



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

**MINUTES OF THE
REGULAR MEETING OF THE
BARTLESVILLE CITY COUNCIL
Monday, May 4, 2020
at 7 p.m.**

**Via Videoconference
Per Senate Bill 661**

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

**Per Senate Bill 661
City Council Members attended by VideoConference.**

**The public attended virtually at the following link
<https://www.cityofbartlesville.org/city-government/city-council/webcast/>**

MINUTES

(The Notice of Meeting was posted December 13, 2019 and the Agenda was posted May 1, 2020 at 5:30 p.m.)

Council members present via videoconferencing were Mayor Dale Copeland, Vice Mayor Alan Gentges, Councilmen Jim Curd, Jr., Trevor Dorsey and Paul Stuart.

City staff present via videoconferencing were Mike Bailey, City Manager; Jess Kane, City Attorney; Jason Muninger, City Clerk/CFO; Lisa Beeman, Director of Community Development; Micah Siemers, Director of Engineering; Emily Tabor, Engineering; and Elaine Banes, Executive Assistant. Also attending via videoconferencing was Kary Cox, Director of Washington County Emergency Management and Pastor Chuck McCarthy.

- 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 Church Ministries Pastor Chuck McCarthy, Bible Church.**
- 4. City Council Announcements and Proclamations.**
 - Mr. Curd read the Flood Awareness Month – May 2020 proclamation.
- 5. Authorities, Boards, Commissions and Committee Openings**
 - One opening on the City Planning Commission
 - One opening on the Construction and Fire Code Appeals 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.

- 6. Consent Docket**
 - a. Approval of Minutes**
 - i. The Regular Meeting Minutes of April 6, 2020.

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

- i. Ratification of Mr. Chris Batchelder for a three-year term on the Bartlesville Development Authority at the recommendation of Mayor Copeland.
- ii. Ratification of Jamie Bennett as Secretary/Treasurer to the Bartlesville Development Authority at the recommendation of Mayor Copeland.
- iii. Reappointment of Mr. Brian Ross to a three-year term on the City Planning Commission at the recommendation of Vice Mayor Gentges.

c. Approval of Resolutions

- i. A resolution amending the budget of the City of Bartlesville, Oklahoma for Fiscal Year 2019-2020, appropriating unanticipated donation revenue for the Restricted Revenue Fund.
- ii. A resolution amending the budget of the City of Bartlesville, Oklahoma for Fiscal Year 2019-2020, appropriating unbudgeted grant revenue from the Recreational Trails Program.
- iii. A resolution amending the budget of the City of Bartlesville, Oklahoma for Fiscal Year 2019-2020, appropriating unanticipated donation revenue for the Capital Reserve Fund.
- iv. A resolution amending the budget of the City of Bartlesville, Oklahoma for Fiscal Year 2019-2020, appropriating unbudgeted revenue for Debt Service related to the 2009 G.O.Bond.
- v. A resolution to Amend the Agreement Establishing Oklahoma Municipal Assurance Group.

d. Approval of Agreements, Contracts, and Engagement Letters

- i. Renewal Agreement with GoSecure, formally EdgeWave, to renew the IPrism Software Maintenance for the Bartlesville Public Library.

e. Oklahoma Municipal Assurance Group Ballot Vote

- i. Approve casting City of Bartlesville votes for Pam Polk, Daniel Tarkington, and Lindsey Grigg to serve as Oklahoma Municipal Assurance Group Trustees.

f. Receipt of Financials

- i. Interim Financials for the nine months ending March 31, 2020.

g. Receipt of Bids

- i. Bid No. 2019-2020-021 for 2019 CDBG Project Veterans Park Playground
- ii. Bid No. 2019-2020-023 for Downtown Central Business District Paving Rehabilitation & Landscaping Phase 2
- iii. Bid No. 2019-2020-025 for Pathfinder Parkway Extension
- iv. Bid No. 2019-2020-026 for Bartlesville Skate Park at Lee Lake

Mayor Copeland read the consent docket in its entirety. Vice Mayor Gentges pulled Item 6.f. for discussion.

Vice Mayor Gentges moved to approve the consent docket with the exception of Item 6.f., seconded by Mr. Stuart.

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

Motion: Passed

Item 6.f. Receipt of Financials. Vice Mayor Gentges asked for more information regarding the City's finances. Mr. Muninger confirmed that the City remains in good shape financially. He anticipates a drop in the next report or possibly two, but since sales tax has been on an increase prior to the pandemic, the City is situated to handle any decreases well.

Vice Mayor Gentges moved to approve Item 6.f., seconded by Mr. Stuart.

Mayor Copeland stated how the City's financial status is on everyone's mind and that is his hope there will be minimal change. Mr. Curd inquired if Mr. Muninger was approaching the upcoming budget with a possible sales tax loss. Mr. Muninger stated that since the City is ahead in sales tax numbers, it would be able to weather pretty substantial decreases and stay on track with the current budget, as well as for 2020-21 budget.

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

7. Discuss and take possible action to award Bid Number 2019-2020-021 for CDBG Project Veterans Park Playground. Presented by Vice Mayor Gentges.

Vice Mayor Gentges moved to award Bid #2019-2020-021 to Builders Unlimited, Inc., Tulsa, Oklahoma, in the amount of \$150,566.00, seconded by Mr. Stuart.

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

8. Discuss and take possible action to award Bid Number 2019-2020-023 for Downtown Central Business District Paving Rehabilitation & Landscaping Phase 2. Presented by Vice Mayor Gentges.

Vice Mayor Gentges moved to award Bid #2019-2020-023 to KSL Dirtworks, LLC, Bartlesville, OK, in the amount of \$1,977,788.00, seconded by Mr. Stuart. Vice Mayor Gentges stated his appreciation of Emily Taber for her work on the project.

