



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

**MINUTES OF THE
REGULAR MEETING OF THE
BARTLESVILLE CITY COUNCIL**

**Monday, May 3, 2021
7 p.m.**

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

MINUTES

(The Notice of Meeting was posted December 15, 2020
and the Agenda was posted April 29, 2021 at 5:00 p.m.)

City Council present were Mayor Dale Copeland, Vice Mayor Jim Curd, Jr., Trevor Dorsey (arriving at 7:20 p.m.), Paul Stuart and Billie Roane.

City staff present were Mike Bailey, City Manager; Jess Kane, City Attorney; Jason Muninger, City Clerk/CFO; Micah Siemers, Director of Engineering; Kelli Williams, Chief Communications Officer; Shellie McGill, Director of the Public Library; Captain Kevin Ickleberry, Security; 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. The Oath of Office was administered to Billie Roane by City Attorney Jess Kane.**
- 3. Roll call was conducted and a quorum established.**
- 4. The Invocation was provided by Mayor Copeland.**
- 5. Citizens to be heard.**

There were no citizens to be heard.

6. City Council Announcements and Proclamations

- a. Vice Mayor Curd read the National Police Week May 9 – 15, 2021 proclamation.
- b. Mr. Stuart read the Milkweed for Monarchs Month - May 2021 proclamation.
- c. Ms. Roane read the Flood Awareness Month – May 2021 proclamation.

7. Authorities, Boards, Commissions and Committee Openings

- Two openings on the Ambulance Commission
- One opening on the City Planning Commission
- One opening on the Construction and Fire Codes Appeals Board
- Three 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.

8. Consent Docket

a. Approval of Minutes

- i. The Regular Meeting Minutes of April 5, 2021

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

- i. Appointment of Ms. Debra Cook to fill an unexpired term on the White Rose Cemetery Board at the recommendation of Mayor Copeland.
- ii. Appointment of Ms. Laura Wood to a three-year term on the Bartlesville Library Trust Authority at the recommendation of Councilman Stuart.

c. Approval of Resolution

- i. Amending the budget of the City of Bartlesville, Oklahoma for Fiscal Year 2020-2021, appropriating unbudgeted grant revenue and unbudgeted fund-balance.

d. Approval of Agreements, Change Orders, Contracts, Lease Agreements, and Memorandums of Understanding.

- i. Contract Amendment between Polaris/Innovative Interfaces and Bartlesville Public Library/City of Bartlesville for library software.
- ii. Subscription Agreement between Freegal Music and Bartlesville Public Library/City of Bartlesville for audiobooks, music and music videos.
- iii. Agreement between Creativebug, LLC and the Bartlesville Public Library/City of Bartlesville for database subscription renewal.
- iv. Off-site Program Contract between the Bartlesville Public Library/City of Bartlesville and George Miksch Sutton Avian Research Center for a program on science and environmental education.
- v. Off-site Program Contract between the Bartlesville Public Library/City of Bartlesville and Rick E. Brammer/Absolute Science for a summer program STEM show.
- vi. Short form Contract with J. Graham Construction Inc. for construction of a sanitary sewer service line for First Christian Church.
- vii. Engagement Letter with Crawford and Associates P.C. for audit consulting services.

e. Approval of Residential Anti-Displacement and Relocation Plan (CDBG Contract #18111 CR 20)

- i. Residential Anti-Displacement and Relocation Assistance Plan for the City's participation in the FY 2021 Community Development Block Grant-Coronavirus Relief Program.

f. Receipt of ODEQ Permit

- i. Permit No. WT000074210182 Caney River Raw Water Intake Structure Improvements PWSID No. 1021410 to replace the existing raw water pumps with three 150 gpm pumps with variable frequency drives, one raw water flow meter and all appurtenances to serve the City of Bartlesville, Washington County, Oklahoma.

g. Receipt of Financials

- i. Interim Financials for the Nine Months Ending March 31, 2021.

Mayor Copeland read the consent docket in its entirety. Mr. Stuart pulled Item No. 8.d.iv. for discussion.

Vice Mayor Curd moved to approve the consent docket except for Item No. 8.d.iv., seconded by Mr. Stuart.

