



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

**REGULAR MEETING OF THE
BARTLESVILLE CITY COUNCIL**

**Monday, February 6, 2023
5:30 p.m.**

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

MINUTES

(The Notice of Meeting was posted December 15, 2022
and the Agenda was posted February 2, 2023 at 5:00 p.m.)

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

City staff present were Mike Bailey, City Manager, Jess Kane, City Attorney; Jason Muninger, City Clerk/CFO; Micah Siemers, Director of Engineering; Fire Chief David Topping; Police Chief Tracy Roles; Larry Curtis, Director of Community Development; Kelli Williams, Chief Communications Officer; Laura Sanders, Director of Human Resources; Deputy Police Chief Kevin Ickleberry, Security; and Elaine Banes, Executive Assistant.

- 1. The business meeting of the Bartlesville City Council was called to order at 5:30 p.m. by Mayor Copeland.**
- 2. Roll Call was held and a quorum established.**
- 3. The Invocation will be provided by Errol Hada, The Lighthouse Outreach Center.**
- 4. Citizens to be heard.**

Bill Payton provided his opinion regarding the September 10, 2022 drag queen show, and how he feels the event broke City laws. Joel Rabin provided his opinion supporting Mr. Payton and adding additional rhetoric against holding events such as these in public parks.

Steve Hine provided his opinion that tax dollars should not be used for outside attorneys to develop an ordinance in regard to obscenity and the holding of a drag queen show in public areas, and to use the opinion that was previously provided by City Attorney Kane.

- 5. City Council Announcements and Proclamations.**
 - Police Chief's Award for Valor to be presented to citizen Aaron Rademaker and a Commendation will be presented to E911 Dispatcher Kaylee Hill-Johnson by Deputy Chief Kevin Ickleberry.
- 6. Authorities, Boards, Commissions and Committee Openings**
 - One opening on the Bartlesville Area History Museum Trust Authority.
 - One opening on the Bartlesville Redevelopment Trust Authority.
 - One opening on the Bartlesville Convention and Visitor's Bureau Board (Visit Bartlesville)
 - Two 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.

7. Consent Docket

a. Approval of Minutes

- i. The Regular Meeting Minutes of January 3, 2023.

b. Approval of Appointment, Reappointments and Ratifications to Authorities, Boards, Commissions and Committees

- i. Appointment of Ms. Margaret Anton to a three-year term on the Bartlesville Adult Center Trust Authority at the recommendation of Mayor Copeland.
- ii. Appointment of Mr. Richard Sparks to a three-year term on the Sewer System Improvement Oversight Committee at the recommendation of Councilmember Dorsey.
- iii. Reappointment of Mr. Kregg Cammack and Mr. John Joyce to additional three-terms on the Bartlesville Adult Center Trust Authority at the recommendation of Mayor Copeland.
- iv. Reappointment of Mr. Jay Jenzen and Ms. Denise Parks to additional three-year terms on the Bartlesville History Museum Trust Authority at the recommendation of Councilmember Roane.
- v. Reappointment of Mr. Rob Fries to an additional two-year term on the Bartlesville Library Board at the recommendation of Mayor Copeland.
- vi. Reappointment of Ms. Laura Higbee to an additional three-year term on the Board of Adjustment at the recommendation of Mayor Copeland.
- vii. Reappointment of Ms. Sara Freeman to a three-year term on the City Planning Commission at the recommendation of Councilmember Roane.
- viii. Reappointment of Mr. Ben Rovenstine to an additional three-year term on the Park Board at the recommendation of Vice Mayor Curd.

c. Approval of Agreements, Contracts, Engagement Letters, Leases, MOU's and Proposals.