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

9. Discuss and take possible action to award Bid Number 2019-2020-025 for Pathfinder Parkway Extension. Presented by Councilman Curd.

Mr. Curd moved to award Bid #2019-2020-025 to Whaling Construction, Inc., Bartlesville, OK, in the amount of \$295,445.00 which includes the base bid and add alternate bid, seconded by Vice Mayor Gentges. Vice Mayor Gentges expressed his appreciation to City staff for finding grants to assist with funding of the project.

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

10. Discuss and take possible action to award Bid Number 2019-2020-026 for Bartlesville Skate Park at Lee Lake. Presented by Vice Mayor Gentges.

Vice Mayor Gentges moved to award Bid #2019-2020-026 to Evergreen Skateparks, Portland, OR, in the amount of \$404,250.00 which includes the Bid Package 1 base bid and Alternate 1 as well as the Bid Package 2 base bid and Alternate 1, seconded by Paul. Mr. Siemers added his thanks to Ryan Crane for his assistance in designing the project, at no charge.

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

11. Discuss and take possible action on the Disaster Assistance Agreement for Emergency Disasters between the State of Oklahoma and City of Bartlesville. Presented by Kary Cox, Director of Washington County Emergency Management.

Mr. Cox presented a summary of the agreement including new information that clarifies how funds are processed, and the new reporting requirements. He also added that the City will need to appoint an authorized person to work on their behalf with the reporting and follow-up reports relating to the COVID-19 pandemic. Discussion covered who the best person would be resulting in Mr. Cox as the primary designee for the City and Mr. Bailey as the alternate designee.

Mr. Stuart moved to approve the Disaster Assistance Agreement for Emergency Disasters and to appoint Mr. Kary Cox as the primary City designee and Mr. Bailey as the alternate designee as presented, seconded by Mr. Dorsey.

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

12. Review of current COVID-19 mitigation measures and possible action to amend mitigation measures. Presented by Mayor Dale Copeland.

Mayor Copeland reported that when Ordinance No. 3527 was passed on April 30, 2020, the City Council had discussed reviewing this at consequent meetings. He reported that there have been no new deaths to-date in Washington County from COVID-19, and that the increase of illness that was originally projected has not occurred. The Mayor stated that he had no information that amendments were needed at this time, and asked the Council for their input. Mr. Stuart inquired if amending the Ordinance on May 13 or May 18 may be too soon. Mayor Copeland stated that May 18 was discussed due to the fact that budget meetings will need to begin, and would likely do so on this date. He added that monitoring the COVID-19 illness trend is done everyday, and the Council can meet at anytime to review if necessary. He concluded that he felt like most citizens and businesses are taking the restrictions very seriously and carefully. Mr. Curd wanted to clear up confusion regarding restrictions on restaurants. He stated that City staff had distributed a summary of restrictions with a table diagram to restaurants, and he clarified that Section 10.1. regarding square footage calculations was not a restaurant restriction. Section 10.2 regarding seating distance requirements pertains to restaurants. Discussion ended with Mayor Copeland expressing his hope for continued good news.

13. New Business.

There was no new business to address.

14. City Manager and Staff Reports.

Mr. Bailey thanked the Council for how they have handled the pandemic issues during the past several weeks. He recognized that it has been a tremendous process, and that he and the City are very fortunate to have this Council at this time. He also thanked all of the City staff who has worked really well while experiencing a time of change and challenges. He added that he is very proud of every employee. He went on to acknowledge Kelli Williams, Chief Communications Officer, who has worked tirelessly to communicate news as quickly as possible to the public, staff and Council. He also acknowledged Lisa Beeman, Lisa's Senior Administrative Assistant Kelsey Walker, as well as her code enforcement staff who has worked hard to deliver information to businesses. Police Chief Roles and his staff were also thanked as they have been instrumental in handling complaints and helping enforce the restrictions that were put into place. He ended with thanking Elaine Banes for her assistance.

Mr. Bailey reported that the Spring grass and leaf pickup began today and will run this week. He encouraged citizens to place bags of yard waste on their curb for pick up by the Sanitation Department.

He also reported that Osage Landfill has re-opened the coupon service. Utility customers were provided with a coupon in February for one free trip to the landfill for the year.

15. City Council Comments and Inquiries.

Mr. Stuart inquired when the fencing would come down at Tower Center at Unity Square. Mr. Bailey reported that work is continuing, sod is down, and it is almost complete.

Vice Mayor Gentges reminded the Council and citizens that the COVID-19 virus is still here and to please wear masks when in crowded areas. He asked to continue to practice social distancing and wash hands. Although someone may start are feeling better about the situation, please continue to be safe. He concluded that the State intends to increase testing opportunities. Mayor Copeland commended Vice Mayor Gentges for his help during this time.

Mr. Curd inquired that since the Governor's Phase 2 may go into effect on May 15, would the City be in conflict if waiting to review the Ordinance on May 18. Mayor Copeland stated that May 15 is the earliest Phase 2 would go into effect as long as certain gates have been met. Mr. Stuart stated that the City's ordinance already has the Governor's Plan built into it to coincide with his Order.

Mayor Copeland asked that all citizens continue to be patient and kind as the community goes through this time together. He also commended Ms. Williams on a tremendous job getting information out to the public. He stated that was happy to see the landfill coupons available again, and ended by thanking his fellow council members and the public.

16. There being no further business to address, Mayor Copeland adjourned the meeting at 8:18 p.m.



Dale W. Copeland, Mayor



Jason Muninger, City Clerk/CFO