



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

**REGULAR MEETING OF THE
BARTLESVILLE CITY COUNCIL
Tuesday, September 7, 2021
Immediately following the
Bartlesville Education Authority
beginning at 7 p.m.**

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

AGENDA

- 1. Call to order the business meeting of the Bartlesville City Council by Mayor Copeland.**
- 2. Roll call and establishment of a quorum.**
- 3. Citizens to be heard.**
- 4. City Council Announcements, Commendations and Proclamations.**
 - Constitution Week September 17-23, 2021 presented by Councilmember Roane.
- 5. Authorities, Boards, Commissions and Committee Openings**
 - Two openings on the Ambulance Commission
 - One opening on the Construction and Fire Codes Appeals Board
 - Two opening on the Street and Traffic Committee
 - Three openings on the White Rose Cemetery Board
- 6. Consent Docket**
 - a. Approval of Minutes**
 - i. The Regular Meeting Minutes of August 2, 2021.
 - b. Approval and/or Ratification of Appointments, Reappointments to Authorities, Boards, Commissions, and Committees**
 - i. Appointment of Mr. Adam Hibdon for a three year term on the City Planning Commission at the recommendation of Councilmember Roane.
 - ii. Reappointment of Mr. Bruce Kinkade to an additional three-year term on the Board of Adjustment at the recommendation of Mayor Copeland.
 - iii. Reappointment of Ms. Andy Novak, Ms. Kay Little and Ms. Pat Wright for additional three-year terms on the Community Center Trust Authority at the recommendation of Mayor Copeland.
 - iv. Reappointment of Ms. Jana Tresher and Mr. Matt Roark to additional three year terms on the Street and Traffic Committee at the recommendation of Councilmember Stuart.
 - v. Ratification of the reappointment of Ms. Diana Adams and Mr. Chris Batchelder to additional three year terms on the Bartlesville Development Authority at the recommendation of Mayor Copeland.
 - vi. Ratification of Ms. Diana Adams as the Chair and Dr. Jamie Bennett as the Secretary/Treasurer for FY 2021/2022 to the Bartlesville Development Authority.

- vii. Ratification of the reappointment of Ms. Blair Ellis and Mr. David Nelson to additional three year terms on the Bartlesville Redevelopment Trust Authority at the recommendation of Councilman Stuart.

c. Approval of Agreements, Contracts, Leases, and Memorandums of Understanding

- i. Contract between the Oklahoma Department of Libraries and the Bartlesville Public Library/City of Bartlesville to receive the Health Literacy Grant, #F-22-007 that provides funds for the Health and Wellness programs at the Library.
- ii. Contract between the Oklahoma Department of Libraries and the Bartlesville Public Library Literacy Services/City of Bartlesville and to receive the Citizenship Project Grant, #F-21-263 that provides the annual salary of the Immigration & Citizenship Literacy Assistant.
- iii. Annual subscriptions with WT Cox for the Bartlesville Public Library annual magazine/newspaper subscriptions for 2021/2022.
- iv. Contract between the City of Bartlesville/Bartlesville Public Library and the Oklahoma Department of Libraries Contract #F-22-041 Federal E-rate C-2 Funding for library equipment upgrades.
- v. Ratifying the Memorandum of Understanding between the City of Bartlesville and Grand Lake Mental Health Center, Inc. signed on May 27, 2021 that sets out their roles and responsibilities in implementing the 2021 CDBG-Coronavirus Relief Program Grant.
- vi. Contract with Service & Technology Corporation (STC) for General Engineering Services for Pathfinder Improvements and Assessment.
- vii. Contract with CEC Corporation for design services on the Shawnee Sidewalk Extension Project.
- viii. Contract Assignment from CEC Corporation to Parkhill, Smith & Cooper, Inc. for remaining work on the Amendment No. 5 to the Professional Services Agreement with CEC for airport consulting services.
- ix. Contract with Gorman Construction for ADA improvements to the Bartlesville Community Center Auditorium.
- x. Renew and extend the agreement between DB Squared and the City of Bartlesville for software that contains City of Bartlesville personnel information regarding job descriptions, job rating and pay grades.
- xi. Addendum to the Video Services Agreement with DIRECTV, LLC extending services until April 15, 2026.
- xii. Agreement to switch the City of Bartlesville stop loss carrier from Tokio Marine/HCC to Symetra.
- xiii. Contract with Infrastructure Management Services to update the City of Bartlesville pavement condition model and take inventory of the City of Bartlesville's street signs.
- xiv. Leases for T-Hangar 4A to Toby Lytle and T-Hangar 4D to Norval Gruver for the purposes of aircraft storage and aeronautical activity at the Bartlesville Municipal Airport.

