



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

**MINUTES OF THE  
REGULAR MEETING OF THE  
BARTLESVILLE CITY COUNCIL  
Monday, August 1, 2022  
7 p.m.**

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

**MINUTES**

(The Notice of Meeting was posted December 15, 2021  
and the Agenda was posted July 27, 2022 at 5:00 p.m.)

Present were Mayor Dale Copeland, Vice Mayor Jim Curd, Jr., Councilmembers Trevor Dorsey, Paul Stuart, and Billie Roane.

City staff present were Tommy Brown, setting in for the City Attorney; Jason Muninger, City Clerk/CFO; Micah Siemers, Director of Engineering; Shellie McGill, Director of the Library; Captain Jay Hastings; Kelli Williams, Chief Communications Officer; Jessie Tabler, IT; Fire Chief David Topping; Greg Collins, Assistant Community Development Director; Lt. Glen McClintock, Security; and Elaine Banes, Executive Assistant.

- 1. The business meeting of the Bartlesville City Council was called to order at 7:00 p.m. by Mayor Copeland.**
- 2. Roll call was held and a quorum established.**
- 3. The invocation was provided by Rev. Victor Paul, Greater First Baptist Church.**
- 4. Citizens to be heard.**

There were no citizens to be heard.

- 5. City Council Announcements and Proclamations.**

There were no announcements or proclamations.

- 6. Authorities, Boards, Commissions and Committee Openings**

- One opening on the Convention and Visitors Bureau Board of Directors
- One opening 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](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 July 5, 2022.**

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

- i. Appointment of Mr. John J. Kane and Dr. Tammie Strobel to the Tax Incentive District Review Committee at the recommendation of Councilmember Roane.
- ii. Appointment of Mr. Joe Colaw to a three year term on the City Planning Commission at the recommendation of Councilmember Roane.
- iii. Reappointment of Mr. Martin Patzkowski to an additional two year term on the Bartlesville Library Board at the recommendation of Mayor Copeland.
- iv. Reappointment of Ms. Melanie Bayles to an additional three year term on the Street and Traffic Committee at the recommendation of Councilmember Stuart.

**c. Approval of Resolutions**

- i. Amending the budget of the City of Bartlesville for Fiscal Year 2022-2023 appropriating unbudgeted revenue for the CIP Sales Tax Fund in the amount of \$34,750 from Phillips 66 for construction of a rain garden at Jo Allyn Lowe Park.

**d. Approval of Agreements, Contracts, Engagement Letters and Change Orders**

- i. Professional Service Agreement with S2 Engineering for assistance in developing a Fats, Oils and Grease Ordinance in the amount of \$4,900.
- ii. Amendment No. 6 to the Professional Services Agreement with Parkhill, Cooper, Smith and Cooper for Airport Consulting Services in the amount of \$69,800.
- iii. Amendment to a License Agreement with Tyler Technologies for CrewForce/ShieldForce Software for \$51,080.
- iv. Services with Tyler Technologies for Tyler Detect Software Sales Quote in the amount of \$23,000.
- v. Professional Management Services Agreement between Kellogg and Sovereign Consulting and Bartlesville Public Library/City of Bartlesville for professional e-rate and OUSF compliance services.
- vi. Agreement between Scott and Pamela Driscoll and the City of Bartlesville for the rehabilitation and repair of a dilapidated structure on property addressed as 1405 SW Maple Ave.
- vii. Magazine/Newspaper Subscription Service Proposal between W.T. Cox and the Bartlesville Public Library/City of Bartlesville for FY 2022-2023 in the amount of \$2,351.75.

**e. Approval of Declaration of Surplus**

- i. Declare a 2001 Case Backhoe and 2005 John Deer Backhoe as surplus and authorize the disposal of these units to facilitate a trade in for excavators.

**f. Receipt of Financials**

- i. Interim Financials for the twelve months ending June 30, 2022.

**g. Receipt of Bids**

- i. Bid No. 2022-2023-003 for a Farm Tractor for Land Application of Biosolids.
- ii. Bid No. 2022-2023-004 for a Vacuum Tank Injection Unit Land Application of Biosolids.
- iii. Bid No. 2022-2023-005 for Concrete.
- iv. Bid No. 2022-2023-006 for Asphaltic Concrete & Aggregate Base.
- v. Bid No. 2022-2023-007 for a 95' Aerial Platform Firefighting Apparatus.

Mayor Copeland read the consent docket in its entirety. Ms. Roane pulled Items 7.b. i-iv and 7.d.vi. and Vice Mayor Curd pulled Items 7.c.i., 7.d.i and 7.f.i. from the consent docket for further discussion.

Vice Mayor Curd moved to approve the consent docket with the exception of Items 7.b.i-iv, 7.c.i, 7.d.i., 7.d.vi., and 7.f.i., seconded by Mr. Stuart.

