rehab in the area.

**13. Discuss and take action to award Bid No. 2018-2019-026 for one (1) New Production Mini Hydraulic Excavator. Presented by Councilman Dorsey.**

Mr. Dorsey moved to award Bid No. 2018-2019-026 to Warren Cat, Tulsa, Oklahoma, in the amount of \$64,227.23, seconded by Mr. Stuart.

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

**14. Discuss and take action to award Bid No. 2018-2019-027 for One Day Cab Truck Tractor. Presented by Councilman Dorsey.**

Mr. Dorsey moved to award Bid No. 2018-2019-027 to MHC Kenworth, Tulsa, Oklahoma, in the amount of \$115,495.00, seconded by Mr. Curd.

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

**15. Discuss and take action to award Bid No. 2018-2019-028 for One Vacuum Trailer. Presented by Councilman Dorsey.**

Mr. Dorsey moved to award Bid No. 2018-2019-028 to Mid Continent Truck Sales, Norman, Oklahoma, in the amount of \$49,500.00, seconded by Mr. Curd.

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

**16. Discuss and take action to accept Dale Forrest's donation of a Better Billy Bunker Liner to allow use of crushed quartz white sand on the Golf Course Bunker Repair Project, Bid No. 2018-2019-020. Presented by Micah Siemers, P.E., Director of Engineering.**

Mr. Siemers reported that one of the discretionary projects included on the voter approved 2018 B.O. Bond election is the Golf Course Bunker Repair which consists of replacing the sand and subdrains in all of the green side bunkers at Adams Golf Course. The project also includes reshaping the bunkers, making some adjustments to the edges, installing new subdrains and adding a bunker liner under the new sand. He added that the bid was structured with a base bid for a complete project utilizing standard top dressing sand and a

Sandtrapper II bunker liner along with two add bid alternates for crushed white quartz white sand and a Better Billy Bunker Liner in lieu of the similar base bid items. The bids were opened and Council awarded the base bid to United Golf, LLC on January 7, 2019. Since that time, Golf Pro Jerry benedict, worked diligently to secure donations to cover the cost of the white sand upgrade. Mr. Benedict achieved that goal and more. The bid alternate price increase for Alternate No. 2, the crushed quartz white sand, is \$39,420.00. To make the white sand option work, the Better Billy Bunker Liner is needed to keep the sand in place, create proper drainage for this type of sand and prevent future maintenance issues with this type of sand. Dale Forrest, owner of United Golf, LLC agreed to donate the materials, labor and equipment to install the Better Billy Bunker Liner system as proposed in their bid proposal as Add Alternate No. 1. The price for that upgrade is \$32,775.00. A change order is necessary for the contract for the white sand option at no cost to the City since donated funds will be utilized, and since Mr. Forrest donated the liners, there will be no cost to the City for the upgraded liners and sand.

Vice Mayor Gentges moved to accept Dale Forrest's donation of a Better Billy Bunker Liner, as well as thanking Mr. Forrest for the donation, as presented, seconded by Mr. Dorsey.

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

**17. Discuss and take action to approve a resolution amending the budget of the City of Bartlesville, Oklahoma for Fiscal Year 2018-2019, appropriating unanticipated donation revenue for the Golf Course Memorial Fund. Presented by Jason Muninger, City Clerk/Finance Officer.**

Mr. Muninger reported that donations for the City's municipal golf course continues to arrive, and that to-date amounts to \$57,400. These funds require appropriation in order to be spent.

Mr. Curd moved to approve the resolution appropriating \$57,400 in unanticipated funds to the Municipal Golf Course Dept, Other Improvements, as presented, seconded by Vice Mayor Gentges.

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

**18. Discuss and take possible action on Change Order No. 1 to the Golf Course Bunker Repair Project, Bid No. 2018-2019-020. Presented by Micah Siemers, P.E., Director of Engineering.**

Mr. Siemers reported that the change order is necessary to award "Add Alternate No. 2- Additional Price Per Ton For Crushed Quartz White Bunker Sand In lieu of Base Bid Bunker Sand" which would increase the contract with United Golf, LLC by \$39,420.00. This increase will be covered by the donations raised by Mr. Benedict and Adams Golf Course, therefore adding no additional cost to the City.

Mr. Dorsey moved to approve Change Order No. 1 to award Add Alternate No. 1 in the amount of \$39,420.00 to the contract with United Golf, LLC for the Golf Course Bunker Repair Project as presented, seconded by Mr. Curd.