d. Approval of Resolutions

- i. A resolution setting the Operating Budget Municipal Airport Operating Fund for FY 2021-22.
- ii. A resolution amending the Budget for the Golf Course Memorial Fund for FY 2021-22.

e. Receipt of Financials

- i. Interim Financials for the one month ending July 31, 2021.

f. Receipt of Bids

- i. Bid No. 2021-2022-004 for Concrete
- ii. Bid No. 2021-2022-005 for Asphaltic Concrete & Aggregate Base

- 7. **Consideration and possible action on a Resolution of the City Council of the City of Bartlesville, Oklahoma (the “City”) approving the incurrence of indebtedness by the Bartlesville Education Authority (the “Authority”) issuing its Lease Revenue Note, Series 2021A (Bartlesville Public Schools) (the “Note”); providing that the organizational document creating the Authority is subject to the provisions of the Note Indenture authorizing the issuance of said Note; waiving competitive bidding with respect to the sale of said Note and approving the proceedings of the Authority pertaining to the sale of said Note; and containing other provisions relating thereto. Presented by Jon Wolff, Municipal Finance Services, Inc.**
- 8. **Discuss and take possible action on a Bartlesville Development Authority proposal to provide up to 50 inbound HeraSoft employees with relocation incentives. Presented by David Wood, President, Bartlesville Development Authority.**
- 9. **Discuss and take possible action on the acceptance of a conveyance/in-kind donation from ConocoPhillips for two tracts of land and structures totaling approximately 8.099 acres including vehicles and equipment with an approximate market value of \$141,096.00 for the support of aviation operations at the Bartlesville Municipal Airport. Presented by Mike Richardson, Director, Bartlesville Municipal Airport.**
- 10. **Discuss and take possible action to adopt an Ordinance granting a non-exclusive permit to Clarity Telecom, LLC for the construction and Operation of a Cable System (Franchise Agreement). Presented by Jason Muninger, CFO/City Clerk.**
- 11. **Presentation of a periodic report on the status of Collective Bargaining and Outstanding Grievances between the City of Bartlesville and Bartlesville Fraternal Order of Police, Lodge 117 and the City of Bartlesville and the Bartlesville Professional Firefighters, Local 200, with possible action to enter into an executive session to discuss outstanding grievances and/or ongoing collective bargaining agreement negotiations pursuant to 25 O.S., Sec. 307(B). Presented by Jess Kane, City Attorney.**
- 12. **New Business.**
- 13. **City Manager and Staff Reports.**
- 14. **City Council Comments and Inquiries.**
- 15. **Adjournment.**

The Agenda was received and filed in the Office of the City Clerk and posted in prominent public view at City Hall at 5:00 p.m. on Thursday, September 2, 2021.

Jason Muninger

Jason Muninger, CFO/City Clerk

/s/ Elaine Banes

by Elaine Banes, Deputy City Clerk

City of Bartlesville Website: <https://www.cityofbartlesville.org/city-government/city-council/meeting-agendas/>

Open Meetings Act Compliance (25 O.S. Sec. 301 et seq.): all discussion items are subject to possible action by the City Council. Official action can only be taken on items which appear on the agenda. The city council may adopt, approve, ratify, deny, defer, recommend, amend, strike, or continue any agenda item. When more information is needed to act on an item, the City Council may refer the matter to the City Manager, Staff or City Attorney, or back to a committee or other recommending body. Under certain circumstance, items are deferred to a specific later date or stricken from the agenda entirely. Agenda items requiring a public hearing as required by law will be so noted. The City Council may at their discretion change the order of the business agenda items. City of Bartlesville Encourages participation from all its citizens. If participation at any public meeting is not possible due to a disability, notification to the city Clerk at least one working day prior to the scheduled meeting is encouraged to make the necessary accommodations. The City may waive this rule if signing is not the necessary accommodation.