- i. Update of Article 25, Section 2 of the International Association of Fire Fighters (IAFF) Collective Bargaining Agreement setting health and dental insurance subsidy rates.
- ii. Professional Services Contract with BKL Inc. design services on the Park Roads and Parking Lot project in the amount of \$106,250.
- iii. Amendment to the Professional Service Contract with Freese & Nichols, Inc. to add design for a parallel pedestrian bridge to the Sunset Boulevard over Butler Creek Bridge Rehabilitation and Repair project in the amount of \$96,045.
- iv. Professional Service and Repair Contract with H-Tech Systems, Inc. for roof repairs on the City Hall building located at 401 S. Johnstone Ave. in the amount of \$9,988.
- v. Professional Services Contract with Keleher Architects for Pickleball Court Design in the amount of \$29,500.
- vi. Voluntary Abatement Agreement with Habitat for Humanity for the demolition of 1544 SW Maple, Bartlesville, OK 74003 and execution of Contract Agreement for demolition.
- vii. Accept the FY 2021 Assistance to Firefighters Grant. (Verbiage from the agenda corrected as presented.)

d. Approval of Resolution

- i. Amending the budget of the City of Bartlesville for fiscal year 2022-2023 appropriating CDBG-Covid grant revenue for the CDBG-Covid Fund.

e. Receipt of Financials

- i. Interim Financials for six months ending December 31, 2022.

Mayor Copeland read the consent docket in full. Ms. Roane pulled items 7.b.iv. and 7.b.vii. for further discussion. Vice Mayor Curd pulled Item 7.c.ii. for further discussion. Mr. Roszel pulled Item 7.c.v. for further discussion.

Ms. Roane moved to approve the consent docket with the exceptions of Items 7.b.iv., 7.b.vii, 7.c.ii. and 7.cv., seconded by Vice Mayor Curd.

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

Voting Nay: None

Motion: Passed

Item 7.b.iv. Reappointment of Mr. Jay Jenzen and Ms. Denise Parks to additional three-year terms on the Bartlesville History Museum Trust Authority at the recommendation of Councilmember Roane.

Item 7.b.vii. Reappointment of Ms. Sara Freeman to a three-year term on the City Planning Commission at the recommendation of Councilmember Roane.

In regards to the reappointments of Mr. Jenzen, Ms. Park, and Ms. Freeman, Ms. Roane stated her appreciation to them for volunteering and that they are outstanding assets to the committees they serve. She also commended all of the volunteers who serve on City committees.

Item 7.c.ii. Professional Services Contract with BKL Inc. design services on the Park Roads and Parking Lot project in the amount of \$106,250.

Vice Mayor Curd stated that he looks forward to the design work on this project. He commended the work that has brought this forward and is looking forward to its completion. Mr. Bailey added that the project also includes improving park roads.

Item 7.c.v. Professional Services Contract with Keleher Architects for Pickleball Court Design in the amount of \$29,500.

Mr. Roszel stated that he been contacted by many citizens about pickleball and has seen how the tournaments bring revenue into the community. At his request, Mr. Siemers provided background on the project and a timeline on the completion of the new courts that will located next to the tennis courts at Sooner Park. He estimates construction beginning this summer.

Additional discussion also was held on Item 7.c.vii. which is the FY 2021 Assistance to Firefighters Grant. It was approved in the previous motion and vote. At the request of Vice

Mayor Curd, Fire Chief Topping provided information about the grant which is a training grant for all incident command staff to improve command efficiency in emergency incidents.

Vice Mayor Curd moved to approve Items 7.b.iv., 7.b.vii., 7.c.ii., 7.c.v. as presented, seconded by Mr. Dorsey.

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

Voting Nay: None

Motion: Passed

8. Discussion of proposed changes to the City Council ward boundaries and staff proposed modifications to update and equalize representation in each ward, and direction to staff to make public notice of proposed changes to be set before Council for possible adoption by ordinance at the March 6, 2023 City Council meeting. Presented by Larry Curtis, Director, Community Development.

The Mayor opened the item stating ward boundaries were studied and changed in 2015 and that it was quite a process. He introduced Mr. Curtis as this is his first presentation to the City Council.