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

8.d.iv. Off-site Program Contract between the Bartlesville Public Library/City of Bartlesville and George Miksch Sutton Avian Research Center for a program on science and environmental education.

Mr. Stuart stated that he wished to highlight this program, and all that the Library does for the community. He added that there are many different programs for children and adults, and he encouraged the public to use the Library as it is a great resource.

Mr. Stuart moved to approve Item No. 8.d.iv. as presented, seconded by Mr. Curd.

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

9. Receive bids for the purchase of \$1,150,000 Combined Purpose General Obligation Bonds, Series 2021A of the City and vote to award said Bonds to the lowest bidder complying with the notice of sale and instructions to bidders or to reject all bids. Presented by Nate Ellis, The Public Finance Law Group PLLC.

Jon Wolff, Municipal Finance Services, Inc. presented the item. He reported that the sale was held this morning for the tranche of the issuance in the amount of \$1,150,000. He provided a handout to the City Council with the results. The City received one bid, from BOK, at 1.11%, which is the lowest interest rate received in several years. He stated that this tranche will wrap up this particular series of GO Bonds. He referred to the last page of the handout that listed every sale through the United States in order to show where the City of Bartlesville fell. He then explained bank qualified and non-bank qualified loans. He reported that the \$1,150,000 will be applied towards the Johnstone Park parking lot and entry access roads, Douglass Park Walkway, replacement of park drinking fountains, and the Minnesota overlay from U.S. Highway 75 to Madison Boulevard.

A brief discussion covered bank qualified and non-bank qualified; how the rating process is very important; that the City's healthy stabilization fund has been critical in receiving a good rating; that this is the last tranche out of the 2018 GO Bond Issue election; and an explanation of how the bonds are bid and issued.

Vice Mayor Curd moved to receive and to award the bid to BOK as presented, seconded by Mr. Dorsey.

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

- 10. Discuss and take possible action to approve an Ordinance providing for the issuance of Combined Purpose General Obligation Bonds, Series 2021A in the sum of \$1,150,000 by the City of Bartlesville, Oklahoma, authorized at an election duly called and held for such purpose; prescribing form of Bonds; providing for registration thereof; designating the Registrar for the issue; providing for levy of an annual tax for the payment of principal and interest on the Bonds and fixing other details of the issue; approving the forms of a Continuing disclosure Agreement and an Official Statement; authorizing executions and actions necessary for the issuance and delivery of the bonds; and declaring an emergency. Presented by Nate Ellis, The Public Finance Law Group PLLC.**

Mr. Ellis reported that this ordinance authorizes the issuance of the bonds at the interest rates previously set out by Mr. Wolff; execution of all of the related documents; and a separate emergency clause to facilitate providing the transcript to the Attorney General immediately for the 30 day contestability deadline. Closing will be June 17, 2021.

Mr. Curd moved to adopt the Ordinance as presented, seconded by Mr. Dorsey.

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

Ms. Roane moved to declare an emergency as presented, seconded by Mr. Stuart.

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

- 11. Discuss and take possible action to execute a resolution authorizing the City of Bartlesville to enter into a contract for sale of real property consisting of 35 acres, more or less, generally located east of the intersection of Shawnee Avenue and Hillcrest Drive in Bartlesville, Washington County, Oklahoma. Presented by Micah Siemers, Director of Engineering.**

City Attorney Kane removed himself from the room during discussion and vote on this item due to a potential conflict of interest.

Mr. Siemers reported that the Hillcrest Drive Rehabilitation Project, a 2013 ½ cent sales tax election project, has begun. The project consists of reconstructing Hillcrest Drive between 20th Street and the Caney River. The entire length of the project is located within the limits of the 100 year floodplain. As such the intent of the project is to utilize material in the vicinity of the project to build up the new road subgrade so that the finished grade of the new road will be approximately two (2) feet higher than the existing roadway. Hydraulic studies have been completed that verify there will be no effect to the floodplain elevation even with the higher roadway profile, however the intent is to try to minimize fill in the floodplain if possible. Staff has been working with Redbird Ranches, LLC to purchase property located adjacent to Hillcrest Drive just east of Shawnee for use as a borrow area for the fill needed to build up the roadway, thus eliminating the need to bring in fill from outside the floodplain. The seller has agreed to sell approximately 35 acres for \$70,000. The fair market value has been considered to be \$85,000 thus the seller would be entitled to receive documents from the City of

Bartlesville of a donation in the amount of \$15,000. Staff is recommending approval of the resolution as presented.