Aye: Vice Mayor Gentges, Mr. Stuart, Mr. Dorsey, Mr. Curd, Mayor Copeland

Nay: None  
Motion: Passed

Mr. Curd commended Golf Course Superintendent Jody Shahan on the work he does at the golf course.

**19. Discuss and take action on Case No. PC-19-01-FP, an application from Ambler Architects on behalf of Central National Bank for Final Plat Approval of a 2.76-acre subdivision to be known as CNBT Addition, a 2-lot commercial subdivision located on the west side of Washington Boulevard approximately 0.3 miles north of Nowata Road, legally described as a part of Lots 3 and 4, Wood Park 25<sup>th</sup> Addition, and a part of the E/2 of the NE/4 of the SE/4 of Section 17, Township 26 North, Range 13 East, Washington County, Oklahoma. Presented by Micah Siemers, P.E., Director of Engineering.**

Mr. Siemers reported that the applicant, Central National Bank is requesting approval of a final plat for the development of 2.76 acres located on the west side of Washington Blvd. between Woodland Road and Redbud Lane. The final plat proposes the subdivision of the site into two separate commercial tracts to be known as CNBT Addition. The south 1.26 acres, proposed Lot 1, is currently home to Central National Bank. The north 1.5 acres, proposed Lot 2 is undeveloped. Mr. Siemers provided the rezoning history, building setbacks, lot sizes, utilities, water and sanitary sewer information, street and sidewalk requirements, zoning and storm water drainage information. He concluded that the City Planning Commission reviewed the preliminary plat on February 22, 2019 and recommended approval with the only condition that all development fees must be paid before the final plat is released for recordation.

Vice Mayor Gentges moved to approve the final plat as presented, seconded by Mr. Curd.

Mr. Stuart reported that no one spoke against it at CPC meeting, on social media, nor here at this meeting. He therefore summarized that there was no opposition to approval of the final plat. A brief discussion was held as to the agreed upon requirements from several years back when the bank rezoning was approved.

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

**20. New Business**

There was no new business.

**21. City Manager and Staff Reports.**

Mr. Bailey asked Mr. Lauritsen to provide an update on the status of the WRDA Bill that will determine water pricing for this area. Mr. Lauritsen reported that the United States Corps of Engineers (USCOE) are receiving comments at this time regarding the WRDA bill, and Bartlesville sent comments last week. Senator Inhofe was in town Friday, and the Mayor was able to talk to him briefly. At this time, officials are cautiously optimistic that the bill will be favorable towards municipalities such as Bartlesville. Mr. Bailey explained that the language in the WRDA bill was not really specific, and that the Corps chose the implementation guidance. The USCOE was not forthcoming when the City inquired what the implementation guidance will be and was told it was "predecisioned" information. Mr. Lauritsen provided pricing information in the past, currently and specifically what Bartlesville has offered to the USCOE as affordable water pricing. Vice Mayor Gentges wished to publicly thank Senator Inhofe and

Representative Hearn for their participation and diligence in pursuing affordable water pricing for Oklahoma.

Mr. Lauritsen also reported that he had received approval for the secondary water line for water re-use.

Mr. Bailey reminded everyone that the public forum sponsored by Cimarron Public Transit regarding transportation needs in our community is tomorrow, Feb. 5, at the Bartlesville Public Library.

Mr. Bailey reported that Chief Communications Officer Kelli Williams has put together a FAQ sheet regarding the Oklahoma Department of Transportation Bridge Project for citizens. He encouraged citizens to subscribe to her City Beat newsletter where this information, as well as many other informational articles on what is happening in Bartlesville, can be found.

He also added that the seating will be rearranged for the City Council during Council meetings to facilitate enhanced security. An officer will be seated with the Council at each meeting beginning in March.


Mr. Bailey concluded by stating his appreciation to Golf Pro Jerry Benedict for his enthusiasm and dedication in seeking donations to improve and enhance the City's municipal golf course. He also thanked Dale Forrest for his donation.

## **22. City Council Comments and Inquiries.**

Mr. Stuart reminded everyone that the Bartlesville History Museum will be showcasing Washington County Bridges in their new exhibit.

Mayor Copeland stated that he was able to visit with Senator Inhofe this past Friday when he was visiting Bartlesville. He stated his appreciation to him and Representative Hearn for assisting in providing affordable water pricing to our region.

## **23. There being no further business to conduct, Mayor Copeland adjourned the meeting at 8:30 p.m.**

  
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Jason Muninger, City Clerk/Finance Director

  
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Mayor Dale W. Copeland

  
CITY OF BARTLESVILLE  
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