Mr. Curtis reported that the action requested at this meeting is for the City Council to authorize City staff to move forward with the public notice of redistricting wards. Per the City Charter at least 30 days notice to the public is required prior to redistricting approval. The map included in the Council packet is in flux and input from the Council is welcome and invited. Mr. Curtis went on to explain that following a census, the data is used to make an analysis on the ward boundaries. After studying the 2020 census, it was determined that there is a substantial increase in population in Ward 2 with a potential for more with future development, as well as a few other tweaks were needed in the other wards. He concluded that there is no specific number determined by State Statute or Charter but a 7% ratio of the total population, plus or minus, is generally used as a guideline to establish ward boundaries.

Discussion covered that according to the 2020 Census, Bartlesville population is at 37,245 so it shows an optimal value of 7450 in each ward; potential growth is expected to the south and east; pockets in Ward 2 that are in the county; how those pockets will not be annexed unless requested by property owners, or if they meet certain criteria; annexation laws; and the timeline for completion of redistricting.

Mr. Roszel moved to authorize staff to provide public notice of proposed changes to re-establish ward boundaries, seconded by Ms. Roane.

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

Voting Nay: None

Motion: Passed

9. New Business

No new business to report.

10. City Manager and Staff Reports.

Mr. Bailey reviewed several projects.

The Lee Lake project is getting close to completion. The parking lot will be smaller but will be adequate for the facilities. The entrances off of Adams Blvd. will be closed, and the only entrance to the Lee Lake area will be off of Silver Lake Road. There will be a soccer practice field added to the north, and a cricket field added to the park as well. He provided information about the landscaping of the area around the skate park, as well as the added lighting there and at Robinwood Park.

New signage has been installed at all of the parks and Pathfinder Parkway with additional landscaping around them to be added. The entryway signs wayfinding signs will also be added once the locations are State approved with the same design and scheme as the park signage.

The CDBG project for 5th Street Improvements is approximately 50% complete. The project includes sidewalks and pavement rehab between Virginia Ave, to Santa Fe Street. Estimated completion is the end of April, first of May depending on weather.

The Caney River pump station has been offline due to the inability to get a needed part. A new supplier has been contacted so hopefully the part will arrive and the station will up and running soon. If not functional before the Spring rains, manual operation of the pump station will need to be implemented.

Pathfinder expansion and renovation is ongoing. The preliminary design is still under review with STC.

A Douglas Park Shelter, approved in 2020 GO Bond, is to be installed where the old playground equipment was located. The new equipment is east of the old site, and the shelter would be best utilized close to the new playground equipment. Pathfinder Parkway will be connected to Douglas Park as well. It is hoped that the new type of asphalt being tested on Minnesota Street may be effective on the Parkways as well.

The City held a successful auction Saturday bringing approximately \$160,000 into the General Fund, as well as to the appropriate Enterprise Fund related to the equipment sold.

Discussion was held as the bathrooms on Pathfinder about security and making them available to the public. Glenn Security has been hired to add automatic locks and motion sensors to help secure the restrooms from vandalism and homeless people. Keeping the restrooms locked is not desirable, but has been required due to vandalism.

Mr. Bailey concluded that lake levels are a concern at 65%, so citizens are encouraged to minimize water usage as much as possible.

11. City Council Comments and Inquiries.

Ms. Roane thanked City staff for the work being done on ward redistricting. She also acknowledged Keith and Christy McPhail for organizing a warming shelter during a recent cold weather event. She encouraged citizens to volunteer and applauded the volunteers who assisted those in need recently.


Mr. Roszel thanked the Police and Fire Departments for their work. He added that he felt both departments are "a class act".

Mayor Copeland thanked all of City staff in the various departments for a job well done.

12. There being no further business to discuss, Mayor Copeland adjourned the meeting at 7:02 p.m.




Jason Muninger, CFO/City Clerk


Dale W. Copeland, Mayor