Discussion (using a PowerPoint slide) covered the scope of the project; the location of the 35 acres needed from Redbird Ranches; detours and lighting during the project; the use of the dirt from the borrow area for fill for the road; potential use and purchase by the school for fill dirt for their ag project to the north; drainage in the area; the quality of the dirt used for fill; oil wells and tank batteries; and discussion about the various roads and landmarks appearing on the slide.

Vice Mayor Curd moved to approve the Resolution authorizing the purchase of property from Redbird Ranches, LLC in the amount of \$70,000 plus \$15,000 in donation as presented, seconded by Ms. Roane.

Aye: Mr. Stuart, Mr. Dorsey Vice Mayor Curd, Ms. Roane, Mayor Copeland

Nay: None

Motion: Passed

12. Discuss and take possible action regarding City Council liaisons to Authorities, Boards, Commissions and Committees. Presented by the Mayor Copeland.

Mayor Copeland reported that many of the numerous Authorities, Boards, Commissions and Committees of the City have City Council liaisons, some as voting members and some as non-voting members. Ms. Roane agreed to take the committees that former Vice Mayor Gentges sat upon, which is the City Planning Commission, Downtown Landscape ask Force, Tax Incentive District Review Committee, Tower Green Design Committee, the Transportation Committee and the Water Resources Committee. Mr. Stuart stated that he would like to offer the Bartlesville Area History Museum Trust Authority to her as well since another committee he serves on can sometimes conflict. Ms. Roane agreed to take the Bartlesville Area History Museum Trust Authority as well.

13. Review Resolution 3619 affirming CDC recommendations; requiring masks for visitors and employees inside of City owned facilities; and authorizing the City Manager to take certain actions related to City operations to protect the employees and customers of the City. Presented by Mike Bailey, City Manager.

Mr. Bailey provided a COVID update covering the rolling seven day average of new cases in Washington County as well as other slides showing that Washington County is now at the lowest number of cases in several months. He stated that Resolution 3619 would expire at 11:59 p.m. tonight unless the City Council wished to extend it. All agreed to let the resolution expire. Mr. Bailey stated that he will update the employee COVID policy and would share it with the City Council once completed. He concluded that he appreciated the City Council's support over the past year.

14. New Business

There was no new business to report.

15. City Manager and Staff Reports.

Mr. Bailey reported that budget season is fast approaching, and that a Special City Council meeting will be called May 17 that will include a budget workshop. He highlighted the fact that

a sewer and water rate plan will be discussed for required improvements, and Capital Improvement Projects will be presented as well.

16. City Council Comments and Inquiries.

In response to Mr. Stuart's question about when Silas will be re-opened between Jennings and Keeler, Mr. Siemers stated it is a six month project, with four months remaining.

Mr. Curd commended staff on the cleanup and sod placement over the past week at Tower Center at Unity Square. He added that the water project with the flowers was a great part of the project. He added that he and his grandson also enjoyed using the Lime scooters over the weekend.

Ms. Roane complimented the flower and water feature at Tower Center at Unity Square also. She added that the Arvest Friday Forum will be held there on Friday with Lt. Governor Matt Pinnell speaking.

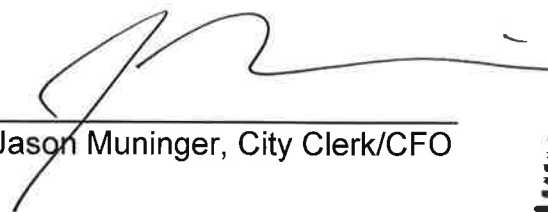
Mayor Copeland reminded citizens of the Spring grass and leaf pickup that is happening this week.

Mayor Copeland also welcomed Ms. Roane to the Council and stated that he looked forward to her contribution to the Council.

He concluded by stating that although the COVID resolution is expiring, citizens should continue to social distance, wash hands and continue to look out for their neighbor's well-being.

17. There being no further business to address, Mayor Copeland adjourned the meeting at 8:20 p.m.


Dale W. Copeland, Mayor


Jason Muninger, City Clerk/CFO