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

**Items 7.b. Approval or Ratification of Appointments to Authorities, Boards, Commissions, and Committees.**

- i. Appointment of Mr. John J. Kane and Dr. Tammie Strobel to the Tax Incentive District Review Committee at the recommendation of Councilmember Roane.
- ii. Appointment of Mr. Joe Colaw to a three year term on the City Planning Commission at the recommendation of Councilmember Roane.
- iii. Reappointment of Mr. Martin Patzkowski to an additional two year term on the Bartlesville Library Board at the recommendation of Mayor Copeland.
- iv. Reappointment of Ms. Melanie Bayles to an additional three year term on the Street and Traffic Committee at the recommendation of Councilmember Stuart.

Ms. Roane stated her appreciation for the volunteers serving the various committees as set out above.

**Item 7.d. Approval of Agreements, Contracts, Engagement Letters and Change Orders**

- vi. Agreement between Scott and Pamela Driscoll and the City of Bartlesville for the rehabilitation and repair of a dilapidated structure on property addressed as 1405 SW Maple Ave.

Ms. Roane stated her appreciation to the Driscoll's for rehabilitating and repairing a dilapidated structure.

**Item. 7.c. Approval of Resolutions**

- i. Amending the budget of the City of Bartlesville for Fiscal Year 2022-2023 appropriating unbudgeted revenue for the CIP Sales Tax Fund in the amount of \$34,750 from Phillips 66 for construction of a rain garden at Jo Allyn Lowe Park.

Vice Mayor Curd invited Mr. Siemers to provide information on the rain garden project. Mr. Siemers reported that City staff will coordinate with Phillips 66 to complete the project. A design plan is being developed, and it will include improving the drainage issues in the area. Vice Mayor Curd thanked Mr. Siemers for his report and Phillips 66 for their funding and assistance with the project.

**Item 7.d. Approval of Agreements, Contracts, Engagement Letters and Change Orders**

- i. Professional Service Agreement with S2 Engineering for assistance in developing a Fats, Oils and Grease Ordinance in the amount of \$4,900.

Vice Mayor Curd passed on further discussion on this item stating he would contact Mr. Lauritsen when he returned from vacation for additional information on the agreement.

**Item 7. f. Receipt of Financials**

- i. Interim Financials for the twelve months ending June 30, 2022.

At Vice Mayor Curd's request, Mr. Muninger reported that all funds are performing well and that sales tax is up 2% over last year at this time.

Vice Mayor Curd moved to approve Items 7.b.i-iv., 7.c.i., 7.d.i., 7.d.vi., and 7.f.i., seconded by Ms. Roane.

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

Nay: None

Motion: Passed

**8. Discuss and take possible action to award Bid No. 2022-2023-003 for a Farm Tractor for Land Application of Biosolids. Presented by Councilmember Dorsey.**

Mr. Dorsey moved to award Bid No. 2022-2023-003 to P&K Equipment, Bartlesville, OK, in the amount of \$256,196.08, seconded by Ms. Roane.

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

Nay: None

Motion: Passed

**9. Discuss and take possible action to award Bid No. 2022-2023-004 for a Vacuum Tank Injection Unit Land Application of Biosolids. Presented by Councilmember Dorsey.**

Mr. Dorsey moved to award Bid No. 2022-2023-004 to Twin Valley Farm Service, Morgantown, PA, in the amount of \$105,769.00, seconded by Ms. Roane.

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

Nay: None

Motion: Passed

**10. New Business.**

There was no new business.

**11. City Manager and Staff Reports.**

Mr. Muninger reported that Hensley will be closed between Delaware and Cherokee for one week, starting today. Utility line work is being completed in conjunction with the building of the new bridge.

**12. City Council Comments and Inquiries.**

Mr. Stuart stated his appreciation of Ms. Williams on what a great job she does producing City Beat each week. Ms. Roane and Mayor Copeland agreed and that City Beat provides good information on what is happening in Bartlesville.

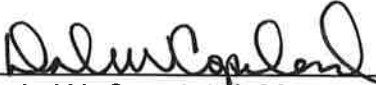
Ms. Roane complimented the Library and History Museum staff on the great job they do in providing so many services and information to the public. She acknowledged Debbie Neece, archivist, for the great job she does for the City and citizens.

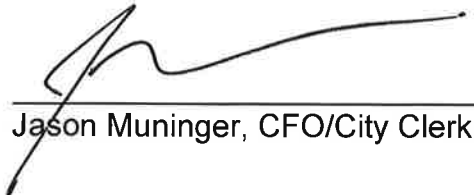
Ms. Roane also recognized Maria Gus and her staff for their work in bringing film makers into the community.

In conclusion, Ms. Roane informed the public that all staff reports pertaining to what the City Council receives for City Council meetings can be found on the City's website.

Mayor Copeland announced that the filing dates to run for City Council is August 1-3. Filing can be done at the Washington County Election Board, 4<sup>th</sup> Floor, City Hall. The election will be held Nov. 8, 2022.

**13. There being no further business to address, Mayor Copeland adjourned the meeting at 7:33 p.m.**

  
Dale W. Copeland, Mayor

  
Jason Muninger, CFO/City Clerk

